

**WESTCHESTER JOINT WATER WORKS**  
**Board of Trustees Meeting**  
**Tuesday, July 11, 2023 at 4:45 p.m.**

**Present:**

- Trustees: Thomas Murphy (in-person), Jaine Elkind Eney (in-person), and Rich Dionisio (in-person)
- Lori Lee Dickson, General Counsel (in-person)
- David Birdsall, Business Director (via videoconferencing)
- Frank Arcara, General Superintendent (via videoconferencing)
- Jacqueline Briggs, Assistant Civil Engineer (via videoconferencing)
- Zach Wasp, Assistant Civil Engineer (via videoconferencing)

**Approval of Minutes**

Trustee Elkind Eney made a motion to approve the minutes of the June 27, 2023 Board Meeting minutes. Trustee Dionisio seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	“aye”
Trustee Elkind Eney	“aye”

**Financial Reports and Approvals**

David Birdsall, Business Director, reviewed bank balances and presented claims to the Board highlighting significant items, among them: Water Infrastructure Repairs and Replacements (Etre Associates), Payroll Costs (Two payroll periods), Water Treatment Chemicals (Amrex, Carus and JCI), Distribution System Materials & Equipment (Capitol Supply, Core & Main and EJ Prescott), Plumbing Services (McGuire Mechanical), and Engineering Services (Hazen and Wasp).

Approval of Claims: Trustee Elkind Eney made a motion to approve 109 claims totaling \$546,623. Trustee Dionisio seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	“aye”
Trustee Elkind Eney	“aye”

**General Administration:**

- Emergency/Priority Services Contract Extension: Chairperson/Trustee Murphy explained that the Emergency/Priority Services contract was put out to bid in 2022, with Etre Associates/ELQ Industries, an experienced contractor, winning the bid. The contract, which is due to expire on August 6<sup>th</sup>, 2023, allows for a one-year extension at the same terms. It was noted that next year the Emergency/Priority Services contract will, once again, be put back out to bid. Trustee Elkind Eney made a motion to approve the proposal to extend the current Emergency/Priority Services contract with Etre Associates/ELQ Industries for one year, at the same terms. Trustee Dionisio seconded the motion, all in favor:

Trustee Murphy	“aye”
Trustee Dionisio	“aye”
Trustee Elkind Eney	“aye”

### **Old Business**

- Rye Lake Filtration Plant:
  - No new updates were reported at this time.
- Project, System Maintenance and Operational Updates: Frank Arcara, General Superintendent, provided the following updates:
  - Lakeside Drive (TOM): With water main installation complete, pressure testing, chlorination, flushing, and sampling are now underway. Sample results are expected later this week.
  - ELQ crews performed 2 water main repairs and 1 hydrant replacement, and WJWW crews performed 3 valve replacements. The Service Department responded to approximately 261 service calls and the Operations Department took a total of 86 samples - all came back within normal range.

### **Manager’s Report**

No Manager’s Report was needed at this time.

### **New Business**

No New Business to discuss at this time.

### **Executive Session**

No Executive Session was needed at this time.

### **Date of Next Meeting**

The next Board of Trustees meeting is scheduled for Tuesday, July 25, 2023, at 4:45 p.m.

With no further business to discuss, Trustee Elkind Eney made a motion to adjourn the meeting. Trustee Dionisio seconded the motion:

Trustee Murphy	“aye”
Trustee Dionisio	“aye”
Trustee Elkind Eney	“aye”

The meeting adjourned at 4:56 p.m.