

WESTCHESTER JOINT WATER WORKS

Board of Trustees Meeting

Tuesday, February 23, 2016 at 4:00 p.m.

The meeting was called to order at 4:08 p.m. with the following members present:

Present:

- Ron Belmont and Nancy Seligson, Trustees
- Paul Noto, Esq., Counsel
- Anthony Conetta, Manager
- David Birdsall, Business Manager

Not Present:

- Norman Rosenblum, Trustee

Approval of Minutes

Trustee Belmont made a motion to accept the minutes for the February 9, 2016 Board meeting. Trustee Seligson seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Seligson	"aye"
Trustee Rosenblum	Not Present

Financial Reports and Approvals

- Bank Balances as of 2/23/16:

• General Fund @ 0.05%	\$2,670,023
• Money Market @ 0.12%	\$1,792,757
• Consumer Dep. @ 0.17%	\$ 541,604
• Capital Fund @ 0.17%	<u>\$ 27,864</u>
	\$5,032,248

-The Manager reviewed with the Board the current bank balances and claims to be approved. After review, Trustee Seligson made a motion to approve the 139 claims & 131 checks in the amount of \$1,781,946. Trustee Belmont seconded the motion, all in favor:

Trustee Seligson	"aye"
Trustee Belmont	"aye"
Trustee Rosenblum	"not present"

-The Manager discussed the status of the operating budget, capital projects and general administration. The following items were approved by the Board:

-Trustee Seligson made a motion to approve Woodside Zone (Old Lake St) PRV- authorization increase in the amount of \$75,000 to cover increased scope and associated costs. Revised project total estimated cost is \$325,000. Trustee Belmont seconded the motion, all in favor:

Trustee Seligson	"aye"
Trustee Belmont	"aye"
Trustee Rosenblum	"not present"

-The Manager reviewed and discussed overdue customer accounts that are currently over 60 days past due.

Operations Status Reports

The Manager reported on the following WJWW operational items:

- a. The year-to-date water production through the end of January 2016 was 0.31 billion gallons compared to 0.30 billion gallons through the end of January 2015 indicating a year-to-date increase water use of 0.01 billion gallons or 5.1% more than 2015.
 - Rye Lake water consumption **decreased** by 8% compared to the same period in 2015.
- b. Water Main Repairs and Facilities Improvements:
 - VOM & Greenhaven
 - Continued work on Pirates Cove and Greacen Point asbestos water main replacement
 - Repaired service connection on 196 N. Barry Ave.
 - TOM
 - Repaired 6" water main break on Vine Rd.
 - Repaired service connection on Forest Ave.
 - Repaired service connection on Valley Rd.
 - TOH
 - Repaired water main break on hydrant lateral on Halstead Ave.
 - Replaced fire hydrant on Old Lyme Rd.
 - Replaced fire hydrant on Osborn Rd.
 - Installed Insertion Valve on Union Ave.
 - Fire Hydrant replacement on Union Ave. is complete.
- c. Storage Tank Rehabilitation/Repairs:
 - Woodside Tank:
 - Disinfection of interior of tank by the contractor followed by associated sampling in accordance with the technical specifications/Health Department requirements has take place.
 - WJWW has received lab results and are awaiting WCDOH and engineers approval to place the tank back in service.
 - Winged Foot tank discharge altitude valve/lines have experienced freezing. A temporary heater is currently being used. Received permanent heating enclosure which will be installed shortly.
 - Woodside Zone PRV at Old Lake St. – work is ongoing.

d. Meter Reading and Billing Status:

- Meter reading and billing for VOM (4,000 +/-) is complete.
- Meter reading for TOM (3,000 +/-) to begin March 1st.
- Billing for TOM (3,000 +/-) expected to be completed mid-March.
- Meter Replacement Plan Phase I in the Town of Mamaroneck is ready to proceed.
- Continuing to work on resolving problem reads/bills.
- WJWW's continuing an aggressive effort to increase compliance with Backflow Prevention Program:
 - Current estimated properties not in compliance is roughly 5,500 +/- of which 80% are residential irrigation and 20% are commercial/institutional.
 - Letters and questionnaires were mailed out to approximately 436 customers of commercial/institutional properties regarding backflow prevention status.

e. Improvements to Pump Stations:

- Emergency standby generators at Rye Lake Pump Station:
 - Building Permit applications are in the process of being filed.
 - Ordering of equipment, site prep and installation are pending.
- Emergency Back Up Mobile Chlorinator:
 - Engineering work by D&B is nearing completion and will be submitted to WCDOH shortly.
- Park Lane Booster Station:
 - Engineering work is in progress
 - H2M submitted a proposal for modifications and creation of the upper high pressure zone #2. Trustee Ron Belmont made a motion to approve H2M work of \$4,000. Trustee Nancy Seligson seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Seligson	"aye"
Trustee Rosenblum	Not Present
- Potential four (4) emergency interconnections with the City of White Plains have been identified by WJWW. WJWW has had initial discussions with City representatives and meeting expected within 1-2 weeks; no official response has been received.
- WCDOH has returned the first round of comments and Hazen & Sawyer are revising and resubmitting engineering plans for new gas chlorinators for the Rye Lake Pump Station.
- Purchase Booster Station caustic bulk storage inspection and clean out to take place March 1st and March 2nd.

f. WCDOH sanitary survey:

- Sanitary Survey was conducted by WCDOH on February 17th and 18th and a letter/report will follow.

UV Alternative Status to Rye Lake Source

a. Maximize Use of Shaft 22 UV Treated Water:

- On average over the last 2-3 months, the use of Rye Lake water has been down in the range of 25-30% of total water being used.
- Kenilworth Pump Station Upgrade:
 - TOH Building Dept. applications are being prepared.
 - WCDOH has had the permit application and specs since December 22, 2015. Approval is needed ASAP if station is to be operational in Fall 2016 so 100% of WJWW can get UV treated water.
 - Installed 20" control valves on President's Day weekend, work was coordinated with Morgan Stanley.
 - H2M proposal for additional engineering services submitted - \$24,900. Trustee Nancy Seligson made a motion to approve. Trustee Ron Belmont seconded the motion.

Trustee Seligson	"aye"
Trustee Belmont	"aye"
Trustee Rosenblum	"not present"
- New 16" Water Transmission Line (Mamaroneck Ave. to Macy Rd):
 - Surveying and other field work is ongoing.
 - The latest cost estimate is \$2.5 million – NYSDOH water grants assistance has been applied for again and additional information to be submitted March 1st and April 15th.
 - Current schedule for submittal permit/application package to NYSDOH is June 2016.
 - Current target to start construction, November 2016.
 - SEQRA Resolution - Type II Classification. Trustee Nancy Seligson made a motion to approve. Trustee Ron Belmont seconded the motion.

Trustee Seligson	"aye"
Trustee Belmont	"aye"
Trustee Rosenblum	"not present"
- Weaver Street Pump Station Upgrade:
 - D&B is proceeding with detailed engineering analysis and design.

b. Protection of Rye Lake Intake/Boom System:

- Interim system is in place and H&S engineering work related to long-term solution is underway.

c. Village of Larchmont (VOL) Coordination:

- A follow-up meeting to be scheduled to discuss future projects and costs is being scheduled.

d. Town of Greenburgh Coordination:

- WJWW and Town coordinating and exchanging information regarding potential site for Shaft 20 pump station and possibilities relative to joint/shared facilities.

Date of Next Meeting

The next Board meeting is scheduled for Tuesday, March 8, 2016 at 4:00 p.m.

With no further business to discuss, Trustee Belmont made a motion to adjourn the meeting. Trustee Seligson seconded the motion, all in favor: “aye”. The meeting adjourned at 5:42 p.m.