

**WESTCHESTER JOINT WATER WORKS**  
**Board of Trustees Meeting**  
**Tuesday, January 9, 2024 at 4:45 p.m.**

**Present:**

- Trustees: Jaine Elkind Eney (in-person) and Sharon Torres (in-person)
- Lori Lee Dickson, General Counsel (via videoconferencing)
- Paul Kutzy, Manager (in-person)
- David Birdsall, Business Director (in-person)
- Frank Arcara, General Superintendent (via videoconferencing)
- Zach Wasp, Assistant Civil Engineer (via videoconferencing)

**Approval of Minutes**

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

Trustee Elkind Eney	“aye”
Trustee Dionisio	Not Present
Trustee Torres	“aye”

**Financial Reports and Approvals**

David Birdsall, Business Director, reviewed bank balances and presented claims to the Board highlighting significant items, among them: Payroll Costs (Two payroll periods), Hydrants, Meters, Pipe, Valves & Other Water Distribution System Materials (Ferguson, Capital Supply, Carmel Winwater, and Dakota), Engineering Services (Woodard & Curran and H2M), Insurance Premium Installments (Arthur Gallagher and Metlife) and Water Treatment Chemicals (Shannon Chemical)

Approval of Claims: Trustee Torres made a motion to approve 75 claims totaling \$439,589. Trustee Elkind Eney seconded the motion, all in favor:

Trustee Elkind Eney	“aye”
Trustee Dionisio	Not Present
Trustee Torres	“aye”

**General Administration:**

- Election of Officers: Upon review and discussion, the Trustees elected to make their current interim Board assignments permanent. The interim Board assignments were necessary because of the election of Trustee Torres to the position of Mayor for the VOM. Trustee Torres made a motion to appoint the Trustees, by unanimous elections, to the following permanent 2-year Board positions:

Chairperson, WJWW Board of Trustees: Trustee Elkind Eney  
Vice Chairperson, WJWW Board of Trustees: Trustee Torres  
Clerk/ Treasurer, WJWW Board of Trustees: Trustee Dionisio

Trustee Elkind Eney seconded the motion, all in favor:

Trustee Elkind Eney	“aye”
Trustee Dionisio	Not Present
Trustee Torres	“aye”

- Approval of 2024 Board of Trustees Meeting Calendar: Trustee Elkind Eney made a motion to approve the WJWW Board of Trustees Meeting Calendar for 2024 with meetings scheduled to take place on the 2nd and 4th Tuesdays of each month, at 4:45 p.m.. Any changes to the calendar will be noticed in advance of the affected meetings and the calendar as adopted, in its entirety, will be provided to the media for publication. Trustee Torres seconded the motion, all in favor:

Trustee Elkind Eney	“aye”
Trustee Dionisio	Not Present
Trustee Torres	“aye”

- Tax Levy Transfer / TOM: Trustee Torres made a motion to approve a resolution for the Tax Levy Transfer to the Town of Mamaroneck in the total amount of \$39,145.97 (including transfer fees) representing Town of Mamaroneck water customer accounts over 30 or more days in arrears. Trustee Elkind Eney seconded the motion, all in favor:

Trustee Elkind Eney	“aye”
Trustee Dionisio	Not Present
Trustee Torres	“aye”

### **Old Business**

- Rye Lake Filtration Plant:
  - No new updates were reported at this time.
- Project, System Maintenance and Operational Updates:
  - No new updates were reported at this time.

### **Manager’s Report**

No Manager’s Report was needed at this time.

### **New Business**

- Approval of TOM Local Capital Project for Replacement of Transite Water Main on Brookside Place: The replacement of approximately 240 linear feet of transite water main on Brookside Place, with an estimated cost of \$200,000 (inclusive of all engineering and construction related costs), was requested. This project is necessary because of a water main break that occurred in this area. Trustee Torres made a motion to approve the replacement of approximately 240 linear feet of transite water main on Brookside Place, TOM, with an estimated cost of \$200,000 (inclusive of all engineering and construction related costs). Trustee Elkind Eney seconded the motion, all in favor:

Trustee Elkind Eney	“aye”
Trustee Dionisio	Not Present
Trustee Torres	“aye”

- Approval of Wasp Engineering Engineering Services Proposal for Replacement of Transite Water Main on Brookside Place, TOM: Approval of Wasp Engineering Engineering Services proposal related to the replacement of approximately 240 linear feet of transite water main on Brookside Place, TOM, with a cost of \$24,400, was requested. This work is necessary due to a transite water main break in this area and is included in the total estimated project cost of \$200,000. Trustee Elkind Eney made a motion to approve the Wasp Engineering Engineering Services proposal for the replacement of approximately 240 linear feet of transite water main on Brookside Place, TOM, with a cost of \$24,400. Trustee Torres seconded the motion, all in favor:

Trustee Elkind Eney	“aye”
Trustee Dionisio	Not Present
Trustee Torres	“aye”

### **Executive Session**

No Executive Session was needed at this time.

### **Date of Next Meeting**

The next Board of Trustees meeting is scheduled for Tuesday, January 23, 2024, at 4:45 p.m.

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

Trustee Elkind Eney	“aye”
Trustee Dionisio	Not Present
Trustee Torres	“aye”

The meeting adjourned at 5:00 p.m.