

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Tuesday, November 10, 2015, 2015 at 4:00 p.m.

The meeting was called to order at 4:00 p.m. with the following members present:

Present:

- Trustees Ron Belmont, Norman Rosenblum and Nancy Seligson
- Paul Noto, Esq., Counsel
- David Birdsall, Business Director

Absent:

- Anthony Conetta, Manager

Approval of Minutes

Trustee Rosenblum made a motion to accept the minutes for the October 27, 2015 Board meeting.

Trustee Belmont seconded the motion, all in favor:

| | |
|-------------------|-------|
| Trustee Belmont | “aye” |
| Trustee Rosenblum | “aye” |

Financial Reports and Approvals

The Business Director reviewed with the Board the current bank balances and claims to be approved.

After review, Trustee Rosenblum made a motion to approve the 143 claims in the amount of \$740,650.

Trustee Belmont seconded the motion, all in favor:

| | |
|-------------------|-------|
| Trustee Belmont | “aye” |
| Trustee Rosenblum | “aye” |

The Business Director discussed the 2015 operating budget and capital projects with the Board.

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

Operations Status Reports

The Business Director reported on the following WJWW operational items:

- a. The year-to-date water production through the end of October 2015 was 4.5 billion gallons compared to 4.2 billion gallons through the end of October 2014 indicating a year-to-date increase of 7.2% over the same time period. The percentage of Shaft 22 UV treated water in the system continued to run above prior year levels.
- b. Water Main Repairs and Facilities Improvements:
 - VOM
 - Replaced leaking curb stop on Hunter St.

- TOM
 - Replaced curb stop on Maple Hill Dr.
- TOH
 - Replaced leaking 8" water main valve on Corporate Park Dr.
 - Repaired leaking service connection on Park Ave.
 - Replaced leaking service connection at Crossing at Blind Brook.

c. Storage Tank Rehabilitation/Repairs:

- Woodside Tank: Progress meeting was held on November 5th and completion of painting and reactivation of tank is expected mid-December.
 - GHD submitted Amendment No. 4 for the design of a 36 inch access manway for a lump sum fee of \$2,100 – Trustee Belmont made a motion to approve amendment No. 4. Trustee Rosenblum seconded the motion, all in favor:

| | |
|-------------------|-------|
| Trustee Belmont | "aye" |
| Trustee Rosenblum | "aye" |
 - NUCO change order to install a larger manway (i.e. 36" instead of existing 24") at a cost of \$14,136.95 - Trustee Belmont made a motion to approve amendment No. 4. Trustee Rosenblum seconded the motion, all in favor:

| | |
|-------------------|-------|
| Trustee Belmont | "aye" |
| Trustee Rosenblum | "aye" |
- Woodside Zone PRV at Old Lake St. – New PRV valve has been activated and is in service; vault roof has been installed and electrical service connection has been made. SCADA panel/controls work in progress.
- Flagler Drive: Engineering work progressing and it now includes engineering for complete area and two phases for construction.

d. Meter Reading and Billing Status:

- Meter reading for VOM (4,000 +/-) began November 2nd.
- Meter billing for VOM (4,000 +/-) expected to be completed mid-November.
- Tentative Plan for Meter Replacement to achieve 100% Drive-By Reads to Allow for Monthly Billing:

| <u>Phase</u> | <u>Location</u> | <u>Est. Meters</u> | <u>Target Completion</u> |
|--------------|-----------------|--------------------|--------------------------|
| 1 | TOM | 700 | Apr. '16 |
| 2 | TOH-WH | 700 | Oct. '16 |
| 3 | TOH (Bal.) | 700 | Dec. '16 |
| 4 | VOM | 600 | Apr. '17 |
| 5 | VOM | 600 | Dec. '17 |
| | Total | 3,300 | |

e. Improvements to Pump Stations:

- Larchmont-Weaver Street Pump Station Upgrade: - Engineering work is progressing.
- Rye Lake Pump Station and Treatment Plant Spill Prevention Control and Countermeasure Program progressing.
- Emergency standby generators at Rye Lake Pump Station is awaiting final approvals.
- Inspection and clean out of caustic tanks at Weaver St. is necessary to correct functional issues and to verify integrity of tank. The work involves two proposed scopes:

i. D&B submitted proposal for inspection, coordination and oversight for a lump sum fee of \$3,215 – Trustee Rosenblum made a motion to approve. Trustee Belmont seconded the motion,

all in favor: Trustee Belmont “aye”
Trustee Rosenblum “aye”

ii. Action Remediation submitted proposal for tank cleaning services for an estimated amount of \$8,775 – Trustee Rosenblum made a motion to approve. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont “aye”
Trustee Rosenblum “aye”

Trustee Seligson joined the meeting.

f. Vulnerability Assessment & Emergency Response Plan.

- H2M in process of updating the plan and, among other items, additional emergency interconnections have been deemed desirable.
- WJWW has reached out to the City of White Plains to discuss the establishment of emergency interconnections at four (4) separate locations along a 7 mile shared border. Tentative locations proposed by WJWW for potential interconnections are: Lake Street in West Harrison; Main Street west of Underhill Ave; North Street on the Hutchinson River Parkway overpass and Mamaroneck Ave. under the Hutchinson River Parkway overpass. Discussion amongst Board members to approach Mayor of White Plains on subject.

UV Alternative Status to Rye Lake Source

- a. Kenilworth Pump Station upgrade project nearing completion of design and construction documents. Public meeting with Town of Harrison boards are underway.
- b. Weaver Street Pump Station upgrade – detailed engineering is progressing.

- c. New 16" Transmission Main (Mamaroneck Ave. to Macy Rd). Engineering work by Gannett Fleming is in progress. Collecting utilities and easement information and will be starting field surveys. The work includes evaluating the pros and cons of route for pipeline at one segment - Adelphi Ave. versus Avondale Rd.
- d. Provided to WCDOH an update on the status of WJWW's Compliance with Surface Water Treatment Rule.
- e. WJWW is making good progress in minimizing the use of Rye Lake non-UV treated water:
 - On Sun., Nov. 1, only used 1.6 MG from Rye Lake vs. 12.2 MG on Sept. 7.
 - 16% of total water used on Nov. 1 was from Rye Lake.
- f. WJWW is making progress in maximizing the use of Shaft 22 UV treated water:
 - 85% of water distributed on Nov. 1 was from Shaft 22.

Date of Next Meeting

The next Board meeting is scheduled for Tuesday, November 24, 2015 at 4:00 p.m.

With no further business to discuss, Trustee Rosenblum made a motion to adjourn the meeting. Trustee Belmont seconded the motion, all in favor: "aye". The meeting adjourned at 4:40 p.m.