

**WESTCHESTER JOINT WATER WORKS**  
**Board of Trustees Meeting**  
**Tuesday, October 13, 2015, 2015 at 4:00 p.m.**

The meeting was called to order at 4:05 p.m. with the following members present:

Present:

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

**Approval of Minutes**

Trustee Seligson made a motion to accept the minutes for the September 22, 2015 Board meeting as amended. Trustee Rosenblum seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“aye”

**Financial Reports and Approvals**

The Manager reviewed with the Board the current bank balances and claims to be approved. After review, Trustee Rosenblum made a motion to approve the 170 claims in the amount of \$616,974. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“aye”

The Manager discussed the 2015 operating budget and capital projects with the Board. He also advised the Board that the remaining distributions to the municipalities will be made in two payments: one in October and the remaining balance will be made in November.

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

The Manager informed the Board that he received a quote from Arthur J. Gallagher for WJWWs insurance renewal for the period November 2015 through October 2016. The Business Director discussed Arthur J. Gallagher's process. After review and discussion, Trustee Rosenblum made a motion to accept the proposal. Trustee Seligson seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“aye”

The Business Director discussed the results of the Rye Lake propane generator auction. After discussion, Trustee Belmont made a motion to accept the highest bid (\$8,600). Trustee Seligson seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
Trustee Seligson	"aye"

### **Operations Status Reports**

The Manager reported on the following various WJWW operational items:

- a. The year-to-date water production through the end of September 2015 was 4.110 billion gallons compared to 3.790 billion gallons through the end of September 2014 indicating a year-to-date increase of 8.4% over the same time period.
- b. Water Main Repairs and Facilities Improvements:
  - VOM
    - Repaired 8 inch water main leak-required installation of 9 feet of ductile iron pipe, on Fairway Green.
    - Replacement of 900 feet of asbestos water main on Hommocks Rd continuing. Need to amend scope of local capital project to reflect 900 feet of replacement water main and related appurtenances. The total cost of the project is estimated at \$420,000.

After discussion, Trustee Seligson made a motion to amend the scope of this local capital project. Trustee Rosenblum seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
Trustee Seligson	"aye"

- TOM
  - Replacement of 500 feet of asbestos water main on Hommocks Rd continuing. Need to amend scope of local capital project to reflect 500 feet of replacement water main and related appurtenances. The total cost of the project is estimated at \$230,000.

After discussion, Trustee Rosenblum made a motion to amend the scope of this local capital project. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
Trustee Seligson	"aye"

- TOH
  - Repaired 4 inch water main break & replaced valve at intersection of Hancock St. & Columbus Ave.
  - Replaced water service connection and plugged old connection on Orchard Dr.
  - Replaced leaking water service connection on Muchmore Rd.
  - Replaced four non-functional 4 inch water main valves (Lincoln Ave-1, Columbus Ave-2, Hancock St.-1) - Installed 6 inch water main tee and three valves on West St.
  - Plugged old water service connection on Library Lane.
  - Installed hydrant & valve on Woodside Ave.

c. Storage Tank Rehabilitation/Repairs:

- Woodside Tank: WJWW met with GHD and NUCO to discuss mobilization and site preparation work and what steps are needed to move forward with the project..
- Woodside Zone PRV at Old Lake St. – New PRV valve has been activated and is in service; awaiting the installation of the modified vault roof, electrical service and SCADA panel and controls.
- Flagler Drive: Engineering work progressing and discussions are scheduled regarding phasing of engineering and construction.
- Westchester Water Works Conference has selected the Park Lane #1 Tank Rehab. Project for an award as an outstanding project in the storage tank category. The award will be given to WJWW at the Annual Fall meeting which was rescheduled for October 26<sup>th</sup>.

d. Meter Reading and Billing Status:

- Meter reading for TOH (7,000 +/-) began October 1st.
- Meter billing for TOH (7,000 +/- is expected to be completed by mid-late October.

e. Improvements to Pump Stations:

- Kenilworth Pump Station:
  - Engineering work is progressing.
  - Project was presented to the Town of Harrison Planning Board on September 29, 2015. A Public Hearing is scheduled for October 28<sup>th</sup>.
  - This project may also need a zoning variance – this matter is currently under discussion.
  - A proposal was received from Carlin Simpson & Associates for subsurface soil and foundation investigation. After discussion, Trustee Belmont made a motion to accept the proposal. Trustee Seligson seconded the motion, all in favor:

Trustee Belmont	“aye”
Trustee Rosenblum	“aye”
Trustee Seligson	“aye”
- Larchmont-Weaver Street Pump Station Upgrade:
  - Engineering work is progressing.

### **UV Alternative Status to Rye Lake Source**

- a. WJWW's December 2014 Conceptual Design Plan is currently being reviewed and the detailed engineering work is underway.
- b. Kenilworth Pump Station upgrade project is nearing completion of design and construction documents including regulatory applications by H2M. They have been submitted to the Town of Harrison Planning Board and were presented on September 29, 2015.
- c. Weaver Street Pump Station upgrade – detailed engineering work is progressing.
- d. New 16" Transmission Main (Mamaroneck Ave. to Macy Rd): Gannett Fleming has submitted a proposal for Task II – Engineering Design. Trustee Rosenblum discussed the need for a secondary route for emergency vehicles and other existing issues. The Manager and Business Director will follow up with these concerns. After review and discussion, Trustee Seligson made a motion to approve the proposal. Trustee Rosenblum seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
Trustee Seligson	"aye"

### **Executive Session**

At 4:50 p.m., Trustee Rosenblum made a motion to go into Executive Session to discuss personnel matters. Trustee Belmont seconded the motion, all in favor: "aye"

At 5:10 p.m., Trustee Rosenblum made a motion to end Executive Session and return to the regular meeting. Trustee Seligson seconded the motion, all in favor: "aye".

During Executive Session, Trustee Rosenblum made a motion to appoint Jacqueline Lanza to the title of Junior Civil Engineer. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
Trustee Seligson	"aye"

### **Date of Next Meeting**

The next Board meeting is scheduled for Tuesday, October 27, 2015 at 4:00 p.m.

With no further business to discuss, Trustee Rosenblum made a motion to adjourn the meeting. Trustee Seligson seconded the motion, all in favor: "aye". The meeting adjourned at 5:15 p.m.