

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Tuesday, September 8, 2015 at 4:00 p.m.

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

Present:

- Trustees Norman Rosenblum and Nancy Seligson
- Paul Noto, Esq., Counsel
- Anthony Conetta, Manager

Absent:

- Trustee Ron Belmont
- David Birdsall, Business Director

Approval of Minutes

Trustee Seligson made a motion to accept the minutes for the August 18, 2015 Board meeting as amended. Trustee Rosenblum seconded the motion, all in favor:

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 118 claims in the amount of \$260,812. Trustee Seligson seconded the motion, all in favor:

Trustee Rosenblum	“aye”
Trustee Seligson	“aye”

The Manager reported that WJWW is researching potential banking opportunities from The Westchester Bank which is expected to locate in the Village of Mamaroneck. The Manager will keep the Board updated.

The Manager discussed approving the Final 2015 operating budget and capital projects with the Board. Since Trustee Belmont was not at the meeting, the Board members asked that discussions regarding the approval of the operating budget be put on hold.

The Manager reviewed the local capital project for the Town of Harrison to replace the damaged/broken surge tank and related valves at 830 Lake St. The Board members asked that the approval for this work be put on hold until Trustee Belmont is in attendance.

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 various WJWW operational items:

- a. The year-to-date water production through the end of August 2015 was 3.532 billion gallons compared to 3.296 billion gallons through the end of August 2014 indicating a year-to-date increase of 7.2% over the same time period.
- b. Water Main Repairs and Facilities Improvements:
 - VOM
 - Replacing an existing broken 6 inch 700-800 ft. A/C water main in Hommocks Rd. with a new 8 inch DIP main. Began emergency replacement of a section of A/C water main and provided temporary water to 3 affected homes in the VOM. This is a local capital project for portion in VOM with a preliminary estimated cost of \$250,000 subject to actual field conditions.

After the Manager discussed the project, Trustee Rosenblum made a motion to approve the local capital project in the amount of \$250,000. Trustee Seligson seconded the motion, all in favor:

Trustee Rosenblum	"aye"
Trustee Seligson	"aye"

- TOM
 - Replaced lead service connections on Weaver St. related to paving projects.
 - Replaced multiple 6 inch water main valves on Weaver St. related to paving projects.
 - Installed two blow off valves at Elkan Rd/Palmer Ave. to provide improved water quality.
 - Replacing an existing broken 6 inch 700-800 ft. A/C water main in Hommocks Rd. with a new 8 inch DIP main. Began emergency replacement of a section of A/C water main and provided temporary water to 10 affected homes in the TOM. This is a local capital project for portion in TOM with a preliminary estimated cost of \$250,000 subject to actual field conditions.

After the Manager discussed the project, Trustee Seligson made a motion to approve the local capital project with a not to exceed amount of \$250,000 and has requested that the TOM receive a listing of all the costs related to this repair. Trustee Rosenblum seconded the motion, all in favor:

Trustee Rosenblum	"aye"
Trustee Seligson	"aye"

- TOH
 - Repaired leaking service connection on Columbus Ave.
 - Installed vault and replaced PRV valve & control valves on Old Lake St.

c. Storage Tank Rehabilitation/Repairs:

- Woodside Tank: A meeting was held on September 1st with GHD and Nuco to discuss work details and the scheduling of work for the tank rehab project. Prep-work will begin later this week. Trustee Belmont also attended the meeting.
- Woodside Zone PRV at Old Lake St. – the PRV vault was delivered and put in place on September 2nd. Control valves, pipe connections and new PRV valve have been installed. Analytical testing has been completed and PRV is operating on a manual basis. Woodside tank taken out of service for rehab. Roof vault of PRV needs to be installed, electrical service and SCADA instrumentation are also needed so that the PRV can be made fully operational with computerized control.
- Flagler Drive: a meeting was held with the homeowners association and engineers to discuss the scope and time of the water main replacement. The Manager stated that most of the actual field work will be done in the of Spring 2016.
- 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 October 5th meeting.

d. Meter Reading and Billing Status:

- Meter reading for TOM (3,000 +/-) began September 1st.
- Bill for TOM (3,000 +/-) expected to be completed mid-September.

e. Improvements to Pump Stations:

- Kenilworth Pump Station:
 - Engineering work is progressing and an information package is being prepared for submittal to the Town of Harrison Planning and Building Departments. Plans and back-up information for the Town of Harrison Planning Board expected to be presented to the Planning Board in late-September.
- Larchmont-Weaver Street Pump Station Upgrade:
 - Engineering work is progressing.

f. New York Section AWWA Conference: The Manager informed the Board that this year's meeting is scheduled for September 23rd and 24th at the Renaissance Hotel in West Harrison. This conference is usually held upstate. The Manager has reached out to the Chair to have Trustee Belmont welcome the attendees to the conference on September 23rd. The Itinerary of the meeting will be forwarded to all three Trustees.

UV Alternative Status to Rye Lake Source

- a. WJWW and HDR, representing the lead UV alternative consultant, has prepared and filed with NYSDOH/NYSEFC
- An update to NYS's Intended Use Plan for funding assistance for the various 10-12 UV projects.
 - Application and supporting documents were submitted to NYS Water Grants Program on September 3rd. The grant will be related to the Delaware Shaft 20 connection project.

Trustee Seligson has requested that an electronic version of the grant submittal be forwarded to her so that she can review and, as necessary, forward to interested parties.

- b. The Intended Use Plan Update and grant preparation were out-of-scope work for HDR. The original scope was approved 1 ½ years ago and additional work was required to submit for the NYS grant. The additional cost is \$11,600. After discussion, Trustee Rosenblum made a motion to approve the proposal submitted by HDR. Trustee Seligson seconded the motion, all in favor:

Trustee Rosenblum	"aye"
Trustee Seligson	"aye"

Executive Session

At 4:44 p.m., Trustee Rosenblum made a motion to go into Executive Session to discuss personnel matters. Trustee Seligson seconded the motion, all in favor: "aye"

At 4:51 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 Philip Carino and Alfonso Magnotta III permanently to the title of Water Maintenance Worker Grade II. Trustee Seligson seconded the motion, all in favor:

Trustee Rosenblum	"aye"
Trustee Seligson	"aye"

Date of Next Meeting

The next Board meeting is scheduled for Tuesday, September 22, 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 5:00 p.m.