

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Tuesday, March 25, 2014 at 4:00 p.m.

The meeting was called to order at 4:04 p.m. with the following present:

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

Approval of Minutes

Trustee Rosenblum made a motion to approve the minutes for the March 11, 2014 Board meeting.

Trustee Belmont 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 102 claims to be approved. Trustee Seligson made a motion to approve the claims in the amount of \$3,869,618 which included \$3,091,729.50 which is the total of 50% of each municipality's 2013 disbursement. Trustee Rosenblum seconded the motion, all in favor:

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

The Manager reviewed the status of preliminary 2014 budget and capital projects. The 1st General Fund (50%) and Capital Fund (100%) disbursements were made to the three member municipalities. He then discussed the overdue customer accounts.

Operations Status Reports

The Manager reported on the following regarding various WJWW operations items:

- a. The water production through the end of February 2014 was 609.716 MG compared to 573,577 MG for February 2013 increase of 6%.

b. Water Main Repairs and Facilities Improvements:

- VOM/Rye (Greenhaven):
 - Repaired 6" water main break on Rye Rd.
 - Replaced service line on Maple Ave.
- TOM:
 - Installed 8" control valve and tee at Winged Foot.
- TOH:
 - Replaced 16" valve, tee and fire hydrant on North St. During shutdown, multiple non-functional valves identified. Replacement of additional valves along North St. scheduled for Friday, March 21st.
- Main office reconfiguration: The Manager discussed the proposed work related to office layout. The proposed vendor, Bell Office Furniture, for this work is on the NYSOGS contract. After discussion, Trustee Rosenblum made a motion to approve the main office reconfiguration. Trustee Belmont seconded the motion, all in favor:

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

c. Storage Tank Rehabilitation/Repairs:

- Park Lane #1: The first phase of work involving inside work has begun and is expected to be completed by mid-May. The second phase involving mostly outside work is expected to be completed later in the year.
- Woodside Tank: GHD is finalizing items needed to obtain WCDOH approvals for the full rehab. of the tank.

d. Meter Reading and Billing Status:

- Meter reading for TOH (7,000 +/- accounts) to begin first week of April and associated billing is expected to begin mid-April.

e. Backflow Prevention Program:

- In an effort to comply with WJWW Rules and Regulations and Westchester County Department Regulations on having backflow prevention devices for irrigation systems and pools, letters were mailed out to residents/customers notifying them that their seasonal service will not be turned on until they agree to comply with these regulations within a specified period of time.
- Inquiries and filings have increased as a result of the hundreds of flyers that were mailed out to attorneys, architects, real estate brokers, plumbers, irrigation contractor and landscapers with WJWW customers informing them of the WJWW and Westchester County Department of Health regulations.

f. 2014 Sanitary Survey:

- WCDOH performed the 2014 Sanitary Survey on March 18th and 19th and positive feedback was received regarding the condition of WJWW's facilities and programs.
- WJWW received a proposal from H2M for professional engineering services for the preparation of the non-confidential version of the Emergency Response Plan. After discussion, Trustee Belmont made a motion to approve the proposal for a lump sum fee of \$1,800. Trustee Rosenblum seconded the motion, all in favor:

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

g. 2014 Grounds Maintenance Bid:

- There was a bid opening on March 20, 2014 for grounds maintenance. After discussions, Trustee Belmont made a motion to award the bid for 2014 grounds maintenance to the firm of Perfection Plus General Maintenance in the amount of \$10,080. Trustee Rosenblum seconded the motion, all in favor:

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

h. Winged Foot Water Main Extension Easement:

- Trustee Seligson made a motion to approve the Winged Foot water main extension easement. Trustee Belmont seconded the motion, all in favor:

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

County UV Alternative Status

WJWW is awaiting feedback/comments from NYCDEP regarding the possible use of Shaft 20 as alternative water source to the Rye Lake source.

Executive Session

At 4:37 p.m., Trustee Rosenblum made a motion to go into Executive Session to discuss personnel history of a particular person. Trustee Seligson seconded the motion, all in favor: “aye”

At 4:45 p.m., Trustee Rosenblum made a motion to leave Executive Session and return to the regular Board meeting. Trustee Seligson seconded the motion, all in favor: “aye”

During Executive Session, Trustee Rosenblum made a motion to appoint Thomas Brann permanently to the title of Water Maintenance Foreperson and Jon-Erik Thompson permanently to the title of Water Treatment Plant Operator Trainee. 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, April 8, 2014 at 4:00 pm.

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 4:50 p.m.