

## **WESTCHESTER JOINT WATER WORKS**

### **Board of Trustees Meeting**

**Monday, November 10, 2014 at 3:30 p.m.**

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

- Trustees Ron Belmont and Norman Rosenblum
- Town of Mamaroneck Councilwoman, Abby Katz
- Paul Noto, Esq.
- Anthony Conetta, Manager
- David Birdsall, Business Director

#### Absent

- Trustee Nancy Seligson

#### Approval of Minutes

Trustee Rosenblum made a motion to approve the minutes for the October 28, 2014 Board meeting.

Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	"aye"
TOM Councilwoman Katz	"aye"
Trustee Rosenblum	"aye"

#### Financial Reports and Approvals

The Manager and Business Director reviewed with the Board the current bank balances and claims to be approved. After review, Trustee Belmont made a motion to approve the 132 claims in the amount of \$400,938. Trustee Rosenblum seconded the motion, all in favor:

Trustee Belmont	"aye"
TOM Councilwoman Katz	"aye"
Trustee Rosenblum	"aye"

The Business Director reviewed the preliminary 2014 budget, capital projects and general administration with the Board members.

The Manager discussed the current listing of overdue customer accounts.

## **Operations Status Reports**

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

a. The year-to-date water production through the end of October 2014 was 4.199 billion gallons compared to 4.095 billion gallons through the end of October 2013 (an increase of 2.5%).

b. Water Main Repairs and Facilities Improvements:

TOM:

- Repaired water main leak on Myrtle Blvd-replaced a non-functional valve, section of pipe and installed additional control valve. This repair was very involved due to the water main being at a depth of approximately 20 feet in this area. During the repair, a leaking service connection to the apartment building at 17 N. Chatsworth Ave, was terminated on the Myrtle Blvd. water main. Work to install a new service connection for 17 N. Chatsworth Ave. on the N. Chatsworth Ave. water main was coordinated with apartment building's contractor. The combined work on the two water mains required a boil water advisory to be put in place for the affected properties. Failure of a component installed by the apartment building's contractor on the N. Chatsworth Ave. water main caused delays in restoring water service to the impacted properties. Water service was subsequently restored to all affected properties and the boil water advisory was lifted. The apartment building at 17 N. Chatsworth Ave. is on a temporary water connection. Normal service will be restored upon completion of the service line work being done by the building's private contractor-expected within a week.
- Reconnected water service line for 74 Knollwood Dr. which was mistakenly terminated by United Water.
- Repaired water main leak on Bonnie Close.
- Repaired damaged service connection on Locust Terrace.
- Replacing multiple non-functional water main valves on Murray Ave. in advance of Westchester County paving project scheduled for late November.

TOH:

- Working on rehab and upgrade of multiple pressure regulator valves.
- Completed restoration of valve repairs on Purchase St. which had been necessitated as a result of damage caused by NYSDOT contractor during repaving of roadway.
- Replaced old 6 inch water meter at Willow Ridge Country Club.
- Installed new curb box on North Street.
- Main break at 830 Lake Street involving an expansion tank. The break was contained quickly and driveway disturbance repaired. It was reported to NYCDEP and NYSDEC. WJWW received assessment from Hazen & Sawyer. After review/discussion, Trustee Rosenblum made a motion to approve this proposal in the amount of \$3,850. Trustee Belmont seconded the motion, all in favor:

Trustee Belmont	"aye"
TOM Councilwoman Katz	"aye"
Trustee Rosenblum	"aye"

c. Shut Off of Seasonal Accounts:

- WJWW has completed turn-offs of seasonal irrigation accounts.

d. Hydrant Flushing

- Hydrant flushing began the first week of November and it will be performed 24/7.
- Hydrant flushing is expected to be completed one week before the Thanksgiving holiday.

e. Storage Tank Rehabilitation/Repairs:

- Park Lane #1: The exterior work has been stopped and the Manager discussed the issues that are preventing the completion of this work.
- Engineering work is in progress for Park Lane Booster Station.
- Engineering assessment is in progress for the Park Lane tank site and drainage improvements.
- Woodside Tank: Town of Harrison Board approved the full rehab of the water storage tank on September 18<sup>th</sup>. WCDOH has approved the full rehabilitation of the tank. Bid notice is being advertised. However, the Manager informed the Board that WJWW will likely have to postpone Woodside Tank bid.

f. Meter Reading and Billing Status:

- VOM billing (4,000 +/- accounts) began the first week of November
- Billing is expected to be completed mid-November.

g. NYCDEP Water Demand Management:

- WJWW staff has provided additional data and information to the demand management consultant. A meeting with the NYCDEP demand management consultant was held on October 22<sup>nd</sup> to further review data and develop a preliminary plan outline.
- WJWW will provide additional information on it's large volume customers, service area population growth and unmetered water use (i.e. hydrant flushing).
- NYCDEP consultant will provide a draft demand management plan in December.

h. USEPA Grant Status

- WJWW has received the final reimbursement on our grant and we are also in the process of closing out the grant.
- The total reimbursement for water main and water storage tank improvements was \$501,000.

i. NYSDWSRF Grant/Zero Percent Interest Loan

- WJWW pre-application for the standby generator has been approved.
- We are in the process of preparing the application which is due December 1<sup>st</sup>.
- WJWW is coordinating with the three member municipalities for bond resolutions, approvals and other additional documentation that is required by NYS Environmental Facilities Corp.
- There is a need for an Intermunicipal Agreement with the three member municipalities. Trustee Belmont made a motion to approve the Intermunicipal Agreement. Trustee Rosenblum seconded the motion, all in favor:

Trustee Belmont	“aye”
TOM Councilwoman Katz	“aye”
Trustee Rosenblum	“aye”

**UV Alternative Status to Rye Lake Source**

- a. WJWW engineers are currently evaluating options for alternate water sources to the Rye Lake source both using Shaft 20 and Shaft 22.
- b. WJWW sent progress update to NYSDOH on October 31<sup>st</sup>.
- c. Supplemental information/schedules were also provided to NYSDOH on November 7<sup>th</sup>.
- d. A teleconference with NYSDOH was held on November 7<sup>th</sup>.
- e. WJWW has meet with Town of Greenburgh and the City of White Plains to discuss the project scope and opportunities for shared efforts. There will be a need to focus on Intermunicipal Agreements with the Town of Greenburgh and the City of White Plains.

**Date of Next Meeting**

The Board meeting is scheduled for Tuesday, November 25, 2014 at 4:00 p.m.

**Executive Session**

At 4:25 p.m., Trustee Rosenblum made a motion to go into Executive Session to discuss personnel and litigation. Trustee Belmont seconded the motion, all in favor: “aye”.

At 4:34 p.m., Trustee Rosenblum made a motion to leave Executive Session and return to the regular meeting. Trustee Belmont seconded the motion, all in favor: “aye”.

During Executive session the following items were discussed:

1. Personnel: Union Contract.
2. Litigation: The Manager updated the Board that the retainer agreements from Carman, Callahan & Ingham, LLP are being finalized for the following cases: Con Ed, Tennessee Gas and NYSDOT.

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 4:35 p.m.