

**WESTCHESTER JOINT WATER WORKS**  
**Board of Trustees Meeting**  
**Tuesday, January 22, 2013 at 4:00 p.m.**

The meeting was called to order at 4:08 p.m. with the following members present:

- Trustees Ronald 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 January 8, 2013 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 the current bank balances with the Board.

The Manager reviewed the 93 claims to be approved with the Board. Trustee Rosenblum made a motion to approve the 93 claims in the amount of \$595,793. Trustee Belmont seconded the motion, all in favor:

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

The Manager reported that the WJWW 2012 financial audit has begun. He also reported that the 2013 preliminary budget and capital improvement plan are currently being refined.

The Manager reviewed the overdue accounts and reviewed the process of making robo-calls to accounts that are 45 days overdue and these calls also state a warning that if the accounts are not paid there will be a \$50 late charge included on their next bill. The Manager also discussed new procedures on tenant accounts.

**Operations Reports**

The manager presented the following highlights regarding WJWW operations:

- a. Water Production for the 2012 year is approximately 4.7 billion gallons which is an increase of 4% compared to 2011.

- b. WJWW 30" Line at Rt. 22: Work is almost completed..

The Larchmont Plant/Transmission Line: All transmission mains are back to normal service. Final restoration work is in the process of being completed.

The Manager also discussed the leak near I-95 entrance and efforts to locate the source.

- c. Storage Tank Rehabilitation/Repair Engineering Work:

Three sets of plans/specs have been reviewed by WCDOH for:

- Park Lane #1 full rehab.
- Woodside Tank full rehab.
- Interim repairs for 5 other tanks (Purchase #1&#2, Park Lane #2, Kenilworth and Winged Foot

WCDOH has agreed to defer the full rehab of the Park Lane #1 tank to late 2013/early 2014. WJWW will need to move forward with the interim repairs for the 5 tanks (Purchase #1 & #2, Park Lane #2, Kenilworth and Winged Foot).

Full rehab of the Woodside Tank has also been deferred pending WJWW's decision to either put in pressure regulators and a booster pump and remove the Woodside tank or to proceed with full rehab of the Woodside tank.

WCDOH has requested an implementation schedule from WJWW for all of this work.

The Manager also discussed the meeting that was held with WCDOH concerning the provision of water service within portions of the Town of North Castle. Further discussions to be held with parties involved.

- d. Financial Analysis Evaluation: Update to be provided at the next Board meeting.

- e. Meter Reading and Billing Status: Meter reading of the Town of Harrison (7,000 + accounts) began January 2, 2013 and was completed January 11, 2013. Billing is expected to begin on January 10<sup>th</sup> was completed January 22<sup>nd</sup>.

The new billing system has been installed and is in the process of being implemented. The set up of general parameters, field mapping and data conversion is currently in progress. The target start-up date is April to be followed by 3 months of parallel testing with a projected go live date of July 2013. Later in the year, WJWW will consider going to a 60 day billing cycle with Harrison and a combination of the Town and Village of Mamaroneck being read alternate months.

### **County UV Alternative Status**

- Manager reported that County has bonded engineering work for distribution chamber and pump station as Eastview. County has selected Malcolm Pirnie for engineering design of distribution chamber and is about to select pipeline engineer.
- Manager discussed importance of updating Basis of Design Report to maintain consistency with County's progress. A key aspect is updated hydraulic modeling – a proposal by Woodard & Curran was put forward for approval. Trustee Seligson moved to approve the proposal, Trustee Belmont seconded the motion and all three Trustees voted in favor of approval. An expenditure of an additional \$16,500 was authorized.

### **Date of Next Meeting**

The next regular Board meeting is scheduled for Tuesday, February 12, 2013 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.