

WESTCHESTER JOINT WATER WORKS

Board of Trustees Meeting

Tuesday, March 12, 2013 at 4:00 p.m.

The meeting was called to order at 4:10 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 Seligson made a motion to approve the minutes for the February 26, 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. He then reviewed the 137 claims to be approved with the Board. Trustee Seligson made a motion to approve the 137 claims in the amount of \$592,449. Trustee Belmont seconded the motion, all in favor:

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

The Manager informed the Board that the 2012 financial statements are being finalized. The Manager reviewed the preliminary 2013 budget and capital improvements.

The Manager reported that collections on the overdue customer accounts continues to improve. The Manager and Board reviewed the Village of Mamaroneck potential Tax Levy list. The tax levy will be approved at the next Board meeting.

The Manager informed the Board that he and the Business Director will be attending the Town of Harrison's Public Hearing on March 21, 2013 to discuss the Town's authorizations for 4 capital projects two involving the rehab/repairs to the 30" and 16" transmission mains and one involving compliance and safety related repairs/improvements for the 5 water storage tanks and one involving the Park Lane tank full rehab project Woodside alternative. The Manager reported that WCDOH request for pressure washing and exterior cleaning of some of the WJWW's tanks will be part of the full rehab projects for those tanks.

The Manager reported that based on the review of the bids received for mixed fill loading/removal/disposal, Gentile Construction should be awarded the contract as the low bidder that met specifications. Trustee Seligson made a motion to award the bid to Gentile Construction. Trustee Belmont seconded the motion, all in favor:

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

Operations Reports

The manager presented the following highlights regarding WJWW operations:

- a. Water production for the 2012 year is estimated to be approximately 4.7 billion gallons which would be an increase of 4% compared to 2011.
- b. Water Main Repairs:
 - VOM, Waverly Ave. repair - awaiting for Con Ed to complete their work and WJWW is scheduled to resume water main repair by March 19th.
 - TOM, 1-3 Washington Sq. - temporary water is being provided to building. As per WCDOH, WJWW is not required to notify residents because WJWW water mains and water quality are not compromised. The building management made its' own notification to building residents which was not required.
- c. Seasonal Hydrant Flushing: flushing of hydrants began March 11th in West Harrison and is to continue through most the TOH, parts of the TOM and VOM. Work will be suspended during the holidays and will resume for an additional week in the beginning of April.
- d. Rye Lake Pump Station Intake Repairs: Repairs expected to begin shortly and are expected to be completed by the end of March.
- e. Replacement/improvement of the Rye Lake Chlorinator Units: Work is proceeding on schedule.
- f. Storage Tank Rehabilitation/Repair Engineering Work:
 - WCDOH's request for pressure washing and cleaning of some water storage tanks will be performed as part of the individual tank's rehab.
 - USEPA is currently considering whether the storage tank compliance/safety improvement project can receive partial reimbursement from any remaining funds in WJWW's grant.

- g. Financial Analysis Evaluation: The Manager reported that Red Oak Consulting is attempting to attend the next Board meeting to discuss the financial analysis with the Board members.
- h. Meter Reading and Billing Status: The Manager reported that meter reading was completed for the TOM on March 7th and billing is expected to be completed by March 18th. In the near future, WJWW will be evaluating some old meters in the distribution system considered to be under reading and evaluate the potential savings related to a meter replacement plan.
- i. Water Service to Town of North Castle: The Manager reported that WJWW has had additional discussions with BOCES regarding their proposed connection to WJWW's water system and is awaiting a response from the Town on North Castle regarding the potential connection of St. Christopher's and several properties in the Town of North Castle to WJWW distribution system.
- j. USEPA Grant for Water Infrastructure: The three water main improvement projects are now completed and WJWW's request for reimbursement is now being reviewed by the Army Corps of Engineers and USEPA.
- k. Phase III SCADA Improvements: WJWW and Woodard & Curran are prioritizing SCADA enhancements to be done as part of Phase III of the SCADA improvement project.
- l. WCDOH 2012 Sanitary Survey: The Manager reviewed the WCDOH sanitary survey with the Board and also gave an update on the status of WJWW's addressing the comments. He reported that WCDOH is scheduled to conduct their annual review in late March.
- m. WJWW's SCADA Improvements Award for Engineering Excellence: The American Council of Engineers is presenting the Engineering Excellence Award" for the SCADA improvements made over the last 2-3 years.

County UV Alternative Status

The Manager reported that the County is awaiting responses from their RFP for engineering services for the pump station and pipeline.

Date of Next Meeting

The next regular Board meeting is scheduled for Tuesday, March 26, 2013 at 4:00 p.m.

Executive Session

At 5:05 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 5:30 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 the Board of Trustees unanimously approved the following personnel actions:

- Laurence Bank will be made permanent in the title of Water Treatment Plant Operator, effective March 13, 2013.
- Robert Sencen will be made permanent in the title of Water Maintenance Worker Grade I, effective March 13, 2013.
- Terrence O’Neill will be appointed provisionally to the title of Chief Water Treatment Plant Operator I-B, effective March 18, 2013.

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 5:35 p.m.