

**WESTCHESTER JOINT WATER WORKS**  
**Board of Trustees Meeting**  
**Tuesday, May 7, 2013 at 4:00 p.m.**

The meeting was called to order at 4:02 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 April 23, 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 and he then reviewed the 153 claims to be approved with the Board. Trustee Rosenblum made a motion to approve the claims in the amount of \$763,768. Trustee Belmont seconded the motion, all in favor:

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

The Manager reported on the status of the preliminary 2013 budget and capital projects and then reviewed the status of the 2012 disbursement schedule. He stated that the next disbursement payment would likely be made on May 21, 2013.

The Manager reviewed the current listing of customer accounts 60+ days overdue. He also reviewed the procedures that are followed to collect overdue balances. These procedures including automatic phone calls and emails, written reminders, personal calls and a \$50 late charge if the unpaid balance rolls into the next 90 day period.

The Manager reported on the results for the 2013 materials bid for 32 items such as adapters, couplings, curb boxes, hydrants, fittings, yokes, clamps and valves, etc. Trustee Seligson made a motion to award the 2013 Materials bid to the various lowest responsible bidders that met specifications. Trustee Rosenblum seconded the motion, all in favor:

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

The Manager reported on the results for the 2013 uniforms bids. Trustee Rosenblum made a motion to award the 2013 uniforms bid to S&H Uniforms, lowest responsible bidder that met requirement of bid. Trustee Seligson seconded the motion, all in favor:

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

### **Operations Status Reports**

The Manager presented the following highlights regarding WJWW operations:

- a. Year-to-date water production through the end of March 2013 was 876 MG which is a 1% decrease compared to year-to-date through the end of March 2012.
- b. Water Main repairs:
  - VOM, Waverly Ave. repair – WJWW has completed the repair. In order to improve conditions and have flexibility in making future repairs, a number of valves are being replaced.
  - Eastchester: Route 22 & Hilldale Place – work has been completed. WJWW is awaiting NYSDOT and Town of Eastchester approval.
  - Water service line repair insurance offer was received by some WJWW customers. The Business Director explained the issues and concerns regarding this mailing particularly that the WJWW was not notified that this offer was being made and secondly that WJWW takes no position on the acceptability, need or quality of the coverage being offered.
- c. Second phase of hydrant flushing has been completed and seasonal turn-ons are almost completed.
- d. Rye Lake Pump Station Intake Repairs: Repair work has been completed and subsequent repairs are currently being evaluated.
- e. Replacement/improvement of the Rye Lake Chlorinator Units: The chlorine analyzer has been repaired - Hazen & Sawyer is preparing plans & specs for the replacement of the chlorinator units.
- f. Storage Tank Rehabilitation/Repair Engineering Work: WJWW is awaiting WCDOH approval for plans & specs for the full rehab of Park Lane #1 tank. WJWW will proceed to bidding for the interim repairs on five other tanks.
- g. Meter Reading and Billing Status: The Manager reported meter reading in VOM began on May 1, 2013.

- h. Status of Insurance Policies: The Business Director reviewed WJWW's dental policy. The Manager and Board members agreed to choose Met Life for WJWW's dental coverage.
- i. Coordination with UWW: The Manager updated the Board on the meeting held with UWW to discuss Springdale Road/Greenhaven service areas and the County UV alternative.
- j. Coordination with TOH - planning/engineering staff: The Manager reported on the new process of the coordination with the 3 member municipalities.

#### **County UV Alternative Status**

The Manager reported that the County has begun the design of the meter chamber and has issued an RFP for engineering services for the design of the pump station and transmission main. The County has identified a construction completion date of September 2016. WJWW's 3 part engineering team is updating the project schedule and the Basis of Design Report for submittal to WCDOH.

#### **Date of Next Meeting**

The next Board meeting is scheduled for Tuesday, May 21, 2013 at 4:00 p.m.

#### **Executive Session**

At 5:15 p.m., Trustee Seligson made a motion to go into Executive Session to discuss personnel history of a particular person. Trustee Belmont seconded the motion, all in favor: "aye"

At 5:21 p.m., Trustee Rosenblum made a motion to leave Executive Session and return to the regular scheduled meeting. Trustee Seligson seconded the motion, all in favor: "aye".

Trustee Rosenblum made a motion to appoint Laborers Phillip Carino and Alfonso Magnotta to the title of Water Maintenance Worker Grade II on a provisional basis. Trustee Belmont seconded the motion, all in favor:

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

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 5:22 p.m.