

WESTCHESTER JOINT WATER WORKS
Board of Trustees Meeting
Tuesday, May 21, 2013 at 4:00 p.m.

The meeting was called to order at 4:06 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 May 7, 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 107 claims to be approved with the Board. Trustee Rosenblum made a motion to approve the claims in the amount of \$1,026,290. Trustee Seligson 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 and stated that disbursement payments were being made to Trustee Rosenblum for the Village of Mamaroneck and Trustee Seligson for the Town of Mamaroneck.

The Manager reviewed the current listing of customer accounts 60+ days overdue and discussed various problem accounts and associated issues. He then summarized the proposed NYC Water Board preliminary rate increase and advised the Board that there is a Public Hearing scheduled for June 10, 2013 at 2:00 p.m. which he and the Business Director will attend.

Operations Status Reports

The Manager presented the following highlights regarding WJWW operations:

- a. Year-to-date water production through the end of April 2013 was 1.214 billion gallons which is a 4% decrease compared to year-to-date through the end of April 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, 2 additional valves will be replaced this week.
 - Eastchester: Route 22 & Hilldale Place – work has been completed. WJWW has received preliminary approvals.
 - Jefferson Ave. Bridge – WJWW is coordinating shut downs for the water main repair work.
- c. Seasonal turn-ons of approximately 275 seasonal irrigation services have been completed. The Manager discussed issues regarding irrigation systems and the need for backflow prevention devices. He noted that many customers are unaware of the requirements such as: applying for a permit for an irrigation system and the annual testing of their backflow prevention device(s). In order to educate WJWW's water customers, there will be an insert in the 2012 Annual Drinking Water Quality Report which informs residents of requirements for irrigation systems, using water wisely and how to check for leaks ("fix a leak").
- 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. Larchmont Plant Spill Prevention Report Update: WJWW is required to maintain a spill prevention report. D&B has submitted a proposal for \$3,200 to update their existing 2010 spill prevention report for the Larchmont Plant. After review, Trustee Belmont made a motion to approve the proposal to update the Spill Prevention Report. Trustee Rosenblum seconded the motion, all in favor:

Trustee Belmont	"aye"
Trustee Rosenblum	"aye"
Trustee Seligson	"aye"
- g. Storage Tank Rehabilitation/Repair Engineering Work: WJWW is awaiting WCDOH approval for plans & specs for the full rehab of Park Lane #1 tank. WJWW has started the bidding process for the interim repairs on five other tanks.

- h. Meter Reading and Billing Status: The Manager reported meter reading in VOM began on May 1, 2013 and bills are in the process of being mailed.
- i. 2012 Annual Water Quality Report: The 2012 Annual Water Quality Report has been completed and will include an insert advising WJWW customers to check their irrigation systems, water conservation and “fix a leak”. The reports will be mailed to WJWW customers before the May 31st deadline.

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. The Manager reviewed the overall project schedule for completing it's portion of the UV alternative.

Date of Next Meeting

The next Board meeting is scheduled for Tuesday, June 11, 2013 at 4:00 p.m.

Executive Session

At 4:55 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 5:01 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 Barbara Simons to the title of Senior Data Entry Operator permanently. 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 5:02 p.m.