

**BUFFALO WATER BOARD MINUTES**  
**November 14, 2012**

**MEMBERS PRESENT:**

**Oluwole A. McFoy  
Gerald Kelly  
Donna Estrich  
William Sunderlin**

**OTHERS PRESENT**

**Peter Merlo  
Stephen Waldvogel  
Jack McMahon  
Tim Cupo  
Ryan Stotz  
Stephanie Lamarque  
William Ferguson  
Bryan Smith  
Charles Martorana  
Lisa Foti  
Jill Terreri  
Henry Baxter**

The meeting was called to order at 8:00 a.m.

1. Motion by Mrs. Estrich to approve the revised agenda. Seconded by Mr. Sunderlin. Approved without objection.
2. Motion by Mr. Kelly to approve the minutes of the September 26, 2012 meeting. Seconded by Mr. Sunderlin. Approved without objection.
3. City and Veolia are preparing for the Citizens Participation Academy to tour the Col Ward facility on November 17, 2012 which was subsequently postponed until 2013.
4. Mr. Baxter met with Board to discuss the Steam Engine Society's interest in beginning work investigating steam engine operations. Final issues being worked out with respect to environmental concerns and insurances.
5. The 2013 meeting schedule was discussed and determined that meeting dates will be agreed upon in three month increments. The first three meetings in 2013 will be held on Jan 16, February 27 and March 27, 2013, as identified in the attached schedule. Meeting dates for the remainder of the year are tentative at this time. Motion by Mrs. Estrich to approve meeting schedule. Seconded by Mr. Sunderlin. Approved without objection.
6. PAAA compliance and reporting was discussed with the Board. Tim Cupo will draft a mission statement that will be circulated for review and editing by the Board before being adopted and posted on the Water Board web site. Board

members are to submit their certificates of PAAA training to the Principal Engineer for electronic filing.

7. Veolia reported that issues raised by the NYSDOL Inspection are being addressed. Minor electrical issues have been remedied, an industrial hygienist is going to perform a walk through at the Col Ward facility on November 20, 2012 and Asbestos training for all water department staff will take place on December 11 and 12, 2012.
8. Staffing matrix was presented to the Board and discussion centered on how to get people training so that they can qualify for positions, such as Caulker. Mr. Sunderlin proposed scheduling a meeting with Civil Service Rep, Public Works Administrator and City Engineer to discuss options.
9. The Purchase Division will begin installing a new fuel management system on vehicles and new pumps for dispensing of gas.
10. A formal report and recommendation by our Financial Consultant will be presented at the next Board meeting.
11. CRA reviewed monthly activities with the Board, including the Quarterly meeting held with Veolia and quarterly report will be issued shortly, the High Service Pump project, the Steam Engine Society agreement, financial analysis pertaining to the ECWA Texas and Lang Interconnection, claims management developments, and Veolia Policies and Procedures review. CRA noted that they are at approximately 50% of their budget through early November.
12. Tim Cupo gave the monthly report from Veolia and reviewed it with the Board. The update included information regarding business processes including development of handbooks with guidelines for billing techs and customer service, meetings regarding website development enhancements were to take place during the couple days, the pumping plan that was put together by the Pumping committee has all new pump operators on same page and is working out well, and performance issues with some staff.
13. Motion by Mr. Kelly to enter executive session for contract and litigation purposes. Second by Mrs. Estrich. Approved without objection.
14. Motion by Mrs. Estrich to close executive session. Second by Mr. Sunderlin. Approved without objection.
15. Motion by Mrs. Estrich to approve the Veolia Claims Management MOU pending final legal counsel review. Second by Mr. Sunderlin. Approved without objection.

16. Motion by Mr. Kelly to approve contract for the Texas and Lang Interconnection Agreement with ECWA pending final legal counsel and City Engineer review. Second by Mrs. Estrich. Approved without objection.
17. Meeting adjourned.
18. Next meeting scheduled for December 12, 2012.