

November 16, 2016

A regular meeting of the Board of Commissioners of the Port Washington Water District was held at the District offices located at 38 Sandy Hollow Road, Port Washington, New York, on Wednesday, November 16, 2016 at 8:00am.

PRESENT: COMMISSIONERS:

David Brackett, Chairman
Peter Meyer, Secretary
Mindy Germain, Treasurer

Paul J. Granger, P.E., Superintendent
Peter Fishbein, Esq., Attorney
William Merklin, P.E., Engineer

The meeting was called to order by David R. Brackett, Chairman of the Board of Commissioners, with the Pledge to the flag.

Minutes of the meeting held on November 9, 2016, were read and approved.

The following claim was received for payment and approved by the Board:

1. Bee, Ready, Fishbein, Hatter & Donovan, LLP Professional Services October 2016 \$2,312.50

The Board further reviewed the District's account balances as follows as of November 16, 2016:

General Checking	\$1,058,538.81
Money Market	\$975,218.33
Tap Fee Account	\$79,221.60
Repair Reserve Fund	\$416,419.38

Superintendent Granger reported on the following:

1. A.C Schultes submitted an estimate for the rehabilitation of Sandy Hollow Road Wells 1 and 2 in accordance with the provisions the Annual Well and Booster Pump Repair and Maintenance Contract / Contract no. 2016-04. Technical specifications were prepared by D&B Engineers and Architects which was used by the contractor to formulate the cost estimate for the well rehabilitation work. The estimated cost for rehabilitation Sandy Hollow Well 1 is \$26,170.00 and \$25,720 for Sandy Hollow Road Well 2. Therefore, the total cost to rehabilitate both wells is estimated to be \$51,890.00. Superintendent Granger recommends that the Board authorize the rehabilitation work since the capacity of both wells have significantly decreased. In addition the price estimate provided by the contractor is deemed to be fair and reasonable. A motion was made by Commissioner Meyer to authorize the well rehabilitation work. Seconded by Commissioner Germain. The motion was unanimously approved.
2. Elmer L. Henn, Inc. has been retained to install safety handrails at various district plant locations. During the field verification and measurement, it was revealed that the exterior wood stairs located at the Hewlett Well 4 and Sandy Hollow Road Well 2 locations are in very poor condition. Replacement of the stairs is recommended to address serious safety issues associated with the existing deteriorated wood stairs. The Superintendent recommends that the wood stairs be replaced with concrete for long term durability. With the onset of adverse winter weather conditions, the Superintendent recommends that the work be completed as soon as possible since the deteriorated condition of the stairs are a significant safety hazard. E.L. Henn provided a change order proposal dated October 27, 2016 in the amount of \$21,245.00 for the replacement of the stairs at our Hewlett Well 4 (lump sum amount \$14,995.00) and Sandy Hollow Road Well 2 (lump sum amount \$6,250.00). Written proposals have been obtained from two other contractors for a lower amount however upon follow-up discussion with the contractors it was revealed that the proposals were not based on paying prevailing wage rates pursuant to New York State Labor law. Both contractors have

not been able to provide updated proposals to reflect prevailing wages. E.L. Henn advises that their proposal is based on paying prevailing wage rates. Since adverse winter weather conditions will be approaching and a significant safety issue exists the Superintendent recommends that the change order be authorized for E.L Henn to perform the work. The contractor has committed to expediting the work so that the safety concern can be addressed as soon as possible. Superintendent Granger recommended that the Board authorize the change order work for the reasons stated. A motion was made by Commissioner Germain to authorize the change order work in the amount of \$21,245.00. Seconded by Commissioner Meyer. The motion was unanimously approved.

William Merklin, P.E. reported on the following:

1. Beacon Hill Tank Replacement – Final bid documents have been delivered to the District.
2. Neulist Avenue Electrical Upgrade –A design proposal has been provided to the Superintendent for review.
3. Currently preparing technical specifications for the rehabilitation of Morley Park Boosters 1 and 2.

Peter Fishbein, Esq. reported in executive session

Checks for payment of claims, due from the Port Washington Water District totaling \$60,675.24 were approved for payment by the Board.

A motion was made by Commissioner Germain to go into executive session to discuss personnel matters at 8:20 am. The regular meeting resumed at 9:05 am.

There being no further business to discuss the meeting was adjourned at 9:15am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on November 16, 2016.

Peter Meyer, Secretary