

May 10, 2017

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, May 10, 2017 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

Also Present:

Tom Bedus, Neptune Meters  
Steve Meehan, Rio Supply  
Yasemin Tiess, Rio Supply  
Tom Chodkowski – Supervisor PWW  
Michelle Handley – Office Manager PWW

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 May 3, 2017, were read and approved.

The Board further reviewed the District's account balances as follows as of May 10, 2017:

General Checking	\$388,775.94
Money Market	\$475,218.33
Tap Fee Account	\$95,091.60
Repair Reserve Equipment	\$716,419.38
Repair Reserve Bldg & Grounds	\$700,000.00

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

1. Bee, Ready, Fishbein, Hatter & Donovan, LLP Professional Services April 2017	\$2,593.75
2. Bee, Ready, Fishbein, Hatter & Donovan, LLP Professional Services	\$1,895.08
3. D & B Engineers & Architects, Engineering, Beacon Hill Tank (Bond Issue)	\$4,598.52

At 8:15am Commissioner Brackett announced that bids would be opened for Contract No. 2017-03 – Permanent Road Patches. Unit price bids were provided by four companies and are summarized on the attached summary sheet. Commissioner Brackett requested that the Superintendent review the bids and report his findings and recommendations at the next Board meeting.

Superintendent Granger reported on the following:

1. Representatives from Pure Technologies will attend the June 21<sup>st</sup> Board meeting to review and discuss their technical proposal for the inspection and assessment of the 24-inch transmission water main.
2. Reported that Liquid Engineering was retained in August 2016 to perform a ROV inspection of the Neulist water tank and has failed to accommodate inspection dates that were scheduled this past October and April. The firm has failed to provide another date. The Superintendent recommends that the service and Purchase Order 160825-01 be cancelled due to the firm's inability to schedule the services. The Board agreed with the recommendation to cancel the purchase order. The Superintendent has received a proposal from DN Concrete Tank Services (DN) that will provide and ROV inspection of the tank and interior inspection of the ceiling. Work can be performed within 60 days of authorization. DN has extensive experience with the inspection and evaluation of concrete water storage tanks.

3. The annual newsletter and drinking water quality report are in final production and will be delivered to all bill paying customers before May 31<sup>st</sup>.
4. Requested permission to attend the 2017 WaterSmart Innovations Conference and Exposition from October 4 to October 6, 2017, the cost not to exceed \$1,500. In addition the Superintendent will be presenting a paper entitled "Proactive Water Conservation Tools for Groundwater Management" at the conference. A motion was made by Commissioner Meyer and seconded by Commissioner Germain to approve the Superintendent to attend the conference. Carried.

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

1. Beacon Hill Road Tank Replacement – a meeting was held with the Village of Sands Point Water Department last Thursday to discuss water supply coordination during construction with the Port Washington Water District. The Water District will be required to modify booster pump controls to facilitate water supply operations in the pressure zone during tank construction.
2. Neulist Electrical Upgrade – D&B is reviewing the qualifications of the low bidder and should have a recommendation of award for the next board meeting.

Peter Fishbein, Esq. is working on revisions to the Agreement with the Port Washington Fire Department. The risk management consultant for the Water District will be contacting the fire department insurance consultant to review insurance requirements for the Agreement.

Old / New Business:

Representatives from Neptune Technology Group and RIO Supply met with the Board to discuss potential upgrade of the District's meter reading system.

#### **RESOLUTION 2017-55**

Replacement of a 6 inch valve at Middle Neck Road and Luckenback Lane. Bancker Construction Corp. has provided a proposal dated January 12, 2017 under the Nassau County Department of Public Works Requirements Contract no. S80030Z to perform the valve replacement work based on a lump sum amount of \$10,128.14. A motion was made by Commissioner Meyer to approve Resolution 2017-55. Seconded by Commissioner Germain. The motion was unanimously approved.

#### **RESOLUTION 2017-56**

For professional community relation services for public outreach and education to promote water conservation within the Water District in an effort to mitigate water demand and minimize potential saltwater intrusion impacts. Zimmerman and Edelson of Great Neck, New York has provided a detail proposal and addendum to build on the success of the "Be Smart and Green, Save 15" water conservation effort. The cost of the services will be provided for \$3,250 per month. The duration of the contract will last six months to coincide with the irrigation season. Production work involving graphics (flyers, newsletters, etc.) will be additional to the retainer when authorized by the District. A motion was made by Commissioner Germain to approve Resolution 2017-56. Seconded by Commissioner Meyer. The motion was unanimously approved.

#### **RESOLUTION 2017-57**

For conducting inspection of the Neulist Water Storage Tank to include visual inspection of the exposed exterior appurtenances and a visual inspection of the tank interior utilizing a remotely operated vehicle (ROV) for all items below the water line and an inflatable boat for the underside of the roof and items above the water line. Services will also include a detailed written report with inspection drawing, photographs and video summarizing the results of the inspection including any recommendations for remedial work, and cost estimates associated with performing the remedial work. DN Concrete Tank Services of Wakefield, Massachusetts submitted a proposal in the lump sum amount of \$7,500.00 to perform the inspection and provide a detailed technical report. A motion was made by Commissioner

Germain to authorize the technical services. Seconded by Commissioner Meyer. The motion was unanimously approved.

Checks for payment of claims, due from the Port Washington Water District totaling \$38,181.12 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 10:15am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on May 10, 2017.

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Peter Meyer, Secretary