

May 11, 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, May 11, 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 May 4, 2016, 2016, were read and approved.

The Board further reviewed the District's account balances as follows as of May 11, 2016, 2016:

General Checking	\$411,196.62
Money Market	\$975,218.33
Tap Fee Account	\$66,471.60
Repair Reserve Fund	\$416,419.38

Superintendent Granger reported on the following:

1. Nassau County Department of Health granted completed works approval to operate Neulist Well No. 1 to system.
2. Reported that the owner of the Thypin Steel property called to advise that the development project will become active again in the near future. The project has been dormant since 2006. Superintendent Granger is reviewing the project file at this time.
3. Working on updating the water district safety program and manual.
4. Mailing of the spring newsletter and annual drinking water quality report is scheduled for next Wednesday.
5. Discussed the smart irrigation controller pilot study for the main office.
6. Robert Johnson will be attending the May 18<sup>th</sup> board meeting to present and discuss the 2015 financial report.
7. Discussed proposals provided by Zimmerman & Edelson and Progressive Marketing for water conservation, public relations and outreach services. Based on the scope of services, recommended campaign and messaging approach it was recommended that Zimmerman & Edelson be retained for the services on a monthly basis not to exceed three months. A motion was made by Commissioner Germain to retain Zimmerman & Edelson. It was seconded by Commissioner Brackett. The motion was unanimously approved.

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

1. Status of the design for the design and evaluation of the Beacon Hill tank replacement project.
2. Summarized the meeting recently held with the Village of Plandome Manor and the contractor to review road pavement restoration limits.

At 8:50am the regular meeting was suspended for executive session to discuss acquisition of real property. The regular meeting was reconvened at 9:10am.

Checks for payment of claims, due from the Port Washington Water District totaling \$13,265.60 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 9:20am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on May 11, 2016.

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Peter Meyer, Secretary