

August 3, 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, August 3, 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 July 27, 2016, were read and approved.

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

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| 1. D & B Engineers & Architects, Engineering, Updating Intersection Maps | \$669.67 |
| 2. D & B Engineers & Architects, Engineering, Updating Intersection Maps | \$438.50 |

The Board further reviewed the District's account balances as follows as of August 3, 2016:

General Checking	\$135,297.46
Money Market	\$975,218.33
Tap Fee Account	\$73,221.60
Repair Reserve Fund	\$416,419.38

It was agreed that the Board meeting scheduled for August 17, 2106 will be cancelled.

The Town Supervisor invited the District to the meeting for Special Operated Districts concerning the 2017 Budgets; the meeting will be on Thursday August 4th at 9:00am at Town Hall. Superintendent Granger and the Water District Accountant will be attending the meeting.

The Board and Superintendent reviewed a draft copy of the 2017 Budget. The District will be able to stay within the state budget property tax cap for the 2017 budget.

September 8, 2016 has been set as the date required by State Law to hold a public hearing on the proposed 2017 Budget.

Superintendent Granger reported on the following:

1. 190.842 Million gallons of water was pumped during the month of July. Year to date pumpage is approximately 8 million gallons less when compared to 2016.
2. Provided an update to the Board on smart irrigation controller pilot study which commenced on May 18th. Through the end of July, irrigation water usage was reduced by 26,000 gallons when compared to prior controller which had fixed watering settings.
3. Superintendent Granger will be providing instruction and participating in a NYSAWWA Workshop on GIS and FM Management on August 17th from 8 to noon. The workshop will be held in Melville New York.
4. To enhance Water District cyber security and business continuity practices proposals were solicited from four qualified IT firms. Services that were requested include IT support and cyber security and

business continuity support that would provide the District with the ability for full system state restoration in hours rather than days or weeks. Of the four firms contacted three provided the District with proposals which included Total Technology Solutions, Huntington Solutions Inc., and Friendly Bytes Software. Based on the Superintendent's review of the proposals, Friendly Bytes Software has provided a complete proposal that offers IT services that are in line with the needs of the Water District. The back-up also includes an upgrade to more reliable digital on site back-up plus cloud based and local offsite server hosting. This provides the District with a high level of redundancy for business continuity. Furthermore, the IT support fee is in line with the current water district budget. Therefore, the Superintendent recommends that the Water District retain Friendly Bytes Software for IT support and business continuity services. A motion was made by Commissioner Germain to retain Friendly Bytes Software for IT support and business continuity services. Seconded by Commissioner Meyer. The motion was unanimously approved.

- Proposals were obtained to remove and replace the chain link perimeter fence for the filter vessel at the Sandy Road plant site as follows:

Bidder	Lump Sum Price Remove and replace chain link fence protecting filter vessel.
North Shore Fence, Westbury, NY	\$2,880.00
Rose Fence In, Freeport , NY	\$2,900.00
Carle's Fence, Bethpage, NY	\$3,820.00
Piil Fence, Oceanside NY	\$5,950.00

North Shore Fence has submitted the lowest price and successfully performed similar work for the Water District in the past, therefore the Superintendent recommends award of the proposal to the contractor. A motion was made by Commissioner Meyer to award the fence replacement work to North Shore Fence. Seconded by Commissioner Brackett. The motion was unanimously approved.

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

- Circle Drive Water Main Replacement – A final walk through inspection of the paving restoration work with the Village is tentatively scheduled for the end of the week.
- Provided a general status update on the detailed design for the Beacon Hill Tank Replacement project.

A motion was made by Commissioner Brackett to enter into executive session to discuss litigation and personnel matters at 8:50am. The regular meeting resumed at 9:00am.

Peter Fishbein, Esq. – Reported in executive session.

Checks for payment of claims, due from the Port Washington Water District totaling \$55,986.35 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 9:05am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on August 3, 2016.

Peter Meyer, Secretary