

November 2, 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 2, 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
Tom Chodkowski, Field Supervisor
Michelle Handley, Office Manager

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 October 26, 2016, were read and approved.

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

1. D & B Engineers & Architects, Engineering, Updating Intersection Maps	\$473.93
2. D & B Engineers & Architects, Engineering, Retainer 3 rd Quarter	\$2,000.00
3. D & B Engineers & Architects, Engineering, Sandy Hollow Garage	\$5,592.04
4. D & B Engineers & Architects, Engineering, Beacon Hill Tank (Bond Issue)	\$23,741.64

The Board further reviewed the District's account balances as follows as of November 2, 2016:

General Checking	\$862,223.75
Money Market	\$975,218.33
Tap Fee Account	\$76,971.60
Repair Reserve Fund	\$416,419.38

Superintendent Granger reported on the following:

1. 128.5 million gallons of water was pumped during the month of October. During October of 2015, 122.2 million gallons of water was pumped. When compared to October 2016 this represents a 6.3million gallons increase in pumpage for the month. Year to date pumpage is approximately 1.6 percent less when compared to 2015.
2. The 2017 Water District revenue budget was amended at the request of the Town of North Hempstead to properly restate the revision to the LIPA PILOTs. There was no change to the tax levy and overall revenue budget.
3. A hydrant was struck by a vehicle on Chestnut Road on Monday (October 31, 2106) morning. The vehicle left the scene of the accident. The damage hydrant will be replaced this week.
4. National Grid damaged a water service on Port Washington Boulevard near the Vincent Smith School while excavating for a gas line repair. The incident occurred at approximately 3PM on Tuesday, November 1. Water District personnel successfully made the repair to the damaged water service. The gas company failed to wait for the water utility mark-out to be completed before excavating. Therefore, National Grid will be responsible for the cost of the repair.

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

1. Beacon Hill tank Replacement – Plans and specification are being revised at this time to reflect comments provided by the Water District.
2. Circle Drive Water Main Replacement – A very minor punch list remains. D&B is looking to close the project out with the contractor.
3. The biannual inspection of the Sandy Hollow Road and Neulist Avenue water storage tanks has been completed. Inspection reports were issued to the District this week.
4. Neulist Avenue Electrical Upgrade – reviewed memo with the board that recommended a phased approach to performing the upgrade.

Peter Fishbein, Esq. reported in executive session

Checks for payment of claims, due from the Port Washington Water District totaling \$27,295.20 were approved for payment by the Board.

A motion was made by Commissioner Germain to go into executive session to discuss legal and personnel matters at 8:50 am. The regular meeting resumed at 9:50 am.

There being no further business to discuss the meeting was adjourned at 9:55am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on November 2, 2016.

Peter Meyer, Secretary