

November 9, 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 9, 2016 at 8:00am.

PRESENT: COMMISSIONERS:

David Brackett, Chairman  
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 2, 2016, were read and approved.

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

1. D & B Engineers & Architects, Engineering, Beacon Hill Tank (Bond Issue) \$25,908.53

The Board further reviewed the District's account balances as follows as of November 9, 2016:

|                     |                |
|---------------------|----------------|
| General Checking    | \$1,101,093.34 |
| Money Market        | \$975,218.33   |
| Tap Fee Account     | \$76,971.60    |
| Repair Reserve Fund | \$416,419.38   |

Superintendent Granger reported on the following:

1. H2M architects + engineers (H2M) has submitted a proposal to provide training with Pace Laboratories covering the regulatory requirements of Water Sample Collection procedures and Chlorine and pH Testing Field Instrument Verification. H2M proposes to provide the services for a lump sum fee of \$1,550.00, and perform the training session at Pace Laboratory on two dates: December 6 and 7, 2016. Superintendent Granger recommended that the Board authorize the training since water quality sampling and field analysis is vital to water district operations. A motion was made by Commissioner Germain to authorize the training. Seconded by Commissioner Brackett. The motion was unanimously approved.
2. Discussed the need to upgrade the water district web site so that it is more accessible and user friendly for mobile devices. A copy of the website consultant's proposal will be distributed to the board for review and consideration.
3. Reviewed a letter issued on October 24, 2016 by ISO. The organization evaluates the fire suppression delivery systems of jurisdictions around the country. The result of those reviews is a classification number that ISO distributes to insurers. Insurance companies use the Public Protection Classification (PPC) information to help establish fair premiums for fire insurance. A community's PPC depends on fire alarm and communication systems, including telephone systems, telephone lines, staffing, and dispatching systems; the fire department, including equipment, staffing, training, and geographic distribution of fire companies and the water supply system, including the condition and maintenance of hydrants, and a careful evaluation of the amount of available water compared with the amount needed to suppress fires. A review of the water supply system accounts for 40% of the total classification while 60% is attributed the fire department and fire alarm and communications systems. A total of 2515

communities in New York State were evaluated by ISO. 235 communities, such as Port Washington, were rated Class 3 or above while the remaining 2280 communities were rated Class 4 or below. This indicates that the rating for the Port Washington community was above average. Generally lower insurance premiums are provided to communities with better fire protection or in this case a lower PPC. The recent evaluation of the Port Washington Fire Protection Service area received a Public Protection Classification rating of 3. Class 1 represents exemplary public protection, and Class 10 indicates that the area's fire-suppression program doesn't meet ISO's minimum criteria.

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

1. Beacon Hill tank Replacement – on track to bid the project by December 7<sup>th</sup>.
2. Neulist Avenue Electrical Upgrade – will be preparing a design proposal for the Superintendent and Board to consider.
3. Prepared technical specifications for the rehabilitation of Sandy Hollow Wells 1 and 2 and will be preparing technical specifications for the rehabilitation of Morley Park Boosters 1 and 2.

Peter Fishbein, Esq. – Reported in executive session

A motion was made by Commissioner Germain to go into executive session to discuss legal matters at 8:45 am. The regular meeting resumed at 9:00 am.

Checks for payment of claims, due from the Port Washington Water District totaling \$53,163.63 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 November 9, 2016

---

Mindy Germain, Acting Secretary