

March 22, 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, March 22, 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:

Gary Cuchhi – Progressive Marketing Group
Melissa Argueta – Progressive Marketing

Group

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 March 15, 2017, were read and approved.

The Board further reviewed the District's account balances as follows as of March 22, 2017:

General Checking	\$1,046,749.73
Money Market	\$975,218.33
Tap Fee Account	\$88,301.60
Repair Reserve Equipment	\$216,419.38
Repair Reserve Bldg & Grounds	\$200,000.00

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

1. D & B Engineers & Architects, Engineering, Bid for Caustic Soda Procurement	\$352.00
2. D & B Engineers & Architects, Engineering, Updating Intersection Maps	\$933.90
3. D & B Engineers & Architects, Engineering, Neulist Ave Station	\$4,500.07
4. D & B Engineers & Architects, Engineering, Beacon Hill Tank (Bond Issue)	\$8,973.80

Superintendent Granger reported on the following:

1. Discussed 1,4-dioxane risk assessment information and response press release to a recent article published in the March 15th edition of the Port Washington News on the topic of 1,4 – dioxane.
2. Prepared and published an article in the Port Washington Patch to support the “Fix a Leak” week program developed by EPA Watersense.
3. Advised the Board that the Water District emergency response plan and vulnerability assessment will require updating this year to conform to health department requirements. The Superintendent is presently reviewing existing security measures and will be formulating recommendations for improvements.
4. The rehabilitation of Sandy Wells 1 and 2 came in approximately \$2,300 under budget.
5. Will be meeting with the Water District consulting engineer next week to finalize the Water District water conservation plan and commence with the development of a 5 year capital plan.

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

1. Beacon Hill Tank Replacement – The Nassau County Health Department issued formal approval of the design plans. An updated project schedule is still pending from the contractor.

2. Stonytown Well access hatch repair – design documents were provided to Superintendent for review.
3. Neulist Avenue Electrical Upgrade – A draft set of design documents will be provided to the Superintendent this week for review.

Peter Fishbein, Esq. reported in executive session.

Old / New Business:

Met with Gary Cucchi and Melissa Argueta of Progressive Marketing Group to review and discuss topics for the annual Water District newsletter and review the status of the Water District web site upgrade.

RESOLUTION 2017-40

Upgrade of Water District mobile devices and accessories to enhance mobile work applications for SCADA and GIS not exceed \$1,200.00 in accordance with Verizon Wireless NY SOGS contract PS63766 and quotation dated March 20, 2017. A motion was made by Commissioner Germain to authorize upgrade Water District mobile devices and accessories in the amount not to exceed \$1,200.00 Seconded by Commissioner Meyer. The motion was unanimously approved.

Checks for payment of claims, due from the Port Washington Water District totaling \$91,158.96 were approved for payment by the Board.

A motion was made by Commissioner Meyer to go into executive session to discuss legal matters at 8:50 am. The regular meeting resumed at 9:00 am.

There being no further business to discuss the meeting was adjourned at 9:30am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on March 22, 2017.

Peter Meyer, Secretary