

November 20, 2019

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 20, 2019 at 8:00am.

PRESENT: COMMISSIONERS:

David Brackett, Chairman
Peter Meyer, Secretary
Mindy Germain, Treasurer

Italo Vacchio, Superintendent
Peter Fishbein, Attorney
Michael Savarese, P.E., Engineer
Michelle Handley, Office Manager

The meeting was called to order by David Brackett, Chairman of the Board of Commissioners, with the Pledge to the flag.

Minutes for the meeting held on November 13, 2019, were read and approved.

The Board further reviewed the District's account balances as follows as of November 20, 2019:

General Checking	\$592,470.61
Money Market	\$28,375.96
Tap Fee Account	\$6,744.84
Repair Reserve Equipment	\$342,749.04
Repair Reserve Bldg & Grounds	\$111,703.99

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

1. Bee, Ready, Fishbein, Hatter & Donovan, LLP Professional Services October 2019	\$4,212.50
2. D & B Engineers & Architects, Engineering, Intersection Maps	\$1,613.79
3. D & B Engineers & Architects, Engineering, PWPD Antenna Installation	\$469.07
4. D & B Engineers & Architects, Engineering, Nassau County Antenna Installation	\$760.87
5. D & B Engineers & Architects, Engineering, Stonytown Well 10 Pump Problems	\$821.08
6. D & B Engineers & Architects, Engineering, Beacon Hill Tank (Bond Issue)	\$606.72
7. D & B Engineers & Architects, Engineering, Water Main Improvements (Bond Issue)	\$1,249.57
8. D & B Engineers & Architects, Engineering, Pilot Testing Pilot Testing Hewlett (Bond Issue)	\$4,874.77
9. D & B Engineers & Architects, Engineering, Pilot Testing Stonytown Well 10(Bond Issue)	\$4,455.52
10. D & B Engineers & Architects, Engineering, NYS EFC Grant Application (Bond Issue)	\$2,861.70

Superintendent Vacchio reported on the following:

1. Reviewed with the Board the 2019 Budget vs. Actual Expenses.
2. Requested permission to have D&B prepare engineering services for the preparation of contract documents and inspection for the well pump rehabilitation at Rick's Well No. 7. D&B's fee will not exceed the fee of \$17,000.00 this was approved by the Board.
3. It was agreed that the Board and Superintendent will attend a meeting of the LIWC on November 25, 2019 in Carle Place.
4. Well No. 4, Hewlett will be taken off line for a carbon change.
5. D&B is working on updating the Emergency and Vulnerability Plan.
6. Work continues at the piping replacement at the Sandy Hollow Booster Station.

Michael Savarese, P.E. reported on the following:

1. Neulist Station Electrical and Miscellaneous Improvements – Preparing alternative analysis information for design memorandum.
2. Neulist Tank Evaluation - It was discussed that the project had been placed on hold so that the District could focus staff and budget resources on the required emerging contaminant piloting and treatment projects. The project schedule will be revised so that tank inspection work, which includes taking the tank out of service, can be completed during late fall of 2020 after the irrigation demand has ended.
3. Morley Park AOP Treatment – Revising site plan based on vehicle usage input obtained from Nassau County Parks. D&B preparing documentation in response to information request from NYS Environmental Facilities Corporation.
4. Hewlett AOP Treatment – Initial pilot test runs and sample collection conducted last week. Optimal pilot test runs and sample collection to be conducted upon receipt of initial results.
5. Southport Antenna Inspections – PWRD contractor’s certificate of insurance documents approved by Salerno Brokerage Corp. Contractor submitting revised drawings for D&B’s review. In regards to the Nassau County Police Department, Contractor’s certificate of insurance documents approved by Salerno Brokerage Corp. Work preliminary scheduled to begin on-site the week of 12/2.
6. Stonytown AOP Treatment - D&B submitted revised pilot protocol for NCDH and NYSDOH review on 10/25/19.
7. Beacon Hill Tank - D&B coordinating with Caldwell for contract closeout items, as well as dedication plaque.
8. The Soundview Water Main Project - Pre-construction meeting scheduled for Thursday 11/21/19 at District office.
9. Assistance with Emerging Contaminant Litigation – D&B compiled requested data and provided to Peter Fishbein to share with Sher Edling LLP.
10. 24” Transmission Main Evaluation - It was discussed that the project had been placed on hold so that the District could focus staff and budget resources on the required emerging contaminant piloting and treatment projects. Given that this project will require pumping from all three Morley Park Wells to obtain the proper velocity for the Smart Ball inspection, and will require a hot tap of the existing precast concrete cylinder pipe, the project will remain on-hold at this time.
11. ERP and VA Updates - D&B reviewing latest version of ERP and VA from 2017 to recommend updates.

Checks for payment of claims, due from the Port Washington Water District totaling \$172,610.25 were approved for payment by the Board.

A motion at 9:05am went into executive session to discuss legal matters. At 9:26am the meeting was resumed.

There being no further business to discuss the meeting was adjourned at 9:45am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on November 20, 2019.

Peter Meyer, Secretary