

February 22, 2023

A regular meeting of the Board of Commissioners of the Port Washington Water District was held at the District office located at 38 Sandy Hollow Road, Port Washington, New York, on Wednesday, February 22, 2023 at 8:00am.

PRESENT: COMMISSIONERS:

David Brackett, Chairman  
Peter Meyer, Secretary

Paul Prignano, Superintendent  
William DeWitt, Attorney  
William Merklin, P.E., Engineer  
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 February 15, 2023 were read and approved.

The Board further reviewed the District's account balances as follows as of February 22, 2023:

|                                |                |
|--------------------------------|----------------|
| General Checking               | \$1,932,782.76 |
| Money Market                   | \$28,679.60    |
| Tap Fee Account                | \$60,278.72    |
| Repair Reserve Equipment       | \$1,688,294.64 |
| Repair Reserve Bldg. & Grounds | \$1,725,175.44 |

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

|                                                                                            |             |
|--------------------------------------------------------------------------------------------|-------------|
| 1. PWWD, Reimbursement for Legal Services, Morley AOP (Bond Issue)                         | \$206.25    |
| 2. PWWD, Reimbursement for Legal Services, Stonytown AOP (Bond Issue)                      | \$825.00    |
| 3. D & B Engineers & Architects, Engineering, Neulist Electrical Improvements (Bond Issue) | \$14,590.19 |

At 8:05am a motion was made to go into executive session. At 8:12am the regular meeting resumed.

At 8:15am Commissioner Brackett announced that bids would be opened for Contract No. 2023-02 Ground Maintenance. The results are as followed:

|                          |             |
|--------------------------|-------------|
| JT Masonry & Landscaping | \$37,150.00 |
| Dom's Lawnmaker, Inc.    | \$43,200.00 |

The Board requested that the Superintendent to review the bids for Contract 2023-02 and report his findings at the next Board meeting.

Paul Prignano reported on the following:

1. Received a quote for a new 2023 Chevy Equinox in the amount of \$28,994.00. A motion was made by Commissioner Meyer and seconded by Commissioner Brackett to approve the purchase of the new District vehicle.
2. In late January the District notified the homeowner at 23 Dunwood Road that it discovered a leak in their service line and that pursuant to Article 1, Section 6 it was the owner's responsibility to repair the leak. The owner then hired a plumber who discovered the leak was not from the owner's service line. The District then treated the water coming up in the road as a main break and opened road and found that the leak was coming from the service line for the owner of 25 Dunwood Road. Since the area to repair was now accessible, the District commenced the repair of the line. Upon further review, this was not an emergency and therefore District personnel who engaged in the repair did not properly notify the

homeowner of the repair which deviates from the requirements of the District's ordinance. As such, the District will not issue a charge to the homeowner for the repair. A motion was made by Commissioner Meyer and seconded by Commissioner Brackett not to issue a charge for the repair. District staff have been reminded of the notice requirements.

William DeWitt reported that the agreement for Nassau County Police's vendor to have tank access for their antenna maintenance has been signed and he recommends that the District approve the contract. A motion was made by Commissioner Meyer and seconded by Commissioner Germain to approve the contract. The motion was carried as all Commissioners voted in favor.

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

1. Grants – Discussed the Nassau County Boost Grant Award.
2. Hewlett AOP Treatment – Scheduled a review and sampling procedure review meeting held with PRI on Friday, 2/17. Two-week look ahead for PRI includes process pipe painting, GAC fill piping install, GAC nozzles install, and well pump install. GC (Fortunato) will paint the floors after PRI finishes the pipe painting. Windows to be installed pending the date for the subcontractor.
3. Morley Park AOP Treatment – Shoring removal began on Tuesday, 02/21. Generator foundation area has been graded. RCA has been compacted for use as a temporary staging location. Well 8 has been removed. TV inspection scheduled for Tuesday, 02/21. Replacement of the well will begin upon review of the TV inspection video. Well 9 removal and investigative work to follow. GC has modified the schedule so that the AOP building foundation construction will occur after the GAC vessel delivery to accommodate PC installation of the vessels. This revised schedule does not affect the final completion dates of the project. One-month look ahead includes: replacement of 6" irrigation pipe and 2" DPW water service; Well 8 pump replacement and Well 9 pump removal and then investigative work; and GACs to be delivered and installed mid-March.
4. Stonytown AOP Treatment – Performing shop drawing submittal reviews. Notice to Proceed was issued to the contractors on Tuesday, 2/14.
5. Water Main Improvement Program – Survey work has started. Drainage inventory at approximately 80% complete. Utility maps requested for sewer, drainage, gas, and electric. PWWD is compiling a list of accounts involved in water main improvements vs service line inventory materials analysis. D&B is preparing the draft public outreach plan.
6. Town of North Hempstead Westshore Road Tank Site Evaluation – Meeting with Town at 10:00am today Wednesday February 22<sup>nd</sup>.
7. Lead and Copper – Will be putting together a draft of the lead and copper plan for the Health Department for the District's review.
8. Hewlett Drainage – Discussed plan to install drainage pipe and requested permission to put together a proposal for the general contractor to do the additional work. The Board gave permission to move forward with the proposal.

William DeWitt reported that he is working with Mike Savarese in regards to the Nassau County Police Department's antenna work.

Checks for payment of claims, due from the Port Washington Water District totaling \$52,442.05 were approved for payment by the Board.

At 8:50am a motion was made to go into executive session. At 8:55am the regular meeting resumed.

There being no further business to discuss the meeting was adjourned at 9:00am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on February 22, 2023.

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Peter Meyer, Secretary