

November 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, November 29, 2023 at 8:00am.

PRESENT: COMMISSIONERS:

Peter Meyer, Secretary
Mindy Germain, Treasurer

Paul Prignano, Superintendent
William DeWitt, Attorney
William Merklin, P.E., Engineer
Michael Savarese, P.E., Engineer
Michelle Handley, Office Manager

Also Present: Mark Gibbons, Resident
Charles Idol, Resident

The meeting was called to order by Peter Meyer, Acting Chairman of the Board of Commissioners, with the Pledge to the flag.

Minutes for the meeting held on November 15, 2023 were read and approved.

The Board further reviewed the District's account balances as follows as of November 29, 2023:

General Checking	\$4,397,164.55
Money Market	\$28,701.07
Tap Fee Account	\$73,987.35
Repair Reserve Equipment	\$1,689,557.87
Repair Reserve Bldg. & Grounds	\$1,570,404.99

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

1. Bee, Ready, Fishbein, Hatter & Donovan, LLP Professional Services October 2023	\$4,875.00
2. D & B Engineers & Architects, Engineering, AOP Stonytown 10 (Bond Issue)	\$13,771.85
3. D & B Engineers & Architects, Engineering, AOP Hewlett Well 4 (Bond Issue)	\$15,984.65
4. D & B Engineers & Architects, Engineering, AOP Morley Park (Bond Issue)	\$26,823.29
5. JVR Electric, Req.#10 Neulist Ave Electrical Improvements Electric Const. (Bond Issue)	\$26,208.74
6. Philip Ross, Req.#11 Hewlett AOP Plumbing Construction (Bond Issue)	\$36,598.75
7. Welsbach Electric Corp., Req.#1 Morley AOP Electric Construction (Bond Issue)	\$519,935.00
8. Bensin Contracting Inc., Req.#5 Stonytown AOP Plumbing Construction (Bond Issue)	\$713,925.00

Michelle Handley reported on the following:

1. The District will have the annual employee holiday lunch on December 20, 2023.
2. Discussed the updated sexual harassment policy for the District. After discussion a motion was made by Commissioner Meyer and seconded by Commissioner Germain to approve the updated policy. Motion was carried since all were in favor.

Superintendent Prignano reported on the following:

1. Received a letter from Mill Pond asking if someone from the District would come and speak to the residents about the water and what the District is doing to keep our water safe.
2. Attended a meeting at D&B with the contractors for the Morley project and discussed timelines for the work.
3. In regards to truck #16, he spoke to Hempstead Ford and the engine is being worked on and should be completed within the next one to two weeks.

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

1. Drinking Water Quality Council Meeting – Reviewed additional information from the New York AWWA meeting.
2. Hewlett AOP Treatment – D&B obtained NYSDOH approval to conduct the final, optimal round of performance testing. It has been scheduled for Wednesday 11/29 and Thursday 11/30.
3. Morley Park AOP Treatment – Well 8 pump and motor has been returned to service. awaiting a report from Layne as to the cause of issues. JAE is performing the truss installation, though will be unable to work the remainder of this week due to forecasted wind and rain. It is anticipated that the truss installation will resume on Monday December 4th and be completed by December 8th, weather permitting. Following this, JAE will complete the roof and windows, while site piping and electrical work progress.
4. Stonytown AOP Treatment – The carbon from the existing GAC vessels was removed on 11/21. Upcoming work includes removal of the existing fencing and installation of temporary fencing (week of 12/4), demolition of the GAC vault roof, demolition of the existing well vault and removal of the GAC vessels (December).
5. Neulist Station Electrical and Miscellaneous Improvements – a. Masonry work and site paving work are now completed. PSEG responded to JVR to confirm that PSEG will be providing a new transformer for the site. PRI is waiting for delivery of two oversized sleeves before starting the flow meter replacement. They should be in by the end of this week and the flow meter work will take approximately 1 week to complete. The generators are delayed from March 2024 to August 2024 per HO Penn correspondence with JVR. Switchboards and MCCs are expected around October 2024. D&B has drafted a letter related to the Electrical Contract's equipment delays for Bill DeWitt's review.
6. Munsey and Plaza Cleaners NYSDEC Correspondence – Review outcome of November 20th meeting with NYSDEC and discussion of next steps.
7. Water Main Improvement Program – D&B completed the revised draft drawings which includes PWWD's initial comments as well as additional roadways extents requested by the District. (Provided a hard copy and PDF sets for PWWD review).
8. Sandy Hollow Station PFAS Treatment Improvements and Station Upgrades – D&B is in the process of preparing preliminary site plans and the BODR.

William DeWitt reported on the following:

1. Nassau County Parks responded regarding the shutdown required at Morley Park for the 24" PCCP connection, the work will be able to be scheduled in the coming weeks after they finish setting up the ice-skating rink for the winter.
2. The contract has been signed for the West Shore Road Tank evaluation and is working on scheduling a date from the Town to begin the evaluation.
3. Is awaiting a response from Park Commissioner Kelly Gillen at the Town in regards to moving forward with the District using the Port Washington Fire Department's existing siren pole for the Neptune antenna.

Checks for payment of claims, due from the Port Washington Water District totaling \$177,468.31 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 8:40am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on November 29, 2023.

Peter Meyer, Secretary