

December 6, 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, December 6, 2023 at 8:00am.

PRESENT: COMMISSIONERS:

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

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

Also Present: Greg Gordon, Z&E
Michael Conn, Z&E
Mark Gibbons, Resident
Charles Idol, Resident

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

Minutes for the meeting held on November 29, 2023 were read and approved.

The Board further reviewed the District's account balances as follows as of December 6, 2023:

General Checking	\$4,465,007.40
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. Rolands Electric, Inc., Req.# 3 Electrical Construction AOP Stonytown 10 (Bond Issue)	\$32,490.00
2. Stalco Construction, Inc., Req.#8 Stonytown AOP General Construction (Bond Issue)	\$42,688.53
3. J. Antony Enterprises Inc., Req.#12 Morley AOP General Construction (Bond Issue)	\$135,412.37

Michelle Handley reported on the following:

1. Reviewed the November pumpage with the Board, the usage is up from the same time last year and but down overall for the year.
2. Reviewed proposed budget transfers with the Board and requested authorization to make the budget transfers for 2023. After discussion a motion was made by Commissioner Germain and seconded by Commissioner Brackett to approve. Motion was carried since all were in favor.
3. Discussed fund balances with the Board

The following resolution was made by and approved by the Board on December 6, 2023:

WHEREAS, a general discussion was held by the members of the Board of Commissioners concerning the District's transfer of funds; and

WHEREAS, the Board of Commissioners has decided to authorize a transfer of funds not to exceed the sum of \$1,500,000.00 from the General Fund into the Capital Reserve for Buildings and Grounds and the Capital Reserve for Equipment, in accordance with General Municipal Law.

NOW THEREFORE BE IT RESOLVED that, the Board of Commissioners of the Port Washington Water District, Town of North Hempstead, Nassau County, transfer \$750,000.00 of General Fund balance to the Capital Reserve Buildings and Grounds Account and \$750,000.00 of

General Fund balance to the Capital Reserve Equipment Account.

This Resolution is adopted subject to a Permissive Referendum.

The above RESOLUTION was offered by Commissioner Germain and was seconded by Commissioner Meyer. The motion was unanimously approved.

Superintendent Prignano reported on the following:

1. Attended a meeting at D&B along with the contractors for the Stonytown project to discuss the timeline and work.
2. In regards to Morley the trusses are almost complete, it should be done by Friday 12/8 as long as the weather permits.
3. The results for the AOP at Hewlett Well#4 look good and should be up and running starting the beginning of the new year. The Health Department needs to give the final approval for startup.
4. Discussed the fire line service that was approved for 24 Main Street. The owner does not want to use the District contractor for the fire line and would like to use their own plumber. After discussion it was decided that they must use the District contractor as required.

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

1. Munsey and Plaza Cleaners NYSDEC Correspondence– Reviewed of latest correspondence that Maria Wright from D&B sent to Melissa Sweet at the DEC.
2. Morley Park AOP Treatment – Layane is proceeding with Well 9 rehabilitation work. Well 8 pump and motor have been returned to service. Awaiting a report from Layne as to the cause of issues.
3. Neulist Station Electrical and Miscellaneous Improvements – a. Demolition work associated with flow meter replacement is scheduled to start on Wednesday, 12/06. 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.
4. Town of North Hempstead West Shore Road Tank Site Evaluation – Obtaining dates from subcontractor DN Tanks for site inspection.

William DeWitt reported on the following:

1. Still waiting for a response from the Deputy Commissioner for the County in regards to scheduling the shutdown at Morley Park to complete the connection to the 24" PCCP. He will follow up again.
2. Yael Spitzer has taken over for Mike Kelly at the Town and he has been in contact in regards to the antenna installation near Manorhaven Park, he was informed that Kelly Gillen will be reaching out regarding the matter.
3. Regarding the Oasis he is working on the contract for review.

At 8:30 am spoke with Greg Gordon and Michael Conn from Z&E regarding the annual irrigation contractor training. Discussed having the meeting in person this year rather than via Zoom. They will reach out to Mike Dwyer for potential meeting dates sometime between the end of January and the beginning of February.

Checks for payment of claims, due from the Port Washington Water District totaling \$87,810.34 were approved for payment by the Board.

At 8:55 a motion was made to go into executive session. At 9:20am the regular meeting resumed. There being no further business to discuss the meeting was adjourned at 9:25am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on December 6, 2023.

Peter Meyer, Secretary