

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 20, 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: 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 December 13, 2023 were read and approved.

The Board further reviewed the District's account balances as follows as of December 20, 2023:

General Checking	\$2,930,879.70
Money Market	\$28,701.07
Tap Fee Account	\$76,243.57
Repair Reserve Equipment	\$2,439,696.74
Repair Reserve Bldg. & Grounds	\$2,320,534.07

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

1. Stalco Construction, Inc., Req.#8 Stonytown AOP General Construction (Bond Issue) \$12,249.87

Michelle Handley reported on the following:

1. Discussed with the Board the increased interest rate offered by Dime, after discussion the Board agreed that it was a good offer.

Superintendent Prignano reported on the following:

1. There was a main break on Friday December 15<sup>th</sup> on Orchard Beach Blvd., District personnel made the repair.
2. In regards to Morley J. Anthony still has not completed the roof. Mike Savarese added that they said it was due to the flashing being delayed but it should be completed by this Friday.
3. The samples for the Health Department at Hewlett Well#4 are being taken today 12/20.

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

1. PFAS Data Review – The comment period regarding proposed regulations on notification of PFAS levels has not been made available yet from the NYS Drinking Water Quality Council. On January 24<sup>th</sup> D&B will have Jim Van Horn come in and review information on PFAS treatment.
2. Hewlett AOP Treatment – Concurrently, D&B is finalizing punch lists with EC/PC (still awaiting EC generator) and coordinating with NCDH for site walk through and to address any items.
3. Morley Park AOP Treatment – Layne has completed the removal of Well 9. Layne will be cleaning and bailing the well and should be done this week. D&B has been coordinating with the County and Bancker for the water main tie-in. This work will most likely take place in January 2024.
4. Neulist Station Electrical and Miscellaneous Improvements – Flow meter installation is on-going and should be completed by the end of this week. PRI installed the vault for the flow meter on Tuesday, 12/19.

5. Stonytown AOP Treatment – Stalco has removed the existing GAC roof and fencing and installed temporary fencing. Upcoming work includes removal of the GAC vessels next Thursday (12/28/23) and shoring installation and demolition of the existing well vault the week of 1/1/24.
6. Water Main Improvement Program – The revised draft drawings are under review by the District. The technical specifications are being completed by D&B and will be provided to the District for review this week.
7. Rain Garden – He spoke with Michael Micele and he agreed to help on designing the rain garden with no cost to the District. Also, D&B are willing to do the survey for the project also at no cost.

William DeWitt reported on the following:

1. He still has not heard back from the Town on the antenna installation near Manorhaven Park, he now will reach out to Yael Spitzer from the Town.
2. Regarding the Oasis he is working putting the contract together for D&B to design the water main on the project.

Checks for payment of claims, due from the Port Washington Water District totaling \$89,737.12 were approved for payment by the Board.

A letter was received from Bee, Ready, Fishbein, Hatter & Donovan, LLP regarding a proposal for appointment as District general counsel for the year 2024. The General Retainer for the year will be \$36,000.00. After careful review of the proposal, a motion was made by Commissioner Meyer and seconded by Commissioner Germain to approve the proposal. The motion was carried as all Commissioners voted in favor.

A letter was received from D&B regarding a proposal for appointment as District Engineer for the year 2024. The General Retainer for the year will be \$14,800.00. After careful review of the proposal, a motion was made by Commissioner Meyer and seconded by Commissioner Germain to approve the proposal. The motion was carried as all Commissioners voted in favor.

A letter was received from D&B regarding a proposal for preparing the 2023 Annual Water Quality Report (AWQR) for the District. The fee not to exceed \$9,400.00. After careful review of the proposal, a motion was made by Commissioner Meyer and seconded by Commissioner Germain to approve the proposal. The motion was carried as all Commissioners voted in favor.

A letter was received from D&B regarding a proposal for continuing engineering services to supplement and maintain the existing database to store and monitor nitrate and chloride data through 2024. The fee not to exceed \$5,300.00. After careful review of the proposal, a motion was made by Commissioner Meyer and seconded by Commissioner Germain to approve the proposal. The motion was carried as all Commissioners voted in favor.

A letter was received from Z&E Creative Communications regarding an agreement for 2024 for retaining them for public information outreach in the amount of \$42,000.00. After careful review of the proposal, a motion was made by Commissioner Meyer and seconded by Commissioner Germain to approve the proposal. The motion was carried as all Commissioners voted in favor.

At 8:45 a motion was made to go into executive session. At 9:07am the regular meeting resumed. There being no further business to discuss the meeting was adjourned at 9:15am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on December 20, 2023.

Peter Meyer, Secretary