

April 3, 2024

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, April 3, 2024 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 March 27, 2024 were read and approved.

The Board further reviewed the District's account balances as follows as of April 3, 2024:

General Checking	\$3,836,998.74
Money Market	\$28,916.14
Tap Fee Account	\$82,037.86
Repair Reserve Equipment	\$2,456,627.26
Repair Reserve Bldg. & Grounds	\$2,242,378.15

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

1. Bee, Ready, Fishbein, Hatter & Donovan, LLP Professional Services February 2024	\$3,343.75
2. D & B Engineers & Architects, Engineering, Updating Intersection Maps	\$1,196.21
3. D & B Engineers & Architects, Engineering, Nitrate & Chloride Tracking	\$2,352.67
4. D & B Engineers & Architects, Engineering, Daly School – Water Main Improvements	\$2,420.79
5. D & B Engineers & Architects, Engineering, 4 <sup>th</sup> Quarter Retainer 2023	\$3,700.00
6. D & B Engineers & Architects, Engineering, Annual water Quality Report	\$3,760.00
7. D & B Engineers & Architects, Engineering, AOP Hewlett (Bond Issue)	\$11,160.98
8. D & B Engineers & Architects, Engineering, AOP Stonytown 10 (Bond Issue)	\$12,052.63
9. D & B Engineers & Architects, Engineering, AOP Morley Park & Grant (Bond Issue)	\$21,645.98
10. Bensin Contracting Inc., Req.#8 Stonytown AOP Plumbing Construction (Bond Issue)	\$67,806.25

Michelle Handley reported on the following:

1. Reviewed the March pumpage with the Board, the usage is up from the same time last year. gave copies of the draft newsletter to the Board for review.
2. Distributed copies of the draft newsletter to the Board for review.
3. Informed the Board that the District received the signed agreement from Oasis along with the check for engineering and legal services. There was an issue with the notarization for the Village, we will have the Village correct and then have the Board sign at the next meeting.

Commissioner Germain gave an update on the native garden at Sandy Hollow, the plants will need to be picked up and a planting date set.

Superintendent Prignano reported on the following:

1. In regards to Hewlett Well#4 Philip Ross, Trojan, and Eagle were there yesterday 4/02, with the intention of assisting the District in taking samples as well as startup and testing to get the facility operational. There was an issue with the connectivity of the flow meter, which needs to be repaired. Once it is repaired Trojan and the contractors need to come back to proceed.
2. J. Anthony has finished the ceiling at Morley. Welsbach is moving along. Well#11 has been running since Thursday and Well#8 will be running today. The pump for Well#9 should be here in the next few days and Layne will reinstall.

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

1. Grant Applications – D&B is preparing the Congressionally Directed Spending grant funding applications for Sandy Hollow Wells 1 and 2 GAC and Ricks Well 7 GAC projects. The applications will be uploaded to the application portal by Friday, 04/05 (deadline).
2. Neulist Station Electrical and Miscellaneous Improvements – JVR arranged a call with the vendors on Friday, 03/15, to review anything that can be done. All equipment is still expected per the dates above. JVR distributed minutes from the Friday, 03/15, meeting and is working to schedule the next call with the vendors, D&B and PWWD.
3. Capital Plan and Bond Issue – D&B forwarded the next revision of the capital plan spreadsheet to the District on Thursday, 03/28, for its review.
4. Town of North Hempstead West Shore Road Tank Site Evaluation – Received the report from D&N Tanks and they are reviewing it.
5. 2023 Annual Water Quality Report – D&B forwarded the draft AWQR to PWWD on Thursday, 03/28, for its review and comment.

Checks for payment of claims, due from the Port Washington Water District totaling \$36,545.03 were approved for payment by the Board.

At 9:10am, a motion was made to go into executive session. At 9:15am, the regular meeting resumed. There being no further business to discuss the meeting was adjourned at 9:20am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on April 3, 2024.

Peter Meyer, Secretary