

December 10, 2025

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 10, 2025 at 8:00am.

**PRESENT: COMMISSIONERS:**

David R. Brackett, Chairman  
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

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

Commissioner Brackett congratulated Commissioner Germain on her reelection.

Minutes for the meeting held on December 3, 2025 were read and approved.

The Board further reviewed the District's account balances as follows as of December 10, 2025:

General Checking	\$5,528,059.58
Money Market	\$5,197,579.85
Tap Fee Account	\$141,649.23
Repair Reserve Equipment	\$2,491,642.05
Repair Reserve Bldg. & Grounds	\$1,943,018.06

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

1. D & B Engineers & Architects, Engineering, Nitrate & Chloride Tracking	\$741.00
2. D & B Engineers & Architects, Engineering, Typhen Steel Project	\$999.72
3. D & B Engineers & Architects, Engineering, Updating Intersection Maps	\$1,013.30
4. D & B Engineers & Architects, Engineering, Well 4 PFAS Grant Funding (Bond Issue)	\$1,017.84
5. D & B Engineers & Architects, Engineering, Bar Beach Well 6 PFAS (Bond Issue)	\$1,662.57
6. D & B Engineers & Architects, Engineering, Deposition Services Morley Park	\$2,000.74
7. D & B Engineers & Architects, Engineering, West Shore Road Tank Evaluation	\$3,147.84
8. D & B Engineers & Architects, Engineering, Sandy Hollow Wells 1 & 2 (Bond Issue)	\$3,660.60
9. D & B Engineers & Architects, Engineering, AOP Morley (Bond Issue)	\$8,596.18
10. D & B Engineers & Architects, Engineering, Ricks Well 7 (Bond Issue)	\$17,899.99
11. D & B Engineers & Architects, Engineering, AOP Stonytown Well 10 (Bond Issue)	\$29,462.59

The statement of canvas from the Special District Election held on December 9, 2025 was as follows:

Three (3) year term January 1, 2026 to December 31, 2028

Total number of votes cast – 720

Total number of votes cast for Mindy Germain – 703

Total number of write in votes cast – 15

Total number of blank votes cast – 2

The Board directed that the above results be filed with the Town Clerk of the Town of North Hempstead.

Michelle Handley reported on the following:

1. Received a letter from VHB Engineering requesting letters of water availability for a mixed-use project. Informed the Board that the owner they have listed does not match District records so she will respond and request the necessary proof of ownership before the request can start to be reviewed.

Superintendent Prignano reported on the following:

1. Spoke to Propel NY, who is doing an electric project and is requiring information from the District, and they would like to schedule a meeting to discuss the project and what the District needs to move forward with their request.
2. The District located the vault for the valves for the 24inch main located on Port Washington Blvd. near St. Francis hospital. Photos were taken and the next step is to make a plan to exercise the valves to determine if they are in working order.

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

1. Stonytown AOP Treatment – Recent inspections completed by D&B included exterior insulation and siding and major electrical equipment wiring. A progress meeting will be held onsite today, Wednesday, 12/10.
2. Morley Park AOP Treatment – D&B is following up with the contractors to complete all remaining punch list items, with the request to have all items completed by Friday, December 19<sup>th</sup>.
3. Neulist Station Electrical and Miscellaneous Improvements – D&B completed a punch list walkthrough for the General and Plumbing contracts with the District on Monday 12/8. The punch lists will be circulated once completed. The electrical punch list was transmitted to the electrical contractor on 12/3. The load bank test is scheduled for Wednesday 12/10 with H.O. Penn and JVR to be witnessed by D&B. A separate startup event still needs to be scheduled to test the paralleling controls which will be coordinated with the SCADA vendor, JVR, and H.O. Penn.
4. Sandy Hollow Station PFAS Treatment Improvements and Station Upgrades – LoDuca (GC) and PRI (PC) have submitted Bonds and Insurances for review (these are being reviewed by Salerno). We are still waiting for Bonds and Insurances from JVR (EC) and EEO and Utilization Plan paperwork for the EFC from all three contractors. Reviewed of D&B draft construction phase proposal and associated inspections/start up assistance list.
5. Southport Tank Rehabilitation – Reviewed draft project schedule

William DeWitt reported that he is putting the IMA for Sands Point together.

Checks for payment of claims, due from the Port Washington Water District totaling \$132,836.61 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 10:05am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on December 10, 2025.

Peter Meyer, Secretary