

December 17, 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 17, 2025 at 8:00am.

**PRESENT: COMMISSIONERS:**

David R. Brackett, Chairman

Peter Meyer, Secretary

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.

Minutes for the meeting held on December 10, 2025 were read and approved.

It was decided that the next two meetings that fall on Christmas Eve and New Years Eve will not be rescheduled and the next meeting will be Wednesday January 7, 2025.

The Board further reviewed the District's account balances as follows as of December 17, 2025:

General Checking	\$5,686,311.57
Money Market	\$5,645,111.15
Tap Fee Account	\$145,560.77
Repair Reserve Equipment	\$2,497,007.00
Repair Reserve Bldg. & Grounds	\$1,947,201.73

Michelle Handley reported on the following:

1. Reviewed proposed budget transfers with the Board and requested authorization to make the budget transfers. After discussion a motion was made by Commissioner Brackett and seconded by Commissioner Meyer to approve. Motion was carried since all were in favor.
2. Received the proposal from R.S. Abrams for the 2025 annual audit. The amount for the audit will be \$30,400.00. A motion was made by Commissioner Meyer and seconded by Commissioner Brackett to approve the proposal. The motion was unanimously approved.
3. Received a proposal Bee, Ready, Fishbein, Hatter & Donovan LLP to provide legal representation to the Water District for the year 2026. The General Retainer for the year will be \$36,000.00 that will be billed in equal monthly installments of \$3,000.00. A motion was made by Commissioner Brackett to authorize the professional services. Seconded by Commissioner Meyer. The motion was unanimously approved.

Superintendent Prignano reported on the following:

1. A letter was received from D&B regarding a proposal for preparing the 2025 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 Brackett to approve the proposal. The motion was carried.
2. 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 2026. The fee not to exceed \$5,600.00. After careful review of the proposal, a motion was made by Commissioner Meyer and seconded by Commissioner Brackett to approve the proposal. The motion was carried.
3. Reviewed the proposal from D&B for engineering services for the construction phase for the Sandy Hollow Station PFAS Treatment Improvements and Station Upgrades project not to exceed \$1,250,000.00. After careful review of the proposal, a motion was made by Commissioner Meyer and seconded by Commissioner Brackett to approve the proposal. The motion was carried.

4. The District has a water main break on Cottonwood Road. District personal is currently working to repair the break.

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

1. Reviewed with the Board the project schedule for the current and upcoming projects as well as the budget summary for the ongoing projects.
2. Stonytown AOP Treatment – Roland's has continued with the wiring of the new electrical and chemical safety equipment. Roland's ran the primary wiring from the utility pole to the transformer vault and the secondary wiring from the transformer vault to the new MCC. This will allow PSEG to inspect and deliver the new transformer. After terminating the transformer, PSEG will inspect and then be able to energize the service to the site. The carpenters are onsite this week to continue completing the ceiling interior work in the AOP area due to the weather and then will be finishing the exterior siding.
3. 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>.
4. Neulist Station Electrical and Miscellaneous Improvements – The load bank test was conducted successfully on Wednesday 12/10 with HO Penn and JVR and was 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.
5. Ricks Well PFAS Treatment and Station Improvements – D&B is addressing the District comments on the 90% submission and developing the Nassau County Department of Health submittal. D&B is scheduled to have a NCDH/Bid ready set of plans and specifications by mid-February.
6. Bar Beach Well 6 PFAS Treatment and Station Upgrades – D&B is checking with Nassau County Department of Health for any records that they may have regarding chloride limits for this well, as requested by the District.

William DeWitt reported that the 1.4, dioxane litigation continues to move along as is.

Checks for payment of claims, due from the Port Washington Water District totaling \$120,663.77 were approved for payment by the Board.

Commissioner Brackett wished everyone a Merry Christmas and a Happy New Year!

At 9:20am, a motion was made to go into executive session. At 9:30am, the regular meeting resumed. There being no further business to discuss the meeting was adjourned at 9:35am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on December 17, 2025.

Peter Meyer, Secretary