

PORT WASHINGTON WATER DISTRICT

Organizational Meeting of the BOARD OF COMMISSIONERS

Held: January 14th, 2026

The Organizational Meeting of the Commissioners of the Port Washington Water District was held at the Office of the Board, 38 Sandy Hollow Road, Port Washington, New York at 8:00 am on January 14, 2026.

Present: Commissioners:

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

Also Present: Paul Prignano, Superintendent
William DeWitt, District 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.

MOTION: A motion was made to approve the minutes from the Board Meeting held on January 7, 2026.

The Board of Commissioners proceeded with the business of appointing the officers for the year 2026, as follows:

1.	Chairman: <u>Nominated by:</u> <u>Seconded by:</u>	<u>David R. Brackett</u> <u>Peter Meyer</u> <u>Mindy Germain</u>
2.	Secretary: <u>Nominated by:</u> <u>Seconded by:</u>	<u>Peter Meyer</u> <u>Mindy Germain</u> <u>David R. Brackett</u>
3.	Treasurer: <u>Nominated by:</u> <u>Seconded by:</u>	<u>Mindy Germain</u> <u>Peter Meyer</u> <u>David R. Brackett</u>

RESOLUTION: Designation of Depositories (Banks)

Dime Community Bank
805 Port Washington Boulevard
Port Washington, NY 11050

M & T Bank
1 M & T Plaza
Buffalo, NY 14203

RESOLUTION: Travel Expenses – That the Commissioners and Superintendent be allowed all expenses including travel incurred while attending meetings, conventions and other business in connection with the water industry.

RESOLUTION: Commissioners' Compensation (fee): Meetings and District Business up to \$100 per Diem.

RESOLUTION: Employment of Accountant (CPA): Robert A. Johnson, CPA
75 Prospect Street, Suite 402
Huntington, NY 11743

RESOLUTION: Employment of External Auditor (CPA): R.S. Abrams & Co., LLP
3033 Express Drive North
Islandia, NY 11749

RESOLUTION: Employment of Attorney: Bee, Ready, Fishbein, Hatter & Donovan LLP
170 Old Country Road
Mineola, NY 11501

RESOLUTION: Employment of Consulting Engineer's: D & B Engineers & Architects, P.C
330 Crossways Park Drive
Woodbury, NY 11797

RESOLUTION: Official Newspaper: Newsday / Port Washington News
Either or all will be used according
to the direction of the Board of Commissioners.

RESOLUTION: The following legal advertisement is to be published in the next issue of the Port Washington News:

Please take notice that the Port Washington Water District will hold regular Board meetings every Wednesday at 8:00a.m. In the event that a regularly scheduled meeting needs to be changed, or an evening meeting needs to be scheduled for statutory or resident needs, a notice shall be posted in advance at the District Business Office, 38 Sandy Hollow Road. The meetings will take place at the business office, Board Room, 38 Sandy Hollow Road, Port Washington, New York. All interested parties are invited to attend.

RESOLUTION: To appoint Paul Prignano, Superintendent and Michelle Handley, as Record Access Officer for Freedom of Information requests made to the District, effective January 1, 2026.

RESOLUTION: To appoint Paul Prignano, Superintendent and Michelle Handley, as Records Management Officer (RMO) for the Port Washington Water District, effective January 1, 2026.

RESOLUTION: That the Treasurer will execute all required documents for Board approved grant applications.

RESOLUTION: To allow the Town of North Hempstead to expend funds on behalf of the Port Washington Water District from the Debt Service Restricted Fund Balance for the purpose of offsetting payment of BAN interest as it becomes due.

RESOLUTION: To reaffirm all existing policies of the Port Washington Water District.

A motion was made by Commissioner Meyer and seconded Commissioner Germain to approve all above Resolutions. The motion was unanimously approved.

The Board further reviewed the District's account balances as follows as of January 7, 2026:

General Checking	\$5,965,893.32
Money Market	\$5,658,271.30
Tap Fee Account	\$154,317.14

Repair Reserve Equipment	\$2,502,828.14
Repair Reserve Bldg. & Grounds	\$1,951,741.14

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

1. D & B Engineers & Architects, Engineering, Sandy Hollow Wells 1 & 2 (Bond Issue)	\$532.34
2. D & B Engineers & Architects, Engineering, Hewlett Electrical Transformer (Bond Issue)	\$3,454.56
3. JVR Electric, Req.#20 Neulist Ave Electrical Improvements Electric Const. (Bond Issue)	\$49,447.50
4. Philip Ross, Req.#14 Neulist Ave Electrical Improvements General Const. (Bond Issue)	\$77,900.00
5. Welsbach Electric Corp., Req.#16 Morley AOP Electric Construction (Bond Issue)	\$172,921.85
6. Stalco Construction, Inc., Req.#29 Stonytown AOP General Construction (Bond Issue)	\$205,825.76

Received an engagement letter dated December 15, 2025 from Robert A. Johnson, CPA for 2026 accounting services. The cost will be billed on an hourly rate and will be billed semi-annually. The rates are the same as 2025. A motion was made by Commissioner Meyer to authorize the professional services. Seconded by Commissioner Brackett. The motion was unanimously approved.

Commissioner Germain reviewed the drafts of the Smart Irrigation Controller Compliance letters. After review the Board approved the letters.

Superintendent Prignano reported on the following:

1. The floor at Morley is being done this week and will be completed by Friday 1/16.
2. In regards to Stonytown, PSEG is scheduled to drop the transformer on the pad this week.
3. The samples are completed for Neulist Well No. 3 and will be sent to the Nassau County Health Department so that the well can be placed back online.

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

1. Morley Park AOP Treatment – D&B is following up with the contractors to complete all remaining punch list items; D&B issued delay letters to each contractor due to the lack of addressing their punch lists; in addition, D&B followed up via phone to express the urgency in completing all items within contractor control by the end of January. D&B is addressing the additional items that the Nassau County Department of Public Works has requested for the sewer permit application.
2. Stonytown AOP Treatment – Critical path items that Stalco must complete to provide clearance to the PC and EC include FRP (stairs and grating), completion of pipe painting, and completing the nitrate system sewer line. Progress Meeting to be conducted today Wednesday, 01/14.
3. Neulist Station Electrical and Miscellaneous Improvements – D&B followed up regarding the necessary punch list responses from JVR and Philip Ross in accordance with our previous letters. The startup of the switchboards is dependent upon receipt and review of a revised power system study. D&B followed up again for this and a meeting was scheduled for this Thursday 1/15 to review with representatives from Graybar. SCADA work will be conducted by Eagle Control beginning next Tuesday, 1/20.
4. Ricks Well PFAS Treatment and Station Improvements – D&B is scheduled to have a NCDH/Bid ready set of plans and specifications by mid-February.
5. Sandy Hollow Station PFAS Treatment Improvements and Station Upgrades – D&B is preparing conformed documents (Book 1 is hard copy, Book 2 and Drawings are on flash drive) and scheduling the contractors to sign. All contractors should be signed by Tuesday, 1/20 so that the District can sign at their meeting on Wednesday, 1/21.
6. Bar Beach Well 6 PFAS Treatment and Station Upgrades – D&B reached out to the DEC and DOH regarding the Well 6 chloride limit and current well permit and received operating information.

Checks for payment of claims, due from the Port Washington Water District totaling \$200,542.01 were approved by the Board.

At 9:30am, a motion was made to go into executive session. At 10:05am, the regular meeting resumed. There being no further business to discuss, the meeting was adjourned at 10:10am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on Wednesday, January 14, 2026.

Peter Meyer, Secretary