

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, August 22, 2017.

Present: Marc B. Laykind, Chairman  
Andrew N. Bader, Treasurer  
Amanda R. Field, Secretary  
Stephen Moriarty, Superintendent  
Dina M Scott, Business Manager  
Michael Ingham, Attorney  
James Neri, Engineer  
David Chauvin, Zimmerman/Edelson

The meeting was called to order at 5:30 pm.

Commissioner Laykind opened the meeting with the Pledge of Allegiance.

Correspondence was reviewed in the Board update.

The Board approved and signed payroll checks.

#### **MICHAEL INGHAM'S REPORT – ATTORNEY:**

Attorney Ingham reported that he reviewed the customer feedback letter drafted by Zimmerman/Edelson Inc. and provided David Chauvin with few minor adjustments to be made.

Attorney Ingham reported that Country Pointe is progressing forward and further details will be provided by Engineer Neri. Attorney Ingham also reported that he has been spending time with the attorney for Country Pointe toward finalizing the easements and mortgage subordination agreements related to Country Pointe project.

#### **DAVID CHAUVIN'S REPORT – PUBLIC RELATIONS:**

David Chauvin presented the customer feedback letter and backflow press release for the Board's review and approval to print. David requested the backflow press release be submitted on Thursday, August 24, 2017. The Board granted the request to release the backflow press release.

David Chauvin reported that he is willing to assist the District in preparing letters of encouragement to community leaders regarding the District's WIIA grant application to help facilitate the grant award.

David Chauvin provided an update on his consideration of various sources of public information outreach to the local community.

**JAMES NERI'S REPORT – ENGINEER:**

Engineer Neri recommended to the Board bid dates for the Country Pointe Interior Water Main Project Phase I. He suggested to advertise for bid on August 25, 2017 and take bids on September 1, 2017. The Board agreed with Engineer Neri's recommendation for contract bid dates.

Engineer Neri requested the Board to consider contract language under liquidated damages in the amount of \$1,000.00 per day should a contract exceed 90 calendar days. District counsel agreed that 90 calendar days and a liquidated damage penalty at \$1,000.00 per day is deemed reasonable for the Country Pointe Internal Water Main Project.

**STEPHEN MORIARTY'S REPORT – SUPERINTENDENT:**

Supt. Moriarty provided the Board with an update on the pinhole program. Supt. Moriarty has been in contact with Professor Marc Edwards and Jeff Parks. Professor Edwards has requested additional sampling. Field tests were conducted in five (5) homes both on the cold and hot water and the results are being sent to Professor Edwards as he previously requested. Nitrification samples were also taken in an effort to rule out a specific potential cause. The nitrification samples were taken by District personnel and the results are also being provided to Professor Edwards. Supt. Moriarty will be coordinating a conference call with Professor Edwards, himself, James Neri, Engineer and the Board to discuss further action.

Supt. Moriarty reported that canvass letters were sent on August 17, 2017 for the position of Account Clerk.

Supt. Moriarty reported that revisions were be made to the draft budget by the District's accountant, as previously discussed. A revised draft budget was provided to the Board for their review.

Supt. Moriarty reported that the tax roll letters were be mailed out on August 16, 2017 with a due date back to the District of September 1, 2017. The tax lien list is due at the Town of Oyster Bay no later than September 15, 2017.

Supt. Moriarty reported that the District's contract with Hach Company is due to expire. Hach Company provides specialty service for the District's twelve nitrate analyzers and is the sole source provider of this service. The annual contract is at a cost of \$14,826.50 which is a 3% increase from the prior year. Commissioner Laykind suggested Supt. Moriarty request that the contract period be extended through the calendar year end in an effort to remain consistent with other District requirements contracts.

Motion made by Commissioner Laykind, seconded by Commissioner Field, the below stated resolution was adopted unanimously:

RESOLVED, that the Board of Commissioners awards the contract for the service of the District's nitrate analyzers to Hach Company in the total amount of \$14,826.50.

**DINA M SCOTT'S REPORT – BUSINESS MANAGER:**

Vendor check nos. 44888 through 44905 dated August 15, 2017 were reviewed, approved and signed by the Board.

Ms. Scott requested Board approval and authorization to transfer funds to cover the following dental claim costs:

- Dental claim dated August 15, 2017

Motion made by Commissioner Laykind, seconded by Commissioner Bader, the below stated resolution was adopted unanimously:

RESOLVED, that the Board of Commissioners approves the dental claims dated August 15, 2017 and the Board authorized funds be transferred into the District's dental benefit account.

Ms. Scott reported that minutes of prior meetings are available for the Board's review and approval.

Ms. Scott reported that Janine Tortoriello requested that in accordance with District Policy No. 4.9 Annual Leave and Policy No. 4.15 Sick Leave, the Board approve payment for unused annual and sick leave upon her retirement dated 8/30/17. After discussion, the Board requested an internal audit of for Ms. Tortoriello's unused annual and sick leave be conducted prior to submission of payment.

Ms. Scott reported that the Chamber of Commerce has scheduled its Fall Festival for October 1, 2017. All Commissioners will be in attendance.

Ms. Scott reported that the Tiff Symposium will be held September 20-21, 2017 in Syracuse, New York.

Ms. Scott reported that the AWWA Annual Conference is scheduled for June 11-14, 2018.

Ms. Scott reported that the District's 2<sup>nd</sup> half tax payment in the amount of \$1,400,545.87 was received from the Town of Oyster Bay.

**PUBLIC PARTICIPATION:**

Kenneth Altman of 2 Ruey Lane mentioned his review of the recently released summer 2017 newsletter and inquired if an increase in alkalinity was the only change made thus far in an effort to mitigate the pinhole problem. Commissioner Laykind responded that the pinhole problems are being addressed on a case by case basis,

however, as a group, an increase in alkalinity has been the primary change to date. Commissioner Laykind informed Mr. Altman that the District continues the investigation process and has engaged the services of Professor Marc Edwards to assist with these efforts. James Neri, Engineer informed Mr. Altman that studies to date show that no simple resolution is available and the District continues to review patterns and trends through survey results.

**OLD/NEW BUSINESS:**

At 6:50 pm a motion was made to enter into Executive Session to discuss personnel.

At 7:10 pm Executive Session ended and the Board returned to Regular Session.

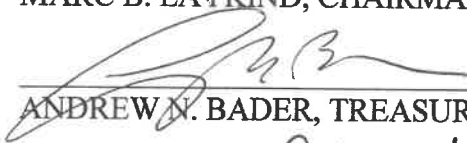
There being no further business to come before the Board, the meeting was adjourned with a call to the Chair at 7:12 pm.


STATE OF NEW YORK            )  
  )  
COUNTY OF NASSAU            ) ss.:  
  
PLAINVIEW WATER DISTRICT)

We, the undersigned, Commissioners of the Plainview Water District, Town of Oyster Bay, Nassau County, New York, do hereby certify that the above-mentioned and contained is a true copy of the minutes of a meeting of the Board of Commissioners held in the District office on Tuesday, August 22, 2017.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 30<sup>th</sup> day of November, 2017.

  
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MARC B. LAYKIND, CHAIRMAN

  
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ANDREW N. BADER, TREASURER

  
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AMANDA R. FIELD, SECRETARY