

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, April 24, 2018.

Present: Marc B. Laykind, Chairman
Andrew Bader, Treasurer
Amanda R. Field, Secretary
Stephen Moriarty, Superintendent
Dina M Scott, Business Manager
Michael Ingham, Attorney
James Neri, Engineer
Greg Gordon, 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.

Minutes of previous meeting(s) were read and approved unanimously.

MICHAEL INGHAM'S REPORT – ATTORNEY:

Attorney Ingham reported that he is working with the Business Manager on the appropriate procedures for pursuing capital bond financing through the Town of Oyster Bay in connection with treatment upgrades at the District's Plant 4. They are also coordinating a plan for the utilization of reserve funds as the intended means of complementing the bond financing to fully cover the Districts required matching portion of the New York State Water Infrastructure Improvement Act grant award. Further discussion will take place with the Commissioners and the Business Manager.

Attorney Ingham will provide the remainder of his report in Executive Session as it relates to personnel.

ENGINEER NERI'S REPORT – ENGINEER:

Engineer Neri provided the Board with a Project Status List which contains the status of all authorized projects to date and indicates a change in status of any ongoing projects.

Engineer Neri reported that Phase I of the Country Pointe Development water main project is nearly complete and is close to the punch list portion of the project. Further discussion will need to take place with the developer to complete the closeout of this phase of the project.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon presented various press releases concerning District happenings to be published in the upcoming weeks for the Board's review and approval.

Greg Gordon presented a Facebook content calendar and various posts to be published in the upcoming weeks for the Board's review and approval.

STEPHEN MORIARTY'S REPORT – SUPERINTENDENT:

Supt. Moriarty provided the Board with an update on the pinhole program which includes surveys, inspection reports and continued analysis.

Supt. Moriarty reported that a request for water availability for a one (1") inch service was approved for 62 Belmont Avenue.

Supt. Moriarty presented a summary of quotes obtained from local automobile service stations for maintenance and repairs to District vehicles. These outside services would supplement the standard vehicle maintenance and repairs provided by the District's part-time mechanic. Supt. Moriarty reported that in 2017 the District spent an approx. total of \$5,500.00 on outside vehicle maintenance. Based upon the three quotes submitted, BRG Enterprises provided the lowest quote of \$80.00 per clock time hour. After discussion and consideration, the Board approved Supt. Moriarty's recommendation to utilize the service of BRG Enterprises for vehicle repair services.

Supt. Moriarty presented a memo to the Board requesting the purchase of one hundred (100) 5/8" x 3/4" meters at \$252.00 each for a total cost of \$25,200.00. This purchase is necessary to replenish the District's stock of meters. Board approval was requested.

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

RESOLVED, that the Board of Commissioners approves the purchase of one hundred (100) 5/8" meters at a total cost of \$25,200.00.

Supt. Moriarty will provide the remainder of his report in Executive Session as it relates to personnel.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 45631 through 45644 dated April 19, 2018 in the amount of \$26,408.29 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 claims dated April 17, 2018 in the amount of \$1,415.18

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 April 17, 2018 in the amount of \$1,415.18 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 presented a report of customer billing adjustments that were made in accordance with District Policy. After discussion, the report was ordered filed. In addition to the adjustments made within the District's Policy limits, Ms. Scott requested the Board's approval to remove a penalty in the amount of \$75.00 assessed to 59 Ontario Avenue as per District Policy. The Board approved Ms. Scott's request.

Ms. Scott presented the Board with an update on the status of applications received for resident participation in the District's Landscape Irrigation Smart Controller Rebate Program. This program offers a rebate of up to \$100.00 for the purchase and installation of a weather-based smart irrigation controller and is part of the District's Preserve Plainview water conservation campaign.

Ms. Scott updated the Board as it relates to the District's annual poster contest. Ms. Scott reported that the posters are due by Friday, May 18, 2018. A tentative date of Thursday, June 7, 2018 at 6:00pm was scheduled for the award ceremony. The Plainview Water District poster contest is a partnership with the local elementary and middle schools that has become a tradition in the community. The contest provides educational value to students and rewards winners with a ceremony and certificate of accomplishment.

Ms. Scott reported that per review of the preliminary financial statements for the year ending December 31, 2017, it was noted that capital project number 13-06 Well 5-1 pump replacement remains open with an unexpended remaining balance of \$159,802.00. Ms. Scott requested Supt. Moriarty and Engineer Neri confirm this project is in fact complete. Both Supt. Moriarty and Engineer Neri confirmed the project completion. Accordingly, Ms. Scott requested the Board approve the closeout of the Well 5-1 pump replacement project as well as the transfer of the unexpended balance back to the general fund as the funding source for this project was through general fund appropriations.

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

RESOLVED, that the Board of Commissioners approves closeout of District capital project number 13-06 Well 5-1 pump replacement effective December 31, 2017.

RESOLVED, that the Board of Commissioners approves the transfer of unexpended remaining balance of \$159,802.00 for capital project number 13-06 Well 5-1 pump replacement from the capital projects fund to the general fund effective December 31, 2017.

Ms. Scott will provide the remainder of her report in Executive Session as it relates to personnel.

OLD/NEW BUSINESS:

At 7:45 pm a motion was made to enter into Executive Session to discuss personnel.

At 8:25 pm Executive Session ended and the Board returned to Regular Session with no action taken.

There being no further business to come before the Board, the meeting was adjourned with a call to the Chair at 8:35 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, April 24, 2018.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 21st day of June, 2018.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



AMANDA R. FIELD, SECRETARY