

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, June 15, 2021.

Present: Marc B. Laykind, Chairman
Andrew Bader, Treasurer
Amanda R. Field, Secretary
Stephen Moriarty, Superintendent
Dina Scott, Business Manager
Michael Ingham, Attorney
Sujata Pal, Engineer
Greg Gordon, ZE Creative Concepts

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

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 has worked with Ms. Scott to comply with Public Service Law §§ 32, 89-b, 89-1, 91, 216 and General Business Law § 399 (Chapter 106 of the Laws of 2021) concerning legislation to protect residential customers who have suffered financial hardship due to COVID-19. Additionally, discussion was had regarding the requirements of plan and its submission to the Public Service Commission. Ms. Scott will present the plan as part of her report for the Board to consider for submission.

Attorney Ingham reported on the LIWC Executive Board meeting concerning the New York State Department of Health (DOH) regarding a potential feasibility study which would analyze potential supply of NYS water through NYC to the water providers in Nassau County. In order to assist with the feasibility study, the DOH is asking the water providers to complete an interactive survey regarding the receipt of NYC water.

Even though it would be extremely difficult and likely a practical impossibility for water to reach those districts lying in eastern Nassau, the Executive Board voted to encourage cooperation with the survey.

ENGINEER'S REPORT – ENGINEER:

Engineer Pal 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. Said items were reviewed and discussed with the Board in detail.

Engineer Pal reported that the design for the Plant No. 2 permanent Advanced Oxidation Process (AOP) treatment continues to be in progress. Plan review for 60% design took place with H2M architects + engineers and Supt. Moriarty on June 2, 2021. Plan review for 90% design is expected to be submitted to Supt. Moriarty for his review mid-July.

Engineer Pal reported that Adjo Construction has submitted the final payment requisition and maintenance bond for work performed on the Country Pointe Phase III residential development for H2M architects + engineers. Upon review and approval, the final payment requisition will be forwarded to the District for processing and the maintenance bond for record keeping.

Engineer Pal reported that a walk-through is scheduled later this week for completion of final punch list items for the construction of the roof replacements at Plant No. 1.

Engineer Pal provided an update on the conflicts taking place with National Grid as it relates to the installation of drainage pipe connection from the Plant No. 3 blow off to the Town of Oyster Bay stormwater basin No. 10. Discussion took place and the Board was informed that test pits were conducted and as a result, it was determined that all gas services are in conflict with where the drainage pipe was designed to be located. H2M architects + engineers has reviewed and considered a number of alternatives to the design, but unfortunately these conflicts cannot be avoided and multiple gas services require relocation. Supt. Moriarty will provide additional details as part of his report.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon presented a press release congratulating the winners of the District's annual poster contest to be published in upcoming weeks for the Board's review and approval. The Board provided comments and approved for submission upon the revisions being made.

Greg Gordon presented a press release related to the maintenance and function of the District's water tower to be published in upcoming weeks for the Board's review and approval. The Board provided comments and approved for submission upon the revisions being made.

Greg Gordon presented a series of topics to be included in the upcoming e-mail blast. Discussion took place and the Board requested Greg Gordon to prepare a draft for review and approval.

Greg Gordon presented a series of topics to be included in the next quarterly billing insert. Discussion took place and the Board requested Greg Gordon to prepare a draft for review and approval.

Greg Gordon presented updates to be made to the District's website to display the winners of the annual poster contest for the Board's review and approval. Related social media posts were also presented for review and approval. The Board provided comments and approved for posting upon the revisions being made. Furthermore, final preparations were discussed for the poster contest award ceremony scheduled for Wednesday, June 16, 2021 at 6:00 pm.

STEPHEN MORIARTY'S REPORT – SUPERINTENDENT:

Supt. Moriarty provided an update on the conflicts taking place with National Grid as it relates to the installation of drainage pipe connection from the Plant No. 3 blow off to the Town of Oyster Bay stormwater basin No. 10. As reported by Engineer Pal, test pits were conducted and as a result, it was determined that several gas services are in conflict with where the drainage pipe was designed to be located. A cost proposal was presented by Bancker Construction Corp. to offset the eight (8) conflicted gas services at a rate of \$6,000 - \$7,000 each, resulting in an increased cost to the project of approximately \$50,000. Supt. Moriarty then reported that he conducted a review of the items listed in the original cost proposal for the drainage project as a whole, noting that several line items totaling approximately \$57,000 were not required in order to complete the project. Therefore, the net cost to offset the eight (8) conflicted gas services coupled with the items not required will result favorably to the District. The conflicted gas services will be offset June 16-17, 2021. Thereafter, Bancker will immediately commence the installation of the drainage pipe connection.

Supt. Moriarty presented a schedule of municipalities who did not conduct their backflow test as required for the year ending December 31, 2020. Several follow-up notifications have been sent to each of the locations listed with no testing conducted. Past practice was to apply penalties to municipal accounts that do not comply with District ordinances in this regard. As such, it is recommended to impose penalties to municipal accounts in accordance with the District's ordinances due to the degree of hazard posed for cross connection. The Board approved Supt. Moriarty's recommendation.

Supt. Moriarty presented the Board with a memorandum of recommendation regarding approval for the purchase of twelve (12) spare bulbs from Trojan Technologies. Supt. Moriarty reported it is recommended to have bulbs on hand in the event a failure were to occur. With the high pumpage season, these spare parts are recommended to have in order to avoid a long term shut down. Although the District has several reactors, these spare parts may be used as required at any of the District's AOP Plant sites. The total cost to purchase twelve (12) spare bulbs is \$8,390.00. Ms. Scott reported that the purchase of these parts will be procured in accordance with the District's standardization resolution for Trojan UV Flex 100, low pressure high output ultraviolet light and hydrogen peroxide AOP systems including the reactors, control panels, hydrogen peroxide feed systems and associated accessories. After discussion, the Board approved Supt. Moriarty's recommendation.

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

RESOLVED, that the Board of Commissioners approves purchase of twelve (12) spare bulbs from Trojan Technologies at a cost of \$8,390.00 as procured in accordance with the District's approved standardization resolution for Trojan UV Flex 100, low pressure high output ultraviolet light and hydrogen peroxide AOP systems including the reactors, control panels, hydrogen peroxide feed systems and associated accessories.

Supt. Moriarty presented a memorandum related to the District's unsuccessful efforts to access the customer meter located at 14 Nathan Drive. Several attempts have been made with no response from the customer. This has resulted in the District estimating usage for the past three quarterly billing statements. Uncovering this customer's meter pit cover is essential in order to resolve this matter. A no access penalty is the amount of \$75.00 will be assessed upon the next unsuccessful attempt.

Supt. Moriarty will present the remainder of his report in executive session as it relates to personnel and staffing.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 53185 through 53198 dated June 10, 2021 in the amount of \$143,146.95 were previously reviewed, approved and signed by the Board.

Capital project vendor check no. 10080 dated June 10, 2021 in the amount of \$4,250.00 was previously 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 June 8, 2021 in the amount of \$3,351.80

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 June 8, 2021 in the amount of \$3,351.80 and the Board authorized funds to be transferred into the District's dental benefit account.

Ms. Scott presented a report of customer billing adjustments that were made in accordance with District Policy. After discussion, the report was ordered filed.

Ms. Scott presented the release of final disbursement of the 2018 WIHA grant award issued by the Environmental Facilities Corp. The District is in receipt of the retainage held in the amount of \$526,402.00.

Ms. Scott reported that the awards ceremony for the annual poster contest is Wednesday, June 16, 2021 at 6:00pm.

Ms. Scott reported that she has reviewed the draft of the audited financial statements for the year ending December 31, 2020. Review comments have been provided to auditors Cullen & Danowski.

Ms. Scott presented the draft of the note to the financial statements that pertains to events occurring subsequent to year-end, noting that the Town of Oyster Bay refunded the District's 2014 bond issuance with a remaining principal balance of \$3,630,000.00. Furthermore, the Town of Oyster Bay reissued the District's bond anticipation note of \$19,000,000.00 at an interest rate of 2%.

Ms. Scott presented the Plan for Implementation of Public Service Law §§ 32, 89-b, 89-1, 91, 216 and General Business Law § 399 (Chapter 106 of the Laws of 2021) as required for submission by the Public Service Commission. This legislation is intended to protect residential customers who have suffered financial hardship due to COVID-19. The District adopted said legislation which in effect prevents water service terminations and waives penalties under certain circumstances. Discussion took place as part of Attorney Ingham's report. The Board approved the Plan for submission to the Public Service Commission.

Ms. Scott provided the Board with a copy of the Treasurer's Report for the month ending May 31, 2021. In addition, to supplement and support the Treasurer's Report, Ms. Scott also provided the Board with the respective bank reconciliations as well as the schedule of collateralized deposits for all District cash accounts for the month ending May 31, 2021. After discussion, the reports were ordered filed.

On the motion of Commissioner Laykind, seconded by Commissioner Bader, the Board went into Executive Session at 7:40 pm to discuss personnel and staffing. The Board emerged from Executive Session at 8:15 pm with no minutes produced and no action taken.

There being no further business to come before the Board, the meeting was adjourned with a call to the Chair at 8:25 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, June 15, 2021.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 13th day of July, 2021.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



AMANDA R. FIELD, SECRETARY