

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, September 14, 2021.

Present: Marc B. Laykind, Chairman
Andrew Bader, Treasurer
Amanda R. Field, Secretary
Stephen Moriarty, Superintendent
Dina Scott, Business Manager
Michael Ingham, Attorney
James Neri, Engineer
Sujata Pal, Engineer
Greg Gordon, ZE Creative Concepts
Andrew Gagnon, 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 provided Ms. Scott with the resolution and legal notice for the 2021 Water Commissioner Election. Attorney Ingham reported the election is required to be held on December 14, 2021.

Attorney Ingham reported that he is working with Ms. Scott on the development of a revised policy related to leaks in consumers water service.

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 Neri reported that close-out of construction of the Plant Nos. 2, 3 and 7 interim AOP treatment projects is taking place. Draft summary requests have been received by the contractor and are under review by H2M architects + engineers. Upon completion, change orders will be presented to the Board for review and final payment requests will be presented to the District for payment.

Engineer Neri reported that the revised preliminary elevation drawings for Plant No. 4 nitrate and perchlorate removal and Advanced Oxidation Process (AOP) treatment facility were presented to Supt. Moriarty earlier today. The revisions included consideration of comments previously made as part of the presentation that took place on August 24, 2021. Supt. Moriarty reported that he will provide to the Board as part of his forthcoming update. In addition, Engineer Neri reported that H2M architects + engineers reviewed the preliminary mechanical floor plan and walked the site with Supt. Moriarty. An update process diagram is expected to be delivered to Supt. Moriarty by the end of the week. Commissioner Laykind inquired of the appropriate timing to consider hosting a public meeting for the customers of the surrounding area. This informational meeting will discuss why the upgrades at the site are needed, what types of upgrades are being made, the construction timeline of the project as well as answer any questions residents may have. After discussion, a public meeting date of Wednesday, October 6, 2021 at 6:00 pm was set. Supt. Moriarty reported that he will prepare the related letters to the customers of the surrounding area to inform them of the meeting to take place.

Engineer Neri reported that paving restoration related to the Plant No. 3 interim AOP drainage piping recently installed is complete.

Engineer Neri reported that H2M architects + engineers has commenced air sampling while District employee's conduct chemical treatment at plant sites as part of the enhancement to the District's respiratory protection program.

Engineer Neri reported that the developer of the Country Pointe Golden Age Housing development have provided H2M architects + engineers with a revised site plan. H2M architects + engineers is reviewing and will be recommending minor adjustments be made to the site plan. Upon conclusion, they will then schedule a meeting with Supt. Moriarty to review the layout.

Engineer Neri reported that seven (7) bids were received on September 2, 2021 for the general construction of the Plant No. 2 permanent AOP treatment facility. Engineer Neri stated the respective low bidder was Construction Consultants of L.I., Inc. in the amount of \$1,578,000.00. Engineer Neri reported that H2M architects & engineers has satisfactorily reviewed the qualifications of the list of subcontractors utilized by Construction Consultants of L.I., Inc. Therefore, Engineer Neri recommends the District award the contract to the lowest responsible bidder, Construction Consultants of L.I., Inc. in the amount of \$1,578,000.00.

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

RESOLVED, that the Board of Commissioners approves the recommendation by H2M architects & engineers to award the contract for the general construction of the Plant No. 2 permanent AOP treatment facility to Construction Consultants of L.I., Inc. in the amount of \$1,578,000.00.

Engineer Neri reported that four (4) bids were received on September 2, 2021 for the plumbing construction of the Plant No. 2 permanent AOP treatment facility. Engineer Neri stated the respective low bidder was Phillip Ross Industries in the amount of \$728,000.00. This bidder has successfully completed plumbing construction contracts with the District in prior years. Therefore, Engineer Neri recommends the District award the contract to the lowest responsible bidder, Phillip Ross Industries in the amount of \$728,000.00.

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

RESOLVED, that the Board of Commissioners approves the recommendation by H2M architects & engineers to award the contract for the plumbing construction of the Plant No. 2 permanent AOP treatment facility to Phillip Ross Industries in the amount of \$728,000.00.

Engineer Neri reported that five (5) bids were received on September 2, 2021 for the electrical construction of the Plant No. 2 permanent AOP treatment facility. Engineer Neri stated the respective low bidder was Baltray Enterprises, Inc. in the amount of \$248,591.00. Engineer Neri reported that H2M architects & engineers has satisfactorily reviewed the qualifications of this contractor. Therefore, Engineer Neri recommends the District award the contract to the lowest responsible bidder, Baltray Enterprises, Inc. in the amount of \$248,591.00.

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

RESOLVED, that the Board of Commissioners approves the recommendation by H2M architects & engineers to award the contract for the electrical construction of the Plant No. 2 permanent AOP treatment facility to Baltray Enterprises, Inc. in the amount of \$248,591.00.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon presented a draft of the upcoming e-mail blast for the Board's review and approval. The Board provided comments and approved for sending upon the revisions being made.

Greg Gordon presented the third quarterly billing insert for the Board's review and approval. The Board provided comments and approved for printing upon the revisions being made.

Commissioner Field requested Greg Gordon contact to the appropriate party at the POB School District to discuss collaborated educational projects for the new school year.

STEPHEN MORIARTY'S REPORT – SUPERINTENDENT:

Supt. Moriarty provided the Board with a request for water disconnect and availability for a one (1") inch service at 20 Milford Drive, 60 Belmont Ave and 5 Leslie Lane. The Board approved Supt. Moriarty's request.

Supt. Moriarty provided the Board with a request for water disconnect at 22 Audrey Avenue. The Board approved Supt. Moriarty's request.

Supt. Moriarty provided the Board with a request for water availability at 50 Manetto Hill Road. Supt. Moriarty reported that this commercial property is fed off a private main that has RPZ protection on both ends, however, he recommends an RPZ device on the water service for internal protection. The Board approved Supt. Moriarty's request.

Supt. Moriarty presented a location map of the customers of the surrounding area of the Plant No. 4 nitrate and perchlorate removal and AOP treatment facility.

Supt. Moriarty presented the Board with a memorandum of recommendation regarding approval for change orders to previously approved purchase orders to H2M architects & engineers for additional regulatory submissions and review costs incurred for the Plant Nos. 3 and 7 interim AOP treatment projects. Engineer Neri reported that the regulatory review process for the District's first AOP treatment facilities came with many challenges which resulted in unforeseen overages in time incurred as it relates to the regulatory preparation and review process. This includes and was not limited to a newly established process by both the NYS and Nassau County Department of Health as a result of the COVID-19 pandemic. The anticipated expense incurred by H2M Architects and Engineers is \$6,263.68 for the Plant No. 3 interim AOP treatment project and \$15,436.56 for the Plant No. 7 interim AOP treatment project. After at length discussion, the Board approved Supt. Moriarty's

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

RESOLVED, that the Board of Commissioners approves change order submitted by H2M architects & engineers for unexpected and additional regulatory submission and review costs incurred by the NYS and Nassau County Departments of Health on the Plant No. 3 interim AOP treatment project at a cost of \$6,263.68.

RESOLVED, that the Board of Commissioners approves change order submitted by H2M architects & engineers for unexpected and additional regulatory submission and review costs incurred by the NYS and Nassau County Departments of Health on the Plant No. 7 interim AOP treatment project at a cost of \$15,436.56.

Supt. Moriarty will present the remainder of his report in executive session as it relates to a new employee hire.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 53430 through 53446 dated August 26, 2021 in the amount of \$28,104.54 were previously reviewed, approved and signed by the Board.

Vendor check nos. 53452 through 53465 dated September 1, 2021 in the amount of \$161,337.05 were previously reviewed, approved and signed by the Board.

Vendor check nos. 53471 through 53484 dated September 9, 2021 in the amount of \$26,239.92 were 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 August 24, 2021 in the amount of \$915.19
- Dental claims dated September 7, 2021 in the amount of \$472.00

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

RESOLVED, that the Board of Commissioners approves the dental claims dated August 24, 2021 in the amount of \$915.19 as well as September 7, 2021 in the amount of \$472.00 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. In addition to the adjustments made within the District's Policy limits, Ms. Scott requested the Board's approval to remove penalties assessed to 4 Fern Place in the amount of \$258.55 in accordance with District policy. The Board approved Ms. Scott's request. Additionally, Supt. Moriarty requested the Board's approval to adjust the second quarter 2021 invoice for 79 Cherry Drive West by reducing the invoice amount to \$16.00 due to extenuating circumstances as discussed in detail. Discussion took place regarding the proposed adjustment. After discussion and consideration, the Board approved Supt. Moriarty's request to adjust the second quarter 2021 invoice for 79 Cherry Drive West to \$16.00.

Ms. Scott provided the Board with a copy of the Dental Claims Detail History Report for August 2021. After discussion, the report was ordered filed.

Ms. Scott provided the Board with a copy of the Treasurer's Report for the month ending August 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 August 31, 2021. After discussion, the reports were ordered filed.

Ms. Scott presented the Board with a copy of the year to date Budget to Actual Expenditures and Budget Variance Report for the month ending August 31, 2021. After discussion, the report was ordered filed.

Ms. Scott reported that the final tax lien roll will be prepared for approval on Thursday, September 16, 2021 and is required to be remitted to the Town on due date Friday, September 17, 2021. A copy of the most updated list was provided to the Board.

Ms. Scott reported that the District is in receipt of the annual insurance policy renewal from Salerno Brokerage Corp. The annual premium includes a \$12,092.74 (10.2%) increase for a total package policy of \$130,383.05. The corresponding policy documentation provided by Salerno Brokerage Corp. was provided to the Board for their review and consideration.

Ms. Scott reported that receipt of the 2nd half tax payment was deposited into the operating account. As the operating account does not earn interest, the Ms. Scott requested Board approval to transfer \$1,750,000.00 into the District's undesignated/unappropriated interest bearing account.

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

RESOLVED, that the Board of Commissioners approves transferring \$1,750,000.00 from the operating account into the District's undesignated/unappropriated interest bearing account.

Ms. Scott presented the final 2022 Financial Budget to the Board of Commissioners and requested the Board execute and adopt.

After discussion, the following Resolution was offered:

WHEREAS, New York State Town Law Section 215 subd. 9-a requires the Plainview Water District ("District") to prepare an estimated budget for its fiscal year commencing January 1, 2022, conduct a public hearing thereon and file such estimated budget with the Budget Officer for the Town of Oyster Bay; and

WHEREAS, the Board has prepared an estimated budget for the District's 2022 fiscal year and conducted public hearings with respect thereto on September 9, 2021; and

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

RESOLVED, that the Board of Commissioners approves and adopts the District's Operating Budget for 2022.

The following board meetings were scheduled for October 2021:

- October 5th at 5:30 pm
- October 12th at 5:30 pm
- October 19th at 5:30 pm - Additional Public Session at 7:00 pm
- October 26th at 5:30 pm

On the motion of Commissioner Laykind, seconded by Commissioner Bader, the Board went into Executive Session at 7:35 pm to discuss a new employee hire. The Board emerged from Executive Session at 8:05 pm with minutes produced and action taken.

Supt. Moriarty requested the Board approve the hiring of Kyle Doogan as Water Servicer Trainee. Subject to final approval by the Nassau County Department of Civil Service, Mr. Doogan will begin his employment with the District on Monday, September 27, 2021.

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

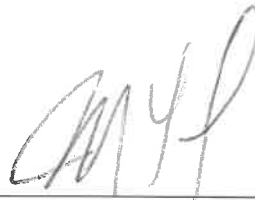
RESOLVED, upon the recommendation of Supt. Moriarty that the Board of Commissioners approves hiring Kyle Doogan as Water Servicer Trainee at an annual rate of \$40,000.00 to begin employment on Monday, September 27, 2021.

There being no further business to come before the Board, the meeting was adjourned with a call to the Chair at 8:15 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, September 14, 2021.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 18th day of October, 2021.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



AMANDA R. FIELD, SECRETARY