

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, May 17, 2022.

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
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 presented a memorandum as it relates to Civil Rights Law Section 52-c. Discussion took place and the Board acknowledged the information presented.

Attorney Ingham provided an update to the examination before trial that took place this afternoon as it relates to litigation with National Grid.

ENGINEER'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. Said items were reviewed and discussed with the Board in detail.

Engineer Neri reported that construction continues to be in progress at the Plant No. 2 permanent AOP treatment project. Siding on the building is in progress and the roof is complete. Engineer Neri reported that per the contract documents with each of the project's respective contractors, the stated project completion date was May 15, 2022. Engineer Neri reported that there are still approximately two months of work anticipated before the project is complete. Discussion took place regarding the Board's consideration of enforcement of liquidated damages as a result of the project not being complete within the timeframe stated in the contract. The Board requested Engineer Neri to remind the contractors that the project completion date has passed and that liquidated damages may potentially be assessed.

Engineer Neri reported that H2M architects + engineers 60% design of the Advanced Oxidation Process (AOP) and nitrate and perchlorate removal treatment facility at Plant No. 4 is complete. H2M architects + engineer met with Supt. Moriarty to discuss in detail. Comments from the meeting are being incorporated into the design.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

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

Greg Gordon reported the recently approved email blast was sent.

Greg Gordon presented a flyer to inform customers of the various resources the District has available to stay informed with updates on ongoing projects, news, the Preserve Plainview initiative, signing up for email updates and enrollment into automatic bill pay. The Board provided comments and approved Ms. Scott to print in order to have available for distribution at the POB Chamber of Commerce SpringFest on Sunday, May 22, 2022.

Greg Gordon presented updates made to the District's website to provide customers with information as it relates to the Low Income Household Water Assistance Program (LIWHAP) as presented by the Office of Temporary and Disability Assistance. Discussion took place and the Board approved the edits to be made to the website.

Greg Gordon reported that the Spring 2022 newsletter has been printed and will be delivered to the post office on Thursday, May 19, 2022.

STEPHEN MORIARTY'S REPORT:

Supt. Moriarty provided the Board with a request for water disconnect and availability of a one (1") inch service at 24 Janet Drive, 2 Shatel Road and 16 Eva Lane. The Board approved Supt. Moriarty's request.

Supt. Moriarty provided the Board with a request for water disconnect of a one (1") inch service at 31 Charlotte Place and 9 Newport Drive. The Board approved Supt. Moriarty's request.

Supt. Moriarty provided the Board with a request for water availability of a one (1") inch service at 20 Calda Lane. The Board approved Supt. Moriarty's request.

Supt. Moriarty reported on the results of the site visit conducted by the New York State and Nassau County Department of Health at District Plant No. 7. This site visit was done in order to perform an inspection of the District's Advanced Oxidation Process (AOP) treatment facility for the completed works approval. Supt. Moriarty and Engineer Neri reported that the visit was successful with very few minor comments to address. Discussion took place and the Board requested Supt. Moriarty to ensure all comments are adequately addressed and resolved.

Supt. Moriarty reported that the letter sent to 14 Nathan Drive was certified as received. Said letter was sent requesting the customer's attendance at this evening's Board meeting to provide explanation for not allowing access to the meter pit in order to replace the meter which is not in working order. Discussion took place and the Board requested additional time to further consider the most appropriate course of action as a result of the lack of response.

Supt. Moriarty reported that upon receipt of postal delivery of the Spring 2022 newsletter, he will certify the 2021 Annual Quality Water Report to the NYS Department of Health.

Supt. Moriarty presented a recommendation for approval to dispose of and close out the auction for the following vehicles at the following high bid auctioned prices;

2003 Chevrolet Extended Cab Pick-up at \$4,200.00
2000 Bobcat at \$17,600.00

Supt. Moriarty requested authorization to remove said vehicles from the District's fixed asset listing.

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

RESOLVED, that the Board of Commissioners approves the removal from the District's fixed asset listing and auction close out of the 2003 Chevrolet Extended Cab Pick-up at \$4,200.00 and 2000 Bobcat at \$17,600.00 for a total of \$21,800.00.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 54301 through 54330 dated May 12, 2022 in the amount of \$174,332.38 were previously reviewed, approved and signed by the Board.

Capital project vendor check no. 10112 dated May 12, 2022 in the amount of \$64,990.00 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 May 10, 2022 in the amount of \$318.18

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 May 10, 2022 in the amount of \$318.18 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 provided the Board with a copy of the Treasurer's Report for the month ending April 30, 2022. 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 April 30, 2022. 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 April 30, 2022. After discussion, the report was ordered filed.

Ms. Scott requested Board approval to attend the NYGFOA Long Island Spring Seminar on Wednesday, June 15, 2022 from 9:00 am – 1:30 pm at the Irish Coffee Pub in East Islip, NY. Ms. Scott provided the Board with a copy of the agenda and reported that continuing education credits are given for attendance. In addition, the fee for attendance is \$95.00. The Board approved Ms. Scott's request.

Ms. Scott provided the Board with an update on compilation of the documents requested as part of the recently received FOIL request. Discussion took place and the Board authorized Ms. Scott to submit the related response.

Ms. Scott presented a proposal issued by Edmunds GovTech for the Utility IVR service which enables customers to remit payment of their water bill via telephone processing system and integrates with the existing utility bill pay software. Ms. Scott reported that the cost of \$3,500.00 is a one-time fee for the software license, and the annual support services fee is \$639.00. Discussion took place and the Board requested additional time to consider.

The following board meetings were scheduled for June 2022:

- June 7th at 5:30 pm
- June 21st at 5:30 pm - Additional Public Session at 7:00 pm
- June 28th at 5:30 pm

There being no further business to come before the Board, the meeting was adjourned with a call to the Chair at 8:05 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, May 17, 2022.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 15th day of July, 2022.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



AMANDA R. FIELD, SECRETARY