

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, August 9, 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 reported that the previously denied FOIL request submitted to the Long Island Power Authority for the work order and related contents on 12 Debra Drive was granted. The work order and related contents was provided to Zurich Insurance, the District's insurance carrier. Attorney Ingham reported that per Zurich Insurance review of the work order contents, it was determined there was bad neutral connection at the property and it is the failure of the neutral which caused the alleged damages to the personal property. Supt. Moriarty provided the Board with a draft of the letter of claim denial to be issued to the homeowner as provided by Zurich Insurance. The Board provided comments to said letter.

Attorney Ingham presented a letter written by the Town of Oyster Bay as it relates to the waiver of permits for its respective water districts. Instead, review and approval of water remediation construction undertakings are under exclusive jurisdiction of the New York State and Nassau County Health Departments. Said letter is a byproduct of work conducted for a related case located in the Town of North Hempstead. Discussion took place and the Board thanked Attorney Ingham for the information provided.

#### **JAMES 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. 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 Advanced Oxidation Process (AOP) treatment project. Grating is 90% complete. Carbon delivery is scheduled for Tuesday, August 16, 2022. Site work completion is expected to take place thereafter.

Engineer Neri reported that H2M architects + engineers is finalizing design plans based on the District's review of the AOP and nitrate and perchlorate removal treatment facility at Plant No. 4. Engineer Neri requested the Board's approval for bid advertisement on Thursday, September 1, 2022 and requested that the District accept bids on September 27, 2022. After discussion, the Board approved Engineer Neri's request. Ms. Scott requested Engineer Neri ensure that consideration be given for federal procurement compliance requirements as newly adopted through the District's Addendum to District's Procurement Policy.

Engineer Neri reported the grant application for the Green Initiative Grant Program is complete and has been submitted.

Engineer Neri reported that H2M architects + engineers has provided Supt. Moriarty with a spreadsheet of the tap cards that could not be correlated to a proper address or account for the District's review. Supt. Moriarty reported that he is researching the uncorrelated information. H2M architects + engineers is reviewing the tap cards and working on linking them to the District's GIS mapping system. Engineer Neri also reported that he is in receipt of a copy of the 1930 and 1953 ordinance that specifies service line material to be copper and is reviewing the details of such.

#### **GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:**

Greg Gordon presented a press release related to construction of the Plant No. 2 treatment facility nearing completion for the Board's review and approval. The Board provided comments and approved for publishing upon the revisions being made.

Greg Gordon reported that he has posted the updated District employee photographs recently taken to the District's website.

Greg Gordon reported that he is working with Ms. Scott in developing a customer information brochure to accompany the welcome letter sent to each new customer. Greg Gordon will provide a draft to Ms. Scott for her review upon completion.

Greg Gordon reported that he is preparing an email blast for the Board's review and will provide upon completion.

Greg Gordon reported that he is working with Ms. Scott to develop a page on the District's website to address recent customer inquiries as it relates to property owner responsibilities in payment for water bills. Ms. Scott reported that she is working with the District's staff to develop the recommended content and will provide to the Board for their review upon completion.

**STEPHEN MORIARTY'S REPORT:**

Supt. Moriarty reported that he continues his review of the examination by trial document provided by Attorney Ingham as it relates to litigation with National Grid. The two hundred forty-five (245) page document provides detailed testimony issued by Supt. Moriarty, by which he is carefully reviewing for accuracy.

Supt. Moriarty reported that PESH is scheduled to conduct respirator fit testing at the District for all plant and distribution employees on Friday, August 12, 2022.

Supt. Moriarty provided an update on the status of construction at the Plant No. 7 permanent AOP treatment project noting that additional items are required to be added to the scope of the project. These items include new doors on the booster pump and the Well 7-1 buildings. Furthermore, the generator automatic transfer switch has failed and is in need of replacement. Supt. Moriarty stated that he is working with Dvirka and Bartilucci Engineers on the respective additional engineering costs and will report back to the Board.

Supt. Moriarty provided the Board with a memorandum of recommendation of a proposal issued by H2M architects + engineers to solicit and provide construction observation services for the pressure-washing of the elevated storage tank. Discussion took place regarding the details of the scope of work to be conducted which includes climbing the elevated storage tank and performing inspections on a full-time basis as the work is performed. After discussion, the Board requested additional time to discuss and further consider.

Supt. Moriarty requested Board approval to commence the mini bid process to purchase an additional van for the District's fleet through the NYS Office of General Services mini-bid system. After discussion, the Board requested additional time to discuss and further consider.

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

Vendor check nos. 54587 through 54608 dated August 3, 2022 in the amount of \$225,978.72 were previously reviewed, approved and signed by the Board.

Capital project vendor check no. 10129 dated August 3, 2022 in the amount of \$55,385.23 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 August 2, 2022 in the amount of \$691.55

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 2, 2022 in the amount of \$691.55 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 Dental Claims Detail History Report for July 2022. After discussion, the report was ordered filed.

Ms. Scott reported that she has submitted to the Board for their review and consideration the 2023 budget supplementary schedules/worksheets. A complete draft of the budget in the required format as set forth by the Town of Oyster Bay will be provided in the forthcoming week for the Board's review.

Ms. Scott presented the Board with a listing of customers who have received final notice prior to being placed on the 2022 tax roll. The tax roll is required to be remitted to the Town on Friday, September 16, 2022.

Ms. Scott presented a Schedule of Budget Adjustments as processed in accordance with the District's Budget Transfer Policy. In addition, Ms. Scott presented Detail of Budget Adjustments to accompany and support each budget adjustment made as indicated in the Schedule of Budget Adjustments. After discussion, the report was ordered filed. Based on Ms. Scott's analysis and after discussion with regard to the necessity of the proposed adjustments, Ms. Scott requested the following additional general fund budget transfer be made in excess of the Budget Transfer Policy limits;

Account Code	Description	Total
A-8340-30-5000	Auto Repairs	3,000.00
A-8340-30-2000	Purchase of Vehicles	(3,000.00)

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

RESOLVED, that the Board of Commissioners approves the following budget transfer be made for the year ending December 31, 2022;

Account Code	Description	Total
A-8340-30-5000	Auto Repairs	3,000.00
A-8340-30-2000	Purchase of Vehicles	(3,000.00)

There being no further business to come before the Board, the meeting was adjourned with a call to the Chair at 7:45 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 9, 2022.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 3<sup>rd</sup> day of October, 2022.

  
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MARC B. LAYKIND, CHAIRMAN

  
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ANDREW N. BADER, TREASURER

  
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AMANDA R. FIELD, SECRETARY