

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, August 29, 2023.

Present: Marc B. Laykind, Chairman  
Andrew Bader, Treasurer  
Michael A. Chad, Secretary  
Stephen Moriarty, Superintendent  
Dina Scott, Business Manager  
Michael Ingham, Attorney  
James Neri, Engineer  
Lola Rivera, 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 issued a response to the letter addressed to the District from the attorney of the contractor for the Plant No. 7 Granular Activated Carbon (GAC) enclosure project. Said letter assessed a claim for payment pursuant to bond under the subcontractors contract with the contractor engaged with the District. Discussion took place Attorney Ingham explained that subcontractor claims are to be directed to and the financial responsibility of the contractor, not the District directly.

#### **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 progress at the Plant No. 4 Advanced Oxidation Process (AOP), nitrate and perchlorate treatment facility. The general contractor is working on placement of the concrete pad for the hydrogen peroxide tank, brine tank, concrete landing and concrete walkways, which are near completion. The plumbing contractor continues installation of piping in the interior basement of the new treatment building. The electrical contractor continues installation of electrical conduit and power boxes. The next construction progress meeting is scheduled to take place Tuesday, September 5, 2023.

Engineer Neri reported that H2M architects + engineers is in receipt of close out documentation from the general contractor of the Plant No. 2 permanent Advanced Oxidation Process (AOP) treatment facility. Close out documentation is under review and will be submitted to the District upon approval and engineer certification. Upon issuance of final payment to the general contractor, the District can submit to the Environmental Facilities Corp. for the release of retainage of the remaining 25% of the Water Infrastructure Improvement Act grant award.

Engineer Neri reported that upon confirmation of availability from National Wash Authority, he will work with Supt. Moriarty to coordinate dates for consideration for pressure washing of the elevated storage tank located on Donna Drive.

Engineer Neri reported that H2M architects + engineers is continuing the development of the engineering design for the Plant No. 5 emerging contaminant removal project. A series of concepts are being developed in an effort to gain approval from the Nassau County Department of Public Works as it relates to the District's request for drainage to blow off discharge into the County owned storm water basin. H2M architects + engineers will look to coordinate a meeting with Supt. Moriarty to discuss further. Discussion took place and the Board requested Engineer Neri to continue to keep them informed.

#### **LOLA RIVERA'S REPORT – PUBLIC INFORMATION FIRM:**

Lola Rivera presented a revised press release related to investing and saving with smart water technology for the Board's review and approval. The Board provided comments and approved for publishing upon the revisions being made.

Lola Rivera presented a revised draft of a postcard mailer to be sent to all District's residents who have not yet filed their annual backflow device test with the District. This mailer is being sent in an effort to inform customers of the importance of annual backflow testing as well as the respective NYS compliance requirements. The Board approved for printing and distribution.

Lola Rivera presented a revised draft of updates to be made to the projects page of District's website. The Board approved for updating to the District's website.

Lola Rivera presented a revised draft of the direct mail piece to be submitted to customers. This document presents informational updates related to the various construction projects taking place throughout the District in order for the District to be able to continue to provide the highest quality water possible. The Board provided comments and requested a revised draft be submitted.

Lola Rivera presented the September social media calendar for the Board's review and approval. The Board provided comments and approved for posting upon the revisions being made.

Lola Rivera requested the Board's consideration of coordinating a meeting to discuss topics for the fall 2023 newsletter. Discussion took place and the Board agreed to meet virtually on Friday, September 8, 2023.

**STEPHEN MORIARTY'S REPORT - SUPERINTENDENT:**

Supt. Moriarty reported an update related to the District's requirement to conduct lead and copper sampling in accordance with requirements set forth by the Nassau County Department of Health. Discussion took place and the Board requested Supt. Moriarty to continue to keep them informed.

Supt. Moriarty reported that he has completed and submitted the District's Spill Prevention Report as recommended by the NYS Department of Environmental Conservation (NYSDEC).

Supt. Moriarty reported that interior finishes are in progress for the Plant No. 7 Granular Activated Carbon (GAC) enclosure project. Discussion took place regarding delays experienced with the project. The Board requested Supt. Moriarty to put forth continued efforts to bring the project to completion.

Supt. Moriarty reported that the Nassau County Department of Public Works is conducting paving on Plainview Road from Route 135 to Old Bethpage Road as part of their road restoration project. District staff are observing the paving in an effort to ensure the District owned valve covers are not paved over. All work is being performed during daytime hours.

Supt. Moriarty presented an updated agreement issued by SourcePass, the District's information technology service provider. Said agreement was issued due to the recent organizational changes, from Total Technology Solutions to SourcePass. Discussion took place and the Board requested time to review the updated agreement.

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

Vendor check nos. 55864 through 55881 dated August 23, 2023 in the amount of \$125,535.43 were previously reviewed, approved and signed by the Board.

Capital project vendor check nos. 100022 through 100025 dated August 24, 2023 in the amount of \$103,749.66 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 22, 2023 in the amount of \$1,776.21

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

RESOLVED, that the Board of Commissioners approves the dental claims dated August 22, 2023 in the amount of \$1,776.21 and the Board authorized funds to be transferred into the District's dental benefit account.

Ms. Scott provided the Board with revised first, second and third notice letters to be sent to customers whose accounts have required estimates as a result of an inoperable indoor meter and the District's inability to gain access in order to provide a meter change out. Discussion took place and the Board requested Ms. Scott to continue to keep them informed.

Ms. Scott reported the publicly held budget hearing for the 2024 Operating Budget is scheduled for Thursday, September 7, 2023 at 5:30 pm. A copy of the draft budget which was made available to the public was provided.

Ms. Scott reported that the District is in receipt of the annual insurance policy renewal from Salerno Brokerage Corp. The annual premium includes a \$15,204.33 (10%) increase for a total package policy of \$164,349.14. The corresponding policy documentation submitted by Salerno Brokerage Corp. was provided to the Board for their review and consideration. Nicole Morton of Salerno Brokerage met with the District to discuss and provide detailed explanation regarding an increase in premiums across the insurance marketplace as a whole. Details of the policy were discussed, including but not limited to increases to the District's statement of values as a result of new infrastructure and equipment placed into service. Increases are also attributed increases assessed on the statement of values as a whole as a result of inflation. Prior year's insurance carrier stipulated inflation increases were noted at 4%, while the current policy period includes an increase of 10% as required by the carrier. Detailed discussion took place and the Board approved the 2023-2024 insurance premiums. Ms. Scott noted that Board approval to engage Salerno Brokerage Corp. as the District's insurance broker was issued as part of the annual reorganization meeting minutes.

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-8310-35-5000	Insurance Package Policy	\$14,500.00
A-8310-70-7700	Contingency	(\$14,500.00)

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

RESOLVED, that the Board of Commissioners approves the following general fund budget transfers;

Account Code	Description	Total
A-8310-35-5000	Insurance Package Policy	\$14,500.00
A-8310-70-7700	Contingency	(\$14,500.00)

Ms. Scott reported that receipt of the 2<sup>nd</sup> half tax payment was deposited into the operating account. As the operating account does not earn interest, Ms. Scott requested Board approval to transfer \$2,250,000.00 into the District's undesignated/unappropriated interest-bearing account.

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

RESOLVED, that the Board of Commissioners approves transferring \$2,250,000.00 from the operating account into the District's undesignated/unappropriated interest-bearing account.

The following board meetings were scheduled for September 2023:

- September 5<sup>th</sup> at 5:30 pm
- September 7<sup>th</sup> at 5:30 pm – 2024 Budget Hearing
- September 12<sup>th</sup> at 5:30 pm
- September 19<sup>th</sup> at 5:30 pm - Additional Public Session at 7:00 pm

Mr. Newler of 24 Joyce Road presented a series of comments. Discussion took place and the Board of Commissioners acknowledged Mr. Newler's comments and agreed to take them under advisement.

There being no further business to come before the Board, the meeting was adjourned with a call to the Chair at 7:35 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, August 29, 2023.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this        day of September, 2023.

  
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MARC B. LAYKIND, CHAIRMAN

  
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ANDREW N. BADER, TREASURER

  
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MICHAEL A. CHAD, SECRETARY