

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, December 2, 2025.

Present: Marc Laykind, Chairman
Andrew Bader, Treasurer
Michael Chad, Secretary
Dina Scott, Business Manager
Kevin Gielarowski, Assistant Superintendent
Michael Ingham, Attorney
James Neri, Engineer
Greg Gordon, ZE Creative Communications

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 provided an update on communications with the designated claims representative of National Grid which relates to the series of District customer service line leaks that have occurred directly adjacent to their cast iron gas main on Abbey Lane and Stevens Street. Furthermore, Attorney Ingham recommended the Board approve his submission of a FOIL request to the Public Service Commissioner in order to obtain additional information related to National Grid's cathodic protection testing required under 16 NYCRR 255.465. Discussion took place and the Board approved Attorney Ingham to submit the FOIL request as stated and to continue to keep them informed of any additional developments.

ENGINEER 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 punch list items are near completion at the Plant No. 4 Advanced Oxidation Process (AOP), nitrate and perchlorate treatment facility after a meeting conducted to review all items required before final close-out can take place. Furthermore, H2M architects + engineers project team met with Kevin Gielarowski, Assistant Superintendent to review any additional items noted during the running of the Plant facility and has notified the related contractor of such. Discussion took place and the Board requested Engineer Neri continue to keep them informed.

Engineer Neri reported that contractor for the Plant No. 5 emerging contaminant project is near completion with dewatering the existing retaining pond in order to commence drainage installation. The contractor has completed the temporary hearing within the existing buildings and wiring of the construction trailer. Furthermore, project submittals have been provided to H2M architects + engineers by the contractor and are currently under review. The next construction progress meeting is scheduled for December 9, 2025. Discussion took place and the Board requested Engineer Neri continue to keep them informed.

Engineer Neri reported that the general contractor is continuing preparation of the concrete slab on grade, trench drains and pvc piping at the Plant No. 7 AOP treatment enclosure project. The concrete block was scheduled to arrive on November 18, 2025, however has not yet arrived and is expected by the end of this week. The electrical contractor is working on installation of new conduit beneath the slab and on the north side of the AOP building. Discussion took place and the Board requested Engineer Neri keep them informed.

Engineer Neri reported that an addendum has been issued to extend the bid of the asphalt repair and utility mark out bids for the respective annual maintenance contracts set to expire at year-end to Wednesday, December 17, 2025.

GREG GORDON'S REPORT – PUBLIC INFORMATION FIRM:

Greg Gordon presented a press release related to construction commencing on the Plant No. 5 emerging contaminant project for the Board's review and approval. The Board provided comments and requested a revised draft be presented for approval.

Greg Gordon presented an updated email blast for the Board's review and approval. The Board provided comments and approved for sending upon the revisions being made.

KEVIN GIELAROWSKI'S REPORT – ASSISTANT SUPERINTENDENT:

Kevin Gielarowski reported that H2M architects + engineers has completed the second Districtwide bi-annual tank inspection. Discussion took place and Engineer Neri stated that related report will be submitted to the District upon completion.

Kevin Gielarowski reported that District staff are preparing the garage for the upcoming Water Commissioner Election to take place on Tuesday, December 9, 2025.

Kevin Gielarowski reported that the District is awaiting the secondary sample results conducted by the Nassau County Department of Health on the Plant 1, Well 1-2 Granular Activated Carbon (GAC) vessels, as required, following the District's carbon change-out.

Kevin Gielarowski presented a series of concept sketches prepared by H2M architects + engineers for consideration of the walkway previously discussed at the Plant No. 7 AOP treatment enclosure project. Discussion took place and the Board agreed to further consider.

Kevin Gielarowski reported that Operator Interface Terminal (OIT) access controls have been upgraded throughout the District's plant facilities in an effort to increase security within the District's SCADA system.

Kevin Gielarowski presented a draft communication for residents in immediate proximity to the Plant No. 5 construction site. Discussion took place and the Board presented a series of comments and edits to be made and requested Greg Gordon provide a revised draft at his earliest possible convenience.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 58558 through 58571 dated November 26, 2025 in the amount of \$10,039.46 were previously reviewed, approved and signed by the Board.

Dina Scott presented a report of customer billing adjustments that were made in accordance with District Policy. After discussion, the report was ordered filed. Dina Scott requested the Board's approval to remove penalties assessed to 26 Wallace Drive in the amount of \$50.16 in accordance with District policy. Upon discussion, the Board approved Dina Scott's request.

Dina Scott reported that new computers compatible with Windows 11 have been delivered and are being stored in superintendent's office. Installation will take place by Sourcepass, the District's information technology consultant on December 11-12, 2025.

Dina Scott reported that preparations are in order for the Water Commissioner Election taking place on December 9, 2025.

Dina Scott reported that the final year-end inventory count will be conducted by District staff on January 5, 2026, and the related count by the independent auditors will be conducted on January 6, 2026. Discussion took place and the Board requested Dina Scott continue to keep them informed.

Dina Scott recommended the designated funding source for the previously approved engineering support services for District-wide security system upgrades be through the Restricted General Maintenance and Improvement Capital Reserve. Dina Scott reported that due to the fact the reserves were established in accordance with Section 6-c of General Municipal Law, a Board resolution authorizing the use of the reserve funds is required. In addition, use of these funds is also subject to permissive referendum by which the District is required to publish and post a legal notice informing the taxpayers of the Board's planned action.

After reviewing Dina Scott's recommendation and concurring with same, and upon motion made by Commissioner Laykind, seconded by Commissioner Chad, the below stated resolutions were adopted unanimously:

WHEREAS, this resolution is adopted subject to permissive referendum as set forth in Town Law Section 90 and shall take effect thirty (30) days after its adoption or, if a referendum is held, upon the affirmative vote of a majority of the qualified electors of the issuer voting on the referendum; and

NOW THEREFORE,

BE IT RESOLVED, the Board of Commissioners deems it in the best interest of the District to procure engineering support services for District-wide security system upgrades for a total of \$29,500.00 as funded through the District's Restricted General Maintenance and Improvement Capital Reserve Fund; and

BE IT FURTHER RESOLVED THAT the Business Manager is hereby authorized and directed to, within ten (10) days after the adoption of this resolution, cause this resolution to be published in the District's official newspaper and be posted on both the sign boards of the Town of Oyster Bay and the District pursuant to Town Law, together with a notice of adoption thereof.

Dina Scott presented a Schedule of Budget Adjustments as processed in accordance with the District's Budget Transfer Policy. In addition, Dina 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 an at length discussion with regard to the necessity of the proposed adjustments, Dina Scott requested the following additional general fund budget transfer be made to increase total appropriations for the previously approved capital project funding transfer for the Plant No. 3 permanent treatment facility project;

<u>Account Code</u>	<u>Description</u>	<u>Total</u>
A-9950-00-9200	Operating Transfer Out – FB Assign	102,733.33
A-5032-00-0000	Appropriated Reserves	102,733.33

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 increase in total appropriations be made for the year ending December 31, 2025;

<u>Account Code</u>	<u>Description</u>	<u>Total</u>
A-9950-00-9200	Operating Transfer Out – FB Assign	102,733.33
A-5032-00-0000	Appropriated Reserves	102,733.33

The following board meetings were scheduled for January 2026:

- January 6th at 5:30 pm
- January 13th at 5:30 pm – Annual Reorganization Meeting
- January 20th at 5:30 pm - Additional Public Session at 7:00 pm
- January 27th 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, December 2, 2025.

IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 30th day of January 2026.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



MICHAEL A. CHAD, SECRETARY