

Plainview Water District  
December 16, 2025  
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Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, December 16, 2025.

Present:      Marc Laykind, Chairman  
                  Andrew Bader, Treasurer  
                  Michael Chad, Secretary  
                  Dina Scott, Business Manager  
                  Kevin Gielarowski, Assistant Superintendent  
                  Michael Ingham, Attorney  
                  Gregory Carman, 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.

Commissioner Laykind congratulated Commissioner Michael Chad on his re-election as Water Commissioner of the Plainview Water District for the forthcoming three-year term.

**MICHAEL INGHAM'S REPORT – ATTORNEY:**

Attorney Ingham presented a letter of denial submitted by 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. Attorney Ingham recommended the Board approve his submission of another letter to the executive vice president and legal counsel in an effort to avoid filing for litigation. Discussion took place and the Board approved Attorney Ingham to submit the letter 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. Discussion took place and the Board requested Engineer Neri continue to keep them informed.

Engineer Neri presented the Board with a recommendation regarding approval for a change order to a previously approved purchase order with Hirsch Plumbing for the purchase and installation of a larger sized lime tank based on a material specification conflict for the Plant No. 4 AOP treatment project. Discussion took place regarding the details of the material specification conflict in the amount of \$7,500.00, coupled with the potential for liquated damages due to the project extending beyond its contractually agreed upon date, and the Board agreed to further consider.

Engineer Neri presented the Board with a recommendation regarding approval for a change order to a previously approved purchase order with A. C. Schultes for booster pump motor A and C drive shaft repair and replacements for the Plant No. 4 AOP treatment project. Discussion took place regarding the details of the additional work performed in the amount of \$7,441.93. After discussion, the Board approved Engineer Neri's request and the respective change ordered was executed.

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

RESOLVED, that the Board of Commissioners approves the change order submitted by A.C. Schultes for booster pump motor A and C drive shaft repair and replacements for the Plant No. 4 AOP treatment project at a cost of \$7,441.93.

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 set up vibration monitoring sensors. H2M architects + engineers has completed inspection of the existing building foundations prior to the contractor commencing sheeting installation on December 17, 2025. Furthermore, H2M architects + engineers is reviewing a proposed change order submitted by the contractor for the removal of unforeseen drywells in the amount of \$4,724.57. Discussion took place and the Board requested Engineer Neri continue to keep them informed. The next construction progress meeting is scheduled for December 23, 2025.

Engineer Neri reported that the general contractor completed the pour of the concrete slab and protective weatherproof blankets at the Plant No. 7 AOP treatment enclosure project. The electrical contractor completed installation of new conduit beneath the slab and is assisting in door replacements and security hardware reconnections. Discussion took place and the Board requested Engineer Neri keep them informed.

Engineer Neri reported that the bid of the asphalt repair and utility mark out bids for the respective annual maintenance contracts set to expire at year-end is scheduled for Wednesday, December 17, 2025 at 4:00pm.

#### **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 a press release related to the District's annual toys for tots drive the Board's review and approval. The Board provided comments and approved for publishing upon the revisions being made.

**KEVIN GIELAROWSKI'S REPORT – ASSISTANT SUPERINTENDENT:**

Kevin Gielarowski provided the Board with a request for water availability at 10 Rosewood Place and 26 Hofstra Drive. The Board approved Kevin Gielarowski's requests.

Kevin Gielarowski reported that District staff repaired a water main break on 29 Frankie Lane.

Kevin Gielarowski reported that the District has received approval by the Nassau County Department of Health to place Plant 1, Well 1-2 back into service 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 USP Peroxide completed preventative maintenance on Plant 1, Well 1-2's peroxide skid.

Kevin Gielarowski presented a Water System Information Survey requested for completion by the Plainview Fire Department. This survey is for submittal to the International Organization for Standardization. Discussion took place and Engineer Neri provided comment and feedback. After discussion, the Board requested Kevin Gielarowski to complete and provide for review prior to submission.

Kevin Gielarowski presented a template letter to be addressed to the District's congressional delegation to support the Water Systems PFAS Liability Protection Act. Discussion took place and the Board requested Kevin Gielarowski to prepare the related letter.

Kevin Gielarowski presented alkalinity, PH and chlorine levels District-wide for December 2025, noting levels are favorable.

Kevin Gielarowski presented color samples for the generator to be purchased as part of the Plant 5 Emerging Contaminant Treatment project. After discussion, the Board agreed to further consider.

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

Vendor check nos. 58576 through 58592 dated December 4, 2025 in the amount of \$201,671.97 were previously reviewed, approved and signed by the Board.

Capital project vendor check nos. 100123 through 100124 dated December 4, 2025 in the amount of \$263,136.33 were previously reviewed, approved and signed by the Board.

Vendor check nos. 58597 through 58607 dated December 9, 2025 in the amount of \$18,621.90 were previously reviewed, approved and signed by the Board.

Vendor check nos. 58608 through 58627 dated December 11, 2025 in the amount of \$235,689.80 were previously reviewed, approved and signed by the Board.

Dina Scott requested Board approval and authorization to transfer funds to cover the following dental claim costs:

- Dental claims dated December 2, 2025 in the amount of \$1,998.50
- Dental claims dated December 9, 2025 in the amount of \$460.00

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

RESOLVED, that the Board of Commissioners approves the dental claims dated December 2, 2025 in the amount of \$1,998.50 and December 9, 2025 in the amount of \$460.00 and the Board authorized funds to be transferred into the District's dental benefit account.

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 11 Adrienne Drive in the amount of \$114.17 in accordance with District policy. Upon discussion, the Board approved the Business Manager's request. Dina Scott presented the Board with a request to adjust the third quarter 2025 invoice for 11 Adrienne Drive by reducing the invoice amounts due to extenuating circumstances as discussed in detail. Discussion took place regarding the proposed adjustment. After discussion and consideration, the Board approved Business Manager's request to adjust the third quarter 2025 invoice for 11 Adrienne Drive from \$1,141.65 to \$812.55.

Dina Scott presented the letters to be submitted to vendors which the District has the option to extend its annual requirement contracts. Discussion took place and the Board directed Dina Scott to submit the stated extension letters.

Dina Scott requested Board authorization to make arrangements to attend the NYSGFOA Annual Conference being held on April 15-17, 2026 in Albany, NY. This governmental conference is attended by many comptrollers and financial officers in the governmental sector and focuses on financial reporting and management as well as internal policies and procedures as it relates to governmental activities. Dina Scott requested that lodging reservations be made from April 15-17, 2026 at the Albany Marriot in Albany, NY which is the same venue where the conference is being held. Ms. Scott reported that the per diem rate of the Albany Marriot exceeds the general services administration (gsa) rate

of \$117.00. In accordance with the District's Travel Policy, the cost of lodging in excess of the maximum allowed gsa per diem rate may be approved when hotel stay is at the same location in which the convention/conference is being held. Board approval was requested.

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

RESOLVED, that the Board of Commissioners approves lodging for Dina Scott April 15-17, 2026 at the Albany Marriot in Albany, NY which is the same venue where the conference is being held at a per diem rate of \$150.00 while attending the NYSGFOA Annual Conference.

Dina Scott reported that Joseph DiGregorio requested, in accordance with District Policy No. 4.9 Annual Leave and Policy No. 4.15 Sick Leave, that the Board approve payment for unused annual and sick leave upon his retirement. After discussion, the Board approved Joseph DiGregorio's request.

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

RESOLVED, that the Board of Commissioners approves payment for Joseph DiGregorio's unused annual and sick leave as of his resignation date of December 12, 2025.

The NSWCA Meeting was held on Monday, December 15, 2025 at Spuntino's in Williston Park, NY at 6:30pm. The topic was various water industry matters. Commissioner Bader and Commissioner Chad were in attendance.

Ms. Scott reported on the election results of December 9, 2025:

Michael Chad            84 Votes

The official return of the votes cast and other related documents of the election results were filed at the office of the Town Clerk of the Town of Oyster Bay within 24 hours, as directed by the Board in accordance with Section 212 of the Town Law.

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

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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 16, 2025.

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



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



MICHAEL A. CHAD, SECRETARY