

Regular meeting of the Board of Commissioners of the Plainview Water District was held in the District office on Tuesday, December 23, 2025.

Present: Marc Laykind, Chairman
Andrew Bader, Treasurer
Michael Chad, Secretary
Dina Scott, Business Manager
Kevin Gielarowski, Assistant Superintendent
Franklyn Crowley, Water Service Supervisor
Michael Ingham, Attorney
Gregory Carman, Attorney
James Neri, Engineer
Lola Rivera, 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 presented the letter submitted to the executive vice president and legal counsel 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. Discussion took place and the Board requested Attorney Ingham and Attorney Carman keep them informed upon receipt of the related response.

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 reported that contractor for the Plant No. 5 emerging contaminant project commenced sheeting installation. Color selection of the generator was discussed and the Board agreed to further consider. Discussion also took place regarding the various appropriate times where communication may be required in an effort to keep residents

informed of construction related progress. Discussion took place and the Board requested Engineer Neri continue to keep them informed.

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 bids were received on December 17, 2025 for the annual asphalt repair maintenance contract. Engineer Neri presented a letter of recommendation of award prepared by H2M architects + engineers and recommended the award be allocated to the respective low bidder, La Life Paving Inc. in the amount of \$50,449.52 for the year ending December 31, 2026, with two optional one year extensions. This bidder has successfully completed similar maintenance contracts with this and other District's in prior years. 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 awards the contract annual asphalt repair maintenance contract to in the amount of La Life Paving Inc. in the amount of \$50,449.52 for the year ending December 31, 2026, with two optional one-year extensions.

Engineer Neri reported that bids were received on December 17, 2025 for the annual utility mark out maintenance contract. Engineer Neri presented a letter of recommendation of award prepared by H2M architects + engineers and recommended the award be allocated to the respective low bidder, Premier Infrastructure & Energy LLC in the amount of \$14,872.00 for the year ending December 31, 2026, with two optional one year extensions. Board approval was requested.

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

RESOLVED, that the Board of Commissioners awards the contract annual utility mark out maintenance contract to Premier Infrastructure & Energy LLC in the amount of \$14,872.00 for the year ending December 31, 2026, with two optional one-year extensions.

LOLA RIVERA'S REPORT – PUBLIC INFORMATION FIRM:

Lola Rivera presented a revised 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 approved for publishing upon the revisions being made.

Lola Rivera presented a press release related to encouraging residents and business to adopt a fire hydrant for the Board's review and approval. The Board provided comments and approved for publishing upon the revisions being made.

Lola Rivera presented the quarterly bill insert for the Board's review and approval. The Board provided comments and requested a revised draft be submitted to Ms. Scott for final review upon the revisions being made.

KEVIN GIELAROWSKI'S REPORT – ASSISTANT SUPERINTENDENT:

Kevin Gielarowski reported that District staff repaired water main breaks at 4 Jano Place as well as at the intersection of Algiers Street and Riviera Place.

Kevin Gielarowski presented the Pumpage and Sales Report for the quarter ending September 30, 2025. After discussion, the report was ordered filed.

Kevin Gielarowski presented the Board with a recommendation regarding approval for a change order to a previously approved purchase order with Philip Ross Industries for the installation of new material storage bins as it relates to the Plant No. 5 emerging contaminant project. Discussion took place regarding the details of the additional work performed in the amount of \$133,320.00. After discussion, the Board approved Kevin Gielarowski'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 Philip Ross Industries for the installation of new material storage bins as it relates for the Plant No. 5 emerging contaminant project at a cost of \$133,320.00.

DINA M SCOTT'S REPORT – BUSINESS MANAGER:

Vendor check nos. 58634 through 58657 dated December 17, 2025 in the amount of \$114,256.36 were previously reviewed, approved and signed by the Board.

Capital project vendor check no. 100125 dated December 17, 2025 in the amount of \$15,912.50 was previously reviewed, approved and signed by the Board.

Vendor check nos. 58658 through 58661 dated December 22, 2025 in the amount of \$52,803.43 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 16, 2025 in the amount of \$2,800.00

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 16, 2025 in the amount of \$2,800.00 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 reported the District's interest rate with ConnectOne Bank has decreased from 4.17% to 3.92%.

Dina Scott reported the District's interest rate with Flushing Bank has decreased from 3.80% to 3.65%.

Ms. Scott presented the proposed 2026 Schedule of Rates and Charges. Ms. Scott reported that the only item recommended for change is an increase to the tapping fee as a result of the respective increase in the cost of related materials required to conduct the tapping service. Discussion took place and 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 the 2026 Schedule of Rates and Charges as indicated.

Ms. Scott presented a memorandum of recommendation and summary of requests for proposal submitted for legal services. Upon discussion, Ms. Scott recommended engaging the services of Carman, Callahan and Ingham, LLP with a proposed fee of \$42,000.00 for the year ending December 31, 2026. Board approval was requested.

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

RESOLVED, that the Board of Commissioners authorizes engaging legal firm Carman, Callahan and Ingham, LLP with a proposed fee of \$42,000.00 for the year ending December 31, 2026.

Dina Scott reported that in order to adhere to current cash flow requirements, she proposes the transfer of \$500,000.00 from the District's unreserved/undesignated account to its operating account. After discussion, the Board approved Dina Scott's request.

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

RESOLVED, that the Board of Commissioners approves the transfer of \$500,000.00 from the District's unreserved/undesignated account to its operating account.

Dina Scott presented a memorandum submitted by H2M architects + engineers as it relates to their request for an increase to the previously approved purchase orders for the Plant No. 4 AOP and perchlorate treatment facility project based on the construction completion extension past the originally anticipated project completion date of September 27, 2024. Discussion took place and the Board requested Engineer Neri to initiate discussion with the related project contractors regarding liquidated damages due to the project extending beyond its agreed upon completion date.

Dina Scott presented the Board with a change order to a previously approved purchase order with Philip Ross Industries for a net decrease of the total contract amount on the Plant No. 5 flow meter replacement project. Engineer Neri reported on details of the change to the respective line item which represents a total net decrease of \$5,000.00 in order to close the contract and deem it complete. After at length discussion, the Board approved the change order and requested Dina Scott to sign and submit to the contractor.

Dina Scott provided the Board with a copy of the Treasurer's Report for the month ending November 30, 2025. In addition, to supplement and support the Treasurer's Report, Dina 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 November 30, 2025. After discussion, the reports were ordered filed.

Dina Scott presented the Board with a copy of the year to date Budget to Actual Expenditures and Budget Variance Report for the month ending November 30, 2025. After discussion, the report was ordered filed.

Dina Scott presented a 2025 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 Dina Scott's analysis and after discussion with regard to the necessity of the proposed adjustments, Dina Scott requested the following additional general fund budget transfer be made in excess of the Budget Transfer Policy limits;

Account Code	Description	Total
A-9030-00-8000	Social Security	\$1,000.00
A-9040-00-8000	Workers Compensation	(\$1,000.00)

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 transfer:

Account Code	Description	Total
A-9030-00-8000	Social Security	\$1,000.00
A-9040-00-8000	Workers Compensation	(\$1,000.00)

The LIWC Meeting was held on Wednesday, December 17, 2025 at Westbury Manor in Westbury, NY at 6:00pm. The election and swearing in of officers for the year took place. Commissioner Bader, Commissioner Chad and Dina Scott were in attendance.

Dina Scott will present the remainder of her report in executive session as it relates to personnel matters.


On the motion of Commissioner Laykind, seconded by Commissioner Bader, the Board went into Executive Session at 7:55 pm to discuss litigation and personnel matters. The Board emerged from Executive Session at 8:35 pm with no minutes produced and no action taken.

There being no further business to come before the Board, the meeting was adjourned with a call to the Chair at 8:45 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, December 23, 2025.


IN WITNESS WHEREOF, we have hereunto set our hands and affixed the seal of the Plainview Water District on this 27th day of January 2026.



MARC B. LAYKIND, CHAIRMAN



ANDREW N. BADER, TREASURER



MICHAEL A. CHAD, SECRETARY