

OYSTER BAY WATER DISTRICT

Minutes of the regular meeting of the Board of Water Commissioners of the Oyster Bay Water District, Town of Oyster Bay, Nassau County, New York held on January 5, 2023, at 9:00 a.m. at the office of the District.

Present: Robert J. McEvoy
 Richard P. Niznik
 Michael F. Rich III
 Edward Dupre
 Karen Testa
 Donald Mackenzie, Esq.
 Karl Dahlem, DAK Services
 Dustin Rigos, P.E.

The meeting was called to order at 9:00am by Chairman McEvoy and started with the Pledge of Allegiance.

Commissioner Rich took Oath of Office for his term January 1, 2023, through December 31, 2025.

Motion was made by Commissioner Niznik, seconded by Commissioner Rich, and carried to authorize Office Manager Karen Testa as election clerk for the meeting.

Upon request for nominations, a motion was made by Commissioner Niznik, seconded by Commissioner Rich, and carried to nominate Commissioner McEvoy as Chairman.

Upon request for nominations, a motion was made by Commissioner Rich, seconded by Commissioner McEvoy, and carried to nominate Commissioner Niznik as Treasurer.

Upon request for nominations, a motion was made by Commissioner Niznik, seconded by Commissioner McEvoy, and carried to nominate Commissioner Rich as Secretary.

Motion was made by Commissioner Niznik, seconded by Commissioner Rich, and carried for the clerk to cast one ballot for the election of officers for the year 2023 as follows:

- >Robert J. McEvoy, Chairman
- >Richard P. Niznik, Treasurer
- >Michael F. Rich III, Secretary

Motion was made by Commissioner Niznik, seconded by Commissioner Rich, and carried to turn the meeting over to Chairman McEvoy.

Motion was made by Commissioner Niznik, seconded by Commissioner Rich, and carried to approve the salary changes for year 2023 and will be certified with Civil Service.

Motion was made by Commissioner Niznik, seconded by Commissioner Rich, and carried to approve the attached Job Classification Salary Schedule dated January 1, 2023.

Motion was made by Commissioner Niznik, seconded by Commissioner Rich, and carried to adopt a six-hour Standard Workday Resolution for elected officials. A certified copy will be submitted to the Town of Oyster Bay to be posted on the Town's website and posted on the District's main office sign board for thirty days.

Minutes of the meeting continued – January 5, 2023

Motion was made by Commissioner Niznik, seconded by Commissioner Rich and carried to hold regular meetings for the year on Thursday mornings at 9:00am. Schedule of meetings will be posted on the District's main office sign board, District's website and published in the District's official newspaper. Any deviations in meeting dates will be published accordingly except for Thursday, November 23rd meeting, which will be held on Wednesday, November 22nd at 9:00am.

Motion was made by Commissioner Niznik, seconded by Commissioner Rich, and carried to approve DAK Services. Terms to continue same as previous agreement.

Motion was made by Commissioner Niznik, seconded by Commissioner Rich, and carried that Valley Bank, Flushing Bank, Capital One & Bank of America are designated depositories of the District for the year 2023.

Motion was made by Commissioner Niznik, seconded by Commissioner Rich and carried to designate the Glen Cove Oyster Bay Record Pilot as the official newspaper of the District for 2023.

Motion was made by Commissioner Niznik, seconded by Commissioner Rich, and carried to continue agreement with Auctions International for the sale of surplus equipment.

Motion was made by Commissioner Niznik, seconded by Commissioner Rich, and carried the Dental Optical/Appliance/Co-pay reimbursement for the year 2023 will remain the same as previously authorized.

Motion was made by Commissioner Niznik, seconded by Commissioner Rich, and carried accept H2M Architects & Engineers Engineering Services Contract for the calendar year.

Motion was made by Commissioner Niznik, seconded by Commissioner Rich, and carried to increase the base pay for overtime rate of pay.

Minutes of the previous meeting were read, motion was made, seconded, and carried that the minutes of the previous meeting stand approved as read.

Correspondence received as follows:

Email dated January 3 from Mesa enclosing a quote for \$1,650 to perform the Annual Cathodic Protection Survey. Supt. Dupre will schedule.

Letter dated from December 28 from the NYS Department of Health approving the plans and specifications for the Locust Valley Interconnection.

Copy of letter dated January 3 from H2M to Alessio Pipe & Construction Co. stating the District has awarded them the Requirements Contract for Water Distribution System Repairs, Installations and Permanent Pavement Restoration. Atty. Mackenzie will schedule contract signing at the District office.

NYSAWWA notice announcing New York's Water Event will be held April 11-13 in Saratoga Springs.

AWWA notice announcing ACE23 Event will be held June 11-14 in Toronto.

Minutes of the meeting continued – January 5, 2023

Superintendent Dupre reported employees are practicing all Covid-19 precautions while performing their daily duties.

- >Received Emergency Response Plan and copy was sent to Nassau County Health Dept.
- >Reviewing inventory schedule for JKL Accounting.
- >Virtual progress meeting today for AOP(OBWD2101).
- >Meeting with Eagle Control to discuss leaking actuator valve at Plant #5 Schoolhouse Place.
- >Submitted to the Board end of year pumpage reports for review.
- >Inquired with Atty. Mackenzie the status of the Water Service Application.

Office Manager Karen Testa gave a weekly financial report. Bills in the amount of \$30,658.69 were presented to the Board for approval. Motion was made by Commissioner Niznik, seconded by Chairman Rich, and carried to approve bills to be paid.

- >Scheduled District Policy review meeting for January 6, 2023, at 9:00am at the District office.
- >JKL Accounting will be in the office on Tuesday, January 10th preparing the end of the year 2022 financials and the cash basis filing due January 15th to the Town of Oyster Bay.
- >Discussed the billing software upgrade.

Eng. Rigos updated the Board on the AOP (OBWD2101) and discussed PFAS/PFOA sampling.


Atty. Mackenzie is coordinating with Alessio Pipe & Construction to sign the maintenance contract.

- >Requested a meeting Chairman McEvoy and Supt. Dupre to discuss all cellular agreements.
- Meeting will be at 3:00pm Tuesday, January 10th.


Karl Dahlem discussed the damaged grass at Shutter Lane due to the accident. Supt. Dupre stated District employees will repair. A bill will be sent to Boulder Creek Landscaping who was responsible for the damage.

There being no further business the Meeting was adjourned at 10:00am.

Attest:


 Chairman – Robert J. McEvoy


 Secretary – Michael F Rich III


 Treasurer – Richard P. Niznik

OYSTER BAY WATER DISTRICT

Minutes of the regular meeting of the Board of Water Commissioners of the Oyster Bay Water District, Town of Oyster Bay, Nassau County, New York held on January 12, 2023, at 9:00 a.m. at the office of the District.

Present: Robert J. McEvoy
Richard P. Niznik
Michael F. Rich III
Edward Dupre
Karen Testa
Donald Mackenzie, Esq.
Karl Dahlem, DAK Services

The meeting was called to order at 9:00am by Chairman McEvoy and started with the Pledge of Allegiance.

Minutes of the previous meeting were read, motion was made, seconded, and carried that the minutes of the previous meeting stand approved as read.

Correspondence received as follows:

Letter dated January 6 from H2M stating they will begin collecting the appropriate data for the Annual Water Supply Statement/Consumer Confidence Report which should be presented to each consumer by May 31, 2023.

Copy of letter dated January 10 from the Nassau County Health Dept. to the NYS Health Dept. enclosing their approval of the engineering plans and technical specifications for the AOP(OBWD2101).

NSWCA notice announcing the meeting will be held on January 16, 2023, at the Rialto Restaurant in Carle Place.

Superintendent Dupre reported employees are practicing all Covid-19 precautions while performing their daily duties.

- >Met with T-Mobile and H2M at Berry Hill Road Plant #8 to discuss upcoming antenna work.
- >Brown water complaint from Oyster Bay Town Hall on Audrey Avenue. District personnel flushed two hydrants until water cleared.
- >Hydrant #87 on Pine Hollow Road was hit and repaired by District personnel.
- >Damaged bushes at Shutter Lane were replaced by Trees on the Move.
- >Will get topsoil to fix ruts at Shutter Lane caused by the accident.
- >Discussed purchasing a backflow testing device for the District.

Office Manager Karen Testa gave a weekly financial report. Bills in the amount of \$107,286.49 were presented to the Board for approval. Motion was made by Commissioner Niznik, seconded by Commissioner Rich, and carried to approve bills to be paid.

- >Copies of the 2022 District minutes were delivered to the Town Clerk's office.
- >Met with JKL Accounting and Craig Hauser from Nawrocki Smith to discuss time schedules for submitting 2022 financial reports.
- >Presented to the Board Town of Oyster Bay claim for H2M to be signed for payment through the bond issue for AOP(OBWD2101).
- >Presented to the Board the amended 2023 policies. Motion was made by Commissioner Niznik, seconded by Commissioner Rich and carried to adopt all 2023 policies.

Minutes of the meeting continued – January 12, 2023

Atty. Mackenzie presented to the Board the signed maintenance contract from Alessio Pipe and Construction for Chairman McEvoy's signature.

>Discussed Dish Network's license agreement and T-Mobile at Plant #4 Mill River Road.

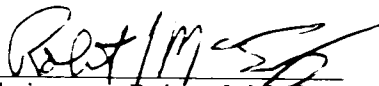
Karl Dahlem discussed the replacement of the actuator valve at Plant #5 Schoolhouse Place. Will speak to Alessio Pipe & Construction about replacement of the valve.


>Upcoming workshop and the topic will be Lead & Copper. Supt. Dupre and Operator Murphy will attend.

>Registration is open for the April AWWA conference in Saratoga, NY.

There being no further business the Meeting was adjourned at 10:00am.

Attest:


Chairman – Robert J. McEvoy


Secretary – Michael F Rich III


Treasurer – Richard P. Niznik

OYSTER BAY WATER DISTRICT

Minutes of the regular meeting of the Board of Water Commissioners of the Oyster Bay Water District, Town of Oyster Bay, Nassau County, New York held on January 19, 2023, at 9:00 a.m. at the office of the District.

Present: Robert J. McEvoy
 Richard P. Niznik
 Michael F. Rich III
 Edward Dupre
 Karen Testa
 Donald Mackenzie, Esq.
 Karl Dahlem, DAK Services
 Dustin Rigos, P.E.

The meeting was called to order at 9:00am by Chairman McEvoy and started with the Pledge of Allegiance.

Frank Schifano of 5 Wood Drive, Oyster Bay attended the meeting to request information on obtaining a Grade C license. Karl Dahlem referred Mr. Schifano to Richard Tobin who is more knowledgeable regarding the different water licenses.

Minutes of the previous meeting were read, motion was made, seconded, and carried that the minutes of the previous meeting stand approved as read.

Correspondence received as follows:

LIWC notice announcing the meeting will be held on January 30, 2023, at the Westbury Manor.

Proposal dated January 10 from H2M to conduct the semi-annual inspections of the District's five water storage tanks. Motion was made by Commissioner Niznik, seconded by Commissioner Rich, and carried to accept the proposal.

Letter dated January 19 from Wayne Smith of Complete Development enclosing a copy of the First Amendment to Site Lease, copy of Town of Oyster Bay Building Permit Application, copy of Town of Oyster Bay Corporate Disclosure Affidavit, and copy of Town of Oyster Bay Applicant Disclosure Affidavit for the T-Mobile Lease at Plant #4 Mill River Road. (Pond View). Atty. Mackenzie will review.

Superintendent Dupre reported employees are practicing all Covid-19 precautions while performing their daily duties.

- >T-Mobile began working at Plant #8 Berry Hill Road.
- >Sprint is removing all equipment from Plant #4 Mill River Road.
- >Attended Lead and Copper Rule class with Water Plant Operator William Murphy.
- >O'Regan Electric will send a proposal to replace the basement lights.
- >Complaint of high sprinkler bill from Christina Verdi of 161 Berry Hill Road. Will check in the spring, when system is turned back on.

Office Manager Karen Testa gave a weekly financial report. Bills in the amount of \$102,983.47 were presented to the Board for approval. Motion was made by Commissioner Niznik, seconded by Commissioner Rich, and carried to approve bills to be paid.

- >Submitted the Component Unit Annual Financial Report for year ending December 31, 2022, to the Town of Oyster Bay Town Clerk to be posted on the Town's website, District website and sign board.

Minutes of the meeting continued – January 19, 2023

- >Requested permission to attend a virtual excel class given by the NYGFOA with Secretary and Superintendent with a fee of \$155.00. Permission was granted by the Board.
- >Sent letter to Rynkar, Vail & Barret authorizing them to respond fully and without limitations to the document requests from the District's new auditors Nawrocki Smith LLP.
- >Motion was made by Commissioner Niznik, seconded by Commissioner Rich, and carried to add New York Cooperative Liquid Assets Security System to the District's designated depositories.

Eng. Rigos updated the Board on the AOP(OBWD2101) at Shutter Lane and there will be a progress meeting today at 11:00am.

- >Finalizing the Letter of Water Availability for the proposed car wash on Pine Hollow Road.

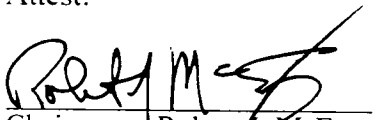
Atty. Mackenzie sent lease changes to L. Cody Smith of Rogers & Lewis, attorney for Dish Network for his review.

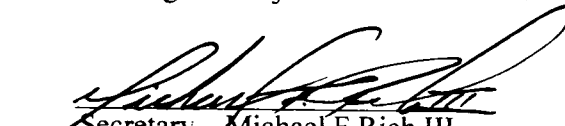
- >Sent demand letter to Mrs. Kapner regarding the damaged hydrant on Pine Hollow Road.

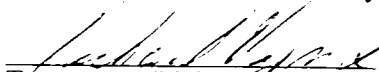
Karl Dahlem discussed the replacement of the actuator valve at Plant #5 Schoolhouse Place. Received proposals from Alessio Pipe & Construction to replace the valve in the amount of \$16,537.00 and Eagle Control in the amount of \$11,250.00 to perform all necessary SCADA work. Motion was made by Commissioner Niznik, seconded by Commissioner Rich and carried to accept the proposals subject to review by Eng. Rigos.

There being no further business the Meeting was adjourned at 10:15am.

Attest:


Chairman – Robert L. McEvoy


Secretary – Michael F. Rich III


Treasurer – Richard P. Niznik

OYSTER BAY WATER DISTRICT

Minutes of the regular meeting of the Board of Water Commissioners of the Oyster Bay Water District, Town of Oyster Bay, Nassau County, New York held on January 26, 2023, at 9:00 a.m. at the office of the District.

Present: Robert J. McEvoy
 Richard P. Niznik
 Michael F. Rich III
 Edward Dupre
 Karen Testa
 Donald Mackenzie, Esq.
 Karl Dahlem, DAK Services

The meeting was called to order at 9:00am by Chairman McEvoy and started with the Pledge of Allegiance.

Minutes of the previous meeting were read, motion was made, seconded, and carried that the minutes of the previous meeting stand approved as read.

Correspondence received as follows:

Letter dated January 20 from the Office of the Comptroller, Town of Oyster Bay stating the information for GASB75 is due no later than February 10, 2023, with a fee of \$1,700.00 in order to comply with Governmental Standard Board Statement 75-Other Post-Employment Benefits for the year ending December 31, 2022

Superintendent Dupre reported employees are practicing all Covid-19 precautions while performing their daily duties.

- >Billed T-Mobile for overtime work at Plant # Berry Hill Road on January 23rd and Boulder Creek Maintenance for replacement of shrubs and topsoil for accident repairs at Shutter Lane.
- >Eagle Control installed a new PH & Chlorine monitor at Plant 6-1 Berry Hill Road.
- >Discussed the pricing of new basement lights and a backflow testing kit for the District.
- >Duty person was called in for security alarms at Singworth Street and Plant 6A, Berry Hill Rd.
- >AOP(OBWD2101) units were delivered to Shutter Lane.
- >Sprint is completing removal of their equipment at Plant #4 Mill River Road.

Office Manager Karen Testa gave a weekly financial report. Bills in the amount of \$29,283.66 were presented to the Board for approval. Motion was made by Commissioner Niznik, seconded by Commissioner Rich, and carried to approve bills to be paid.

- >Motion was made and seconded, by authorization of the governing Board, to transfer from the Capital Reserve Fund #2 to the Valley Bank Operating account for an expenditure to finance the cost of construction, reconstruction, replacement or acquisition of water mains, tanks, land, buildings, including alterations, and all water related equipment, machinery, apparatus, or appurtenances in the amount of \$3,950.00 to replace the well flow transmitter at Plant 6-1 Berry Hill Road.
- >Presented to the Board Town of Oyster Bay claims for Eldor Contracting and Philip Ross Industries to be signed for payment through the bond issue for AOP(OBWD2101).
- >Account has been set up with NYCLASS, waiting for login and password.

Atty. Mackenzie updated the Board on 1,4 Dioxane.

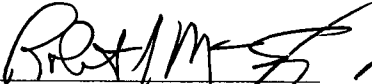
- >Presented to the Board for signature the T-Mobile lease amendment for Plant #4 Mill River Road.

Minutes of the meeting continued – January 26, 2023

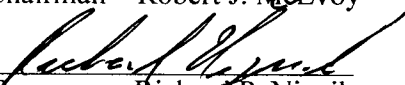
Karl Dahlem discussed the submission of the Backflow Testing report to the Nassau County Health Dept.

There being no further business the Meeting was adjourned at 9:45am.

Attest:


Chairman – Robert J. McEvoy


Secretary – Michael F Rich III


Treasurer – Richard P. Niznik