

Final: March 22, 2018

**MEETING OF THE BOARD OF DIRECTORS OF  
THE WATER AUTHORITY OF GREAT NECK NORTH  
HELD ON FEBRUARY 12, 2018,  
AT 50 WATERMILL LANE, GREAT NECK, NEW YORK.**

**PRESENT:**

Michael C. Kalnick, Chairperson  
Pedram Bral, Director  
Carol Frank, Director  
Dan Levy, Director  
Susan Lopatkin, Director  
Michael Smiley, Director  
Steven Weinberg, Director

Village of Kings Point  
Village of Great Neck  
Town of North Hempstead  
Village of Saddle Rock  
Village of Kensington  
Village of Great Neck Estates  
Village of Thomaston

**ALSO PRESENT:**

Ralph J. Kreitzman, Vice-Chairperson  
Robert Graziano, Deputy Chairperson  
Gregory Graziano, Superintendent  
Michael Rispoli, Assistant Superintendent  
Judith Flynn, Treasurer  
Lisa Schlichting, Secretary  
Stephen Limmer, Counsel  
Gary Stuart, Principal Engineer

Water Authority of Great Neck North  
Water Authority of Great Neck North  
Water Authority of Great Neck North  
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Water Authority of Great Neck North  
Water Authority of Great Neck North  
McLaughlin and Stern, LLP  
CDM Smith, Consulting Engineers

**NOT PRESENT:**

Jean Celender, Director  
Sue Huang, Civil Engineer

Village of Great Neck Plaza  
Water Authority of Great Neck North

The Board meeting was called to order at 6:00 p.m. Seven members (Chairperson/Director Kalnick, Directors Bral, Frank, Levy, Lopatkin, Smiley, and Weinberg) were present, constituting a quorum.

On the motion of Director Weinberg, seconded by Director Levy, by Resolution #18-01-01, the Minutes of the Board's December 11, 2017, meeting were reviewed by the Directors and were approved. The vote was 7 for, 0 against, 0 abstentions. A copy of the Minutes is on file with the Secretary.

On the motion of Director Weinberg, seconded by Director Levy, by Resolution #18-01-02, the Board reviewed and approved the Abstract of Claims for January and February. The vote was 7 for, 0 against, 0 abstentions. Copies of the Reports are on file with the Secretary.

On the motion of Director Weinberg, seconded by Director Levy, by Resolution #18-01-03, the Board reviewed and approved the Treasurer's Monthly Reports for January and February. The vote was 7 for, 0 against, 0 abstentions. Copies of the Reports are on file with the Secretary.

Gary Stuart presented the Engineer's Report:

1. SMLP Project – Improvements at several well sites to address flooding issues including the raising of well houses above flood elevations. The EFC granted an extension until September 2021.  
Well 2A – Demolition of existing building and construction of new well house that will be approximately 8 feet higher than existing. Reusing existing well, but replacing the existing pump with new. New chemical feed system. Finalizing design and incorporating booster pump station improvements and new backup generator into Well 2A construction documents.  
Well 5 – Due to salt water modeling results only SCADA work will be completed under EFC SMLP financing.  
Well 6 – Demolition of portion of existing building and construction of new well pump portion of building so that new pump and associated equipment is above flood elevation. CDM Smith is working on the design.  
Well 8 – Demolition of existing building and construction of new well house (existing building is below grade). CDM Smith will perform an isolation test on the well to determine if the well casing is leaking as well as a cement bond log to evaluate the integrity of the cement seal within the annulus between the well casing and the surrounding formation. Waiting for the DEC's response to the Superintendent's letter to determine whether a new well will be drilled or the existing well will be rehabilitated. CDM Smith will evaluate the water quality data that the Authority provided and will develop a sampling plan for water quality parameters to be sampled for and analyzed for the well isolation test. CDM Smith recommends that the Authority operate Well 8 and collect a raw water quality sample a few days before the start of the test to represent a baseline for comparison to samples collected during the test.
2. Weybridge Road Tank Catwalk Structural Review – Review of design plans submitted by Verizon for new antenna to be installed on tank. CDM Smith submitted the 50% design. Spring construction is anticipated.
3. SCADA Upgrade – Installation of new control panels, communications equipment, and associated work at all sites so that all SCADA equipment is consistent and up-to-date. Work at some sites is being funded through SMLP program. Working with WAGNN to obtain pricing for procurement of the new SCADA servers for installation at the Watermill Lane Office and Kings Point Police Station. Participated in a SCADA standards workshop on 2/1/18 and submitted the draft minutes for review. Phase 1 SCADA work will be completed by 4/15/18 at Watermill Lane and by 4/30/18 at Kings Point Police Station.
4. Salt Water Intrusion Modeling for Wells 5, 6, 7, and 8 – Development of a dual-density groundwater flow model to evaluate the potential for salt-water intrusion in both the Lloyd and Magothy Aquifers. The modeling is complete. Waiting for Dec's response to the Superintendent's letter.
5. 2018 Water Main Improvements – Replacement of approximately 13,000 feet of water main including valves, hydrants, and services in Great Neck Estates & Saddle Rock Estates. Bid opening was on 2/1/18.
6. Greenway Terrace Water Main – Installation of approximately 800 feet of water main for new development. Notice of award of contract was issued to Bancker Construction. The Developer's contractor is behind schedule. Spring construction is anticipated.
7. Well 7 Electrical and Instrumentation Upgrades – Various upgrades to improve reliability including new electrical service, motor control center, transformer, wiring, and chemical safety panel. Well 7 electrical

and instrumentation draft design drawings and specifications are 99% complete, except for PSEG requirements for the new service and transformer. PSEG submitted two options to provide the new service, pole mounted or pad mounted transformer and WAGNN has selected the pad mounted transformer option due to reliability and better security. PSEG is finalizing their scope of work and associated cost.

CDM Smith retained Albert Risk Management Consultants to certify compliance with the insurance requirements of the 2016 Bond Resolution. Gary Stuart reviewed the adequacy of the 2018 insurance of the Authority and concurred that it was adequate and in accordance with the requirements of the Bond Resolution adopted March 21, 2016. Director Smiley recommended that we check with our Insurance agent to confirm that there are not any gaps in the Scaffold Law/Labor Law 240. On the motion of Director Lopatkin, seconded by Director Levy, by Resolution #18-01-04, the Board accepted the Annual Insurance Certification for 2018 from the Consulting Engineer and instructed the Treasurer to file the Certification with the Trustee. The vote was 7 for, 0 against, 0 abstentions.

Michael Rispoli presented the Assistant Superintendent's Report:

Assistant Superintendent Rispoli advised the Board that because it was not clear that the Control of Backflow and Cross Connection Policy was part of the Rules & Regulations, the first page of the Control of Backflow and Cross Connection Policy was amended to specify that it was part of the Rules & Regulations, and page 24 of the Rules & Regulations was amended to cross reference the Control of Backflow and Cross Connection Policy. No substantive changes are being recommended. On the motion of Director Lopatkin, seconded by Director Levy, by Resolution #18-01-05, the Board approved the Assistant Superintendent's recommended revisions to the Control of Backflow and Cross Connection Policy and the Rules & Regulations. The vote was 7 for, 0 against, 0 abstentions. Copies of the policies are on file with the Secretary.

Robert Graziano presented the Deputy Chairperson's Report:

For those officials for whom the Authority does not maintain a daily record of actual time worked, the official must record his or her work activities for a period of three consecutive months for the New York State and Local Retirement System. Since the Authority maintains a daily record of actual time worked for the Secretary and Treasurer, the only official who is required to record the time for his or her work (at this time) is the Chairperson. The required record of activities must be completed within 150 days of taking office and must be submitted by the Chairperson to the Secretary within 180 days of taking office. The record of activities must be accepted by the Secretary as submitted without alteration. Chairperson Kalnick advised the Board that he had completed the required record, for the three consecutive months of September, October, and November, 2017, and had submitted the record to the Secretary. This the Board, by Resolution # 08-12-01, has previously adopted 6 hours as the standard workday for part-time employees. Based upon the record of activities submitted by the Chairperson to the Secretary for the 3 consecutive months of September, October, and November, 2017, for the purposes of filing the Chairperson's monthly pension reports, he shall be deemed to have worked 6.49 hours per month, unless the Chairperson informs the Secretary that such 6.49 hours no longer accurately reflex the average time spent each month by the Chairperson. The RS2417-A (Standard Work Day and Reporting Resolution for Elected and Appointed Officials) must be submitted by the Secretary to the Pension Integrity Bureau at the New York State and Local Retirement System within 180 days of the new term of office. The RS2417-A must be posted on the Authority's website for a minimum of thirty days, and be filed by the Secretary with the Office of the State Comptroller within 15 days after the posting period ends. The RS 2419 (Recertification of the Record of Activities) is required to be kept on file by the Secretary. On the motion of Director Levy, seconded by Director Weinberg, by Resolution #18-01-06, the Board adopted Chairperson Kalnick's RS2417-A (Standard Work Day and Reporting Resolution for Elected and Appointed Officials). The vote was 7 for, 0 against, 0 abstentions.

Gregory Graziano presented the Superintendent's Report:

On the motion of Director Levy, seconded by Director Smiley, by Resolution #18-01-07, the Board accepted CDM Smith's proposal, by letter dated January 3, 2018, to provide Engineering Services to develop a Water Systems Model for the Authority's 2018 Water System Model Project, for a not-to-exceed fee of \$42,725.00. Superintendent Graziano

advised that the model will help identify deficiencies in the water system and will be helpful in determining which water mains are at most risk and in need of replacement due to age, size, location, and fire flow capacity. The vote was 7 for, 0 against, 0 abstentions. A copy of the proposal is on file with the Secretary.

Superintendent Graziano requested the Board's approval of a Second Amendment to the Authority's Lease Agreement with Verizon Wireless, which will permit Verizon Wireless to continue its utilization of the Authority's Weybridge well site and water tank for Verizon Wireless' communications equipment. The proposed amendment would extend the existing lease from February 1, 2021, to January 31, 2026 (the "final Additional Extended Lease Term"), with Verizon Wireless having the option to further extend the lease for two additional five-year option periods. The annual rental for each year of the final Additional Extended Lease Term shall be equal to 103% of the annual rental payable during the immediately preceding year. Gary Stuart, with CDM Smith, informed the Board that the consulting engineers had not previously seen the proposed exhibit to the proposed 2<sup>nd</sup> Amendment. Accordingly, he asked that any approval granted should be subject to his confirmation that the proposed exhibit is substantially the same as what had been approved previously by CDM Smith. In accordance with the Authorities Budget Office ("ABO") policy, since the terms of the lease were arrived at by negotiation and the estimated annual rent over the term of the lease is in excess of \$15,000, the Authority will submit a letter of explanation of the circumstances of the proposed lease amendment to the ABO, with the understanding that the Agreement cannot be effectuated until 90 days from the transmittal of the letter to the ABO, and providing that the ABO does not have any objections to the Agreement within said 90-day period. On the motion of Director Levy, seconded by Director Weinberg, by Resolution #18-01-08, the Board approved the Second Amendment of the Authority's Lease Agreement with Verizon Wireless to extend the existing lease from February 1, 2021, to January 31, 2026, subject to the ABO not setting forth any objections to the Amendment within 90 days from the transmittal of the proposed Amendment and letter of explanation to the ABO, and confirmation that the exhibit to be attached to the proposed Second Amendment is substantially the same as that previously approved by CDM Smith. The vote was 7 for, 0 against, 0 abstentions. A copy of the proposed Amendment is on file with the Secretary.

Superintendent Graziano requested the Board's approval of a Third Amendment to the Authority's Lease Agreement with New Cingular Wireless PCS, LLC (A.T.&T.), which will permit New Cingular Wireless to continue its utilization of the Authority's Weybridge well site and water tank for New Cingular Wireless' communications equipment. The proposed amendment would extend the existing lease for ten years, from February 1, 2017, through January 31, 2026, for the annual base fee of \$69,138.00, which shall be increased annually, commencing February 1, 2018, by 3% or the proportionate increase in the CPI, whichever is greater, with Cingular having the option to further extend the lease for one additional 5-year period. Gary Stuart, with CDM Smith, informed the Board that the consulting engineers had not previously seen the proposed exhibit to the proposed 3<sup>rd</sup> Amendment. Accordingly, he asked that any approval granted should be subject to his confirmation that the proposed exhibit is substantially the same as what had been approved previously by CDM Smith. In accordance with the Authorities Budget Office ("ABO") policy, since the terms of the lease were arrived at by negotiation and the estimated annual rent over the term of the lease is in excess of \$15,000, the Authority will submit a letter of explanation of the circumstances of the proposed lease amendment to the ABO, with the understanding that the Agreement cannot be effectuated until 90 days from the transmittal of the letter to the ABO, and providing that the ABO does not have any objections to the Agreement within said 90-day period. On the motion of Director Levy, seconded by Director Weinberg, by Resolution #18-01-09, the Board approved the Third Amendment of the Authority's Lease Agreement with New Cingular Wireless to extend the existing lease from February 1, 2021, to January 31, 2026, subject to the ABO not setting forth any objections to the Amendment within 90 days from the transmittal of the proposed Amendment and letter of explanation to the ABO, and confirmation that the exhibit to be attached to the proposed Third Amendment is substantially the same as that previously approved by CDM Smith. The vote was 7 for, 0 against, 0 abstentions. A copy of the proposed Amendment is on file with the Secretary.

Superintendent Graziano submitted his draft of the Annual Performance Review for Calendar Year 2017 to the Board and stated that the Authority is in compliance with the Authority's Performance Measurements. On the motion of Director Levy, seconded by Director Weinberg, by Resolution #18-01-10, upon the recommendation of the Superintendent, the Board reviewed and approved the Annual Performance Review for 2017 and authorized its filing with the Authority Budget Office and its posting on the Authority's website. The vote was 7 for, 0 against, 0 abstentions.

CDM Smith opened bids at the Authority's offices on February 1, 2018, for the 2018 Water Main Improvements Project, which will include the replacement of approximately 13,000 linear feet of water main including valves, hydrants, and services in Great Neck Estates & Saddle Rock Estates. Four bids were received:

Bidder	Base Bid	Add Curb to Curb Paving	Total Bid
1. Bancker Construction Corp	\$5,305,362.98	\$1,082,908.50	\$6,388,271.48
2. G&M Earth Moving, Inc.	\$5,609,000.00	\$794,291.00	\$6,403,291.00
3. Merrick Utility Associates	\$6,981,133.37	\$818,188.00	\$7,779,321.37
4. Araz Industries Inc.	\$9,365,399.50	\$971,154.65	\$10,336,554.15

CDM Smith recommended, by letter dated February 7, 2018, and the Superintendent agreed, that the contract be awarded to Bancker Construction Corp., as the lowest responsible bidder. On the motion of Director Levy, seconded by Director Smiley, by Resolution #18-01-11, the Board awarded the contract for the Water Main Improvements for Great Neck Estates & Saddle Rock Estates to Bancker Construction Corp., at its base bid price of \$5,305,362.98. The option to add curb-to-curb paving will not be exercised. The vote was 7 for, 0 against, 0 abstentions. Copies of the bids are on file with the Secretary.


Director Weinberg exited the meeting at 7:30 p.m.

CDM Smith submitted its amended proposal, by letter dated January 24, 2018, to provide professional engineering services for electrical and SCADA upgrades for Well No. 7. The original scope of work was written with the understanding that the existing transformer was owned by PSEG and that PSEG would remove and dispose of the transformer. It was subsequently learned that that understanding was in error. Accordingly, the original proposal did not include the replacement of the existing electrical service from the pole to the proposed new transformer. The amended proposal, in substance, is now to include that work within the CDM engagement. Upgrades will include the replacement of the existing electrical service from the pole to the proposed new transformer for the SCADA. The not to exceed fee is \$24,825.00. On the motion of Director Smiley, seconded by Director Lopatkin, by Resolution #18-01-12, the Board approved CDM Smith's amended proposal for the SCADA upgrades to Well No. 7 for the not to exceed fee of \$24,825.00. The vote was 6 for, 0 against, 0 abstentions. A copy of the proposal is on file with the Secretary.

CDM Smith submitted its proposal, by letter dated January 9, 2018, to provide professional engineering services and construction oversight (inspection) services for the Booster Pump Modifications and New Generator Building at 50 Watermill Lane. The proposal is for the development of contract documents for incorporating a new standby generator with associated electrical service and automatic transfer switch in a new precast concrete building and modifying the Booster Pump Station to make it flood proof and watertight. The not to exceed fee is \$294,667.00. The Superintendent and Keith Kelly from CDM Smith were able to negotiate with the EFC the changing of funding for Well 5 to cover this project. As discussed in previous Board meetings and according to CDM's salt water intrusion model, Well 5 is expected to be lost to salt water intrusion in the very near future. The Superintendent advised the Board that in the event Well 5 is lost, the rest of the Authority's wells will have to be pumped longer and harder to replace the water production lost from Well 5. The Superintendent further advised that alternative sources of water need to be investigated to ensure sustainability into the future. This is especially true considering the building and development that is currently taking place and being planned on the Peninsula. On the motion of Director Levy, seconded by Director Lopatkin, by Resolution #18-01-13, the Board approved CDM Smith's proposal for engineering services and construction oversight for the Booster Pump Modifications and New Generator Building at 50 Watermill Lane, for the not to exceed fee of \$294,667.00. The vote was 6 for, 0 against, 0 abstentions. A copy of the proposal is on file with the Secretary.

Prior to the meeting adjourning, the Deputy Chairperson advised the Board that Metro PCS still has an outstanding payment for the last year of the lease agreement. The Board acknowledged that this issue is on-going and is in the Authority's attorney's hands.

The meeting was adjourned at 7:45 p.m.

Approved by Secretary: 

Date: March 22, 2018