

Final: December 8, 2015

**MEETING OF THE BOARD OF DIRECTORS OF
THE WATER AUTHORITY OF GREAT NECK NORTH
HELD ON NOVEMBER 16, 2015,
AT 50 WATERMILL LANE, GREAT NECK, NEW YORK.**

PRESENT:

Michael C. Kalnick, Chairperson
Edward Causin, Director
Jean Celender, Director
Carol Frank, Director
Ralph J. Kreitzman, Director
Dan Levy, Director
Susan Lopatkin, Director
Steven Weinberg, Director

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

ALSO PRESENT:

Howard Miskin, Vice Chairperson
Robert Graziano, Deputy Chairperson
Gregory Graziano, Superintendent
Christine Skrypek, Treasurer
Stephen Moriarty, Assistant Superintendent
Suet-Yee Huang, Civil Engineer
Robert McCormack, Supervisor, Water
Plant Operations
Lisa Schlichting, Secretary
Stephen Limmer, Counsel
Bill Merklin

Water Authority of Great Neck North
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Ackerman, Levine, Cullen, Brickman & Limmer, LLP
D&B Engineers and Architects, P.C., Consulting Engineer

The Board meeting was called to order at 6:05 p.m. Eight members (Chairperson/Director Kalnick, Directors Causin, Celender, Frank, Kreitzman, Levy, Lopatkin, and Weinberg) were present, constituting a quorum.

On the motion of Director Levy, seconded by Director Kreitzman, by Resolution #15-11-01, the Board reviewed and approved the Minutes of the Board's October 19, 2015, meeting. The vote was 8 for, 0 against, 0 abstentions.

On the motion of Director Celender, seconded by Director Weinberg, by Resolution #15-11-02, the Board reviewed and approved the Abstract of Claims. The vote was 8 for, 0 against, 0 abstentions. A copy of the Abstract is on file with the Secretary.

On the motion of Director Celender, seconded by Director Weinberg, by Resolution #15-11-03, the Board reviewed and approved the Treasurer's Monthly Report. The vote was 8 for, 0 against, 0 abstentions. A copy of the Report is on file with the Secretary.

Bill Merklin presented the Engineer's Report:

The contractor is preparing to install the test well for Well 11A at Watermill Lane.

The Water Main Improvements on Kings Point Road, Martin Court, and Grassfield Road have been completed. D&B Engineers and Architects, P.C. ("D&B") is reviewing the final invoices.

The contract for construction for the Water Main Improvements for the Woodland Place Development will be publically bid. The work is on hold and is dependent on the developer's schedule and the receipt of required permits.

Verizon is preparing updated design documents for the repairs and structural enhancements on the Weybridge Road Tank.

D&B completed the draft of the O&M Manuals for Community Drive and Watermill Lane for the Authority to review.

Gregory Graziano presented the Superintendent's Report:

On November 28, 2015, the Water Authority opened bids for its 2016 Maintenance of Grounds Contract, with options to renew for 2017 and 2018. The only company that submitted a bid was Del Graz Enterprises, Inc.:

• 2016	\$32,012.00
• 2017	\$32,492.00
• 2018	\$32,655.00

The Superintendent advised that the Authority has had an excellent working relationship with Del Graz Enterprises, Inc., (formerly known as R&R Landscaping), and recommended that they be awarded the 2016 Maintenance of Grounds Contract. Because of the similarity of last names, the Authority received a "no conflicts" letter from Anthony Graziano, President of Del Graz Enterprises, Inc., dated November 3, 2015, stating, in substance, that he is not related to Deputy Chairperson Robert J. Graziano or Superintendent Gregory C. Graziano, and that no officer or employee of the Authority has any interest in the corporation. On the motion of Director Lopatkin, seconded by Director Causin, by Resolution #15-11-04, the Board awarded the 2016 Maintenance of Grounds Contract to Del Graz Enterprises, Inc. The vote was 8 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 First Amendment to the Authority's Lease Agreement with T-Mobile LLC ("T-Mobile") to permit T-Mobile to continue its utilization of the Authority's Weybridge well site and water tank for T-Mobile's communications equipment. The proposed amendment would extend the existing lease for ten years, from February 1, 2015, through January 31, 2025, for the annual base fee of \$72,271.52, which shall be increased annually by 4%, with T-Mobile having the option to further extend the lease for one additional 60-month period. In accordance with the Authorities Budget Office ("ABO") policy, since the annual payments for the lease will be in excess of \$15,000.00, the Authority has submitted 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 at least

90 days from the date of the letter (November 5, 2015), 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 Lopatkin, by Resolution #15-11-05, the Board approved the First Amendment to its Lease Agreement with T-Mobile to extend the existing lease for ten years, from February 1, 2015, through January 31, 2025, for the annual base fee of \$72,271.52, which shall be increased annually by 4%, subject to the ABO not setting forth any objections to the Amendment within 90 days from the date the written explanation of the circumstances of the proposed lease was sent to the ABO. The vote was 8 for, 0 against, 0 abstentions. A copy of the proposed Amendment is on file with the Secretary.

The Superintendent advised the Board that The Long Island Commission for Aquifer Protection ("LICAP") has requested water quality data (sampling results) and a listing of the Authority's wells with their geographic coordinates from the Authority. LICAP is compiling a comprehensive geographic water quality report on the State of Long Island's Aquifers and is requesting this information from all water suppliers in Nassau and Suffolk. On the motion of Director Causin, seconded by Director Celender, by Resolution #15-11-06, the Board approved supplying the sampling results and a grid with the general, but not specific, location of the wells to LICAP. The vote was 8 for, 0 against, 0 abstentions.

Superintendent Graziano requested the Board's approval to authorize the Authority's Civil Engineer to approve purchase orders, and to raise the limit on purchase orders that the Secretary approves from \$5,000.00 to \$10,000.00.

Assistant Superintendent:	Limited to Board Approved Budget
Civil Engineer:	Limited to Board Approved Budget
Supervisor of Water Plant:	Maximum of \$10,000.00 per Purchase Order
Secretary:	Maximum of \$10,000.00 per Purchase Order

The current procedure will be revised to require that all purchase orders that are \$7,500.00 or greater must have the Superintendent's initials on them prior to anything being purchased. The Board previously approved that checks that are \$7,500.00 and above require two signatures, one of which must be the Chairperson, the Deputy Chairperson, or the Superintendent. On the motion of Director Levy, seconded by Director Lopatkin, by Resolution #15-11-07, the Board authorized the Civil Engineer to approve purchase orders within the limits of the Board approved budget, and for the Secretary's limit to be increased from \$5,000.00 to \$10,000.00. The vote was 8 for, 0 against, 0 abstentions.

Superintendent Graziano informed the Board that the Civil Engineer, rather than the Authority's Counsel, will act as the Authorized Representative of Gregory C. Graziano, as Minority Business Officer for the Authority, to assist in the implementation of the New York State Environment Facilities Corporation's ("EFC") Minority and Women Owned Business Enterprises program requirements for the Storm Mitigation Loan Program. The changed was approved by the EFC.

The meeting was adjourned at 6:30 p.m.

Approved by Secretary: Lisa Schrey Date: 12/8/15