

**MEETING OF THE BOARD OF DIRECTORS OF
THE WATER AUTHORITY OF GREAT NECK NORTH
HELD ON SEPTEMBER 17, 2018
AT 50 WATERMILL LANE, GREAT NECK, NEW YORK**

PRESENT:

Michael C. Kalnick, Chairperson
Jean Celender, Director
Carol Frank, Director
Jay Johnas, Director
Dan Levy, Director
Susan Lopatkin, Director
Michael Smiley, Director
Steven Weinberg, Director

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

ALSO PRESENT:

Gregory Graziano, Superintendent
Sue Huang, Civil Engineer
Judith Flynn, Treasurer
Debra Ray, Secretary
Stephen G. Limmer, Counsel
Gary Stuart, Principal Engineer

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

NOT PRESENT:

Ralph J. Kreitzman, Vice-Chairperson
Robert Graziano, Deputy Chairperson
Michael Rispoli, Assistant Superintendent

Water Authority of Great Neck North
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The Board meeting was called to order at 6 p.m. Seven members (Chairperson/Director Kalnick, Directors Celender, Frank, Johnneas, Lopatkin, and Smiley) were present, constituting a quorum.

On the motion of Director Lopatkin, seconded by Director Celender, by Resolution #18-09-01, the Minutes of the Board's September 17, 2018, meeting were reviewed by the Directors and were approved. The vote was 6 for, 0 against, 0 abstentions.

On the motion of Director Smiley, seconded by Director Lopatkin, by Resolution #18-09-02, the Board reviewed and approved the Abstract of Claims. The vote was 6 for, 0 against, 0 abstentions. A copy of the Abstract is on file with the Secretary.

Director Levy entered the meeting at 6:10 p.m.

Director Weinberg entered the meeting at 6:11 p.m.

On the motion of Director Levy, seconded by Director Lopatkin, by Resolution #18-09-03, 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.

On the motion of Director Lopatkin, seconded by Director Johnneas, by Resolution #18-09-04, the Board reviewed and approved the 2019 Draft Budget. The vote was 8 for, 0 against, 0 abstentions. The total operating plan in the Final Budget shows an increase of .46% over the 2018 Budget. Superintendent Graziano noted there has been no rate increase since 2008 and that the operating plan has averaged 0.43% increase for the past 10 years. A copy of the Draft Budget is on file with the Secretary.

Camp Dresser McKee & Smith (CDM Smith) has reviewed the 2019 Draft Budget as prepared by the Authority. CDM Smith found that the budget sets forth a Total Aggregate Debt Service of \$2,485,460 and estimates Net Revenues before Interest & Depreciation in the amount of \$3,135,200. Accordingly, CDM Smith certified that the Net Revenues of the Authority for the 2019 Fiscal Year are sufficient to comply with the Net Revenue Requirement covenant as set forth in section 7.11 of the Water System Revenue Bond Resolution of the Authority. By letter dated September 12, 2018, CDM Smith approved the 2019 Draft Budget. CDM Smith will review the Final Budget.

Gary Stuart presented the Engineer's Report:

The following is a summary of the status of the current projects:

1. **SMLP Project** – Improvements at several well sites to address flooding issues including the raising of well houses above flood elevations. **<EFC has granted 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 the existing well but replacing the existing pump with new. New chemical feed system. Includes new generator in enclosure. Project will be bid in fall of 2018 for anticipated December 2018 award, and anticipated construction start of September 2019.

- Met with Authority on 9/5 to discuss 90% design plans. Working on incorporating comments.

Well 5 – Due to the salt water modeling results, only SCADA and associated electrical work will be completed under EFC financing.

Well 6 – Demolition of portion of existing building and construction of new well pump portion of building such that new pump and associated equipment is above flood elevation. Project will be bid in January 2019 for anticipated March 2019 award. Anticipated construction start is September 2019.

- Working on the 30% design plans.

Well 8 – Demolition of existing building and construction of new well house (existing building is below grade and therefore potentially subject to flooding). An isolation test was performed in February/March 2018 to determine if the well casing was leaking as well as a cement bond log installed to evaluate the integrity of the cement seal within the annulus between the well casing and the surrounding formation. The findings of this test were that the screen is in good condition and no leaks were found. We are still awaiting DEC's response to the Superintendent's letter dated 7/12/17, whether a new well will be drilled or the existing well rehabilitated.

- No change from last month. Anticipated construction start is September 2020. Still no response from DEC (see No. 4 below).

2. **Weybridge Road Tank Catwalk Structural Project** – Funding to be provided by cellular companies for improvements to catwalk for new antenna to be installed on tank.

- Received structural analysis, incorporating 4th carrier (Sprint), and current design is sufficient. Once funds are received from all 4 carriers, construction can be initiated.

3. **SCADA Upgrade** – Installation of new control panels, communications equipment, and associated work at all Authority facilities/sites so that all SCADA equipment is consistent and up-to-date. Work at some sites are being funded through SMLP program.

- Win911 alarm testing software has been installed and is being tested.
- Eagle Control is developing shop drawing submittals for Phase 2 of the project.
- CDM Smith and Authority staff are finalizing the report requirements and will provide them to Eagle this month so that they can proceed with report development.

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.

- No change since last meeting. Modeling complete. Superintendent sent letter to DEC and we are awaiting DEC's response.

5. **2018 Water Main Improvements** – Replacement of approximately 14,124 feet of water main including valves, hydrants, and services in Great Neck Estates and Saddle Rock Estates.

- Bancker's work is progressing. As of 9/7/18, approximately 10,195 feet of new pipe and 92 services have been installed.

6. **Greenway Terrace Water Main** – Installation of approximately 800 feet of water main for new development.

- No change since last meeting. Developer's contractor is running behind schedule.

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. This work is being performed as a change order to the SCADA Upgrade project.

- CDM Smith has reviewed the Contractor's breakdown and approved it. The Change Order request is being developed for execution.

8. **East Shore Road Water Main Improvements** – Replacement of approximately 8,000 feet of water main including valves, hydrants, and services along East Shore Road, from approximately Twin Ponds/Foxwood Road to Hick's Lane. Project will be designed in 2018 with anticipated construction in 2019.
 - WIIA grant application was submitted on September 7th. Working on design.
9. **Middle Neck Road Water Main Improvements** – Replacement of approximately 10,000 feet of water main including valves, hydrants, and services along Middle Neck Road, from approximately Appletree Lane to Great Neck Road. Project will be designed in 2018 with anticipated construction in 2020, dependent upon County paving plans/schedule.
 - WIIA grant application was submitted on September 7th. Working on design.

Gregory Graziano presented the Superintendent's Report:

Superintendent Graziano presented the Five Year Capital Plan for years 2019 – 2023. In discussions about the Five Year Capital Plan, Superintendent Graziano advised the Board that these capital projects are absolutely necessary due to the aging infrastructure. However, the current funds on hand and rate structure will only allow this Five Year Plan to be funded through 2020 at most. Therefore, Superintendent Graziano suggested that a review begin for a rate increase. On the motion of Director Lopatkin, seconded by Director Celender, by Resolution #18-09-05, the Board approved the Five Year Capital Plan for 2019-2023.

CDM Smith submitted a SCADA Project Change Order for Well 7 Electrical Upgrades that states that the additional work to be performed and equipment to be provided under this change order includes but is not limited to, providing all labor, equipment, fees, permits, and other related costs necessary to provide Electrical and SCADA system upgrades at Well 7 as defined in the "Well 7 Updates Revisions" dated April 18, 2018, including demolition of existing equipment, conduit, and wire, electrical systems analysis, new concrete pads, electrical termination cabinets, conduit and wire, subcontractor coordination, control panels, temporary facilities, compliance with funding agency requirements, work under allowance items, labeling of new conduit and wire, junction boxes, pull boxes, development of as-built point-to-point wiring diagrams, startup and testing services, new electrical service, MCC's, power distribution at the facility, paving and site restoration, and coordination with PSEGLI and any other utilities. On the motion of Director Weinberg, seconded by Director Johnneas, by Resolution #18-09-06, the Board approved the SCADA Project Change Order for Well 7 Electrical Upgrades.

Superintendent Graziano noted that Director Frank supplied the Washington Times article titled: 5-Year Drought Raises Questions over Israel's Water Strategy because of the desalination information contained within the article. Director Frank also recommended the Circle of Blue website (www.circleofblue.org), which provides useful information about water usage from a global perspective. A subscription to the website is free.

At the recommendation of Counsel Limmer, the Board adjourned for advice of legal counsel at 6:45 p.m.

Upon return from the adjournment for advice of counsel, Counsel Limmer explained that New York State has adopted a new law that requires public employers, such as the Water Authority, to adopt a sexual harassment prevention policy, which meets or exceeds a model sexual harassment prevention policy prepared by the State Labor Department, by October 9, 2018. To date, the Labor Department has only adopted a draft policy. Since the Board will not be meeting again until after October 9, Limmer suggested that the Board adopt the draft policy, modified slightly to fit the Authority, and, then, if the Labor Department should adopt a final model policy substantially different from the draft policy, the Board can subsequently amend the policy.

Limmer also noted that all employees of the Authority (which includes the directors and all other officers) are required to take annual training with regard to the prevention of sexual harassment and the first training must take place by January 1, 2019.

On the motion of Director Smiley, seconded by Director Lopatkin, by Resolution #18-09-07, the Board approved the adoption of New York State Labor Department's draft Sexual Harassment Prevention Policy, as to be amended by Counsel Limmer and approved by the Chairperson to fit the Authority.

The meeting was adjourned at 7:15 p.m.

Approved by Secretary:

A handwritten signature in cursive script, appearing to read "Debra Ray".

Date: October 15, 2018