

**MEETING OF THE BOARD OF DIRECTORS
WATER AUTHORITY OF NORTH SHORE
HELD ON May 16, 2024 at 7:30 PM
AT GOLD COAST LIBRARY ANNEX,
40 RAILROAD AVENUE, GLEN HEAD, NEW YORK**

Final - 5/29/2024

PRESENT:

James Greenberg, Esq. Director
Sandeep Kapoor, M.D., MS _HPPL, Director
George Pombar, Director
Richard Arena, Director

John Vasilakis, Director
James W. Versocki, Esq., Director

Appointed by:

City of Glen Cove
Village of Roslyn Harbor
Town of Oyster Bay (Hamlet of Glen Head)
Town of Oyster Bay (Hamlet of Glenwood
Landing)
Village of Old Brookville
Village of Sea Cliff

ALSO PRESENT:

Stephen G. Limmer, Counsel
Joseph S. Lopes, Secretary

Representing:

McLaughlin & Stern, LLP
WANS Board of Directors

PUBLIC:

Christopher Hole (Glen Head)
John Smith (Sea Cliff)
Nick Goncalves (Sea Cliff)
2 others

Director Pombar, as acting Chairperson, called the meeting to order at 7:30 p.m. All six Directors were present, constituting a quorum.

All Directors and attendees joined in the Pledge of Allegiance.

On the motion of Director Vasilakis, seconded by Director Pombar, by **Resolution #24-05-01**, the **Minutes** of the Board's March 6, 2024, meeting were unanimously approved. A copy of the Minutes will be posted on the Authority website and are on file.

The **Finance Committee** reported that out of the \$2 million originally granted by New York State as working capital for WANS, \$1.5 million is invested, \$400,000 is in CD's and \$100,000 (less bills already paid) is in First National Bank as operating funds. The Board received the following invoices to be paid from the Operating account:

1. McLaughlin & Stern (Stephen Limmer) \$ 1,488.60
2. Joseph Lopes (Secretary) \$ 410.00 (March 30 – May 10, 2024)
3. Suffolk County Water Authority \$48,231.78 (last invoice: Dec & Jan)

Going forward, WANS will record the account balances for all accounts. Director Pombar maintains a spreadsheet, which includes balances and maturity dates, which was provided to Secretary Lopes subsequent to the Board Meeting:

WANS INVESTMENTS 2023 - 2024					
DATE	AMOUNT	FINANCIAL INSTITUTION	TENURE	% EARNED (APY)	MATURITY DATE
11/14/23	\$237,000	First Central Savings Bank	One Year	5.30%	11/14/24
11/22/23	\$232,000	Valley Bank	Six Month	4.75%	05/22/24
04/04/24	\$236,000	TD Wealth Treasury Bill	Six Months	5.22%	10/03/24
04/04/24	\$238,000	TD Wealth Treasury Bill	Seven Months	5.07%	11/29/24
04/04/24	\$239,000	TD Wealth Treasury Bill	Eight Months	5.02%	12/26/24
04/04/24	\$241,000	TD Wealth Treasury Bill	Nine Months	4.99%	01/23/25
<i>Total / Average</i>	<i>\$1,423,000</i>			<i>5.06%</i>	
Operating Account	as of 05/03/24	First National Bank of Long Island			\$459,201.50

On the motion of Director Arena, seconded by Director Kapoor, by **Resolution #24-05-02**, the Board unanimously approved and authorized the payment of the three identified invoices.

Director Versocki thanked Directors Pombar and Greenberg for their work over the past 2 months relating to Negotiations Committee issues, including information requests, coordinating with Raftelis. Raftelis recommended retaining a professional engineering firm to provide further expert support for evaluation.

Raftelis informed the Board that it had issued three invoices that were inadvertently sent to the Suffolk County Water Authority instead of WANS. The invoices totaled \$30,100 out of the \$86,000 contract price. Raftelis will send the invoices with back-up to the WANS Board Finance Committee members for their review and recommendation, who will then forward to Secretary Lopes, who will place the payment of the invoices on the agenda for the next Board meeting.

Only one proposal was received for Engineering Services. The proposal, dated April 30, 2024 from Kimley-Horn included hourly rates attached to the proposal. The proposal included, among other things, on-site inspections of Liberty's above-ground facilities, a report on the condition of those facilities, and expert testimony in the event of litigation. On the motion of Director Versocki, seconded by Director Pombar, by **Resolution #24-05-03**, the Board unanimously accepted the proposal and authorized Director Pombar to sign the proposal on behalf of WANS, and directed Secretary Lopes to send the countersigned contract to Kimley-Horn), with copy to Attorney Limmer.

The **Personnel Committee** reports that Suffolk County Water Authority support was excellent and is no longer on retainer. Payment of its final invoice will complete the contract.

Raftelis has been retained to complete a report on assessment, and is actively working on the report, which will likely be completed by mid-June, after which negotiations with Liberty can begin.

WANS has retained Joseph Lopes as Secretary and he is already performing duties.

WANS Director Greenberg has a Bookkeeper/Accountant position posted and will be deciding whether to keep the posting open. WANS now has a supply of checks. However, there are only a few deposits and invoices to be paid at this time. The Post Office box is another item in place. The Consulting Engineer posting will be taken down now that Kimley-Horn has been engaged.

The **Governance Committee** acknowledged the Budget Authority Office's requirement that Directors take two courses relating to their fiduciary responsibilities and sexual harassment prevention, which are available on-line. Several Board members may have already completed the sexual harassment course through their other employment, which covers the requirement, and results will be provided to Secretary Lopes to forward to the Authority Board Office (ABO). All the Directors have completed their confidential evaluations, which were provided to Secretary Lopes for forwarding to the ABO.

It was reported that the annual Board insurance coverage was last renewed November 2023.

The **Negotiations Committee** reported that Liberty has responded to all of Raftelis' data requests, except for item #16 relating to certain reports for the Sea Cliff District. The Board will send another request for the information tomorrow. The Committee has set tentative on-site inspections of Liberty's above-ground facilities with Kimley-Horn for June 5 or 6, and is waiting for confirmation from Liberty. The biweekly conference calls with Raftelis will be suspended until after the on-site inspections. Raftelis expects to have its assessment report with an appraisal of the Liberty system and the appropriate acquisition price for the Liberty system in the middle of June.

Professional Services

Appraisal Services - Raftelis contract work is proceeding and in good shape. Raftelis is already engaging with Liberty on required data to conduct valuation. There are 3 segments negotiating with Liberty: Sea Cliff District (4,500 customers), Massapequa (5K customers) and the rest are South Shore (Lynbrook: 120K customers).

Legal Services – No activity reported other than completion of assigned tasks and Attorney Limmer noted that if/when WANS office is opened, it will need new policies to cover such things as work-place violence, sexual harassment prevention, and the use of WANS' equipment.

Administrative Services – Joseph Lopes is now serving as Secretary, responsible for meeting agenda, minutes, public outreach and web site updates (including progress report). WANS office space is being discussed with Town of Oyster Bay (the Community Center is an

option). If a company laptop is acquired, additional policies should include no personal use and contents subject to audit. WANS already has a procurement policy in place.

Auditor/Bookkeeper Services – A posting for Bookkeeper is currently on the web site. However, the Auditor position is not yet posted until needed.

Public Outreach – The Web site is being updated by Secretary Lopes, and Progress Reports are being updated. The last two approved meeting minutes (Dec 28, 2023 and Jan 31, 2024) have been posted. March 6, 2024 meeting minutes have now been approved so they will be posted. Web site only provides an email address (info@wanorthshoreny.gov), and will be monitored by Secretary Lopes. Attorney Limmer noted that emails must be saved for 6 years, which is covered by GoDaddy archiving to the cloud already in place. No Social Media activities are planned at this time and no social media accounts are currently maintained.

Director Versocki noted that no postings to the web site should be made without Board approval due to the sensitivity of the process. Director Pombar noted that there must be timely responses to inquiries made to “info” contact, such as 5 days. Director Arena will assist Secretary Lopes in gaining access to “info” email account ASAP.

Public Comment

The meeting was opened for public comment (5 attendees). No public comments were offered.

Adjourn/Next Meeting

At 8:05 p.m., on the motion of Director Versocki, seconded by Director Pombar, by **Resolution #24-05-04**, the Board adjourned to an **Executive Session**. At 8:17 p.m., the Board returned from the Executive Session and Director Pombar announced that no action had been taken and no minutes would be produced.

On the motion of Director Versocki, seconded by Director Pombar, by **Resolution #24-05-05**, the Board appointed Secretary Lopes as FOI officer.

The next **Meeting of the Board** is tentatively scheduled for June 19, 2024 at 7:00 pm, pending receipt of the Raftelis report, at Gold Coast Library Annex, 40 Railroad Avenue, Glen Head, New York.

There being no further business to come before the Board, the meeting was adjourned at 8:17 p.m.

Respectfully submitted,

Joseph S. Lopes, Administrative Secretary