

**KINGSTON BOARD OF WATER COMMISSIONERS
REGULAR MEETING
February 13, 2019**

The regular meeting of the Board of Water Commissioners was called to order at 5:04 p.m. on February 13, 2019 in the Department's offices at Jansen Avenue. Present were President Dennis Crosswell, Commissioners Robert Niedzielski, Margaret Gruner, Harold Goldman and Joanne Seche. Also in attendance were Superintendent Judith Hansen, Assistant Secretary Matthew Dysard, Attorney William Cloonan and Consulting Engineer James Caggiano.

The minutes of the previous meeting were approved with changes on a motion made by Commissioner Seche and seconded by Commissioner Niedzielski. Motion carried by unanimous vote.

Bills in the amount of \$43,664.69 dated January 16, 2019; \$242,062.52 dated January 23, 2019; \$40,299.53 dated January 30, 2019; \$64,269.73 dated February 6, 2019 and \$112,217.91 dated February 13, 2019; were ordered paid as audited on a motion by Commissioner Niedzielski and seconded by Commissioner Goldman. Motion carried by unanimous vote.

The Board discussed the Cooper Lake Improvements Project. Superintendent Hansen reported a follow-up Risk Management meeting took place in January with Schnabel to discuss the 60% Design document. Superintendent Hansen also reported there was a meeting regarding the Ashokan Connection and costs are being compiled. The Board discussed potential options for financing the project, including meeting with Assemblymember Cahill.

The Board discussed the SCADA System Project. It was reported that CDM has begun programming. Superintendent Hansen to still meet with County to discuss Golden Hill portion of project. It was also reported that substantial completion of the project is set for July, with final completion on schedule for August.

The Board discussed the Binnewater UPS Installation Project. Superintendent Hansen reported that a meeting is to take place February 14th with Mitsubishi, the Engineers, and KWD staff to discuss system issues.

The Board discussed the Transmission Main Rehab Project. Superintendent Hansen reported that resubmittal to DOH happened February 13th and a response from DOH is expected fairly quickly. Superintendent Hansen reported that the next step would be to go to bid on the project.

Meter replacement will be discussed at the March Board meeting.

The Board discussed the Purchasing Policy. A motion to accept and approve, as amended, revised Procurement and Purchasing Policy effective February 14, 2019 was made by Commissioner Goldman and seconded by Commissioner Seche. Motion carried by unanimous vote. A motion to approve new Purchase Order, in lieu of voucher expect in extenuating circumstances was made by Commissioner Goldman and seconded by Commissioner Gruner. Motion carried by unanimous vote.

The Board discussed the Roundabout BAN Payment. Superintendent Hansen reported that the original cost estimate was around \$1.1 million, the amount borrowed was \$1.5 million. Based on the actual bid and payment already be made to DOT of \$571k, the Board agreed with recommendation to make a payment of \$400k with the unexpended proceeds when the Note comes due in March.

The January 2019 Superintendent's Report was read and ordered filed on a motion by Commissioner Gruner and seconded by Commissioner Niedzielski. Motion carried by unanimous vote.

A motion to move into Executive Session was made by Commissioner Niedzielski and seconded by Commissioner Goldman at 6:08 pm. A motion to come out of Executive Session was made by Commissioner Niedzielski and seconded by Commissioner Seche at 6:24 pm. Motions carried by unanimous vote.

A motion was made by Commissioner Goldman and seconded by Commissioner Gruner to approve the permanent appointment of Andrew Pleva to the position of Account Clerk at a salary of \$41,500 effective February 19, 2019. Motion carried by unanimous vote.

A motion was made by Commissioner Seche and seconded by Commissioner Niedzielski to approve the permanent appointment of Jane Perry to the position of Principal Account Clerk at a salary of \$55,626.56 effective February 16, 2019. Motion carried by unanimous vote.

Motion to adjourn was made by Commissioner Niedzielski and seconded by Commissioner Gruner at 6:27 pm. Motion carried by unanimous vote.

Matthew Dysard
Assistant Secretary