

The Reorganization Meeting of January 6, 2026

A Reorganizational Meeting of the Board of Commissioners of the Port Washington Water Pollution Control District was held at the District Office on Tuesday, January 6, 2026, at 8:00 a.m.

Present: Arduino (Eddy) Marinelli, Chairperson Secretary and Assistant Treasurer
Melanie Cassens, Treasurer
Brandon Kurz, Commissioner

Also present were: Windsor Kinney, Superintendent,
Giovanna DiFiore, Business Manager,
Gregory W. Carman, Jr., Esq., District’s Attorney,
Joseph H. Marturano, District’s Engineer

Recording of Board Meetings

Commissioner Cassens read the Notice Regarding the Recording of Meetings. See Exhibit A.

New Commissioner

Swearing in ceremony of new commissioner, Joseph D’Alonzo.

Public Comment

Comments from the public will be heard. Stephen Sombrotto made a statement. See Exhibit B.

The regular meeting went into executive session 8:15 a.m. – 9:05 a.m.

Reorganizational Proceedings: Unless otherwise noted, the following Resolutions were unanimously approved by the Board of Commissioners.

This being the Reorganizational meeting of 2026, the following Officers were elected:

Melanie Cassens, Chairperson
Arduino (Eddy) Marinelli, Treasurer
Joseph D’Alonzo, Secretary and Assistant Treasurer

Resolution 1-1 of 2026 Designation of Depositories

The banks and trust companies authorized for the deposit of monies up to the following maximum amounts are:

<u>Depository Name</u>	<u>Maximum Amount</u>
Capital One Bank	\$4 million
Flushing Bank	\$4 million
NY Cooperative Liquid Assets Securities System	\$3 million

Resolution 1-2 of 2026 Official Newspapers

Port Washington News and Newsday, are hereby designated as the Official Newspapers of the District.

Resolution 1-3 of 2026 District Auditor

Satty, Levine & Ciacco, CPA's, PC, is hereby designated as the independent auditor of the District for the fiscal year ended December 31, 2025.

Resolution 1-4 of 2026 District Insurance Broker

Salerno Brokerage Corp. is hereby designated as the insurance broker for the District for the year 2026.

Resolution 1-5 of 2026 Resolution Appointing the Superintendent and the Business Manager as Procurement Officers under the District's Procurement Policy and Resolution Authorizing the Superintendent and the Business Manager to incur liabilities on the District's behalf within budgetary and bidding limitations

Superintendent Windsor Kinney and Business Manager Giovanna DiFiore are appointed as Procurement Officers under the District's Procurement Policy and are authorized to incur liabilities on behalf of the District within budgetary and bidding limitations, and to execute appropriate documents.

Resolution 1-6 of 2026 FOIL Officer and Deputy FOIL Officers

Business Manager Giovanna DiFiore is hereby designated as FOIL Officer, Account Clerk Michelle Magee and Superintendent Windsor Kinney are designated as Deputy FOIL Officers for the District's records.

Resolution 1-7 of 2026 Budget Transfers

The Business Manager is authorized to adjust line item budget amounts for the purpose of bringing the 2026 budget in line with actual expenditures.

Resolution 1-8 of 2026 Meeting and Conferences

Each employee attending meetings, conferences, etc., will submit receipts for expenses claimed and prepare an itemized District Claim form for reimbursement; and

the maximum meal allowance per day is fifty (\$ 50.00) dollars; and

that the reimbursement rate to be paid to employees for the use of their personal vehicles for District business is set to the current IRS allowance, seventy-two and a half (\$0.725) cents per mile.

Resolution 1-9 of 2026 Standard Workday and Reporting Resolution for Elected Officials

See attached 2026 Standard Work Day Resolution (page 7).

Resolution 1-10 of 2026 Resolution ratifying the District’s existing procurement policy

Business Manager did not recommend changes to the District’s current Procurement Policy. The Superintendent has no recommended changes. The Procurement Policy is hereby re-ratified in its current form.

Resolution 1-11 of 2026 Resolution ratifying the District’s existing Investment Policy

The Business Manager did not recommend any modifications to the District’s current Investment Policy. The Investment Policy is hereby re-ratified in its current form.

Resolution 1-12 of 2026 Resolution ratifying the District’s Meeting Dates and Times

The District’s meeting dates and times are established as every Tuesday of the month at 8:00 a.m. All meeting dates and times will be posted accordingly.

Resolution 1-13 of 2026 Resolution to Appoint Giovanna DiFiore as the District’s Records Management Officer (RMO)

Resolution 1-14 of 2026 Appointment of Professionals

Upon a motion made by Commissioner Cassens and seconded by Commissioner D’Alonzo, the following resolution to approve a professional for 2026 was duly adopted on roll call: Cassens, Aye; Marinelli, Aye; D’Alonzo Aye. The following professional was approved to serve the District for the calendar year 2026:

Labor Counsel: Littler Mendelson, P.C.

Current Projects

Approval of Minutes and Abstract

The minutes of the November 25, 2025, and December 16, 2025, meetings were reviewed and ordered filed with the District Office and with the Town Clerk.

The Weekly Abstracts of Transactions and claims for December 23, 2025, December 24, 2025, and January 6, 2026, with the total disbursement amounts of \$113,022.29, \$136,086.00, and \$37,343.45, respectively, were reviewed, approved, and ordered filed.

Review of Weekly Operating Results

The Board reviewed the weekly operating results report from the Superintendent. Review of Wastewater Treatment Facility weekly report.

General Correspondence**2025 Election**

A letter of transmittal dated December 16, 2025, from the Business Manager to Ragini Srivastava, Town Clerk, with the Constitutional Oath of Office executed by Commissioner Joseph D'Alonzo, was received, read and ordered filed.

A letter dated January 2, 2026, to Ragini Srivastava, TNH Town Clerk, from the Business Manager, with the voting results from December 9, 2025, for a new Commissioner from January 1, 2026 through December 31, 2028, finalized for the affidavit ballots. Joseph D'Alonzo was elected with 951 votes, was received, read and ordered filed.

Contract 131G-Improvements to Pump Stations A and R

Change Order No. 1-Final by K&G Electric Motor and Pump Corp., for the following: project closeout, abatement of asbestos roof, replacement of exterior doors, and replacement of certain portions of existing fencing that are in poor condition at Pump Station A; replacement of fencing and installation of privacy slats at Pump Station R; and a time extension due to long lead times of the pump control panel, at a net decrease of \$99,280.36, was reviewed and approved.

SPDES Permit

A copy of the memorandum dated December 26, 2025, from the Superintendent to the Board, advising the District's Discharge Monitoring Report for November 2025 was submitted to the appropriate agencies, was received, read and ordered filed.

FOIL Request

FOIL request dated December 26, 2025, from Todd Steckler, Esq., requesting the signed voter register for all residents who voted in the election on December 9, 2025, for commissioner of the District, was received, read and ordered filed.

A letter dated January 2, 2026, from the Business Manager to Todd Steckler, Esq., responding to his FOIL request received December 26, 2025, was received, read and ordered filed.

NYS Water Infrastructure Improvement Grants (WIIA)

A letter dated December 22, 2025, from Maire Cunningham, Director of Program Management of the NYS EFC, to Commissioner Cassens informing her that the WWTP 2025 Water Infrastructure Improvement grant application was not selected to receive an award, was received, read and ordered filed.

Retain Legal Counsel

Upon a motion made by Commissioner Cassens and seconded by Commissioner Marinelli, the following resolution was duly adopted on roll call: Cassens, Aye; Marinelli, Aye; D'Alonzo Aye. Resolution to retain Robert J. Miletsky, Esq., Law Office of Robert J.

Miletsky, as the landlord/tenant attorney to proceed with the eviction of PW PAL from Sunset Park.

Resolution 1-15 of 2026**Resolution to Authorize the Retention of The Law Office of Robert J. Miletsky for the District Pursuant to the Retainer on File****General Activities**

A copy of a letter dated January 2, 2026, from the Business Manager to Nancy Krauss, with automatic withdrawal dates and her medical insurance premium share for 2026, was received, read and ordered filed.

Windsor Kinney, Superintendent, reported that there were high pit alarms in Pump Station L due to rags in the alarm floats. The line in Glen Lane was jetted. Pump Station L's wet wells were discussed. Existing receptacles in Pump Station A were upgraded to code. A section of Soundview Drive was cleaned. There were issues due to roots and there was a complaint from a resident. The Board directed him to notify the resident of the cleaning that took place. Certain bad areas in the District were cleaned before the holidays.

The main break that took place at Manhasset Avenue and Shore Road in the Village of Manorhaven on January 1, 2026, was discussed. The District was notified by the PW Water District that it was a sewer main break. Due to cold and wind, no odor was detected. Procedures to resolve the issue was discussed. Pump Station C could not be closed for long due to high flows. Bypass points were set up and Bancker Construction was notified. A dye system was put into place, however, no dye came into the system. Bancker determined that it was a water main break, not a sewer break. A lab test was conducted, and it was determined to be water, not sewage. On January 2, 2026. National Grid hit the Village's force main on Pequot Avenue. The main was not marked out properly. Citywide started a bypass to Pump Station C. Giovanna reported the number of trucks that dumped into the pump station which were counted by the crew for both days. The bypass was not accounted for in the flow meter between the Village and the District. The District's labor during this time will be determined.

With regards to the laboratory report, the increase in nitrogen will be evaluated. The problem of some UV bulbs are not working properly will be investigated. Solids pressing at 23% is good. ELAP has not responded yet to our corrective action response to their inspection report.

Joseph H. Marturano, District's Engineer, reported that the mercury minimization plan will commence. The 503 report for sludge is in progress. The bacterial analysis study is ready for review by Windsor. The sewer availability for 900 West Shore Road is ready for review by Windsor. The flows have been determined to be high; therefore, the cost will also be high. There has been no response to the sewer availability from the developer of 4 Triharbor. The engineer for the Amsterdam sent a letter stating that their line will be cleaned. The previously issued NOV discussed various issues and Joseph recommends they should evaluate them. Sidewalks at all the pump stations were inspected by Lisa Lautato. He recommended that the Town of North Hempstead should be put on notice. The new agreement with the Village of Manorhaven will be determined and evaluated. Joseph recommends having a working session to determine a new fee. There is no

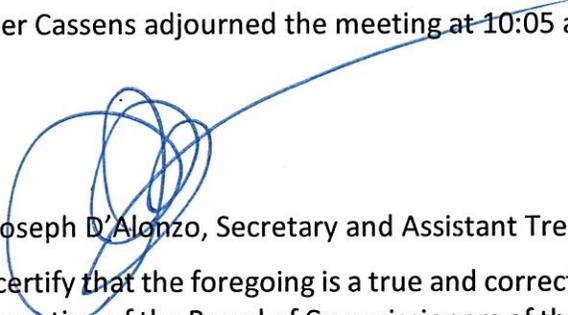
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limitation at the plant currently. Final settling tank #2 is offline. The shop drawing submittals for the thickener tank mechanism were not received. He reminded the Board that New Oasis was given an extension to March 2026. The walkway project over the bay in Baxter Estates was modified. The gas regulator in Pump Station J has not been completed yet. Contract No. 131- Improvements to Pump Stations A and R will be closed out. Closing paperwork for Contract No. 134- WWTP Stormwater Drainage Improvements has not been received. Bid opening for Contract No. 133 – WWTP Main Electrical Switchgear Replacement will take place during next Tuesday's Board meeting. A meeting will be scheduled with St. Francis Hospital. Some information regarding mercury was requested from SWMA. The oxidation ditch communications issue has not been resolved yet. Commissioner Cassens recommended a tour of Pump Station A. Since a majority of the lining project is complete, Joseph would like to discuss with the DEC the possibility of additional work under the grant as there are additional grant funds available.

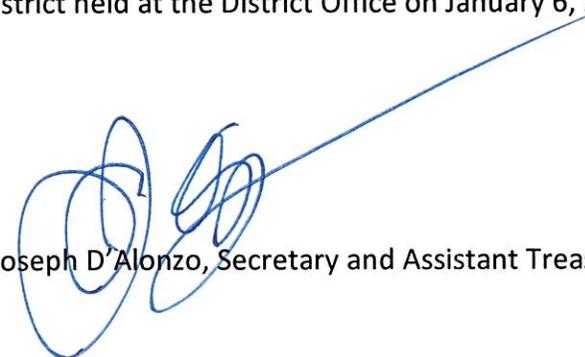
Giovanna DiFiore, Business Manager, reported that Catherine Fee, Empire Government Strategies, informed her that Senator Schumer has secured \$1.092M for the District in the Interior Appropriations Bill. If Congress passes the bill, the District will receive the funding. This is part of the earmark for \$5 million for improvements to Pump Stations C and F submitted last year in the FY 2026 Congressionally Directed Spending Request Forms.

Commissioner Cassens adjourned the meeting at 10:05 a.m.



Joseph D'Alonzo, Secretary and Assistant Treasurer

I do hereby certify that the foregoing is a true and correct copy (duplicate original) of the minutes of a meeting of the Board of Commissioners of the Port Washington Water Pollution Control District held at the District Office on January 6, 2026.



Joseph D'Alonzo, Secretary and Assistant Treasurer

**RESOLUTION 1-9 OF 2026
STANDARD WORK DAY RESOLUTION**

WHEREAS, the Commissioners of the Port Washington Water Pollution Control District are eligible to participate in the New York State Retirement System; and

WHEREAS, the New York State Comptroller has been delegated the authority to promulgate rules and regulations for the reporting of service and salary information for all system participants under Retirement and Social Security Law §34; and

WHEREAS, the Comptroller has previously adopted reporting rules in 2 NYCRR 315; and

WHEREAS, the Comptroller has now promulgated amended reporting rules for “elected and appointed officials” under 2 NYCRR 315.4 effective January 1, 2026; and

WHEREAS, the District is covered by these new rules by virtue of the elected positions of its three Commissioners;

NOW THEREFORE, in compliance with the Comptroller’s Reporting Rules and upon motion duly made and seconded, be it

Unanimously Resolved as follows:

FIRST, the standard work day for the elective office of District Commissioner for the purposes of retirement reporting shall be six (6) hours per day;

SECOND, records of the actual hourly time worked by the elected Commissioners shall be utilized for reporting time earned in the retirement system and these written time records shall be maintained by the District.

THIRD, the elected officials encompassed by the standard six (6) hour workday and their respective term expiration dates are as follows:

Title	Name	Standard Work Day (Hrs/day)	Term Begins/Ends	Participates in Time Keeping System	Days/Month (based on Record of Activities)
Commissioner	Arduino Marinelli	6 Hrs/day	01/01/25-12/31/27	Y	n/a
Commissioner	Joseph D’Alonzo	6 Hrs/day	01/01/26-12/31/28	Y	n/a
Commissioner	Melanie Cassens	6 Hrs/day	01/01/24-12/31/26	Y	n/a

FOURTH, a copy of this resolution shall be posted on the District’s official website or signboard for a minimum of thirty (30) days;

FIFTH, after said thirty (30) day posting period has expired, a certified copy of this resolution and an affidavit of posting shall be filed with the New York State Comptroller.

I do hereby certify that the foregoing is a true and correct copy (duplicate original) of the minutes of a meeting of the Board of Commissioners of the Port Washington Water Pollution Control District held at the District Office on January 6, 2026.

Melanie Cassens, Commissioner

Exhibit A

NOTICE REGARDING RECORDING OF MEETINGS

In accordance with the New York State Open Meetings Law, the Port Washington Water Pollution Control District permits the recording of public meetings.

Effective January 6, 2026, any video recording conducted in this conference room must comply with the following requirements:

- All cameras and recording devices shall be positioned **in the designated area behind the desk**.
- Recording activities shall not interfere with, disrupt, or impede the orderly conduct of the meeting.
- If recording is determined to be disruptive, the individual will be directed to cease recording.
- Failure or refusal to comply with these requirements may result in the individual being required to leave the meeting.

These rules are intended to ensure compliance with the Open Meetings Law while maintaining an orderly and efficient meeting environment.

Thank you for your cooperation.

Port Washington Water Pollution Control District

NOTICE REGARDING PUBLIC COMMENTS

Before we begin today's agenda, I'd like to share a procedural update that is effective immediately.

Going forward, public comment will be heard at the beginning of all sewer district meetings. Each individual wishing to speak will be limited to a maximum of three minutes. Our office manager will be timing each speaker to ensure fairness and consistency.

We are making this change out of respect for the public's time. By holding public comment at the start of the meeting, attendees are welcome to share their input and then feel free to leave afterward, or they may stay and listen to the remainder of the meeting if they choose.

We appreciate your participation and your understanding as we implement this process.

Exhibit B

Statement for the Record – Port Washington Water Pollution Control District Meeting**January 6, 2026****Delivered by Stephen G. Sombrotto**

Good morning. My name is Stephen Sombrotto.

I want to begin by welcoming Commissioner Joe D’Alonzo to the Board. Today marks the first meeting of a new District administration, and with that comes an opportunity to reset, move forward, and restore stability and public confidence.

My comments today are not about revisiting past disputes for their own sake. They are about clarity, enforcement, and next steps.

Here is what we know as of today:

First, PAL’s license has been terminated, and the 90-day vacate period expired on December 8, 2025. That deadline has now passed.

Second, PAL has no legal right to conduct programming at Sunset Park. Any continued activity, advertising, or representation otherwise would be unauthorized.

Third, PAL has responded not with compliance, but by filing a frivolous Article 78 proceeding, rather than curing violations or respecting the District’s directives. That filing does not reinstate a terminated license, nor does it grant them permission to occupy or operate on District property.

What we do not yet know — and what the public deserves clarity on — is the status of enforcement.

At a prior meeting, this Board retained outside counsel. I respectfully ask for an update on the following:

- Has PAL been formally served with notice to vacate or eviction papers?
- If so, when was service completed, and what is the current procedural posture?
- If not, when does the District expect that process to begin?

These are not rhetorical questions. They go directly to the District’s authority and credibility.

Equally important is what comes next for the community.

Spring programming will begin planning soon. Families, coaches, and organizations need certainty. The District previously discussed issuing an RFP to identify a qualified, reputable youth sports operator for Sunset Park.

So I also respectfully ask:

- Where does the RFP process stand?

- What is the anticipated timeline for issuing it?
- And how does the District plan to ensure there is no gap or confusion heading into the spring season?

Finally, I want to be very clear on one point for the record:

PAL does not have the right to operate, schedule, advertise, or collect fees for programming at Sunset Park.

Any such activity would be inconsistent with the terminated license and the expiration of the vacate period.

This is a moment for the District to demonstrate that its resolutions matter, its deadlines matter, and its authority will be enforced — calmly, lawfully, and transparently.

I appreciate the Board's attention to these questions and look forward to clear answers as we move into this new chapter.

Thank you.
Stephen G. Sombrotto