

**Meeting of the Board of Water Commissioners  
Of the Manhasset-Lakeville Water District  
In the Town of North Hempstead  
In the County of Nassau, New York  
January 14, 2020**

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At a regular meeting of the Board of Water Commissioners of the Manhasset-Lakeville Water District, in the Town of North Hempstead, in the County of Nassau, New York, held at the Water District Office, 170 East Shore Road, Great Neck, New York, on January 14, 2020 at 4:00 pm p.m. (Prevailing time),

There were present:

- Commissioner(s):                   Honorable Mark S. Sauvigne, Chairman of the Board of Water Commissioners
  
- Honorable Steven Flynn, Water District Treasurer
  
- Honorable Brian J. Morris, Water District Secretary

- Also present:                        Superintendent Paul J. Schrader
- Antonia Pisani, District Clerk
- Brookfield Properties: Aanen Olsen, Kelly Taylor, David Chauvin, Robert Zimmerman
- VEPO Cross Connex Solutions: Josh Ordway

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Meeting called to order by the Chairman at 4:00 p.m.  
  
Minutes of the previous meeting to stand approved by the Board.  
  
Incoming and outgoing communications were considered by the Board.

Superintendent Schrader provided documentation with the activities of the Water District for the current week. General discussions were held relating to the operation of the District as follows. Discussions were held on each project.

Munsey Tank	Response due no later than February 20, 2020.
Valley Well rehabilitation	Redland & NYSDEC meeting scheduled for January 29, 2020 2:30pm in Stonybrook.
Vepo Crossconnex	NCDOH Annual report next. Vepo's Josh Ordway in tonight, new updated software.
Shelter Rock #1 and #2	In design.
Searingtown	Moving forward with AOP Pilot.
Plandome Park	Punch list items remain. (August 12, 2019 Notice to Proceed).
Excelsior Court	Final reconciliation being prepared. Clare.
PSN	Training complete. Waiting on Sterling for confirmation allowing PSN to deposit and withdraw.
Macy's redevelopment	Meeting with Brookfield Properties tonight.
NYSDEC	Survey completed. In review before being finalized.
Bond	H2M preparing engineer's report for 2020 bond issue.
Part time employment	Resolution for review and consideration.
VOP	Annual water Supply Agreement.
Annual Contracts	Chlorine and GAC set to advertise January 23, 2020. Bids due February 11, 2020.
External Auditing	RFPs due January 31, 2020
Procurement Policy	Multiple different items verses one or more same items. Board approval limits and bidding policy.
Rebate Program	Extend through December 31, 2020?

Brookfield Properties attended to discuss the Macy's project.

VEPO Crossconnex attended the meeting and there was a discussion on new backflow software upgrades.

**RESOLUTION OF THE MANHASSET-LAKEVILLE WATER DISTRICT  
RELATING TO APPROVAL OF CHECKS  
ORGANIZATION NUMBER 8**

To the Treasurer:

I certify that the vouchers on the submitted check register were audited by the Board of Commissioners of the Manhasset-Lakeville WATER District on 1/14/20 and are allowed in the amounts shown. You are hereby authorized and directed to pay to each of the claimants the amount indicated on the opposite of his name.

Commissioner Morris  
Manhasset-Lakeville Water District

Date: 1/14/20

Commissioner Sauvigne proposed the following motion, seconded by Commissioner Flynn

WHEREAS the purchases for goods and services identified and presented to the Board of Commissioners this date, 1/14/20, have been found to be properly acknowledged as received or due, and have been audited according to the tenets of Town Law §176 (4a) and in compliance with the Procurement Policy of the Manhasset-Lakeville WATER District and,

WHEREAS, the audit of claims by the Board of Commissioners is a deliberate process to determine that the proposed payment is proper and just and satisfies the following criteria:

- The proposed payment is for a valid and legal purpose.
- The obligation was incurred by an authorized official.
- The goods or commodities for which payment is claimed were actually rendered.
- The obligation does not exceed the available appropriation.
- The claim is in proper form; it is mathematically correct; it meets legal requirements; it does not include any charges for taxes from which the organization is exempt; it includes discounts to which the organization is entitled it does not include charges previously claimed and paid; and it is in agreement with an attached invoice.

NOW, THEREFORE, it is hereby

RESOLVED to approve payment to the vendors identified on Check Number 1341 Thru Check Number 1342 this date.

The adoption of the foregoing Resolution (#W28-20) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Morris, Commissioner Sauvigne, Commissioner Flynn  
Nays: None

**RESOLUTION OF THE MANHASSET-LAKEVILLE WATER DISTRICT  
RELATING TO APPROVAL OF CHECKS  
ORGANIZATION NUMBER 1**

To the Treasurer:

I certify that the vouchers on the submitted check register were audited by the Board of Commissioners of the Manhasset-Lakeville WATER District on 1/14/20 and are allowed in the amounts shown. You are hereby authorized and directed to pay to each of the claimants the amount indicated on the opposite of his name.

Commissioner Morris  
Manhasset-Lakeville Water District

Date: 1/14/20

Commissioner Sauvigne proposed the following motion, seconded by Commissioner Flynn

WHEREAS the purchases for goods and services identified and presented to the Board of Commissioners this date, 1/14/20, have been found to be properly acknowledged as received or due, and have been audited according to the tenets of Town Law §176 (4a) and in compliance with the Procurement Policy of the Manhasset-Lakeville WATER District and,

WHEREAS, the audit of claims by the Board of Commissioners is a deliberate process to determine that the proposed payment is proper and just and satisfies the following criteria:

- The proposed payment is for a valid and legal purpose.
- The obligation was incurred by an authorized official.
- The goods or commodities for which payment is claimed were actually rendered.
- The obligation does not exceed the available appropriation.
- The claim is in proper form; it is mathematically correct; it meets legal requirements; it does not include any charges for taxes from which the organization is exempt; it includes discounts to which the organization is entitled it does not include charges previously claimed and paid; and it is in agreement with an attached invoice.

NOW, THEREFORE, it is hereby

RESOLVED to approve payment to the vendors identified on Check Number 8949 Thru Check Number 8970 this date.

The adoption of the foregoing Resolution (#W29-20) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Morris, Commissioner Sauvigne, Commissioner Flynn  
Nays: None

#### **RESOLUTION OF THE MANHASSET-LAKEVILLE WATER DISTRICT RELATING TO APPROVAL OF EXPENDITURES**

Commissioner Flynn proposed the following motion, seconded by Commissioner Sauvigne

WHEREAS, the purchase of goods and services identified and presented to the Board of Commissioners this date, 1/14/20 have been found to be properly acknowledged as requested expenditures, according to the Procurement Policy of the Manhasset-Lakeville Water District,

NOW, THEREFORE, it is hereby

RESOLVED to approve purchase to the vendors identified on Board of Commissioners Expenditure Request form submitted to the Board by the Superintendent as follows:

Approval of Expenditures:

VENDOR	DESCRIPTION	AMOUNT	BUDGET NUMBER	PURCHASE SUPPORT
Schneider Electronics	SCADA Work, Blanket PO for 2020	\$35000.00	8320.475.B	PS
Wire to Water	Repair Electric Door Strike, Access Control 2019	\$3052.98	8320.475.B	AC
H2M	Semi Annual Tank Inspection	\$10,000.00	8310.451.0	PS
National Grid Energy Management	Additional work on Searingtowns Heat Exchanger, repairs to fan and motor starter 2019 w19-193 PO 2019-1058	\$3232.07	8320.475.B	AC
	TOT. AMT. REQ.	\$51,285.05		

The adoption of the foregoing Resolution (#W30-20) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Flynn, Commissioner Sauvigne, Commissioner Morris

Nays: None

On MOTION of Commissioner Morris, seconded by Commissioner Flynn, the following RESOLUTION was adopted,

WHEREAS the Board of Commissioners recognized the importance of water conservation, and the Environment Protection Agency (EPA) has a WaterSense program which focuses specifically on water conservation,

NOW, THEREFORE it is hereby

RESOLVED THAT the Board of Commissioners agreed in 2018 to enter into an agreement and partnership with the Environmental Protection Agency's (EPA) WaterSense Program,

AND to further the water conservation effort in 2020 and help promote the WaterSense partnership, the Manhasset Lakeville Water District's Board of Commissioners has agreed to offer up to \$150.00 rebate to customers who have installed a Water Sense labeled irrigation controller to cover the cost of the device and installation. The program will end 12/31/2020.

The adoption of the foregoing Resolution (#W31-20) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Flynn, Commissioner Sauvigne, Commissioner Morris

Nays: None

RESOLVED, that the Board of Commissioners approved annual raises to base salaries effective as of January 1, 2020 for the non-CSEA Water District office employees, as set forth in a schedule of proposed salary increases presented to and reviewed by the Board. Mary Jayne Dreyer, Senior Typist-clerk will receive a \$4,000 raise, Cathy Marini, Account Clerk, will receive a \$3,000 raise, Clare Panarese, Treasurer, will receive a \$4,000 raise, Andrew Salvemini, Supervisor Water Plant Operations will receive a 3.0% raise, Paul Schrader, Superintendent, will receive a 3% raise, Antonia Pisani, Clerk will receive a 3.53% raise.

The adoption of the foregoing Resolution (#W32-20) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Flynn, Commissioner Sauvigne, Commissioner Morris

Nays: None

There was no board correspondence.

Meeting adjourned at 6:15 p.m. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on January 14, 2020.

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Brian J. Morris, Secretary

:mjd