

**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  
March 3, 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 March 3, 2020 at 4:00 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:
  - Paul Schrader - Superintendent
  - Antonia Pisani – District Clerk
  - Chris Prior – District Counsel
  - Joe Todaro, Dustin Rigos – District Engineers

- Guests for bid opening:
  - Syed Ali – MTS infrastructure
  - Dan Pappas – Bancker
  - Sam Zarra – Araz Industries

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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.

Chairman Sauvigne announced: It is now 4:00 pm and this is a public bid opening for the Marcus Ave Water Main Replacement. As per instructions published on or about February 13, 2020 in the following newspapers, recognized by the Board of Commissioners as the official newspapers of the Manhasset-Lakeville Water District: the Manhasset Press, the New Hyde Park Illustrated, the Great Neck Record, sealed bids were received up until 4:00 pm on this date, March 3, 2020 by the District Office and now to be opened:

Alessio Pipe and Construction Co, Inc.	\$1,222,500.00
Merrick Utility Associates	\$ 971,530.00
Bancker Construction	\$ 1,068,315.00
Araz Industries, Inc.	\$ 1,336,260.00
MTS Infrastructure LLC	\$ 1,080,130.00

That concludes the bid opening. The information will be presented to the District Superintendent for evaluation.

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	Next letter being prepared. Stake out fence? Munsey Park building perming.
Valley Well rehabilitation	Requested information forwarded to Redland for the response letter to the NYSDEC.
Vepo Crossconnex	First batch of test due notices sent. MLWD to send out 700 notices for installation due that require submission to Vepo, not MLWD.
Shelter Rock #1 and #2	In design.
Searingtown	AOP Pilot test complete.
Plandome Park	H2M preparing liquidated damages analysis. (August 12, 2019 Notice to Proceed). Broken drain pipe at trench?
Macy's redevelopment	H2M response sent including a request for a deposit.
Bond	Draft Engineer's report for 2020 Bond Issue under review.
VOP	Intermunicipal Agreement.
Annual Contracts	Existing contract extensions. Resolution
Procurement Policy	Proposed changes pending. Resolution?
AWQR	2019 annual report is under construction.
Marcus Ave Water Main	Due today @ 4pm.
Park Avenue Water Main	In Design

**Board of Commissioners of the  
Manhasset-Lakeville Water District**

RESOLVED, that, effective as of the date hereof, the following Policy is hereby enacted:

**Policy Authorizing Employee Gifting of  
Accrued but Unused Comp Time, Vacation Days  
And Sick Days to Fellow Employees  
Who Suffer Catastrophic Illness or Injury**

From time to time, employees of the Water District, including those who are members of a Collective Bargaining Unit (a "Union Employee"), and those who are not members of a Collective Bargaining Unit, but who hold full-time employment positions with the Water District ("Non-Union Full-time Employees" or "NUFTE"), experience catastrophic illnesses or injuries which require such an employee (each, an "Affected Employee") to consume all of his or her vested and available paid time off, including comp time, vacation days, and sick days. For purposes hereof, "comp time" shall mean time off in compensation for certain hours worked to which a Union Employee or a NUFTE is entitled pursuant to the terms of his or her employment with the Water District.

Under such circumstances, fellow employees of an Affected Employee may be willing to contribute to the Affected Employee accrued but unused comp time, vacation days and sick days to which such fellow employees are entitled (each, a "Contributing Employee").

The Board of Commissioners, upon application by both the Contributing Employee(s) and the Affected Employee, may elect to allow the transfer of all or a portion of the accrued but unused comp time and/or vacation days and/or sick days proposed for transfer (as approved for transfer, "Transfer Days").

Upon approval of any such contribution, the Contributing Employee shall cease to have any rights in or to those Transferred Days, and the Affected Employee shall be entitled to use same for his or her own benefit, in the manner and to the extent that he or she would be entitled to use comp time, vacation days and sick days accrued directly to his or her benefit pursuant to the terms of his or her employment with the Water District, subject to the restriction set forth below.

Notwithstanding any contrary provision contained herein, or in any employee handbook, collective bargaining agreement, individual employment contract, or any other resolution or policy adopted by the Board of Commissioners, or to which the Board of Commissioners is a party, no Affected Employee shall be deemed to accrue comp time, vacation days, personal days or sick days with respect to any period of time during which the Affected Employee is consuming Transfer Days from any Contributing Employee as contemplated hereunder.

The Board of Commissioners retains the right, in all instances, to disapprove all or any portion of any such proposed contribution of accrued but unused comp time, vacation and sick

days to the extent that the Water Board determines the disallowing of same to be in the best interests of the Water District and its tax payers.

This policy is originally enacted effective as of March 3, 2020.

The adoption of the foregoing Resolution (#W53-20) 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 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 3/3/20 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: 3/3/20

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, 3/3/20, 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 1350 Thru Check Number 1350 this date.

The adoption of the foregoing Resolution (#W54-20) 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 3/3/20 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: 3/3/20

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, 3/3/20, 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 9094 Thru Check Number 9117 this date.

The adoption of the foregoing Resolution (#W55-20) 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, 3/3/20 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
Pollard water	Misc. brass and meter setters	\$3,216.30	8340.260.0	NR
Wire to water	Service call Eden station power failure	\$4,232.65	8320.475.B	AC
US Geological Survey	Joint funding agreement	\$5,640.00	8310.451.0	PS
	TOT. AMT. REQ.	\$13,088.95		

The adoption of the foregoing Resolution (#W56-20) was duly put to a vote on roll call, which resulted as follows:

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

The board was in receipt of and discussed the information contained in a notice from the Village of Thomaston regarding a public hearing notice for 3/12/20.

Meeting adjourned at 5:30 p.m. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on March 3, 2020.

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Brian J. Morris, Secretary

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