

# PORT WASHINGTON WATER DISTRICT

## Organizational Meeting of the BOARD OF COMMISSIONERS

Held: January 6<sup>th</sup>, 2021

The Organizational Meeting of the Commissioners of the Port Washington Water District was held at the Office of the Board, 38 Sandy Hollow Road, Port Washington, New York at 8:00 am on January 6, 2021.

**Present:**            Commissioners:  
Peter Meyer, Secretary  
Mindy Germain, *Treasurer*

**Also Present:** Italo J. Vacchio, *Superintendent*  
Peter Fishbein, *District Attorney*  
William Merklin, *District Engineer*  
Michael Savarese, *District Engineer*  
Michelle Handley, Office Manager  
Francine Furtado  
Kevin Boroumand  
Cameron Boroumand

The meeting was called to order by Peter Meyer, Acting Chairman of the Board of Commissioners, with the Pledge to the flag.

**MOTION:** A motion was made to approve the minutes from the Board Meeting held on December 23, 2020.

The Board of Commissioners proceeded with the business of appointing the officers for the year 2021, as follows:

1.     **Chairman:**                    David R. Brackett  
      **Nominated by:**           Peter Meyer  
      **Seconded by:**            Mindy Germain
  
2.     **Secretary:**                 Peter Meyer  
      **Nominated by:**           Mindy Germain  
      **Seconded by:**            Peter Meyer
  
3.     **Treasurer:**                Mindy Germain  
      **Nominated by:**           Peter Meyer  
      **Seconded by:**            Mindy Germain

**RESOLUTION:**                **Designation of Depositories (Banks)**

Dime Community Bank  
805 Port Washington Boulevard  
Port Washington, NY 11050

M & T Bank  
1 M & T Plaza  
Buffalo, NY 14203

**RESOLUTION:**    **Travel Expenses** – That the Commissioners and Superintendent be allowed all expenses including travel incurred while attending meetings, conventions and other business in connection with the water industry.

**RESOLUTION: Commissioners' Compensation (fee):** Meetings and District Business up to \$100 per Diem.

**RESOLUTION: Employment of Accountant (CPA):** Robert A. Johnson, CPA  
75 Prospect Street, Suite 402  
Huntington, NY 11743

**RESOLUTION: Employment of Auditor (CPA):** Cullen & Danowski, LLP  
1650 Route 112  
Port Jefferson Station, NY 11743

**RESOLUTION: Employment of Attorney:** Bee, Ready, Fishbein, Hatter & Donovan LLP  
170 Old Country Road  
Mineola, NY 11501

**RESOLUTION: Employment of Consulting Engineer's:** D & B Engineers & Architects, P.C  
330 Crossways Park Drive  
Woodbury, NY 11797

**RESOLUTION: Official Newspaper:** Newsday / Port Washington News / Port Times  
Either or all will be used according  
to the direction of the Board of Commissioners.

**RESOLUTION:** The following legal advertisement is to be published in the next issue of the Port Washington News:

Please take notice that the Port Washington Water District will hold regular Board meetings every Wednesday at 8:00a.m. In the event that a regularly scheduled meeting needs to be changed, or an evening meeting needs to be scheduled for statutory or resident needs, a notice shall be posted in advance at the District Business Office, 38 Sandy Hollow Road. The meetings will take place at the business office, Board Room, 38 Sandy Hollow Road, Port Washington, New York. All interested parties are invited to attend.

**RESOLUTION:** To appoint Italo J. Vacchio, Superintendent and Michelle Handley, as Record Access Officer for Freedom of Information requests made to the District, effective January 1, 2021.

**RESOLUTION:** To appoint Italo J. Vacchio, Superintendent and Michelle Handley, as Records Management Officer (RMO) for the Port Washington Water District, effective January 1, 2021.

**RESOLUTION:** To reaffirm all existing policies of the Port Washington Water District

The Board further reviewed the District's account balances as follows as of January 6, 2021:

General Checking	\$1,272,506.17
Money Market	\$28,584.85
Tap Fee Account	\$28,614.81
Repair Reserve Equipment	\$173,311.06
Repair Reserve Bldg & Grounds	\$112,526.32

The following claim was received for payment and approved by the Board:

1. D & B Engineers & Architects, Engineering, Neulist Ave Station (Bond Issue) \$11,747.59

Superintendent Vacchio reported on the following:

1. Reviewed with the Board, the December pumpage report and total pumpage for 2020.
2. The District has a main break in front of 36 Irma Avenue the District made the repair.
3. Southerland Land called asking why they did not receive their letter of water availability. They were informed that the moratorium is still in effect.
4. The owner of 24 Joel Place requested that their bill be adjusted because it was higher than last year. This was not approved.

A letter was received from Kevin Boroumand again requesting a letter of water availability on a planned two (2) family home at 15 Dunes Lane. The Board will review his letter.

Michael Savarese, P.E. reported on the following:

1. Hewlett AOP Treatment – Finalizing detailed design.
2. Stonytown AOP Treatment - Reviewed water quality sampling results and the continued use of well as a last-on first-off well. Submitted the Basis Of Design Report to NYS Department of Health on 12/31/20.

At 8:40am, a motion was made to go into executive session. Carried

At 9:05am, the regular meeting was resumed.

The following Resolution was offered by Commissioner Meyer and seconded by Commissioner Germain. Carried

The Port Washington Water District on or about October 30, 2019, imposed a moratorium on new water services to projects larger than one (1) family homes. Since that time, the Port Washington Water District has received a deferral from the NYS Department of Health allowing the District an extended period of time to comply with the new MCLs mandated by NYSDOH. Dvirka and Bartilucci, the District's engineers has completed an analysis demonstrating that the District can lift the moratorium, and recommended certain conservation measures be implemented to keep impacted wells offline as much as possible. Therefore, upon recommendation of the engineers, the Port Washington Water District lifts the Moratorium imposed on or about October 30, 2019 and moves forward with conservation measures recommended.

WHEREAS, the Port Washington Water District is desirous of reducing the demand for water for lawn irrigation systems,

WHEREAS, the New York State DEC mandated all water suppliers decrease peak season (May – September) by 15%,

WHEREAS, the District is a shoreline district required to reduce the demand for water for lawn irrigation systems to help minimize saltwater intrusion,

WHEREAS, construction of treatment can require the District to take wells off-line during peak season (May – September) reducing capacity,

WHEREAS, the District has evaluated water conservation initiatives and the impact automatic irrigation systems have during peak seasonal demand,

WHEREAS, automatic irrigation is the primary contributor to peak seasonal water demand and causes significant pressure reduction during peak demand in some areas throughout the Districts water supply distribution system,

WHEREAS, replacing standard automatic irrigation system clock timers with EPA WaterSense labeled smart irrigation controllers have been proven to reduce water use by using local weather data to tailor watering schedules to actual landscape conditions and needs,

WHEREAS, this technology has been proven to induce significant lawn irrigation water conservation and the District has previously required EPA WaterSense labeled smart controllers on all new installations,

NOW THEREFORE BE IT RESOLVED, All PWWD customers are required to replace standard automatic irrigation system clock timers with EPA WaterSense labeled smart irrigation controllers by January 1, 2025.

Checks for payment of claims, due from the Port Washington Water District totaling \$188,669.71 were approved by the Board.

There being no further business to discuss, the meeting was adjourned at 9:20am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on Wednesday, January 6, 2021.

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Peter Meyer, *Secretary*