

September 15, 2021

A regular meeting of the Board of Commissioners of the Port Washington Water District was held at the District offices located at 38 Sandy Hollow Road, Port Washington, New York, on Wednesday, September 15, 2021 at 8:00am.

**PRESENT: COMMISSIONERS:**

David Brackett, Chairman  
Peter Meyer, Secretary  
Mindy Germain, Treasurer

Italo Vacchio, Superintendent  
William DeWitt, Attorney  
Michael Savarese, P.E., Engineer  
Michelle Handley, Office Manager

The meeting was called to order by David Brackett, Chairman of the Board of Commissioners, with the Pledge to the flag.

Minutes for the meeting held on September 8, 2021 were read and approved.

The Board further reviewed the District's account balances as follows as of September 15, 2021:

General Checking	\$2,060,464.97
Money Market	\$28,638.92
Tap Fee Account	\$33,170.78
Repair Reserve Equipment	\$87,119.50
Repair Reserve Bldg & Grounds	\$112,739.17

The following claims were received for payment and approved by the Board:

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|--|--------------|
| 1. Bee, Ready, Fishbein, Hatter & Donovan, LLP Professional Services July 2021 | \$3,275.00   |
| 2. D & B Engineers & Architects, Engineering, AOP Morley Park (Bond Issue)     | \$122,283.94 |

Commissioner Germain and Superintendent Vacchio reported that they met on September 9, 2021 with Deborah Algios, Deputy Town Attorney for the Public Hearing to discuss the 2022 Annual Budget which was held at the District at 7:00am.

The following motion was made.

**MOTION:** Commissioner Brackett put forth a motion to approve the 2022 Annual Budget.  
The Board was polled as follows:

Commissioner Brackett	- Yea
Commissioner Meyer	- Yea
Commissioner Germain	- Yea

By unanimous vote of all three Commissioners, the motion was passed to approve the 2022 Annual Budget and forward same to the Town of North Hempstead.

Superintendent Vacchio reported on the following:

1. Due to the recent heavy rain storm, Well No. 7 was flooded and had four feet of water inside the building. New parts are on order. The District will make an insurance claim for the work.
2. The 2022 Budget at the Town will be held on October 21, 2021.

3. Neulist Station Booster No. 2's cla-valve needed to be rebuilt. Harper Haines has been called in to rebuild the valve.
4. Went over the 2021 Budget vs. Actual Expenses and Revenue as of August 31, 2021.
5. The date of the pharmaceutical take back day is going to be October 23<sup>rd</sup> from 10:00am to 1:00pm. The Port Washington Police will be onsite to assist.

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

1. Boost Nassau Recovery Resources Grant – Review updates regarding the grant application process from conference call with LIWC representatives.
2. Hewlett Transformer Relocation – The switchgear replacement work is scheduled to resume onsite tomorrow, 9/16.
3. Stonytown AOP and Nitrate Treatment – Completing revisions to the Basis of Design Report as required by NYSDOH/NCDH for submittal on or before Wednesday 9/15/21.
4. Hewlett AOP Treatment – Project currently being advertised with bid opening date scheduled for 9/29/21. Pre-Bid Site Meeting completed Friday 9/10/21 at 10:00 am.
5. Morley Park AOP Treatment – Preparing 90% detailed design drawings and specifications.
6. Beacon Hill Tank Port Washington Fire Department Antenna – Field testing of equipment completed yesterday, Tuesday, 9/14/21.
7. Southport Tank Condition Assessment – Reviewed condition assessment report.

William DeWitt discussed several legal issues with the Board.

Checks for payment of claims, due from the Port Washington Water District totaling \$251,969.78 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 9:05am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on September 15, 2021.

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Peter Meyer, Secretary