

**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
December 16, 2025**

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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 December 16, 2025 at 4:00 p.m. (Prevailing time),

There were present:

Commissioner(s): Honorable Steven Flynn, Chairman of the
Board of Water Commissioners

Honorable Mark Sauvigne, Water District
Treasurer

Honorable Brian Morris, Water District
Secretary

Also present: Superintendent Paul J. Schrader
Business Manager Hilary Grossman
District Engineer Joe Todaro

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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.

Shelter Rock AOP	The sewer application is under review by the NCDPW.
251 Searingtown (Toll Bros)	Received release agreement from surety, waiting for Palace to sign off. Received NCDOH comment letter on plans.
Spruce Pond	Letter acknowledged, attorneys are in contact.
Univerus	Continue to work on dispatch/service orders.
Searingtown AOP	Received NCDOH comment letter on plans.
Evans Street Water Main	Paving not scheduled yet, not complete.
Thomaston Tank Rehabilitation	Waiting for countersigned IMA from NCPD. T-Mobile & AT&T seeking renewals. Gave CP AT&T contact info.
Campbell Well #1 PFAS	Building construction continues. Change Order 1 for approval and signature.
Eden GACs	Punch list and final payment remains.
Propel NY	Waiting on a form of agreement for any needed water main offset work.
401-a Plan	MOA for Board signature
Waldron	MOA for Board signature
Retiree	Payout figures and personal days. CP

It is hereby RESOLVED that the Board of Commissioners Steven Flynn, as Chairman of the Board of Commissioners of the Manhasset-Lakeville Water District, is authorized to sign Change Order #1 for the Treatment Building at Campbell Station-Spruce Ponds on behalf of the Board.

The adoption of the foregoing Resolution (#W227-25) was duly put to a vote on roll call, which resulted as follows:

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

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

To the Treasurer:

I certify that the claims submitted for approval were audited by the Board of Commissioners of the Manhasset-Lakeville WATER District on 12/16/2025 and are allowed in the amounts shown. You are hereby authorized and directed to pay to each of the claimants the amount indicated.

Commissioner Morris
Manhasset-Lakeville Water District

Date: 12/16/2025

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, 12/16/2025, 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 based upon the board approval on this date.

The adoption of the foregoing Resolution (#W228-25) 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 Morris 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, 12/16/2025 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
Orchid Sewer	Main Break emergency repairs Bates Road	\$6,470.00	8340 475	EP
TOTAL	REQUESTED	\$6,470.00		

The adoption of the foregoing Resolution (#W229-25) was duly put to a vote on roll call, which resulted as follows:

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

It is hereby RESOLVED that the Board of Commissioners Brian Morris, as Secretary of the Board of Commissioners of the Manhasset-Lakeville Water District, is authorized to sign proposal of training services with Univerus on behalf of the Board.

The adoption of the foregoing Resolution (#W230-25) was duly put to a vote on roll call, which resulted as follows:

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

BE IT RESOLVED that Dawn Bradley be hired as the Auditing Assistant, effective January 5, 2026, at an annual salary of \$57,000.00, with one (1) week of vacation to be granted upon successful completion of her six-month probationary period.

The adoption of the foregoing Resolution (#W231-25) 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 5:10 p.m. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on December 16, 2025.

Brian J. Morris, Secretary

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