

# MINUTES

## BETHPAGE WATER DISTRICT

**DATE:** January 9, 2025 – 2:00pm

**Location:** Bethpage Water District, 15 Grumman Road West Suite 1450

**Commissioners and others present:**

John Coumatos Theresa Black Scott Greco Sal Greco Michael Boufis  
Joseph Daub Michel Ingham Michael Weber Denise Spinelli Diana Long

**Call to Order:**

**Minutes of previous meeting:**

Minutes from January 2, 2025 Read Motion made by Commissioner Black, second by Commissioner Greco and unimously carried by the Board.

**Superintendent's Report:**

- Supt. Boufis received an e-mail from New York 811 on the 2025 pricing schedule
- Supt Boufis presented a letter dated January 3, 2025 from H2M architects + engineers to the board of commissioners for additional fee for project BPWD2351 in the amount of \$26,000.
- Supt Boufis presented a letter dated January 3, 2025 from H2M architects + engineers to the board of commissioners for additional fee for project BPWD2352 in the amount of \$39,000.
- Supt Boufis presented a letter dated January 8, 2025 from H2M architects + engineers to the board of commissioners for additional fee for project BPWD2107 in the amount of \$146,000.
- Supt Boufis presented the updated NSWCA Bethpage Water page.
- Additional Office Staff is under review by the District.

### Town of Oyster Bay Bond Claim Forms

H2M architects + engineers  
BPWD2107 – Ion Exchange & AOP Plant#1  
Invoice #272067 Net Payable: \$4,945.57

H2M architects + engineers  
BPWD1554 – North South Transmission Main  
Invoice #272183 Net Payable: \$7,696.13

H2M architects + engineers  
BPWD1554 – North South Transmission Main  
Invoice #272339 Net Payable: \$2,200.00

H2M architects + engineers  
BPWD1554 – North South Transmission Main  
Invoice #272340 Net Payable: \$2,925.00

Stalco Construction, Inc.  
BPWD2105 – Well House 7 & 8  
Invoice #2318-010 Net Payable: \$39,373.41

Stalco Construction, Inc.  
BPWD2105 – Well House 7 & 8  
Invoice #2318-011 Net Payable: \$26,678.37

Palace Electrical Contractors, Inc.  
BPWD2301 – Reno Admin Building  
Invoice #5 Net Payable: \$45,082.25

**Correspondence:**

- Tri-party collateral agreement. Capital One and Bank of NY at 105% dated 12/30/24
- Tri-party collateral agreement between the custodian M&T Bank and First National Bank of Long Island at 105% dated 1/2/2025
- RBC Advisor account statement for December 2024
- December finals for new owners.
- Minutes from 703<sup>rd</sup> meeting of the LIWC held on December 11, 2024 at Westbury Manor. Next meeting will be held on January 27, 2025 at Westbury Manor.
- Meeting minutes from BPWD2301 – Renovation of administration building. Meeting #28 & #29.
- NSWCA- Training class on Wednesday January 15, 2025 at 6:00pm located at Westbury Fire House on Cash Settlement Receipts. Meeting open to Commissioners, Superintendents, Business Managers and Office Managers.

**Attorney's Report:**

1. Attorney Ingham presented a Draft of "Amendment to Plant 4 Agreement Between Northrop Grumman Corp. and the Bethpage Water District" for the Board's review.

2. Attorney Ingham stated he has filed a "Joint Application of the Bethpage Water District and the Hicksville Water District with the Town of Oyster Bay for a Delegation of Authority under Town law Section 215, Subdivision 19".
3. Attorney Ingham reported there is Litigation in reference to Elections at the Great Neck Park District and the State of NY Attorney General.
4. Attorney Ingham commenced a Tele-com call with Matt Edling from Sher & Edling to discuss progress with the Dow pending Litigation. More to follow.
5. New Rental Lease with T-Mobil is under review by all parties. Comparisons to other Water Districts are being reviewed.

Engineer Michael Weber reported the following:

1. North to South Transmission Main – Phase 2 (Central Ave.) – Plans and specs submitted to NCDOH. Coordinating with LIRR on an agreement for new main easement. Phase 3 (Park) – H2M submitted documents to PSEG and confirmed receipt. H2M awaiting response from PSEG on their record maps.
2. Well House No. 7 & 8 Roof Replacement & Improvements – Louvers scheduled for end of January. Negotiating contractors deduct change orders. Meeting scheduled on site 1/10/25 to finalize change orders/completions schedule.
3. Ion Exchange & AOP Treatment at Plant No. 1 – PRI poured the brine/hydrogen peroxide tank slab adjacent to the new PTS building. Plumber has been on site to work on the ISEP System small piping. Air stripper delivery scheduled for 1/21/2025. Additional work and time was needed for H2M to complete work for AST. Commissioner Coumatos requested H2M to expedite additional Invoice for Project. Engineer Weber will investigate issue.
4. AT & T Upgrades at Adams Ave. – Construction has begun on Monday 12/9. Construction is ongoing and should be completed by the end of week or early next week.
5. Renovation of Administration Building – Interior storefront installation to be completed this week. Contract G is prepping the interior slab for flooring which includes some grinding and self level of the original admin. building slab. Wall tiling and other finishes are planned to be started in the next week. Garage Work – Demolition work completed. Contractor is prepping for new foundations and masonry work.

Joseph Daub reported the following:

1. Updates to BWD Ordinances making progress with Attorney Ingham,

2. Doppler Answering Notification System representative will met with the District on Wednesday January 22 at 10 am.
3. The District received a quote for a new St. Patty's Parade on March 3, 2025. New 7' x 15' Float Trailer which is in stock will cost \$5700. Purchase approved by Board.
4. The District received an E-mail from Melton & Pope in reference to Road Restoration by the Town of Oyster Bay. Future project will include South Oyster Bay Road and Stewart Ave. H2M will be consulted for future BWD Projects in this area. Coordination between the BWD & TOB should result in reduced charges for Road Restoration by the TOB.
5. BWD Meeting Schedule for 2025 will be posted on the District's Website.
6. Mr. Daub reported three new BWD Employees have been issued Uniforms and other Equipment. Each new Employee has been given a Tour of BWD Plants and Facilities.

Commissioner Greco stated he received a call from Chief Frank DeBobes Jr. in reference to a Hydrant behind Ex-tended Stay Residence. A District Map indicated the Hydrant is not owned by the BWD. The BWD has three Steamer Hydrants on a 16" Main in this area.

Commissioner Greco reported the Bethpage Fire District and Bethpage Water District will hold their Annual Joint Meeting on January 23, 2025 at 6:00 pm.

**Meeting Adjourned: 3:55 pm**

Respectfully submitted by Secretary Scott A. Greco

  
Theresa M. Black Treasurer

  
Scott A. Greco Secretary

  
John E. Coumatos Chairman

  
Sal J Greco Consultant

MINUTES OF MEETING OF THE BOARD OF COMMISSIONERS  
of  
BETHPAGE WATER DISTRICT

held at the office of the District in Bethpage, Nassau County, New York, on the 9th day of January, 2025 at 2:00 pm.

Present:	Commissioners	John F. Coumatos Theresa M. Black Scott A. Greco
	Superintendent	Michael J. Boufis
	Asst Superintendent	Joseph H. Daub
	Treasurer BOC	Denise Spinelli
	Secretary BOC	Diana Long
	Attorney	Michael F. Ingham
	Attorney	Gregory W. Carman, Jr.
	Consultant	Salvatore J. Greco
	Engineer	Richard Humann
	Engineer	Michael Weber

Reorganization Meeting was then held as follows:

“WHEREAS, in order to provide for the orderly operation of the District, the Board of Commissioners has decided to reorganize the operations of the District as follows”. Unless otherwise noted, the following Resolutions were unanimously adopted by the Board.

RESOLVED that titles for Commissioners are to be as follows:

John F. Coumatos	- Chairman
Theresa Black	- Treasurer
Scott A. Greco	- Secretary

Petty Cash

RESOLVED that the Districts reaffirms the petty cash fund in the amount of \$100.00 (One-Hundred Dollars) and the cash drawer in the amount of \$200.00 (Two-Hundred Dollars) will be combined and directs that said fund be utilize in accordance with the requirements of Town Law §215 subparagraph (1-c). Superintendent is authorized to disburse funds from petty cash. Petty cash will be increased to \$500.00 (Five Hundred Dollars)

### Mileage Reimbursement

RESOLVED that reimbursement for the use of personal vehicles in performing District business be set in accordance with the prevailing IRS mileage reimbursement allowance in accordance with the District's Vehicle Policy.

### Consulting Engineers

RESOLVED that H2M be retained as Engineers for the District for the year 2025.

### Official Testing Lab

RESOLVED that Pace Analytical Systems and Eurofins Eaton Analytical, LLC be retained as the Testing Laboratory for the District for the year 2025.

### District General Counsel

RESOLVED that Michael F. Ingham of Carman, Callahan & Ingham be retained as Attorneys for the District for the year 2025.

### District Accountants

RESOLVED that JKL Municipal Accounting Solutions, LLC be retained as Auditors for the District for the year 2025.

### District Auditors

RESOLVED that PFK O'Connor Davies, LLP be retained as Auditors for the District for the year 2025.

### District Official Newspapers

RESOLVED that the Newsday be designated as the official newspaper of the District for the year 2025.

### Designation of Depositories

RESOLVED that Flushing Bank, Capital One Bank, The First National Bank of Long Island, NYLAF-PMA Financial Network & First American Asset Advisory, LLC. were designated as depositories of the funds for the Bethpage Water District for the year 2025.

District's Insurance Broker

RESOLVED that Salerno Brokerage be retained as Insurance Broker for the District's for the year 2025.

District's Consultants

RESOLVED that Salvatore Greco, Business Management; Richard Baldwin, Jr., Unlimited IT Solutions; Kevin Saal, LI Software Solutions, Inc.; Marc P. Menzies, Overview Technology Solutions Inc, SecureCom, Security System; System Integrated, SCADA; LI Control, Instrument and Control; and Lexington Technologies, Instrumentation and Control; SAP America, Inc., Univerus Inc. be retained as the District's Consultants for the year 2025;

Annual Memberships and Meetings

RESOLVED that the Commissioners authorize the membership to and the attendance of training sessions, workshops, conferences and meetings for the Commissioners, Superintendent, and or designated staff for the following organizations:

New York State American Water Works Association (NYSAWWA)  
Nassau Suffolk Water Commissioners Association (NSWCA)  
Long Island Water Conference (LIWC)  
NYS Government Finance Officers Association (NYSGFOA)

Purchasing Officer

RESOLVED that the Superintendent, Michael J. Boufis, is authorized to act at the District's Purchasing Officer and incur liabilities on behalf of the District within budgetary and bidding limitations, and to execute appropriate documents.

FOIL Access Officer

RESOLVED, that the Superintendent, Michael J. Boufis is hereby designated as the FOIL Access Officer for the District's records.

Record Retention Officer

RESOLVED, that the Superintendent, Michael J. Boufis is hereby designated as the Record Retention Officer for the District's records.

Standard Work Day Resolution

The Superintendent informed the Commissioners that the New York State Comptroller had promulgated and amended reporting rules for "elected and appointed officials" under 2 NYCRR 315.4 that requires the District to adopt a Standard Workday Resolution at each Reorganization Meeting. After discussion, and upon motion duly made and seconded, the attached Resolution was adopted.

#### Procurement Policy

Discussion was then held on the District's current policy for procurement procedures. The Superintendent and District's counsel did not recommend any changes to the District's Procurement Policy. After discussion and further review by the Commissioners, it was decided that the District's procurement policy will be reaffirmed in its current state.

RESOLVED that the Procurement Policy is hereby re-ratified by the Board of Commissioners.

#### Investment Policy

Discussions were then held on the District's current Policy for Investment Procedures. The Superintendent informed the Commissioners that there were no changes this policy. After discussion and further review by the Commissioners, it was decided that the District's Investment Policy will be re-ratified.

RESOLVED that amended Investment Policy is hereby adopted by the Board of Commissioners;

#### Water Rates for 2025

RESOLVED that under Section 4.2 Rates, Article 4 entitled Water Rates, Charges, Fees and Deposits appearing in the Ordinances enacted by Bethpage Water District reaffirms that the water rates set on January 7<sup>th</sup>, 2021 will be in effect for 2025 which are as follows:

0 to 10,000 gallons	\$1.50 per 1,000
10,001 to 25,000 gallons	\$2.05 per 1,000
25,001 to 45,000 gallons	\$2.30 per 1,000
45,001 to 60,000 gallons	\$2.65 per 1,000
60,001 to 80,000 gallons	\$3.15 per 1,000
Over 80,000 gallons	\$3.25 per 1,000

#### Price List and Fees



Discussion was then held on the District's price list for sale of water supplies. The Superintendent informed the Commissioners that the price list was updated in accordance with the 2024 Water Supplies Bid.

RESOLVED that the District set the 2025 'Price List and Fees' and will keep the schedule on file at the District. (2025 Price List and Fee Schedule is Attached to the end of these minutes.)

**District Meeting Dates and Times**

RESOLVED that the District's official meeting time is every Thursday at 3:00 pm unless otherwise noted at the District's Temporary Headquarters located at 15 Grumman Road West, Suite 1450, Lower Level, Bethpage, New York. (2025 Board Meeting Calander is Attached to the end of these minutes.)

There being no further business, the meeting was, upon motion duly made and seconded, adjourned

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Secretary

## BETHPAGE WATER DISTRICT

25 Adams Avenue • Bethpage, NY 11714  
(516) 931-0093 • Fax: (516) 931-0068  
[www.bethpagewater.com](http://www.bethpagewater.com)  
Email: [info@bethpagewater.com](mailto:info@bethpagewater.com)



### COMMISSIONERS

**John F. Coumatos**  
Chairman

**Theresa M. Black**  
Treasurer

**Scott A. Greco**  
Secretary

**Michael J. Boufis**  
Superintendent

**Joseph H. Daub**  
Asst. Superintendent

**Michael F. Ingham**  
Counsel to the District

### Date of Meetings:

January 2, 2025

January 9, 2025 – 2:00pm Start - Reorganizational Meeting

January 16, 2025

January 23, 2025

January 30, 2025

February 6, 2025

February 13, 2025

February 20, 2025

February 27, 2025

March 6, 2025

March 13, 2025

March 20, 2025

March 27, 2025

April 3, 2025

April 10, 2025 – 5:00pm Start

April 17, 2025

April 24, 2025

May 1, 2025

May 8, 2025

May 15, 2025

May 22, 2025

May 29, 2025

June 5, 2025

June 12, 2025

June 26, 2025

July 3, 2025

July 10, 2025 – 5:00pm Start

July 17, 2025

July 24, 2025

July 31, 2025

August 7, 2025

August 14, 2025

August 21, 2025

August 28, 2025

September 4, 2025 – 5:00pm Start - Public Hearing on 2026 Budget

September 11, 2025

September 18, 2025

September 25, 2025

October 2, 2025

October 9, 2025 – 5:00pm Start

October 16, 2025

October 23, 2025

October 30, 2025

November 6, 2025

November 13, 2025

November 20, 2025

December 4, 2025

December 9, 2025 – Commissioner Election

December 11, 2025

December 18, 2025

Note: All meetings are held at 3:00pm unless otherwise noted.

**Bethpage Water District  
Rates and Charges  
2025**

Charge Description	Fee
<b>Water Rates</b>	
Up to 10,000 Gallons	\$15.00 Minimum
11,000 to 25,000 Gallons	\$2.05 per 1,000 Gallons
26,000 to 45,000 Gallons	\$2.30 per 1,000 Gallons
46,000 to 60,000 Gallons	\$2.65 per 1,000 Gallons
61,000 to 80,000 Gallons	\$3.15 per 1,000 Gallons
Over 80,000 Gallons	\$3.25 per 1,000 Gallons
<b>Customer Service Charges</b>	
N.G. Payment fee per occurrence	\$20
Final Read Fee	\$100
Turn On/Off-water Fee Business Hours	\$50
Turn Off-water Fee After Hours	\$75
Quarterly Manual Read Fee	\$50
Non Compliance Backflow - Quarterly	\$250
Excessive Estimate Fee	\$250
Quarterly Late Fee on Bill	10%
<b>Hydrant Fees</b>	
Hydrant Permit Fee	\$ 300 (with \$300 CASH deposit should a cap & wrench be required)
Hydrant Rental (Fire Districts)	\$65 per hydrant
<b>Meter Supplies</b>	
New End Point/ Radio Read	\$180
New Meter Pit	\$390
New Meter Fee 5/8"	\$309
New Meter Fee 3/4"	\$330
New Meter Fee 1"	\$391
New Service	based on parts/material cost
<b>Fire Sprinkler Fee based on Fireline size (Commercial Only)</b>	
1 inch	\$100
2 inch	\$200
3 inch	\$300
4 inch	\$400
6 inch	\$600
8 inch	\$800
10 inch	\$1,000
12 inch	\$1,200

**New 1" Service**

<b>Material</b>	<b>Cost</b>
Cellular endpoint	\$180.00
1" E-Series Meter with Cellular endpoint	\$391.00
1" Meter setter with 1" DCV devise included	\$840.00
1" Corporation stop valve	\$80.00
1" Curb stop valave	\$160.00
Curb box and rod	\$99.00
4' Bullet style pit with ring and plastic cover	\$400.00
Tap made into the water main	\$2,100.00
<b>Total Cost</b>	<b>\$4,250.00</b>

**Charges for repair work for 2025**

**Labor Services**

Employee	Hourly Rate	Hours	Total
Water Service Supervisor	\$ 94.98	6	\$ 569.88
Senior Water Servicer	\$ 87.81	6	\$ 526.86
Water Servicer	\$ 78.50	6	\$ 471.00
Water Servicer	\$ 78.50	6	\$ 471.00
Water Servicer	\$ 76.26	6	\$ 457.56
<b>Total Charges for Labor</b>			<b>\$ 2,496.30</b>

**Equipment Usage Charges\***

Equipment Type	Daily Rate	Hours	Total
Backhoe	\$ 850.00	6	\$ 637.50
Crew Truck	\$ 550.00	6	\$ 412.50
Dump Truck	\$ 575.00	6	\$ 431.25
Spare Truck	\$ 435.00	6	\$ 326.25
<b>Total Charges for Equipment</b>			<b>\$ 1,807.50</b>

**Supply Charges**

Supply	Cost	Quantity	Total
Patch (UPM Asphalt/ton)	\$ 143.72	300lbs	\$ 21.56
Road Restoration (/sq')	\$ 9.25	60sq'	\$ 555.00
3/4" copper	\$ 8.70	40	\$ 348.00
3/4" Corportation Stop	\$ 53.00	1	\$ 53.00
3/4 cu compression curb stop	\$ 105.00	1	\$ 105.00
3/4" cu comp 45	\$ 44.00	1	\$ 44.00
1" copper	\$ 10.17	40	\$ 406.80
#4 Curb box w/ Rod	\$ 94.00	1	\$ 94.00
Hydrant Breakaway Flange Kit		1	\$ 378.50
RCA/ton	\$ -	2	\$ -
Top soil (/yrd)	\$ 12.00		\$ -
<b>Subtotal</b>			<b>\$ 2,005.86</b>
Materials Mark-up	25%		\$ 501.46
<b>Total Supply Charges</b>			<b>\$ 2,507.32</b>

**Total Charges for Service**

**\$ 6,811.12**

**Meter & Endpoint Cost**

<b>Item</b>	<b>Cost</b>	<b>Extended Cost 25%</b>
Cellular Endpoint	\$168.75	\$180.00
5/8" Disc Meter	\$211.61	\$265.00
3/4" Disc Meter	\$237.26	\$300.00
1" Disc Meter	\$285.24	\$360.00
5/8" E-Series Meter	\$246.53	\$309.00
3/4" E-Series Meter	\$263.63	\$330.00
1" E-Series Meter	\$292.13	\$391.00
2" E-Series Meter	\$859.99	\$1,075.00

## Hydrant Replacement

### Labor Services

Employee	Hourly Rate	Hours	Total
Water Service Supervisor	\$ 94.98	6	\$ 569.88
Senior Water Servicer	\$ 87.81	6	\$ 526.86
Water Servicer	\$ 78.50	6	\$ 471.00
Water Servicer	\$ 78.50	6	\$ 471.00
Water Servicer	\$ 76.26	6	\$ 457.56
<b>Total Charges for Labor</b>			<b>\$ 2,496.30</b>

### Equipment Usage Charges\*

Equipment Type	Daily Rate	Hours	Total
Backhoe	\$ 850.00	6	\$ 637.50
Crew Truck	\$ 550.00	6	\$ 412.50
Dump Truck	\$ 575.00	6	\$ 431.25
Spare Truck	\$ 435.00	6	\$ 326.25
<b>Total Charges for Equipment</b>			<b>\$ 1,807.50</b>

### Supply Charges

Supply	Cost	Quantity	Total
6" Ductile Iron Pipe	\$ 29.10	4	\$ 116.40
1 - 6" Ductile Hymax Coupling	\$ 351.53	1	\$ 351.53
4.5' Bury Clow Eddy Hydrant	\$ 3,693.53	1	\$ 3,693.53
6" 1400 Series Ford Gland Packs	\$ 61.12	3	\$ 183.36
6" Clow MJ RW Gate Valve	\$ 1,040.00	1	\$ 1,040.00
51/4" Tyler VB Lid	\$ 23.52	2	\$ 47.04
26t Tyler Slide VB Top	\$ 125.44	2	\$ 250.88
36b Tyler Slide VB Bottom	\$ 125.44	2	\$ 250.88
Road Opening Restoration	\$ 8.88	48	\$ 426.24
<b>Subtotal</b>			<b>\$ 6,359.86</b>
Materials Mark-up	25%		\$ 1,589.97
<b>Total Supply Charges</b>			<b>\$ 7,949.83</b>

**Total Charges for Service**

**\$ 12,253.63**