

**Meeting of the Board of Fire Commissioners
Of the Manhasset-Lakeville Fire District
In the Town of North Hempstead
In the County of Nassau, New York
September 22, 2020**

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At a regular meeting of the Board of Fire Commissioners of the Manhasset-Lakeville Fire District, in the Town of North Hempstead, in the County of Nassau, New York, held at the Fire District Office, 170 East Shore Road, Great Neck, New York, on September 22, 2020 at 5:15 pm (Prevailing time),

There were present:

Commissioner(s):

Honorable Mark S. Sauvigne
Chairman of the Board of Water Commissioners

Honorable Water District Steven L. Flynn (via facetime)
Treasurer

Honorable Brian J. Morris Water District
Secretary

Other Attendees:

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Meeting called to order at 5:15 pm.

Minutes of the previous meeting to stand approved by the Board.

**RESOLUTION OF THE MANHASSET-LAKEVILLE FIRE 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 Fire District on 9/22/20 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.

Brian J. Morris
Commissioner
Manhasset-Lakeville Fire District

Date 9/22/20

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, 9/22/20, 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 Fire 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 10664 thru Check Number 10685 this date.

The adoption of the foregoing Resolution (#F172-20) was duly put to a vote on roll call, which resulted as follows:

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

**RESOLUTION OF THE MANHASSET-LAKEVILLE FIRE 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 Fire District on 9/22/20 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.

Brian J. Morris
Commissioner
Manhasset-Lakeville Fire District

Date: 9/22/20

Commissioner Sauvigne proposed the following motion, seconded by Commissioner Flynn:

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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 1386 thru Check Number 1387 this date.

The adoption of the foregoing Resolution (#F173-20) was duly put to a vote on roll call, which resulted as follows:

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

The District Treasurer reported to the Board of Commissioners ("the Board") that she has developed in coordination with the FIRE District Supervisor the budget adjustments to the 2020 Budget and that such adjustment should, as a matter of record be approved by the Board and made part of the minutes.

On Motion Commissioner Sauvigne, seconded by Commissioner Morris, the following resolution was adopted,

WHEREAS, the District Treasurer, and upon concurrence with the FIRE District Supervisor, reported to the Board the adjustments to the 2020 Budget, the Board does hereby

RESOLVE to make the following budget adjustments to the 2020 FIRE District Budget:

					Increase	Decrease
1930	0.00	0	Judgement and Claims			
1910	000	0	Unallocated Insurance			
1930	000	0	Judgements and Claims			
1950	000	0	Taxes and Assessments			
3410	100	0	PERSONAL SERVICE-See Detail			
3410	210	0	Office Equipment			
3410	225	1	Buildings and Grounds Capital Outlay			
3410	225	A	Fire Department Capital Outlay		\$82,000.00	
3410	225	B	Mobile Equipment Capital Outlay			\$39,000.00
3410	404.	A	Fire Locator - Computers, etc.			
3410	404.	B	Stationary & Postage			
3410	404	C	Public Relations			
3410	404.	D	FD Secretary			
3410	404	E	Consultant Fees, JSK Grant Writers and H2M			
3410	405	0	Dispatching Services			
3410	419	0	Telephone & Communications			
3410	420	0	Electricity			
3410	421	0	Water			
3410	422	B	Heating			
3410	426.	0	Insurance, Fire & Liability			
3410	426	B	Insurance Deductable			
3410	430	0	Hydrant Rental			
3410	437	0	Maps			
3410	441	0	Legal Notices			

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3410	447	0	Election Expenses			
3410	452	0	Auditing			
3410	452	A	Appraisals			
3410	454	0	Legal			
3410	455	0	Medical			
3410	463	0	PERB, Meetings, Counsel, etc.			
3410	467	0	Gas, Oil, etc.			
3410	474	0	Tools, Parts & Shop			
3410	475	0	A1 Fire Truck Preventative Maintenance			
3410	475	1	Buildings and Grounds Maintenance Supplies and Services			
3410	475	A	Mobile Equipment Maintenance			
3410	475	B	Furniture & Fixtures			
3410	475	C	Tournament Trucks			
3410	475	D	Radios, Computers and Equipment			
3410	475	E	General Repairs			
3410	475	F	Fire Department Equipment, Supply & Maintenance			
3410	485	A	Education & Conferences			
3410	485	B	Fire Prevention			
3410	486	0	Uniforms, Badges & Caps			
3410	486	A	Employee Uniforms			
3410	489	A	Inspections			\$43,000.00
3410	489	B	Parades & Standby Non Emergency			
3410	489	C	Disaster Emergency Stand-By			
3410	489	D	Training			
3410	492	A	District Property			
3410	493	0	Service Contracts			
3410	495	0	HR and Payroll Services			
3410	499	0	Miscellaneous fees			
9010	800	0	New York State Retirement			
9025	800	0	LOSAP			
9030	800	0	Social Security			
9035	800	0	MTA Transit Tax			
9040	800	0	Workers' Compensation			
9045	800	0	Supplemental Longevity			
9050	800	0	Unemployment Insurance			
9060	800	0	Hospital and Dental Active			
9060	800	A	Hospital and Dental Retirees			
				Total	\$82,000.00	\$ 82,000.00

The adoption of the foregoing Resolution (#F174-20) was duly put to a vote on roll call, which resulted as follows:

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

The Board of Commissioners discussed with the Fire District Supervisor, Timothy F. Gould the status of current and future capital projects and equipment for the District.

After discussion, upon motion duly made by Commissioner Sauvigne and seconded by Commissioner Morris, the Board of Commissioners adopted the following resolution:

WHEREAS the capital project to secure real property and to construct an Ambulance facility for the members of the Manhasset-Lakeville Fire Department is progressing and

WHEREAS the capital project to secure (2) Engines, and (1) Chief Emergency vehicle and

WHEREAS an unforeseen, unfunded mandate to purchase firefighting equipment during the COVID-19 Pandemic resulted in the need to repurpose General Fund appropriations slated for the purchase of SCBA Face pieces, bottles, bunker gear.

WHEREAS the budgeted items for 2020 are still necessary and

WHEREAS monies in the amount of \$1,500,000.00 are considered excess funds available from the 2019 Fire District General Fund Unassigned fund balance and have been identified to be put to future said use,

THEREFORE BE IT RESOLVED that the Board of Commissioners hereby approves and so orders that the amount of \$1,500,000.00 be transferred from the General Fund Unassigned Fund Balance as follows: To the Land and Building Reserve in the amount of \$700,000.00 and to the Fire Apparatus Reserve in the amount of \$100,000.00.

The adoption of the foregoing Resolution (#F175-20) was duly put to a vote on roll call, which resulted as follows:

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

The Board was in receipt of and acknowledged the information contained in an Ameriprise Statement.

The Board discussed 2020 Firehouse Usage.

The meeting adjourned at 6:00 pm.

I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on September 22, 2020.

Brian J. Morris, Secretary

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