

**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
October 19, 2021**

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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 October 19, 2021 at 6:00 p.m. (Prevailing time),

There were present:

Commissioner(s):

Honorable Brian J. Morris, Chairman of the
Board of Fire Commissioners

Honorable, Mark S. Sauvigne Fire District
Treasurer

Honorable Steven Flynn, Fire District
Secretary

Also present:

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Meeting called to order by the Chairman at 6:00 p.m.

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

Incoming and outgoing communications were considered by the Board.

**RESOLUTION OF THE MANHASSET-LAKEVILLE FIRE DISTRICT
RELATING TO APPROVAL OF CHECKS
ORGANIZATION NUMBER 3**

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 10/19/21 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: 10/19/21

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

WHEREAS the purchases for goods and services identified and presented to the Board of Commissioners this date, 10/19/21, 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 1515 thru Check Number 1515 this date.

The adoption of the foregoing Resolution (#F139-21) 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 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 10/19/21 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: 10/19/21

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

WHEREAS the purchases for goods and services identified and presented to the Board of Commissioners this date, 10/19/21, 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 13054 thru Check Number 13075 this date.

The adoption of the foregoing Resolution (#F140-21) was duly put to a vote on roll call, which resulted as follows:

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

WHEREAS, the Fire District is the sponsor of a Length of Service Award Program (a “LOSAP”) on behalf of the Manhasset – Lakeville Fire Department, adopted and administered by the Fire District in accordance with Article 11-A of the New York State General Municipal Law (GML); and

WHEREAS, the Board of Fire Commissioners (the “Board”) retains Firefly Admin Inc. (“Firefly”) to be the third-party administrator and actuary for the LOSAP; and

WHEREAS, one of the services provided by Firefly is the processing of the monthly service award payments through their relationship with Comerica Bank (“Comerica”); and

WHEREAS, Alexander Abel and Jane Black are former volunteer firefighters of the Manhasset – Lakeville Fire Department and earned a vested benefit in the LOSAP; and

WHEREAS, Mr. Abel has attained the entitlement age and was receiving a monthly benefit, and Ms. Black attained the entitlement age during 2020; and

WHEREAS, Firefly received notification from the Internal Revenue Service (the “IRS”) regarding a tax identification number (a “TIN) mis-match for Mr. Abel; and

WHEREAS, Firefly had email correspondence with Ms. Black regarding her TIN, and she stated she did not have a valid TIN; and

WHEREAS, the LOSAP is a form of deferred compensation/payment, which is taxable in the United States and requires a valid TIN to pay; and

WHEREAS, Firefly consulted with the Board, and the Board agreed to suspend payments to Mr. Black effective after the December 1, 2020 payment was made, until he completed and returned an IRS W-9 form confirming his TIN; and

WHEREAS, Firefly sent international registered letters to Mr. Abel and Ms. Black on July 28, 2021 requesting that they complete and return either an IRS Form W-9 or a benefit waiver; and

WHEREAS, the letters were delivered on August 7, 2021, and to date there has been no response; and

WHEREAS, Firefly is requesting that they be released from further responsibility to contact these two individuals regarding their benefits;

WHEREAS, the Board has considered the actions and recommendations from Firefly and desires to take certain action as a result; NOW, THEREFORE BE IT

RESOLVED, that the Board interprets the lack of action from Mr. Abel and Ms. Black as indication of their waiver of their right to be paid their service award.

BE IT FURTHER RESOLVED, that, if Mr. Abel or Ms. Black submit a completed IRS Form W-9 in the future, that the Board and Firefly will take the steps necessary to start payments.

BE IT FURTHER RESOLVED, that Firefly is no longer expected to follow up with either Mr. Abel or Ms. Black regarding their payments, nor are they expected to track payments due but not paid, since they are considered waived.

BE IT FURTHER RESOLVED, that a copy of this resolution shall be provided to to Firefly for their records.

The adoption of the foregoing Resolution (#F141-21) 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 EXPENDITURES

Commissioner Sauvigne proposed the following motion, seconded by Commissioner Morris

WHEREAS, the purchase of goods and services identified and presented to the Board of Commissioners this date, 10/19/21 have been found to be properly acknowledged as requested expenditures, according to the Procurement Policy of the Manhasset-Lakeville Fire 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
Chevrolet of Smithtown	8703 Suburban	\$82,000.00	3410.300.3 (Fire Apparatus)	GC
TOTAL	REQUESTED	\$82,000.00		

The adoption of the foregoing Resolution (#F142-21) was duly put to a vote on roll call, which resulted as follows:

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

The Board acknowledged receipt of and discussed the information contained in the Ameriprise statements.

Meeting adjourned at 6:15 pm. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on October 19, 2021.

Steven Flynn, Secretary

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