

**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  
January 12, 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 January 12, 2021 at 5:15 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:

\* \* \*

Meeting called to order by the Chairman at 5:15 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 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 1/12/21 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: 1/12/21

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, 1/12/21, 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 1409 thru Check Number 1410 this date.

The adoption of the foregoing Resolution (#F26-21) was duly put to a vote on roll call, which resulted as follows:

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

RESOLVED, that the Board of Commissioners approved annual raises to base salaries effective as of January 1, 2021 for the non-CSEA Fire District office employees, as set forth in a schedule of proposed salary increases presented to and reviewed by the Board. Patricia Durante will receive a \$2,000 raise; Dorothy Lombardo will receive a 2.5% raise; Antonia Pisani will receive a 2.73% raise.

The adoption of the foregoing Resolution (#F27-21) 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 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 1/12/21 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

Date: 1/12/21

Commissioner

Manhasset-Lakeville Fire District

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, 1/12/21, 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 11030 thru Check Number 11057 this date.

The adoption of the foregoing Resolution (#F26-21) 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 (LOSAP) on behalf of the Manhasset - Lakeville Fire Department (Fire Department) in accordance with Article 11-A of the New York State General Municipal Law (GML); and

WHEREAS, during the COVID-19 pandemic and in response to the Governor's Executive Order 202 of 2020, the Fire Department modified its emergency response protocols and cancelled many events during the period March 19, 2020 to June 19, 2020 (Period); and

WHEREAS, as a result of these modifications and cancellations, active volunteer firefighters will have fewer opportunities to earn points during calendar year 2020, making it more difficult to earn the required 50 points to earn the LOSAP benefit for calendar year 2020; and

WHEREAS, the GML has been amended to add § 217(p), which allows the Board of Fire Commissioners (Board) to award up to five (5) points per month during the Period, with a pro-rated amount awarded for a partial month, by resolution of the Board; and

WHEREAS, the § 217(p) requires the Board to adopt said resolution by April 30, 2021; and

WHEREAS, the Fire Department has provided the Board with documentation regarding the events that were cancelled and how response protocols were changed during the Period; and

WHEREAS, the Board has considered these factors and how they will impact active volunteer firefighters from earning 50 points in calendar year 2020; and

WHEREAS, the Board has determined it appropriate and necessary to award points for the Period; NOW, THEREFORE BE IT

RESOLVED, that the Board of Fire Commissioners approves the granting of 5 points for each complete month of the Period, pro-rated for the partial months; and be it further

RESOLVED, that based on the Period and the necessary pro-ration for the partial months, each active volunteer firefighter is to be awarded a total of 15 points in 2020, in addition to any points earned by the active volunteer firefighter during calendar year 2020; and be it further

RESOLVED, that the Board may modify this resolution by April 30, 2021 in the event that additional information is provided that would lead the Board to determine that additional points for the Period should be awarded.

The adoption of the foregoing Resolution (#F29-21) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Flynn, Commissioner Sauvigne, Commissioner Morris

Nays: None

**Resolution to Establish “Non-Union Employees Corrective Lens and Miscellaneous Health Care Expense Reimbursement Policy”**

IT IS HEREBY RESOLVED AS FOLLOWS:

WHEREAS, the Board of Commissioners desires to replace its existing policy to reimburse full-time non-union employees for certain expenses relating to corrective lenses required by an employee or an employee’s immediate family; and

WHEREAS, the Board desires to increase from \$1,600 per year to \$2,000 per year the amount that each full-time employee shall be reimbursed for annual corrective lenses and certain other health care expenditures made by such employee for himself or herself and for children living at home that are less than 30 years of age. (“Covered Family Members”); and

WHEREAS, the Board desires to restrict this reimbursement policy to those qualifying expenditures that are not otherwise covered by or reimbursable under NYSHIP, or any other health, vision or dental insurance coverage protecting such employee and his or her Covered Family Members, or any other District policy; and

WHEREAS, the Board, recognizing that the current policy does not permit an employee to carry over into a subsequent year any unused portion of such reimbursable amount, desires to establish the right of each employee to carry over from year to year an unused portion not to exceed \$1,000 of the maximum annual reimbursable amount, subject to a maximum carry-over amount of \$4,000; and

WHEREAS, the Board desires to expand the type of health care related expenditures eligible for reimbursement under such policy:

NOW, THEREFORE:

1. The Board of Commissioners hereby establishes the “Manhasset-Lakeville Fire District Non-Union Full-Time Employees Corrective Lens and Miscellaneous Health Care Expense Reimbursement Policy” (herein, the “Health Reimbursement Policy”).
2. The following employees are deemed covered by the Health Reimbursement Policy:  
(a) All full-time District employees not members of any collective bargaining unit representing District employees; and (b) any other District employee not a member of any collective bargaining unit representing District employees who (i) is employed by one or both Districts for not less than 5 consecutive years; (ii) is ordinarily assigned a work schedule of not fewer than 19.5 hours per week by the Water District, and not fewer than 15 hours per week by the Fire District; and (iii) actually works not fewer than 1,600 hours combined for the Water District and/or the Fire District in the calendar year most recently ended at the time of calculation.
3. Each covered employee shall be entitled to reimbursement of up to \$2,000 per year for the following health care related expenditures made by the employee for himself or herself, or for his or her Covered Family Members: (a) vision care, including corrective lenses; (b) dental care; and (c) “co-pays”, deductibles or other self-insured amounts relating to vision, dental or health care.
4. Notwithstanding the foregoing, no expenditure otherwise reimbursable under the Health Reimbursement Policy shall be reimbursable if same is otherwise covered by or reimbursable under NYSHIP, or any other health insurance coverage protecting such employee and his or her Covered Family Members, or any vision, corrective lens or dental insurance plan protecting such employee, or any other District policy.
5. All amounts reimbursable hereunder shall be reimbursed only after the employee seeking reimbursement has provided to the District documentation satisfactory in all respects to the District establishing the incurring and payment of such expenditure by such employee.
6. If the aggregate annual amounts reimbursed to any eligible employee hereunder is less than \$2,000, then such employee may carry-forward into subsequent years the amount of the shortfall, up to a maximum annual carry-forward of \$1,000, which shall increase the amount reimbursable to him or her under the Policy in any year; provided, however, that the maximum amount that may be available for reimbursement in any year shall not exceed \$4,000, including all such carry-forwards.
7. Any amounts reimbursable hereunder, including any carry-forward, shall expire upon termination of employment for any reason.

The adoption of the foregoing Resolution (#F30-21) was duly put to a vote on roll call, which resulted as follows:

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

The Board acknowledged receipt of and discussed the information contained in the Charles Schwab statement.

Meeting adjourned at 5:30 p.m. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on January 12, 2021.

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Steven Flynn, Secretary

:mjd