

**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 21, 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 January 21, 2020 at 6:20 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  
Treasurer

Honorable Brian J. Morris Water District  
Secretary

Other Attendees:           Antonia Pisani: District Clerk

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Meeting called to order at 6:20 pm.

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 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 1/21/20 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: 1/21/20

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, 1/21/20, 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 9888 thru Check Number 9926 this date.

The adoption of the foregoing Resolution (#F37-20) was duly put to a vote on roll call, which resulted as follows:

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

JOINT RESOLUTION OF BOARD OF COMMISSIONERS  
OF THE MANHASSET-LAKEVILLE WATER DISTRICT  
AND MANHASSET-LAKEVILLE FIRE DISTRICT

Insert to Minutes of Meeting of January 21, 2020

MLWD Resolution W35-20:

MLFD Resolution F38-20:

Authorizing Paid Time Off for Qualifying Part-time Employees

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

BE IT HEREBY RESOLVED as follows:

WHEREAS, the Board of Commissioners of the Manhasset-Lakeville Water District and the Board of Commissioners of the Manhasset-Lakeville Fire District jointly determine that the best interests of the Water District and the Fire District are served by incentivizing part time employees to develop long-term employment relationships with the Districts; and

WHEREAS, the Boards of both Districts find that awarding paid time off to part-time employees who have reasonably regular work schedules, and accumulate certain minimum numbers of hours worked, and who have been employed by the Water District or the Fire District for at least 5 consecutive years, will promote such long-term employment relationships;

NOW, THEREFORE, the Board of the Water District and the Board of the Fire District hereby jointly determine as follows:

1. Class A Part-time Employees. (a) PTO Days and Paid Legal Holidays (as defined below) shall be earned by each part-time employee for each calendar year commencing on January 1, 2020, as to which he or she satisfies each of the following conditions (each, a "Class A Qualifying Year"): (i) is employed by one or both Districts for not less than 5 consecutive years; and (ii) actually works not fewer than 1,600 hours combined for the Water District and the Fire District in the calendar year most recently ended at the time of calculation. (b) An employee who satisfies each such condition (a "Class A Part-time Employee") shall be entitled to (i) twenty (20) days of paid time off (each, a "PTO Day") for such Class A Qualifying Year, and (ii) a paid day for each legal holiday during which the Districts' offices are closed that falls within the calendar year following such Class A Qualifying Year (each, a "Paid Legal Holiday").
2. Class B Part-time Employees. (a) PTO Days shall be earned by each part-time employee for each calendar year commencing on January 1, 2020, as to which he or she satisfies each of the following conditions (each, a "Class B Qualifying Year"): (i) is employed by either District for not less than 5 consecutive years; and (ii) actually works not fewer than 900 hours for either District in the calendar year most recently ended at the time of calculation. (b) An employee who satisfies each such condition, but is not a Class A

Part-time employee, is a “Class B Part-time Employee,” and shall be entitled to 10 PTO Days for such Class B Qualifying Year.

3. Only part-time employees may qualify as a Class A Part-time Employee or a Class B Part-time employee. A part-time employee who qualifies as a Class A Part-time Employee with respect to any calendar quarter shall not also qualify as a Class B Part-time Employee with respect to such calendar quarter.
4. For purposes hereof, each PTO Day and each Paid Legal Holiday shall consist of 7.5 hours.
5. Each District shall be responsible for one half of the PTO vested for a Qualifying Year for a Class A Part-time Employee. The District that employs a Class B Part-time Employee shall be responsible for all PTO vested for a Qualifying Year for such employee.
6. PTO Days and Paid Legal Holidays shall vest as of the first day of the month that commences after a Qualifying Calendar Year. All PTO Days must be taken during the calendar year in which same vests, unless the Board elects to allow same to be taken during the subsequent calendar year.

The adoption of the foregoing Resolution (#F38-20) was duly put to a vote on roll call, which resulted as follows:

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

The Board of Commissioners authorizes M. Sard to utilize the van from January 29 through February 2, 2020 for a series of trips to Bj’s wholesale Club in Jericho, Costco in Westbury, Restaurant Depot in Westbury, and Beverage Barn in Garden City Park. All travel is for food and beverage purchases for the Company 4 Super Bowl Party that will be held on February 2, 2020.

The Board of Commissioners authorizes Eric Dobkin to utilize the van for a class at the FSA for the following dates: January 19, January 26, February 2, and February 9, 2020.

The adoption of the foregoing Resolution (#F39-20) was duly put to a vote on roll call, which resulted as follows:

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

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

The meeting adjourned at 6:30 pm.

I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on January 21, 2020.

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Brian J. Morris, Secretary

:mjd