

**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
March 3, 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 March 3, 2020 at 5:30 p.m. (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 5:30 p.m.

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

Incoming and outgoing communications were considered by the Board.

**Board of Commissioners of the
Manhasset-Lakeville Fire District**

RESOLVED, that, effective as of the date hereof, the following Policy is hereby enacted:

**Policy Authorizing Employee Gifting of
Accrued but Unused Comp Time, Vacation Days
And Sick Days to Fellow Employees
Who Suffer Catastrophic Illness or Injury**

From time to time, employees of the Fire District, including those who are members of a Collective Bargaining Unit (a "Union Employee"), and those who are not members of a Collective Bargaining Unit, but who hold full-time employment positions with the Fire District ("Non-Union Full-time Employees" or "NUFTE"), experience catastrophic illnesses or injuries which require such an employee (each, an "Affected Employee") to consume all of his or her vested and available paid time off, including comp time, vacation days, and sick days. For purposes hereof, "comp time" shall mean time off in compensation for certain hours worked to which a Union Employee or a NUFTE is entitled pursuant to the terms of his or her employment with the Fire District.

Under such circumstances, fellow employees of an Affected Employee may be willing to contribute to the Affected Employee accrued but unused comp time, vacation days and sick days to which such fellow employees are entitled (each, a "Contributing Employee").

The Board of Commissioners, upon application by both the Contributing Employee(s) and the Affected Employee, may elect to allow the transfer of all or a portion of the accrued but unused comp time and/or vacation days and/or sick days proposed for transfer (as approved for transfer, "Transfer Days").

Upon approval of any such contribution, the Contributing Employee shall cease to have any rights in or to those Transferred Days, and the Affected Employee shall be entitled to use same for his or her own benefit, in the manner and to the extent that he or she would be entitled to use comp time, vacation days and sick days accrued directly to his or her benefit pursuant to the terms of his or her employment with the Fire District, subject to the restriction set forth below.

Notwithstanding any contrary provision contained herein, or in any employee handbook, collective bargaining agreement, individual employment contract, or any other resolution or policy adopted by the Board of Commissioners, or to which the Board of Commissioners is a party, no Affected Employee shall be deemed to accrue comp time, vacation days, personal days or sick days with respect to any period of time during which the Affected Employee is consuming Transfer Days from any Contributing Employee as contemplated hereunder.

The Board of Commissioners retains the right, in all instances, to disapprove all or any portion of any such proposed contribution of accrued but unused comp time, vacation and sick days to the extent that the Fire Board determines the disallowing of same to be in the best interests of the Fire District and its tax payers.

This policy is originally enacted effective as of March 3, 2020.

The adoption of the foregoing Resolution (#F69-20) 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 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 3/3/20 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: 3/3/20

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, 3/3/20, 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 10039 thru Check Number 10056 this date.

The adoption of the foregoing Resolution (#F70-20) 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 3/3/20 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: 3/3/20

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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 1349 thru Check Number 1349 this date.

The adoption of the foregoing Resolution (#F71-20) was duly put to a vote on roll call, which resulted as follows:

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

The board was in receipt of and discussed the information contained in the Ameriprise Statements.

The board was in receipt of and discussed the information contained in the Morgan Stanley account closure notice.

The board was in receipt of and discussed the information contained in a letter from Albertson H&L Trustee Neil Velasco.

The meeting adjourned at 5:45 p.m.

I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on March 3, 2020.

Brian J. Morris, Secretary

:mjd