

**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  
April 13, 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 April 13, 2020 at 10:15 am (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:           Timothy Gould – Supervisor

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Meeting called to order at 10:15 am.

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 4/13/20 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: 4/13/20

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, 4/13/20, 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 10199 thru Check Number 10207 this date.

The adoption of the foregoing Resolution (#F98-20) was duly put to a vote on roll call, which resulted as follows:

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

The Board of Commissioner conditionally approves hiring William Sielski as a part time firehouse maintainer, pending Nassau County Civil Service's motor vehicle check.

The adoption of the foregoing Resolution (#F99-20) was duly put to a vote on roll call, which resulted as follows:

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

The Board of Commissioners has adopted the revised Manhasset Lakeville Fire District Procurement and Purchasing Policy in the form attached as Exhibit A.

The adoption of the foregoing Resolution (#F100-20) was duly put to a vote on roll call, which resulted as follows:

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

Commissioner Sauvigne proposed the following motion, seconded by Commissioner Morris

WHEREAS, the Board of Commissioners of the Manhasset Lakeville Fire District reviewed the list of volunteers indicating those who earned a year of Service Credit during 2019, and furthermore, the list was posted for more than 30 days for corrections in all district firehouses,

NOW, THEREFORE, it is hereby

RESOLVED that the Board of Commissioner certified the list under oath and submitted it to the LOSAP Program administrator for processing.

The adoption of the foregoing Resolution (#F101-20) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Morris, Commissioner Sauvigne, 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, 04/13/20 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
JA Performance	Drill Team Repairs	\$3,959.00	3410.475.C	Sole
LI Foreign A/P	March Invoices	\$4,511.68	Assorted	VQ
TOTAL	REQUESTED	\$8,470.68		

The adoption of the foregoing Resolution (#F102-20) was duly put to a vote on roll call, which resulted as follows:

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

The Board approved the LOSAP funding for the 1<sup>st</sup> half of 2020 in the amount of \$300,000.00, and directed the District Treasurer to initiate the payment.

The adoption of the foregoing Resolution (#F103-20) 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 Charles Schwab Statements.

The meeting adjourned at 10:45 am.

I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on April 13, 2020.

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Brian J. Morris, Secretary

:mjd

**EXHIBIT A**

**MANHASSET LAKEVILLE FIRE DISTRICT PROCUREMENT AND PURCHASING  
POLICY**