

**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 25, 2022**

* * *

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 25, 2022 at 5:00 p.m. (Prevailing time),

There were present:

Commissioner(s):

Honorable Steven Flynn, Chairman of the
Board of Fire Commissioners

Honorable, Mark S. Sauvigne Fire District
Treasurer

Also present:

Business Manager Hilary Grossman

Mike Prokop, Barbara Barletta, George Hunt, Kevin
Quinn, Tom Schmidt: Amerprise

* * *

Meeting called to order by the Chairman at 5:00 p.m.

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

Incoming and outgoing communications were considered by the Board.

Amerprise attendees discussed LOSAP and Manhasset Lakeville Fire Department's portfolio.

**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, 10/25/22 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
New Era Technology	District Phone System Upgrade	\$36,018.40	3410.225.1	PS
VSS Security	ESR Key System Upgrade	\$22,500.00	3410.225.1	PS
TOTAL	REQUESTED	\$58,518.40		

The adoption of the foregoing Resolution (#F178-22) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Sauvigne, Commissioner Flynn
Abs: Commissioner Morris

**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 10/25/22 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: 10/25/22

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, 10/25/22, 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 14505 thru Check Number 14537 this date.

The adoption of the foregoing Resolution (#F179-22) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Sauvigne, Commissioner Flynn

Abs: Commissioner Morris

The Board held its annual Public Hearing on its 2023 Fire Budget on October 18, 2022. No challenges were received, and the Board independently adopted the Budget. Motion to adopt the 2023 Manhasset-Lakeville Fire District Budget was made by Commissioner Sauvigne and seconded by Commissioner Morris.

In attendance were:

Steven Flynn, Mark Sauvigne, Brian Morris – Commissioners, Manhasset Lakeville Fire District
Paul Schrader - Superintendent, Manhasset Lakeville Water District
Clare Panarese - Treasurer, Manhasset Lakeville Water District
Hilary Grossman – Business Manager, Manhasset Lakeville Water District
Timothy Gould – Fire Supervisor, Manhasset Lakeville Water
Kenneth Riscica- Village of Plandome
Barbara Daniels, Stenographer

The Board will present this budget, elected upon this evening, to the Town of North Hempstead at their annual budget hearing.

The adoption of the foregoing Resolution (#F180-22) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Sauvigne, Commissioner Flynn
Abs: Commissioner Morris

The Board of Commissioners approved authorizing Clare Panarese, treasurer, to be the Entity Administrator for the System for Award Management (SAM). Commissioner Flynn, Chairman, is authorized to sign the Designation of Entity Administrator on the Board's behalf.

The adoption of the foregoing Resolution (#F181-22) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Flynn, Commissioner Sauvigne
Abs: Commissioner Morris

The Board was in receipt of and acknowledged the information contained in the Firehouse Usage Request.

The Board was in receipt of and acknowledged the information contained in the Fire Department Application.

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

Meeting adjourned 6:00 pm. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on October 25, 2022.

Steven Flynn, Chairman

:ap

