

**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
August 8, 2023**

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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 August 8, 2023 5:30 p.m. (Prevailing time),

There were present:
Commissioner(s):

Honorable Mark S. Sauvigne, Chairman of the
Board of Fire Commissioners

Honorable, Brian J. Morris Fire District
Treasurer

Honorable, Steven Flynn Fire District
Secretary

Also present:

Business Manager Hilary Grossman

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Meeting called to order by the Chairman 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.

WHEREAS, the Chairman, following the Best Practices for Local Government Fiscal Management Guide, recommends the creation of a Reserve Fund to cover the exposure of accrued employee benefits payable to employees on termination of employment whether by retirement or otherwise: now therefore, be it

RESOLVED, that pursuant to General Municipal law Section 6-p, as amended, The Board of Commissioners does hereby authorize and establish a Reserve Fund to be known as the “Employee Benefit Accrued Liability Reserve fund” in the initial advance of \$350,000 with the purpose of this Reserve Fund to accumulate monies to finance the cash payment of the monetary value of accrued and accumulated unused and unpaid sick leave and vacation time by municipal employees and payable to municipal employees upon termination of service, whether by retirement or otherwise, as authorized by ordinance, local law, or collective bargaining agreement or section six of the civil service law for which expenditures may be made pursuant to subsection 2 of New York State General Municipal Law section 6-p.

The business manager is hereby directed to deposit and secure monies in this Reserve Fund and may invest the monies in the Reserve Fund consistent with the investment policy of the Manhasset-Lakeville Fire District.

Except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is created, and expenditures shall be made pursuant to General Municipal Law Section 6-p with the approval of the governing board.

Now therefore be it further RESOLVED that the business manager is authorized to transfer \$350,000 from the General Fund Unassigned Fund Balance to this new Reserve Fund.

The adoption of the foregoing Resolution (#F157-23) 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 8/08/23 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: 8/08/23

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, 8/08/23, 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 15499 thru Check Number 15529 this date.

The adoption of the foregoing Resolution (#F158-23) was duly put to a vote on roll call, which resulted as follows:

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

WHEREAS the board approves a trip to the Firehouse Expo located in Columbus Ohio from September 25, 2023 to September 29, 2023, the Board hereby

RESOLVES and approves the following people to attend the conference: Michael Rice, David Porras, Francisco Flores, Chris Chung, Michael Dea and John DePietro. All travel must adhere to the travel guidelines.

The adoption of the foregoing Resolution (#F159-23) 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 Ameriprise and Charles Schwab statement.

The Board acknowledged receipt of and discussed the information contained in the new Fire Department Applications.

Meeting adjourned at 6:00 p.m. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on August 8, 2023.

Steven Flynn, Secretary

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