

**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  
September 19, 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 September 19, 2023 5:15 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

\* \* \*

Meeting called to order by the Chairman at 5:15 p.m.

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 9/13/23 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: 9/13/23

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, 9/13/23, 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 15636 thru Check Number 15636 this date.

The adoption of the foregoing Resolution (#F185-23) 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 EXPENDITURES**

Commissioner Flynn proposed the following motion, seconded by Commissioner Sauvigne

WHEREAS, the purchase of goods and services identified and presented to the Board of Commissioners this date, 9/19/23 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 Supervisor as follows:

Approval of Expenditures:

VENDOR	DESCRIPTION	AMOUNT	BUDGET NUMBER	PURCHASE SUPPORT
LI Fire Technology	Amendment to PO 23-65 allocation from \$25K to \$30K to align with 2023 budget. Original Res# F43-23	\$5,000.00	3410.404.A	CP for TG
TOTAL	REQUESTED	\$5,000.00		

The adoption of the foregoing Resolution (#F186-23) 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 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 9/19/23 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: 9/19/23

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, 9/19/23, 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 15637 thru Check Number 15671 this date.

The adoption of the foregoing Resolution (#F187-23) was duly put to a vote on roll call, which resulted as follows:

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

Resolution on Incentive Policy for Voluntary Termination of Employment

WHEREAS, the Board of Commissioners (the “Board”) has determined that the interests of the District, its residents and taxpayers will be promoted by offering financial incentives to encourage employees who have attained a certain combined minimum age and years of service as an employee of the District, and have annual compensation not less than \$55,000, to voluntarily terminate their employment with the District, thereby yielding savings to the District through reduced personnel costs; and

WHEREAS, pursuant to, among other applicable laws, rules and regulations, Civil Service Law § 163(4) and General Municipal Law § 92-a, and as contemplated under NYS Compt. Op. No. 2000-4, the Board is authorized to adopt a voluntary termination of employment incentive program, which is not intended, and shall not be deemed, to constitute a “retirement system,” for purposes of the NYS Retirement and Social Security Law;

NOW, THEREFORE, it is hereby RESOLVED, as follows:

1. For purposes hereof, an “Eligible Employee” shall mean each employee of the District who, during the period commencing October 1, 2023, through December 31, 2023 (the “Incentive Period”): (i) has attained the minimum age of 60; (ii) receives compensation at an annual rate not less than \$55,000.00; and (iii) has completed at least 7 years of employment with the District.
2. During the Incentive Period, each Eligible Employee, upon reaching the age of 60, may elect to terminate his or her employment with the District effective not later than December 31, 2023, and thereby become entitled to the financial incentives described below.
3. Each such Eligible Employee who so elects (a “Participant”) shall, upon ceasing to be an employee of the District during the Eligible Period, be entitled to the following:
  - (a.) payment in an amount equal to the greater of (i) \$15,000, or (ii) \$600 multiplied by the number of full years of employment with the District that he or she has completed, in either case, as applicable, net of all income tax and other applicable payroll withholding;
  - (b.) payment by the District of 100% of NYSHIP health insurance premiums for the Participant for so long as he or she is enrolled in NYSHIP coverage, for the level of coverage (e.g., family or single coverage) that the Participant was enrolled for at the time of termination of employment, regardless of whether the Participant is required to contribute toward such premiums while an active employee; provided, however, that in the event that the Participant thereafter reduces the level of coverage, the District shall be responsible only for such reduced level of coverage; provided, further, that in the event that the Participant is enrolled with NYSHIP at the time of the passing of the Participant and the Participant leaves a surviving spouse or other dependent(s) covered by NYSHIP at the time of the Participant’s passing, the District shall be responsible for 75% of the NYSHIP premiums to continue

coverage for such surviving spouse and/or dependent(s) while they remain eligible for coverage under NYSHIP as a surviving spouse or dependent of the deceased Participant, and so such surviving spouse and/or dependent(s) shall be responsible, and shall reimburse the District, for the remaining 25%; and

(c.) payment for each sick day and vacation day that has accrued to such employee as of the date of termination of employment, has not been used, and has not otherwise lapsed, and which otherwise would be payable to the Participant at the rate of 75% of ending salary, shall be payable under this Policy at 100% of the annual salary in effect for such Participant at the time of his or her termination of employment, net of all income tax and other applicable payroll withholding; provided, however, that if the amount payable under this subclause "c." exceeds \$50,000.00, then such amount shall be payable in two installments, the first, in the amount of \$50,000.00, payable within 30 days after the date of retirement, and the second, in the amount of the unpaid balance, payable on the 1<sup>st</sup> anniversary of the date of retirement.

4. The entitlement of a Participant to the financial incentives set forth herein fully vests upon the effective date of his or her voluntary termination of employment, and is not conditioned upon his or her receiving or being entitled to benefits under any retirement plan in which he or she is a member.

The adoption of the foregoing Resolution (#F188-23) 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 Fire Department Van Request.

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

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

Meeting adjourned at 5:35 p.m. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on September 19, 2023.

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Steven Flynn, Secretary

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