

**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 24, 2024**

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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 24, 2024 at 5:20 p.m. (Prevailing time),

There were present:  
Commissioner(s):

Honorable, Brian J. Morris Chairman of the  
Board of Fire Commissioners

Honorable, Mark S. Sauvigne 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 5:20 p.m.

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

Incoming and outgoing communications were considered by the Board.

The District Supervisor requested approval for the following new blanket purchase order and the amendment of the following to cover anticipated costs that arise during the year

- MSC Industrial Supplies (Existing Blanket PO 39 decrease allocation from \$20,500 to \$15,500)
- Grainger (Existing Blanket PO 31 increase 3410 475 allocation from \$35,000 to \$45,000)
- Firematic (Existing Blanket PO 29 increase allocation from \$20,000 to \$23,000)

The adoption of the foregoing Resolution (#F149-24) was duly put to a vote on roll call, which resulted as follows:

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

**APPROVAL OF EXPENDITURES**

Commissioner Morris 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, 9/24/2024 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
Stryker	4-Life Paks	\$259,105.24	3410 302-FA	GC
LI Proliner	Acela Hi-Water Truck	\$423,256.00	3410 301-FA	GC
LI Proliner	Hi-Water Additional, Discount	\$20,488.00	3410 301-FA	GC
<b>TOTAL</b>	<b>REQUESTED</b>	<b>702,849.24</b>		

The adoption of the foregoing Resolution (#F150-24) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Flynn, Commissioner Sauvigne, Commissioner Morris

Nays: None

**APPROVAL OF EXPENDITURES**

Commissioner Morris 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, 9/24/2024 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
Home Depot	Co#3 Floring, monthly invoice	\$11,960.92	3410 475	GC
TOTAL	REQUESTED	\$11,960.92		

The adoption of the foregoing Resolution (#F151-24) was duly put to a vote on roll call, which resulted as follows:

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

**APPROVAL OF EXPENDITURES**

Commissioner Morris 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, 9/24/2024 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
Otis Elevator	10/1 to 12/31 maintenance	\$6,691.86	3410 493	AC
TOTAL	REQUESTED	\$6,691.86		

The adoption of the foregoing Resolution (#F152-24) was duly put to a vote on roll call, which resulted as follows:

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

**RESOLUTION OF THE MANHASSET-LAKEVILLE FIRE DISTRICT  
RELATING TO APPROVAL OF CLAIMS  
ORGANIZATION NUMBER 1**

To the Treasurer:

I certify that the claims submitted for approval were audited by the Board of Commissioners of the Manhasset-Lakeville FIRE District on 9/24/2024 and are allowed in the amounts shown. You are hereby authorized and directed to pay to each of the claimants the amount indicated.

Commissioner Morris  
Manhasset-Lakeville Fire District

Date: 9/24/2024

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, 9/24/2024, 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 based upon the board approval on this date.

The adoption of the foregoing Resolution (#F153-24) was duly put to a vote on roll call, which resulted as follows:

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

The Business Manager reported to the Board of Commissioners (“the Board”) that she and the Fire District Supervisor have developed the budget adjustments to the 2024 Budget and that such adjustments should, as a matter of record be approved by the Board and made part of minutes.

On Motion Commissioner Morris, seconded by Commissioner Sauvigne, the following resolution was adopted,

WHEREAS, the District Business Manager, and upon concurrence with the Fire Supervisor reported to the Board the adjustments to the 2024 Budget, the Board does hereby

RESOLVE to make the following budget adjustments to the 2024 FIRE Budget:

A/C#	Description	Amount	Explanation
3410 225	Build & Grounds Capital Outlay	\$6,500.00	Actual higher than budget
3410 226	Fire Dept. Capital Outlay	(\$6,500.00)	Anticipated costs lower than budget
		<u>                    </u>	
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The adoption of the foregoing Resolution (#F154-24) 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 new Fire Department applications.

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

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 September 24, 2024.

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Steven Flynn, Secretary

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