

**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 19, 2025**

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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 19, 2025 at 4:00 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

Honorable, Brian J. Morris Fire District
Secretary

Also present:

Business Manager Hilary Grossman
Fire Supervisor- Timothy Gould
Legal Counsel- John Ryan
Alden Group- Wayne Alden
H2M- Timothy Schultz, Eric Maisch

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Meeting called to order by the Chairman at 4:00 p.m.

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

Incoming and outgoing communications were considered by the Board.

The Board of Commissioners and guests discussed updates on the Ambulance Unit Building.

Supervisor Gould brought the Board up to date as follows:

<i>Apparatus</i>	
Engines	At Proliner, hope to have them by the end of the month.
Chiefs Truck	New Chiefs Truck 8701, later this summer.
	Co#1 to start looking at 8713 replacement, setting up a meeting.
<i>Buildings</i>	
Ambulance Building	Ambulance Building, Electric has pulled Chase pipes under street, waiting on NG to move gas line, 8/23 in the date.
	Co#2 LED light project completed.
	Co#4 windows replace, waiting on quotes
	Working on safety issues from new insurance company.
<i>Miscellaneous</i>	
	Mazi Radio replacement Grant, \$100k. waiting on award letter
	Application for Part Timer to replace Conner Gould
	James Karlin off probation August 25 th .

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, 8/19/25 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
H2M	Reimbursables related to new Ambulance Building at Cumberland (Sewer Permit)	\$5,000	Land & Building	
H2M	Reimbursables related to new Ambulance Building at Cumberland (Re-Prints)	\$351.03	Land & Building	
TOTAL	REQUESTED	\$5,351.03		

The adoption of the foregoing Resolution (#F151-25) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Morris, Commissioner Sauvigne, Commissioner Flynn

Nays: None

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

- Hicks Nurseries Inc. (Existing Blanket PO 367 increase 3410 475 allocation from \$2,500 to \$3,250)
- Intelli-Tec Security Services (Existing Blanket PO 369 decrease 3410 475 allocation from \$6,500 to \$5,750)

The adoption of the foregoing Resolution (#F152-25) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Morris, Commissioner Sauvigne, Commissioner Flynn

Nays: None

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

- Biener Ford LLC (Existing Blanket PO 354 increase 3410 476 allocation from \$3,500 to \$4,500)
- Grainger (Existing Blanket PO 365 decrease 3410 476 allocation from \$4,000 to \$3,000)

The adoption of the foregoing Resolution (#F153-25) was duly put to a vote on roll call, which resulted as follows:

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

Commissioner Flynn made a motion, seconded by Commissioner Sauvigne to go into an Executive Session at 4:40 pm. All in favor.

The adoption of the foregoing Resolution (#F154-25) was duly put to a vote on roll call, which resulted as follows:

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

Commissioner Flynn made motion, seconded by Commissioner Sauvigne that the Board terminate the Executive Session and return to regular session at 4:42 pm. Employee Matters. No action taken.

The adoption of the foregoing Resolution (#F155-25) was duly put to a vote on roll call, which resulted as follows:

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

RESOLVED, that the Board of Commissioners approved merit raise increase in the amount of \$800 annually effective August 25, 2025 for Fire District employee James Karlin. The proposed merit increase is in recognition of James completing probation.

The adoption of the foregoing Resolution (#F156-25) was duly put to a vote on roll call, which resulted as follows:

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

The Board approved a resolution authorizing Commissioner Morris to sign authorization of proposal with Carlin & Simpson & Associates to perform a subsurface soil & ground water investigation on behalf of board.

The adoption of the foregoing Resolution (#F157-25) was duly put to a vote on roll call, which resulted as follows:

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

The Board approved a resolution authorizing Commissioner Morris to sign continuing disclosure service agreement with Munistat on behalf of board.

The adoption of the foregoing Resolution (#F158-25) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Morris, Commissioner Flynn, Commissioner Sauvigne
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 8/19/2025 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: 8/19/2025

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, 8/19/2025, 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

The adoption of the foregoing Resolution (#F159-25) was duly put to a vote on roll call, which resulted as follows:

Ayes: Commissioner Sauvigne, Commissioner Morris, Commissioner Flynn

Nays: None

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

Meeting adjourned at 5:00 p.m. I hereby certify the aforementioned is a true and exact copy of the Minutes of Meeting held on August 19, 2025.

Brian J. Morris, Secretary

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