

**BOARD OF COMMISSIONERS**  
**MANHASSET PARK DISTRICT**  
**REGULAR MEETING JANUARY 12, 2026**

Meeting 26-01

The bi-monthly regular meeting of the Board of Commissioners of the Manhasset Park District (MPD) convened at the Manhasset Park District Office at 62 Manhasset Avenue in Manhasset, New York at 6:15 P.M. Monday, January 12, 2026. Present were Commissioners Mark S. Sauvigne, David Paterson and Kenneth Weigand. In addition, Mia Liu, James Yenicag, Guozhang Ye, Debra Schwan, Nadeen Chahine, Manhasset residents, Bob Colvin, Resident of Huntington, Robert Morici MPD Legal Counsel and Amanda Niewender, Secretary to the Board of Commissioner were also present.

Numerous communications addressed to the MPD pertaining to a wide array of matters were reviewed and discussed and eventually disposition was made to those, which warrant action.

1. Swearing In  
Robert Morici, Justice officiated at the swearing in ceremony for Commissioner elect, Mark Sauvigne.

2. Approval of Minutes from Previous Meeting

3. Payment and Receipts  
The following resolution was proposed:

BE IT RESOLVED, that the Board of Commissioners for the Manhasset Park District approved payments as follows:

Checks numbered 11844-11863 approved and signed.

On a voice vote, this resolution was unanimously approved.

4. Mia Liu  
Ms. Liu came to the meeting regarding a ticket she received. She had run for the train and didn't pay. She paid a few hours late via the Flowbird app. When she came back to her car she has a ticket, which was written right before she did pay. The Board reviewed, confirmed she paid for the day, and that this was a first time offense. They agreed to void her ticket.
5. James Yenicag  
Mr. Yenicag came to the meeting regarding obtaining a permit. He owns 2 houses in Manhasset so he has some mismatched documents. Since he can only have his license in one of the addresses, it becomes an issue. The Board reviewed all the information and agreed to allow him to obtain the permit with mismatched documents, both being within the MPD.
6. Bob Colvin  
Mr. Colvin came to the meeting to discuss a ticket he received. He had never parked during the week as a nonresident and did not realize there were only designated spaces. He purchases the dailies from the office but typically parks on the weekend. He had parked the day before Christmas, and utilized lot #1 not realizing. The Board reviewed and since this was his first time offense, they agreed to void the ticket.

7. Guozhang Ye

Mr. Ye came to the meeting to discuss a ticket received. The ticket was from December 9, so it is already within the court system. He explained he had the proof of purchase for that day. The Board reviewed the images from the day the ticket was taken, and the fee was not displayed anywhere in sight. Since it was not an error, and since the ticket is already processed through the court, there is nothing the Board can do. He can try and go plead his case with the judge at the NC court.

8. Debra Schwan

Ms. Schwan came to the meeting because her son received a ticket for no student parking. She explained that he had dropped her off at the station and then parked, and walked to school. The Board reviewed and since they have a strict no student parking regulation Tues- Thur, the ticket stands as is. She explained to her if they are travelling together, they must get out of the car together, otherwise it is considered parking for the HS.

9. Nadeen Chahine

Ms. Chahine came to the meeting to discuss a ticket she received. She had run for the train and didn't pay. She paid a few hours later via the Flowbird app. When she came back to her car she has a ticket, which was written right before she did pay. The Board reviewed, confirmed she paid for the day, and that this was a first time offense. They agreed to void her ticket.

10. Appointment of Officers

It was unanimously agreed that the Commissioners would assume the following positions.

Chair of the Board----- Kenneth Weigand  
Treasurer ---- Mark Sauvigne  
Secretary ---- David Paterson

11. Appointment of General and Special Counsel

The following resolution was proposed:

WHEREAS, the Board of Commissioners wish to retain Counsel to handle legal matters for the Manhasset Park District; and

WHEREAS, the Board is satisfied with the services previously provided and now pursuant to that proposal,

THEN THEREFORE, BE IT RESOLVED that the Manhasset Park District hereby appoints Morici & Morici as General Counsel to the Manhasset Park District.

On a voice vote, this resolution was unanimously approved.

12. Appointment of Accountants

The following resolution was proposed:

WHEREAS, The Board of Commissioners wish to continue to retain a qualified accounting firm to handle the accounting matters for the MPD; and

WHEREAS, the Board is satisfied with the previous services provided by CFM

THEN THEREFORE, BE IT RESOLVED, that the Manhasset Park District hereby appoints CFM as Accountants for the MPD pursuant to the terms of the proposal on record in the District Office.

On a voice vote, this resolution was unanimously approved.

13. Banking and Financial Services

It was unanimously agreed that the MPD will continue using First National Bank, Valley National, and NY CLASS as our banking institutions.

14. Appointment of FOIL Officer

The following resolution was proposed:

WHEREAS, the Board of Commissioners wish to appoint a FOIL Officer for the Manhasset Park District, and

WHEREAS, Amanda Niewender has been designated to fill the title,

THEN THEREFORE, BE IT RESOLVED that Amanda Niewender hold the position of FOIL Officer for the Manhasset Park District.

On a voice vote, this resolution was unanimously approved

15. Appointment of Community Newspaper

The following resolution was proposed:

WHEREAS, the Board of Commissioners wish to continue to utilize the Schneps Media as the designated community newspaper for publication purposes, and the MPD has used this paper in the past

THEN THEREFORE, BE IT RESOLVED that the Manhasset Park District hereby appoints the Schneps Media as the designated local community newspapers for publication purposes and legal notifications.

On a voice vote, this resolution was unanimously approved.

16. Appointment of Stenographer

The following resolution was proposed:

WHEREAS, the Board of Commissioners wish to continue having a stenographer attend their bi-monthly meetings and prepare the Minutes for each meeting, and because Amanda Niewender has successfully done this in the past,

THEN THEREFORE, BE IT RESOLVED that Amanda Niewender will continue to be the stenographer for Board Meetings held during 2026.

On a voice vote, this resolution was unanimously approved.

17. Regularly Scheduled Board Meetings

The following resolution was proposed:

WHEREAS, the Board of Commissioners wish to establish a specific meeting schedule for bi-monthly meetings, and having those meetings on the second and fourth Monday of every month, was the most convenient for all.

THEN THEREFORE, BE IT RESOLVED, that the MPD Board Meetings will be held as described, at 6:15 P.M. at the MPD Office. In the event of a change in meeting date, time or place a public notice will be posted on the website.

On a voice vote, this resolution was unanimously approved.

18. Social Media Policy

The following resolution was proposed:

WHEREAS, The Manhasset Park District has created a policy to cover all aspects of the social media policy which will be given to all employees to follow to renew annually

THEN THEREFORE, BE IT RESOLVED the MPD will renew the Social Media Policy for 2026.

On a voice vote, this resolution was unanimously approved.

19. Procurement Policy

The following resolution was proposed:

WHEREAS, The Manhasset Park District has created a policy to cover all aspects of procurement to renew annually

THEN THEREFORE, BE IT RESOLVED the MPD will renew the Procurement Policy for 2026.

On a voice vote, this resolution was unanimously approved.

20. Investment Policy

The following resolution was proposed:

WHEREAS, The Manhasset Park District has created a policy to cover all aspects of investments to renew annually

THEN THEREFORE, BE IT RESOLVED the MPD will renew the Investment Policy for 2026.

On a voice vote, this resolution was unanimously approved.

21. Uniform Policy

The following resolution was proposed:

WHEREAS, The Manhasset Park District has created a policy to cover all aspects of uniforms for the staff, to renew annually

THEN THEREFORE, BE IT RESOLVED the MPD will renew the Uniform Policy for 2026.

On a voice vote, this resolution was unanimously approved.

22. Code of Ethics Policy

The following resolution was proposed:

WHEREAS, The Manhasset Park District has created a policy to cover all aspects of ethical codes to renew annually

THEN THEREFORE, BE IT RESOLVED the MPD will renew the Code of Ethics Policy for 2026.

On a voice vote, this resolution was unanimously approved.

23. Fleet Safety Policy

The following resolution was proposed:

WHEREAS, The Manhasset Park District has created a policy to cover all aspects of fleet safety to renew annually

THEN THEREFORE, BE IT RESOLVED the MPD will renew the Fleet Safety Policy for 2026.

On a voice vote, this resolution was unanimously approved.

24. Equipment Policy

The following resolution was proposed:

WHEREAS, The Manhasset Park District has created a policy to cover all aspects of equipment (purchase, maintenance, disposal) to renew annually

THEN THEREFORE, BE IT RESOLVED the MPD will renew the Equipment Policy for 2026.

On a voice vote, this resolution was unanimously approved.

25. Safety Policies

The following resolution was proposed:

WHEREAS, The Manhasset Park District has created policies to cover all aspects of safety to renew annually, including BBP, EAP, Haz Comm, IIP, Lockout, Respiratory, and WPV, and Communicable Diseases.

THEN THEREFORE, BE IT RESOLVED the MPD will renew the Safety Policies for 2026.

On a voice vote, this resolution was unanimously approved.

26. Out of Network Policy

The following resolution was proposed:

WHEREAS, The Manhasset Park District has created a policy to cover reimbursement for out of network costs,

WHEREAS, it was further discussed, with increasing costs of copays, and medications, the Board would like to increase the reimbursement amount,

WHEREAS, it was further discussed, the Board would like include preventative health devices into the policy, to include Fitbit, aura, whoop, or any health tracking device.

THEN THEREFORE, BE IT RESOLVED the MPD will renew the Out of Network Policy for 2026 with an increased amount of \$1,750, and with the addition of preventative devices.

On a voice vote, this resolution was unanimously approved.

27. Sexual Harassment Policy

The following resolution was proposed:

WHEREAS, The Manhasset Park District has created a policy to cover all aspects of sexual harassment to renew annually

THEN THEREFORE, BE IT RESOLVED the MPD will renew the Sexual Harassment Policy for 2026.

On a voice vote, this resolution was unanimously approved.

28. Standard Work Day

The following was proposed:

WHEREAS, The MPD needs to establish a Standard Work Day for each title

WHEREAS, the Standard Work Day hours will be used to calculate days worked to report to the NYSLRS

THEN THEREFORE, BE IT RESOLVED, the MPD hereby establishes the following as Standard Work Day for its employees and will report days worked to the NYSLRS based on the time keeping system:

Title	Standard Work Day (Hrs/Day)
Secretary to the Board	8
Labor Supervisor	8
Laborer	8
Parking Meter Attendant	8
Parking Meter Servicer	8

On a voice vote, this resolution was unanimously approved.

29. Commissioners Standard Work Day

The following was proposed:

WHEREAS, The MPD needs to establish a Standard Work Day for elected officials

WHEREAS, the Standard Work Day hours will be used to calculate days worked to report to the NYSLRS

THEN THEREFORE, BE IT RESOLVED, the MPD hereby establishes the following as Standard Work Day for its elected officials and will report days worked to the NYSLRS based on their record of activities:

Title	Standard Work Day (Hrs/Day)
Commissioner	6

On a voice vote, this resolution was unanimously approved.

30. Merchant Parking Renewal

The Commissioners discussed Merchant Parking. The Merchant lots will remain a base price of \$850, with an additional \$50 fee per vehicle all lots.

31. Coffee Truck Lease

The Coffee Truck Lease is expired. The following resolution was proposed:

WHEREAS, Mr. Mee's lease is up for renewal and Mr. Mee would like to renew

WHEREAS, the MPD is required to keep a Coffee Truck on site,

THEN THEREFORE, the Board resolved to renew a new lease, updating the terms for Mr. Mee to agree to and sign to with rent terms of \$350 per month for the 2 year term and for the lease to expire December 31, 2027.

On a voice vote, this resolution was unanimously approved.

32. Taxi Stand Lease

The Taxi Cab Lease is expired. The following resolution was proposed:

WHEREAS, North Shore Taxi lease is up for renewal and

WHEREAS, the North Shore Taxi has had no issues with the MPD nor with the LIRR

WHEREAS, the MPD is required to keep a Taxi Cab on site,

THEN THEREFORE, the Board resolved to renew a new lease, updating the terms for North Shore Taxi to agree to and sign to with rent terms of \$400 per month and for the lease to expire December 31, 2027.

On a voice vote, this resolution was unanimously approved.

33. PERMA Reimbursement

Amanda updated the Board that the requested reimbursement of PTO for James Murphy was partially approved. They returned 31.5 hours out of the requested 40 hrs.

34. Insurance Renewal

Double Eagle has advised that the Insurance Coverage is up for renewal and will be renewed for approximately an 11% increase. He is trying to get it down a little, but insurance rates are in line.

The following was proposed:

WHEREAS, The Manhasset Park District is satisfied with Insurance Coverage

WHEREAS, the MPD needs an Insurance Policy and an 11% increase is a fair increase in today's rates

THEN THEREFORE, BE IT RESOLVED, the MPD will renew the Insurance Coverage Policy not to exceed \$66,000.

On a voice vote, this resolution was unanimously approved.

35. Digital Update

Amanda updated the Board with all of the current changes. Digital Annuals and monthly are being sold via the website. Digital Permits are trickling in as people still have the option to obtain a physical sticker. All of the staff is being trained, and the code enforcement has been trained how to scan the plates.

36. Chamber of Commerce

The Board discussed attending the events. Amanda will purchase tickets for the Board.

37. Cintas

Cintas had met with Amanda and Ralph and went over uniform needs and services.

They sent over a proposal for the Board to review. The Board feels at this time, it is was out of the budgeting limits for our uniform needs.

38. MPD Lunch

The lunch is tentatively scheduled for January 23 at 12:30.

Motion was made to enter into Executive Session by David Paterson, Motion seconded by Mark Sauvigne and all voted "aye" Executive Session started at 6:40 P.M. to discuss employee matters.

Motion was made to close Executive Session by Mark Sauvigne, motion seconded by David Paterson, all voted "aye" at 7:50 P.M.

Having no other items on the agenda, Motion was made by Kenneth Weigand, Chair to adjourn the meeting. Motion seconded by David Paterson and all voted "aye".

Meeting ended at 7:55 P.M.



Subscribed in Manhasset, New York  
On the 26<sup>th</sup> of January 2026

By: \_\_\_\_\_  
Kenneth Weigand  
Chair

Subscribed in Manhasset, New York  
On the 26<sup>th</sup> of January 2026

By: \_\_\_\_\_  
Mark Sauvigne  
Treasurer

Subscribed in Manhasset, New York  
On the 26<sup>th</sup> of January 2026

By: \_\_\_\_\_  
David Paterson  
Secretary