

BOARD OF COMMISSIONERS
MANHASSET PARK DISTRICT
REGULAR MEETING JANUARY 13, 2020

Meeting 20-01

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 13, 2020. Present were Commissioners Mark S. Sauvigne, Kenneth Weigand and David Paterson. In addition, Robert Morici & Paul Pepper, MPD Legal Consul, Raffaele Esposito, Labor Supervisor, Robert and Angela Marmo, Plandome Taxi and Amanda Niewender, Secretary to the Board of Commissioners.

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. Approval of Minutes from Previous Meeting

2. 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:

23 checks numbered 9517 to 9540 totaling \$39,961.90 to be reviewed, approved and signed, Payroll Deposits of \$24,256.85 for Payroll 01/02/2020 and all Totaling \$64,218.75.

On a voice vote, this resolution was unanimously approved.

3. Swearing In

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

Motion was made to enter into Executive Session by David Paterson, Motion seconded by Mark Sauvigne and all voted "aye"

Executive Session started at 6:20 P.M. to discuss matters with Raffaele Esposito
Motion was made to close Executive Session by Kenneth Weigand, motion seconded by David Paterson, all voted "aye" at 6:26 P.M.

4. Raffaele Esposito

The following resolution was proposed

WHEREAS, the MPD Commissioners have discussed a salary change for Raffaele Esposito,

WHEREAS, Raffaele has picked up more responsibilities as labor supervisor within the last year, and

WHEREAS, the Board of Commissioners feel his position should be paid as an annual salary, with any work over 40 hours to be compensated with comp time,

THEN THEREFORE, the Commissioners will compensate Raffaele Esposito at an annual rate of \$90,000, effective January 3, 2020.

On a voice vote, this resolution was unanimously approved.

5. 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

6. 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.

Wayne Wink, Town Clerk, Town of North Hempstead will be requested to place designations and/or retainers for the above on the appropriate calendar of the North Hempstead Town Board in order to obtain the requisite approval.

7. 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 AVZ

THEN THEREFORE, BE IT RESOLVED, that the Manhasset Park District hereby appoints Albrecht, Viggiano, and Zureck & Co. P.C. 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.

8. Banking and Financial Services

It was unanimously agreed that the MPD will continue using HSBC and First National Bank, Manhasset, New York and Valley National, Port Washington, New York as our banking institutions.

9. 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 F.O.I.L. Officer for the Manhasset Park District.

On a voice vote, this resolution was unanimously approved

10. Appointment of Community Newspaper

The following resolution was proposed:

WHEREAS, the Board of Commissioners wish to continue to utilize the Manhasset Press 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 Manhasset Press (Anton Community Newspaper) as the designated local community newspapers for publication purposes and legal notifications.

On a voice vote, this resolution was unanimously approved.

11. 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 2020.

On a voice vote, this resolution was unanimously approved.

12. 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.

13. 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 2020.

On a voice vote, this resolution was unanimously approved.

14. 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 2020.

On a voice vote, this resolution was unanimously approved.

15. 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 2020.

On a voice vote, this resolution was unanimously approved.

16. 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 2020.

On a voice vote, this resolution was unanimously approved.

17. 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 2020.

On a voice vote, this resolution was unanimously approved.

18. 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 2020.

On a voice vote, this resolution was unanimously approved.

19. 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 2020.

On a voice vote, this resolution was unanimously approved.

20. 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

THEN THEREFORE, BE IT RESOLVED the MPD will renew the Safety Policies for 2020.

On a voice vote, this resolution was unanimously approved.

21. Standard Work Day

The following was proposed:

WHEREAS, The MPD needs to establish a SWD for each title

WHEREAS, the SWD 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 SWD 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
Treasurer	8

On a voice vote, this resolution was unanimously approved.

22. Commissioners Standard Work Day

The following was proposed:

WHEREAS, The MPD needs to establish a SWD for elected officials

WHEREAS, the SWD 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 SWD 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.

23. Merchant Parking Renewal

The Commissioners discussed Merchant Parking. The Merchant lots will remain a base price of \$800, with an additional \$25 fee per vehicle, or \$50 fee per vehicle in the George Street lot.

24. Chamber of Commerce

The following resolution was proposed:

WHEREAS, The Manhasset Park District has been requested to renew its membership to the Chamber of Commerce as a non for profit organization

THEN THEREFORE, BE IT RESOLVED that the MPD will renew its membership to the Chamber of Commerce and attend the annual luncheon.

On a voice vote, this resolution was unanimously approved.

25. State of the Town

The Commissioners discussed attending the State of the Town lunch and ceremony. They will let Amanda know who can attend. Commissioner Paterson stated he attended the swearing in ceremony earlier in the month.

26. Regulations

Amanda Niewender reported that the signs at Lot #1 need to be changed, to include new regulations, which have been in effect, which include allowing nonresidents to park after 3pm with the correct fee.

27. Truck Emergency Repair

The following resolution was proposed

WHEREAS, the MPD Truck #5 was not working and needed a new fuel pump,

WHEREAS, the truck was brought to 3 different shops for estimates,

THEN THEREFORE, BE IT RESOLVED, the truck will undergo the repair, not to exceed \$900.

On a voice vote, this resolution was unanimously approved

28. Muni Meter Refund

A non-resident requested a refund from the muni meter machine. He overpaid by \$11, unable to get the machine to cancel his transaction. The Commissioners discussed and approved the refund, with the proof submitted.

29. Taxi Cab Lease

Robert and Angelo Marmo came to the meeting to discuss the lease. The lease is expired as on December 31, 2019. They do not feel they can sign a new 2-year lease because they can no longer afford to pay rent. With all of the societal factors, they have been losing business and are having a hard time affording any expenses. They have offered to stay and pay \$0 or to not renew the lease and no longer stand in the lot. The Commissioners will discuss any options they can and get back to them; otherwise the lease will not be renewed.

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 7:20 P.M.

Subscribed in Manhasset, New York
On the 27th of January 2020

By: _____
Kenneth Weigand
Chair

Subscribed in Manhasset, New York
On the 27th of January 2020

By: _____
Mark Sauvigne
Treasurer

Subscribed in Manhasset, New York
On the 27th of January 2020

By: _____
David Paterson
Secretary