

BOARD OF COMMISSIONERS
MANHASSET PARK DISTRICT
REGULAR MEETING JANUARY 11, 2021

Meeting 21-01

The bi-monthly regular meeting of the Board of Commissioners of the Manhasset Park District (MPD) convened via ZOOM at 5:00 P.M. Monday, January 11, 2021. Present were Commissioners Mark S. Sauvigne, Kenneth Weigand and David Paterson. In addition, Robert Morici & Paul Pepper, MPD Legal Consul, 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. Swearing In

Robert Morici, Justice officiated at the swearing in ceremony for Commissioner elect, Kenneth Weigand.

2. Appointment of Officers

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

Chair of the Board----- David Paterson

Treasurer ---- Mark Sauvigne

Secretary ---- Kenneth Weigand

3. 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.

4. 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.

5. 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.

6. 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

7. 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.

8. 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 2021.

On a voice vote, this resolution was unanimously approved.

9. 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.

10. 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 2021.

On a voice vote, this resolution was unanimously approved.

11. 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 2021.

On a voice vote, this resolution was unanimously approved.

12. 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 2021.

On a voice vote, this resolution was unanimously approved.

13. 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 2021, including the changes made throughout the year.

On a voice vote, this resolution was unanimously approved.

14. 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 2021.

On a voice vote, this resolution was unanimously approved.

15. 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 2021.

On a voice vote, this resolution was unanimously approved.

16. 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 2021.

On a voice vote, this resolution was unanimously approved.

17. 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 2021.

On a voice vote, this resolution was unanimously approved.

18. 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 2021.

On a voice vote, this resolution was unanimously approved

19. 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, copays and prescription costs keep rising leading to a higher out of pocket cost for employees,

THEN THEREFORE, BE IT RESOLVED the MPD will amend the policy to increase the reimbursement from \$500 to \$1000. All other regulations in the policy will remain the same.

On a voice vote, this resolution was unanimously approved

20. 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.

21. 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.

22. 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.

23. Insurance Renewal

John Dina has advised that the Insurance Coverage is up for renewal and will be renewed for less than a 5% increase.

The following was proposed:

WHEREAS, The Manhasset Park District is satisfied with Insurance Coverage

WHEREAS, the MPD needs an Insurance Policy and a 5% increase is a fair increase

THEN THEREFORE, BE IT RESOLVED, the MPD will renew the Insurance Coverage Policy not to exceed \$43,250.

On a voice vote, this resolution was unanimously approved.

24. COVID Schedule

With the increased number of COVID cases in Manhasset and New York the Commissioners decided to go back to split shifts as we did in early 2020. Amanda and Ralph will prepare the rotation schedule.

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 6:05 P.M.

Subscribed in Manhasset, New York
On the 25th of January 2021

By: _____
David Paterson
Chair

Subscribed in Manhasset, New York
On the 25th of January 2021

By: _____
Mark Sauvigne
Treasurer

Subscribed in Manhasset, New York
On the 25th of January 2021

By: _____
Kenneth Weigand
Secretary