

Citizens Finance & Planning Committee

Meeting #1, February 10, 2017 - Minutes

Attendance: Bob Balcom, Michael Richardson, John Wapner, Tim Briney, Aven Kerr, Michael Blasl, David Levow, Jim Johnson (by phone). Absent - Tammy Shaw

The meeting began at 1:05 p.m.

The meeting began with Supervisor Maria Lull thanking the group for their service.

Issues Discussion

- **Audits/Annual Update Document** - the difference between an accounting audit and the requirement to file an Annual Update Document to the State of NY was explained.
- **Invoice Review** - A suggestion was made that town board members reviewing invoices should sign them also. Current practice is to review them and then sign a cover sheet.
- **Procurement Policy** - A review of procurement policy should be considered.
- **Employee Personnel Handbook** - Michael Richardson will provide template documents to work from.
- **Town Board Salaries** - this review was expanded to all elected officials for each town. A request for information letter will be created by Mike Blasl. Further discussion on criteria needs to happen.
- **Crellin Park Pavilion** - there was a brief discussion on the status of this unfinished building. No action taken.
- **Dirt roads v Paved roads** - there was a general discussion regarding this issue with the committee members agreeing that this is very complicated and more information is needed to understand the economic impacts. It was suggested that Joe Rickert be invited to discuss in a future meeting.
- **Next meeting date** - to be determined using Doodle meeting scheduler.

The meeting ended at 2:35 p.m.