

JANUARY 16, 2014 TOWN BOARD SPECIAL MEETING

PRESENT: Supervisor Matthew Hicks; Town Council Members: Matthew Rathbun, Kenneth Quick, Mary Emery, Thomas Cosey; Town Accountant Joel Carpenter; Town Clerk Jenny Martelle; Town Justice Roger Forando; Town Justice Ronald Daigle

Supervisor Matthew Hicks called the meeting to order at 7:00 pm.

The purpose of the Special Meeting was to perform the annual audit and review of the fiscal records of the Town Justices, Town Clerk, Chief Fiscal Office – Town Accountant. The audit was conducted by Supervisor Hicks and Council members Matthew Rathbun, Ken Quick, Mary Emery and Thomas Cosey.

As per NYS Comptroller Fiscal Management and Oversight for Towns guidelines, the Board utilized Appendix A “General Record-keeping Requirements for Chief Fiscal Officers, Appendix B “General Record-keeping Requirements for Town Clerks, Appendix C “General Record-keeping for Town Tax Collecting Officers and Appendix D “General Record-keeping Requirements for Town and Village Justice Courts. These checklists are designed to help Board members perform key aspect of the annual audit.

Upon completion of their examination and review the following resolutions were passed.

Councilwoman Mary Emery moved and Councilman Tom Cosey second to adopt Resolution No. 36 Resolution to Approve Records for 2013 of the Chief Fiscal Officer. Passed unanimously 4 – 0. Supervisor Hicks abstained

Councilman Ken Quick moved and Councilman Tom Cosey second to adopt Resolution No. 37 Resolution to Approve Records for 2013 of the Town Justice Ronald Daigle. Passed unanimously 5 – 0.

Councilman Tom Cosey moved and Councilman Matt Rathbun second to table Resolution No. 38 Resolution to Approve Records for 2013 of the Town Justice Roger Forando until the February 13, 2014 meeting. Passed unanimously 5 – 0.

Councilwoman Mary Emery moved and Councilman Tom Cosey second to adopt Resolution No. 39 Resolution to Approve Records for 2013 of the Town Clerk/Tax Collector. Passed unanimously 5 – 0.

ADJOURNMENT: Councilman Matt Rathbun moved and Councilman Ken Quick second to adjourn until the Regular Meeting February 13, 2014.

Attested to:

Jenny Martelle
Granville Town Clerk