

JANUARY 18, 2018

SPECIAL MEETING

PRESENT: Supervisor Matthew Hicks; Town Council Members: Matthew Rathbun, Thomas Cosey, Mary Emery and Kenneth Quick; Town Accountant Joel Carpenter; Town Clerk Jenny Martelle; Town Justice Roger Forando; Town Court Clerk Debbie Loomis; Local Ordinance Officer Russ Bronson; Planning Board Members: Todd Smith, Nate Baker, John Norton, John Tanner and Peter Beyer; Planning Board Clerk Gretchen Richards.

ABSENT: Town Justice Paul Manchester

Supervisor Matthew Hicks called the meeting to order at 6:00 pm.

Old Business: After review of the information provided to the Board regarding the variance requested by Mr. Howard, Councilman Cosey moved and Councilwoman Emery second to approve the variance on lot 90.-1-24 for the placement of the doublewide to be centered on the lot and all other parts of the law apply.

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, Councilmembers Matthew Rathbun, Kenneth 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. Councilman Rathbun moved and Councilman Cosey second to adopt Resolution No. 29 Resolution to Approve Records for 2017 of the Town Accountant for the Chief Fiscal Officer Carried 4 – 0. Supervisor Hicks abstained

Councilman Cosey moved and Councilwoman Emery second to adopt Resolution No. 30 Resolution to Approve Records for 2017 of the Town Clerk/Tax Collector Jenny Martelle. Carried 5 – 0.

Councilman Quick moved and Councilman Cosey second to adopt Resolution No. 31 Resolution to Approve Records for 2017 of Town Justice Roger Forando. Carried 5 – 0.

Councilman Rathbun moved and Councilman Quick second to adopt Resolution No. 32 Resolution to Approve Records for 2017 of Town Justice Paul Manchester. Carried 5-0.

Nan Stolzenberg, Community Planning and Environmental Associates, review the draft of the Site Plan Law with

ADJOURNMENT: Councilman Tom Cosey moved and Councilwoman Ken Emery second to adjourn until the Regular Meeting February 9, 2017.

Attested to:

Jenny Martelle
Granville Town Clerk