

**Finance Meeting  
October 11, 2023**

Attendees

Committee: Art Merrill, Wayne Marshfield, Jeff Taggart, Mark Tuthill, John Kosier,  
Wayland Gladstone, George Haynes, Tina Molé  
Staff: Bev Shields, Amy Merklen, Penny Bishop

Mr. Merrill called the meeting to order at 10:40 a.m.

On a motion by Mr. Taggart, seconded by Mr. Gladstone and Mr. Marshfield, the draft minutes of the September 27 meeting were unanimously approved.

The nine-month operating summary report was distributed for committee review.

Mr. Merrill reported that USL is still making adjustments to the budget module and Christa Schafer is preparing the budget as she had done in the past working parallel with the new USL process. He said that although the servers are down, we have hard copies of the budget data which can be reviewed line by line by the committee so the budget process will not be delayed.

Mr. Merrill presented three not-prefiled resolutions: Transfer of Funds for Real Property Tax Services computers, NYS Retirement reporting, and the audit resolution. Mrs. Bishop noted with USL down, Fiscal Affairs calculated the audit manually in order to produce the resolution for today's meeting.

Clerk of the Board – Penny Bishop

Mrs. Bishop reported that there is a \$500,000 CD for Mental Health Capital that is due to renew this week. The committee had a short discussion about work that was done on the retention pond behind the BH facility last week which will need to be paid. Since Blanding Electric has not claimed the balance of their retainage, approximately \$50,000, those funds will be used to pay Delaware Bulldozing for the work they just completed on the drainage. The work had to be done because Upstate failed to fully address the issues there. Regarding the CD renewal, Mr. Merrill said he had advised FA to roll it over for six months. By that time, the BHF should be all set to close out. They may deposit the CD into the new building reserve fund that will be set up. All this will be decided during budget discussions.

Treasurer's Office – Beverly Shields

Mrs. Shields notified the committee that the fall meeting of the NYS Treasurer's Association will be held in Syracuse. Upon a motion by Mr. Taggart, seconded by Mr. Haynes, the travel request was unanimously approved.

Upon a motion by Mr. Tuthill, seconded by Mr. Taggart, the Committee entered into executive session to discuss a criminal investigation.

Committee reconvened in regular session.

Travel, equipment, and vacancy requests were approved as presented.

Upon a motion, the meeting adjourned at 11:30 a.m.