

**Finance Meeting
January 24, 2024**

Attendees

Committee: Art Merrill, Wayland Gladstone, Wayne Marshfield, George Haynes, John Kosier, Tina Molé

Staff: Bev Shields, Penny Bishop, Sherri Falcone, Amy Merklen, Kathy Preston

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

On a motion by Mr. Haynes, seconded by Mr. Gladstone, the draft minutes of the January 3 meeting were unanimously approved.

Real Property Tax Services – Sherri Falcone

Mrs. Falcone presented a travel and training authorization request for her to attend the NYS Association of Real Property Tax Director's Winter Conference to be held February 26-28 in Latham. The request was unanimously approved. Regarding the resolution to correct omitted taxes, Mrs. Falcone explained the property in Walton was tax exempt but when it sold, it became taxable but was not listed on the tax roll. The corrected tax levy included school tax and since the school district would levy that portion, we need to amend the resolution to just town and county tax of \$6,018.21.

The sales tax report through November was reviewed. The report indicates a decrease in sales tax revenue of .9563 percent compared to the same time period last year, but overall a little more than last year's revenue to date. Mr. Merrill noted the sales tax is higher despite the decrease in gasoline tax collected.

The year-end transfers report was reviewed. The balance of the contingency fund is \$129,203.40. In response to Mr. Merrill, Mrs. Bishop said 2023 vouchers could be processed through the first audit in March. More transfer requests could be forthcoming.

Clerk of the Board – Penny Bishop

Mrs. Bishop reported that Buildings & Grounds purchased a new pick-up truck, and Mr. Montgomery would like to leave his salt truck on the road until winter is over. There was discussion to increase the Buildings & Grounds fleet from 9 to 10 vehicles because of needed maintenance at the Behavioral Health Facility and DSS South in Walton. Mr. Haynes made a motion to support the increase of BM vehicles to 10. The motion was seconded by Mr. Marshfield and unanimously carried. Mr. Merrill expressed there is a need to increase equipment in order to maintain new facilities. Mr. Marshfield recalled that maintenance was contracted out at the old Mental Health facility.

Mrs. Bishop presented a billing statement received from Blanding Electric to claim payment for 2020-2021 retainage on the Behavioral Health Facility. The statement is for \$52,642.11. Mr. Tuthill had repeatedly requested that Blanding submit an invoice for the retainage, which they refused. In discussion with County Attorney Amy Merklen, he was advised to keep the contingency. Mr. Marshfield said he believes the retainage should be paid, as we may need their services in the future. Mr. Merrill noted this should go back to the Capital Projects committee to make a decision. Mr. Marshfield and Mr. Cetta need to discuss and send a recommendation to Finance. Mrs. Preston stated the vouchers to

pay the retainage had been cancelled and that the funds are still available to pay this statement. She confirmed the Capital Project fund for the BHF is still open. Mr. Merrill noted additional work may be done at the BHF concerning a handicapped entry. He agreed the work should be paid for out of the BHF capital fund. Mr. Cetta is taking the lead in that endeavor.

Ms. Molé reported on a security incident that happened on Friday, January 12, involving a gentleman who presented himself as homeless. As a result of the incident, building security is being requested at 99 Main Street, Delhi. Mr. Haynes made a motion to support building security at 99 Main Street, Delhi. The motion was seconded by Mr. Gladstone and unanimously carried.

Mr. Merrill presented three not-prefiled resolutions: resolution to support Westchester Medical Center's Health Alliance, appropriation of opioid settlement funds, and the audit.

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

Upon a motion, the meeting adjourned at 11:15 a.m.