

A month-end audit meeting of the Town Board of the Town of Moreau was held on August 26, 2014 in the Town of Moreau Municipal Building, 351 Reynolds Road, Moreau, New York.

Deputy Supervisor Vittengl called the meeting to order at 6:40 p.m.

The Town Clerk called the roll.

Town Board Members Present

Robert J. Vittengl, Jr.	Councilman/Deputy Supervisor
Bob Prendergast	Councilman
Todd Kusnierz	Councilman

Town Board Members Absent

Gina LeClair	Councilwoman
Preston L. Jenkins, Jr.	Supervisor

Also Present: Jeanne Fleury, Town Clerk; Karla Buettner, Attorney for the Town; Rudy Klick, Special Projects Aide; Paul Joseph, Highway Superintendent; Peggy Jenkins, Assessor

At a meeting of the Town Board on February 11, 2014 the Town Board accepted a quote from County Waste for the rental of dumpsters and removal of waste from the beach and the rec. park. The actual hauling is being done by Ace Carting a subsidiary or sub-contractor for County Waste and Ace Carting is billing the Town for the service. Authorization is needed to pay Ace Carting.

A motion was made by Councilman Prendergast and seconded by Councilman Kusnierz authorizing payment to Ace Carting.

Roll call vote resulted as follows:

Councilman Prendergast	Yes
Councilman Kusnierz	Yes
Deputy Supervisor Vittengl	Yes
Councilwoman LeClair	Absent
Supervisor Jenkins	Absent

Authorization is needed to pay a voucher and invoice from Town & County Bridge and Rail in the amount of \$1,682.70. An insurance claim was submitted and the claim paid out to the Town in this amount.

A motion was made by Councilman Prendergast and seconded by Councilman Kusnierz authorizing the payment of \$1,682.70 to Town & County Bridge and Rail.

Roll call vote resulted as follows:

Councilman Kusnierz	Yes
Councilman Prendergast	Yes
Deputy Supervisor Vittengl	Yes
Councilwoman LeClair	Absent
Supervisor Jenkins	Absent

A voucher and invoice was in for audit from Adirondack Overhead Door in the amount of \$726.50. The quote submitted to the Town Board for approval and the amount approved by the Town Board on 5/27/14 was \$700.00. According to Paul Joseph, Highway Superintendent, there was a note on their quote that he missed, when submitting the quotes to the Town Board, indicating that the cost for grease would be added. The cost of the grease put the amount over by \$26.50. Approval is needed from the Town Board to pay the additional \$26.50.

A month-end audit meeting of the Town Board of the Town of Moreau was held on August 26, 2014 in the Town of Moreau Municipal Building, 351 Reynolds Road, Moreau, New York.

A motion was made by Councilman Prendergast and seconded by Councilman Kusnierz authorizing the additional \$26.50 to be paid to Adirondack Overhead Door making the total amount to be paid to Adirondack Overhead Door \$726.50.

Roll call vote resulted as follows:

Councilman Prendergast	Yes
Councilman Kusnierz	Yes
Deputy Supervisor Vittengl	Yes
Councilwoman LeClair	Absent
Supervisor Jenkins	Absent

Garry Robinson submitted a voucher and invoice for engineering work done on the Clark/Burt Road Culvert Project (not the FEMA Project). According to Rudy Klick, Special Projects Aide, the minutes read that he was authorized to provide inspection services not engineering services. There is a difference in rates for these two services. His rate for inspection services is \$55.00 per hour and his engineering services are at \$85.00 per hour. He is submitting a voucher and invoice for engineering services at \$85.00 per hour so the minutes have to reflect the change.

Councilman Kusnierz said he was not present at the meeting when this was originally approved so he wouldn't vote on it at this meeting.

Deputy Supervisor Vittengl said the voucher and invoice would be put on hold then until the next Audit Meeting.

A voucher and invoice was in for audit from Peckham Industries. Due to escalation costs the amount was over by \$571.88 for purchase order #21647.

Following discussion on this the following action was taken.

A motion was made by Councilman Prendergast and seconded by Councilman Kusnierz authorizing the additional amount of \$571.88 for purchase order #21647 to be paid to Peckham Industries.

Roll call vote resulted as follows:

Councilman Kusnierz	Yes
Councilman Prendergast	Yes
Deputy Supervisor Vittengl	Yes
Councilwoman LeClair	Absent
Supervisor Jenkins	Absent

A voucher and invoice was in from Gorman Bros. Inc. and there are three issues that had to be addressed by the Town Board as follows:

- The voucher has an electronic signature and the Town Board typically doesn't accept anything but original signatures.
- The amount in the minutes of 7/8/14 that was approved read \$33,600.00 and it should have been \$40,490.00.
- They have not proven the escalation cost sufficiently to Rudy Klick.

Councilman Kusnierz said the issue of electronic signatures has come up before and the Town Board rarely accepts them. He asked Attorney Buettner her opinion on this.

A month-end audit meeting of the Town Board of the Town of Moreau was held on August 26, 2014 in the Town of Moreau Municipal Building, 351 Reynolds Road, Moreau, New York.

Attorney Buettner said if the Board wants to accept electronic signatures then they should develop a policy. Due to past practice and without a policy in place, she is hesitant to tell the Board to accept the voucher as presented at this meeting.

Councilman Prendergast said that he assumes that a lot of municipalities are accepting electronic signatures.

Attorney Buettner stated that Federal Court accepts electronic signatures and that there isn't any more risk by accepting them.

Councilman Prendergast said that it seems that what Attorney Buettner is saying is that the full Board should adopt a policy if they want to accept electronic signatures and absent a policy they should reject the electronic signature presented tonight.

Deputy Supervisor Vittengl said the other issue is the amount previously approved by the Board in the minutes is incorrect. The minutes should read \$40,490.00 and not \$33,600.00.

Councilman Kusnierz said he wasn't at the July 8th Meeting when this was approved and he was trying to follow what happened. Rudy Klick approached Councilman Kusnierz and the two of them went over it together.

A motion was made by Councilman Prendergast and seconded by Councilman Kusnierz to correct the minutes of July 8, 2014 on page 217 to read: "A motion was made by Councilman Prendergast and seconded by Councilman Vittengl authorizing the Highway Superintendent to contract with Gorman Group to do 2,700 feet of "cold-in-place recycling" and "paver-placed surface treatment" on the north end of Feeder Dam Road under Saratoga County 13-PWPR-28R and 14-PWPA-30R at a cost not to exceed ~~\$33,600~~ **\$40,490.00 out of account DB5112.493.**

Roll call vote resulted as follows:

Councilman Prendergast	Yes
Councilman Kusnierz	Yes
Deputy Supervisor Vittengl	Yes
Councilwoman LeClair	Absent
Supervisor Jenkins	Absent

A motion was made by Councilman Prendergast and seconded by Councilman Kusnierz authorizing the payment to Gorman Group, but for the check to be held until an explanation of the escalation cost of \$671.50 is received by Rudy Klick to his satisfaction.

Roll call vote resulted as follows:

Councilman Kusnierz	Yes
Councilman Prendergast	Yes
Deputy Supervisor Vittengl	Yes
Councilwoman LeClair	Absent
Supervisor Jenkins	Absent

Paul Joseph said the salesman from Gorman Bros. was going to be at his office tomorrow and he will have him sign the voucher.

The Town Board will consider a policy regarding electronic signatures at their next meeting.

The voucher and invoice that was in for audit from Gallo Construction that was previously withheld from payment was withheld from payment again this month. Supervisor Jenkins was going to talk with Tim

A month-end audit meeting of the Town Board of the Town of Moreau was held on August 26, 2014 in the Town of Moreau Municipal Building, 351 Reynolds Road, Moreau, New York.

Burley about this voucher and invoice. It was not known if he has done this or not or what the outcome was if he had.

A voucher and invoices from Sanders Fire & Safety that was previously withheld from audit was withheld from audit again this month. The charges should be covered under warranty.

The voucher and invoices from Crisafulli Bros. that was withheld from payment previously was withheld from audit again this month. The charges should be covered under warranty.

A voucher and four invoices were in for audit from Alpine Environmental Services and a fifth invoice is expected soon. The invoices are for lead risk assessments done through the housing rehabilitation service.

A motion was made by Councilman Prendergast and seconded by Councilman Kusnierz authorizing the payment to Alpine Environmental Services in the amount of \$2,250.00 (5 x \$450.00) out of the housing rehabilitation grant pending receipt of the fifth invoice.

Roll call vote resulted as follows:

Councilman Prendergast	Yes
Councilman Kusnierz	Yes
Deputy Supervisor Vittengl	Yes
Councilwoman LeClair	Absent
Supervisor Jenkins	Absent

A motion was made by Councilman Prendergast and seconded by Councilman Kusnierz authorizing the payment of \$14,000.00 to Shelter Planning for the grant management and program delivery.

Roll call vote resulted as follows:

Councilman Kusnierz	Yes
Councilman Prendergast	Yes
Deputy Supervisor Vittengl	Yes
Councilwoman LeClair	Absent
Supervisor Jenkins	Absent

A voucher from Bartlett, Pontiff, Stewart & Rhodes for legal services rendered in the Bluebird Trace/Harrison Quarry PUD was withheld from payment pending receipt of funds from the developer into the Trust & Agency Account.

A motion was made by Councilman Prendergast and seconded by Councilman Kusnierz authorizing the transfers and increase in revenues and expenditures:

Transfer \$3,000.00 from A3510.1 – General Fund – Control of Dogs – Personal Services into A1220.4 – General Fund – Supervisor – Contractual to pay for supplies, Kost IT, annual maintenance fee to Harris Computer for info-matic software and future 2014 expenditures for Kost IT services.

Transfer \$5,700.00 from DB1990.4 - Highway Fund - Special Items - Contingent into DB5112.431.1 - Highway Fund - Improvements - Clark Road Culvert FEMA to pay for a Clark Road FEMA voucher.

Increase revenues by \$144,000.00 in CD2170 - NYS Affordable Housing - Community Dev. Income and increase expenditures by \$144,000.00 in CD8668.2 - NYS Affordable Housing - Rehabilitation Loans/Grants Capital Outlay.

Roll call vote resulted as follows:

A month-end audit meeting of the Town Board of the Town of Moreau was held on August 26, 2014 in the Town of Moreau Municipal Building, 351 Reynolds Road, Moreau, New York.

Councilman Kusnierz	Yes
Councilman Prendergast	Yes
Deputy Supervisor Vittengl	Yes
Councilwoman LeClair	Absent
Supervisor Jenkins	Absent

A motion was made by Councilman Prendergast and seconded by Councilman Kusnierz authorizing payment of bills as audited.

Roll call vote resulted as follows:

Councilman Prendergast	Yes
Councilman Kusnierz	Yes
Deputy Supervisor Vittengl	Yes
Councilwoman LeClair	Absent
Supervisor Jenkins	Absent

AUDITED CLAIMS	
General Fund – A Account Claim nos. 953-955, 958-962, 965, 967, 968, 970-978, 981, 983, 987, 988-990, 996-998, 1003,1006, 1009-1011, 1013, 1015-1016, 1021, 1023-1024, 1026-1028, 1035, 1037, 1040-1041, 1044, 1049-1050	\$61,073.59
Town Outside Fund – B Account Claim nos. 971, 981, 985, 998, 1003, 1017, 1042-1043	\$1,521.34
Highway Fund – DB Account Claim nos. 979, 981-982, 984, 991-992, 994-995, 999-1001, 108, 1014, 1018, 1022, 1026, 1028-1029, 1039, 1041, 1045, 1051-1053	\$211,520.55
Sewer District 1 Fund – GI Account Claim nos. 955, 964, 969, 971, 998, 1025, 1036	\$3,878.38
Water District 1 Fund – I Account Claim nos. 955-957, 969, 971, 998, 1002, 1012, 1020, 1025, 1036	\$3,070.28
Water District 2 Fund – II Account Claim nos. 955-957, 969, 971, 980, 985-986, 993, 998, 1002, 1004, 1007, 1012, 1019-1020, 1025, 1036, 1041	\$6,969.11
Water District 4 Fund – IV Account Claim nos. 955-957, 969, 971, 998, 1002, 1012, 1020, 1025, 1036	\$5,659.23
Meadow Ridge Lighting District Fund – MR Account Claim nos. 959	\$77.90
Palette Lighting District Fund – PA Account Claim nos. 959	\$154.63
Palmerton Heights Lighting District Fund – PH Account Claim nos. 959	\$428.33
Pinewood Lighting District Fund – PW Account Claim nos. 959	\$228.37
Riverview Lighting District Fund – RV Account Claim nos. 959	\$253.11
Sherwood Forest Lighting District Fund – SH Account Claim nos. 959	\$244.68
Tanglewood Lighting District Fund – TW Account Claim nos. 959	\$112.43
Woodscape II Lighting District Fund – WP Account Claim nos. 959	\$311.67
Woodscape Lighting District Fund – WS Account Claim nos. 959	\$381.44

A month-end audit meeting of the Town Board of the Town of Moreau was held on August 26, 2014 in the Town of Moreau Municipal Building, 351 Reynolds Road, Moreau, New York.

Moreau Industrial Park Fund – SP Account Claim nos. 981	\$286.00
Transfer Station Fund – TS Account Claim nos. 955,963, 966, 971, 988, 998, 1005, 1038, 1041, 1046	\$7,307.05
Water District 3 Fund – SW Account Claim nos. 955-957, 969, 971, 998, 1002, 1012, 1020, 1025, 1036	\$2,412.77
Water District 5 Fund – V Account Claim nos. 955-957, 969, 971, 998, 1002, 1012, 1020, 1025, 1036	\$1,131.27
Water District 6 Fund – VI Account Claim nos. 955-957, 969, 971, 985, 989, 993, 998, 1002, 1012, 1020, 1025-1026, 1036, 1041	\$6,114.40
Trust & Agency Fund – TA Account Claim nos. 1034	\$1,897.50
NYS Affordable Housing Fund – CD Account Claim nos. 1054-1055	\$16,250.00
Town-Wide Capital Project Fund – HT Account Claim nos. 1032-1033	\$886.25
Municipal Center Capital Project Fund – HC Account Claim nos. 1030	\$120.00
Highway Capital Project Fund – HH Account Claim nos. 1031	\$403.00
Landfill Reserve Fund – LF Account Claim nos. 1047-1048	\$3,019.83

A motion was made by Councilman Prendergast and seconded by Councilman Kusnierz to adjourn the meeting at 7:16 p.m.

Roll call vote resulted as follows:

Councilman Kusnierz	Yes
Councilman Prendergast	Yes
Deputy Supervisor Vittengl	Yes
Councilwoman LeClair	Absent
Supervisor Jenkins	Absent

Meeting adjourned.

Respectfully submitted,

Jeanne Fleury
Town Clerk