

DRAFT
Town of Enfield
Special Town Board Meeting and Audit Minutes
Enfield Town Hall
Wednesday, January 16, 2018
6:30 p.m.

Present: Town Supervisor Beth McGee, Town Councilperson Virginia Bryant, Town Councilperson Mimi Mehaffey, Town Councilperson Becky Sims, Town Clerk Alice Linton, Town Justice Betty Poole, Town Bookkeeper Debby Kelly. Excused: Town Councilperson Michael Carpenter

Supervisor McGee opened the special meeting at 6:35 p.m. Councilperson Mehaffey lead the assemblage in the Pledge of Allegiance to the Flag.

Privilege of the Floor: No one wished to speak.

Consent Agenda: Supervisor McGee stated there were no budget amendments or audit claims.

Old Business: The Town has not heard back from the Enfield Volunteer Fire Company (EVFC) on the proposed contract. The attorney for EVFC, Mark Butler, has spoken with the Town's attorney, Guy Krogh, stating he will try to get back to the Town with concerns and notes later this week.

Audit of Town Justice books: Town Justice Betty Poole's 2017 books were presented for audit. There was a discussion on how budgeting for fines is done. New York State determines what portion of fines they will receive and how much the Town keeps. The town justice's annual report is attached and made a part of these minutes.

At this time, 7:00, Justice Poole left the meeting.

Audit of Town Supervisor books: Books of the Chief Fiscal Officer were presented for audit by Bookkeeper Debby Kelley. Funds include the General Fund, the Highway Fund, the Fire Fund and a Trust and Agency Fund, all of which are maintained at the Tompkins Trust Company. There was some discussion on authorization of transfers. Supervisor McGee would like to take a look at the Town's indebtedness and inventory of assets. The Town Supervisor's year-end report is attached and made a part of these minutes.

At this time, 7:35, Debby Kelley left the meeting.

Audit of Town Clerk books: Town Clerk Alice Linton's 2017 books were presented for audit. There is one account which is maintained at the Tompkins Trust Company. There was discussion of digital records of photos for an inventory and record storage on Laserfiche. The town clerk's annual report is attached and made a part of these minutes.

Supervisor McGee moved, with a second by Councilperson Sims to adopt Resolution #2018-24.

Resolution #2018-24

Acceptance of Audits

WHEREAS, the Enfield Town Board held a Special Meeting on January 16, 2018, and

WHEREAS, the Town Justice, Town Bookkeeper and Town Clerk came before the Town Board for an annual audit of their records,

WHEREAS, all three were inspected and commented on at this meeting, now therefore be it

RESOLVED, that the 2017 books of the Enfield Town Justice, the Enfield Chief Fiscal Officer and the Enfield Town Clerk be accepted as true and correct and their annual reports are attached and made a part of these minutes.

Vote: Councilperson Bryant aye, Councilperson Mehaffey aye, Councilperson Sims aye, Supervisor McGee aye. Councilperson Carpenter excused. Carried

Discussion of Finance Committee: Supervisor McGee stated she has had one resident express interest in serving on the Finance Committee.

Adjournment: Supervisor McGee moved, with a second by Councilperson Sims to adjourn at 8:00 p.m.

Respectfully submitted,

Alice Linton, Enfield Town Clerk