

## **FEBRUARY 27, 2018 OFFICIAL SPECIAL MEETING MINUTES**

The Lorraine Town Board opened their special meeting at 6:40 pm at the Municipal Building to audit the 2017 Town Supervisor financial records.

Present were: Town Supervisor Vince Moore, Councilman David Johnson, Councilman Joe Hodges, Councilman Gordon Hutton, Councilman Lester Hobbs, and Town Clerk/Tax Collector Melinda Milne.

Citizens present: Jim Rounds, Assessor.

The Town Clerk read the public notice that was published on the Town of Lorraine website and the signboard.

Mr. Jim Rounds updated the Board on assessor activities including the county-wide assessors meeting. He advised the equalization rates are currently at 102.7%. Letters were sent to tax payers regarding the Enhanced Star Program.

### **RESOLUTION #11 OF 2018 STANDARD WORKDAY AND REPORTING RESOLUTION**

Resolution #11 of 2018 represents the NYS & Local Retirement Standard Work Day and Reporting Resolution for Highway Superintendent Joseph Wasilewski, Town Supervisor Vince Moore, Town Clerk Melinda Milne, Town Justice Eric Sheldon and Assessor James Rounds. **MOTION #28 OF 2018** was made by Supervisor Moore to introduce Resolution #11 and seconded by Councilman Hobbs. All present were in favor. The motion was carried.

The Board discussed the ZBA. There has been a challenge finding a third person to serve on the Lorraine ZBA. Supervisor Moore discussed a potential option to join a cooperative ZBA between Lorraine, Pinckney and Montague. Supervisor Moore advised he can email the draft bylaws to the Board.

Supervisor Moore advised a notice has been put on the Town website accepting 2018 mowing bids. There was a discussion regarding mowing options and potential equipment needs.

The Town Board reviewed the Town Supervisor's financial records for 2017 as presented by Supervisor Moore. The electronic upload to the NYS OSC was completed on February 17, 2018. A hard copy of the 2017 Fiscal Year End Report was provided for review along with supporting records and monthly reconciles. Supervisor Moore advised the 3<sup>rd</sup> party audit is projected for April/May of 2018. He made a recommendation that a Board member continue to review accounting reports/account balances on a monthly basis. **MOTION #29 OF 2018** was made by Councilman Hodges and seconded by Councilman Johnson to accept the Town Supervisor's financial records for the year 2017. All present were in favor. The motion was carried.

**MOTION #30 of 2018** was made by Councilman Hobbs and seconded by Councilperson Hodges to adjourn the meeting at 7:50 pm. All present were in favor. The motion was carried.