

FINANCE COMMITTEE MEETING MINUTES

TUESDAY, DECEMBER 3, 2019

5:30 PM

Attendees: Supervisor Albrigo, Councilors Donovan, LaFex and Weber, Peggy Rowe and Jennifer Scott

Review and discuss the OCTOBER 2019 Bank Reconciliation. (Signed and dated as reviewed and approved by FC chairman).

Review and discuss the OCTOBER 2019 Balance Sheet and Profit & Loss reports and the budget to actual variances by account. We discussed the P&L report and noted items to review, including legal cost by department, SPCA contractual costs, increased police overtime cost, and health insurance cost.

Review and discuss the Leanne West contract. (Susan LaFex). The contract is for six months beginning February 2020, a resolution will be drafted for review and approval at the town board meeting December 10, 2019.

Review and discuss the purchase of a security door for the Geddes Town Hall, requested from the Public Safety Committee meeting on November 26, 2019. (Susan LaFex). The committee has requested cost estimates to be provided by vendors to purchase and install the doors. The issue will be discussed at next month's FC meeting.

Review and discuss replacing the dog control vehicle, requested by the Public Safety Committee meeting on November 26, 2019. (Susan LaFex). The committee has requested data on the current vehicle and requested purchase estimates to replace the dog control vehicle. The issue will be discussed at next month's FC meeting.

Review and discuss the transfer of funds in the Police Department Budget for use of overtime to cover police officers on medical leave. Requested from the Public Safety Committee meeting, on November 26, 2019. (Susan LaFex). The committee discussed the number of police officers out due to health issues and

the coverage required for police protection. Police Overtime cost will increase and budget adjustments will be requested in the future

Review and discuss the purchase of a truck for the Highway Department. Requested from the Highway Department Committee meeting on November 26, 2019. (Ed Weber). The committee requested updated information on the purchase of the two highway trucks. The committee discussed which funding option should be used by the town, BAN funding or purchase from dealer. We will discuss this issue at next month's FC meeting.

Review and discuss the NY Power Authority "Total Project Summary" worksheet for the Town of Geddes sent to Jerry Albrigo. (Ongoing process).

Review and discuss Jennifer Scott's recommendation of our current contracted payroll system, and the need to upgrade. The committee reviewed the comparison of payroll costs from the two vendors and what each vendor can provide to the town. The committee recommended that HR ONE be our new town payroll service beginning January 1, 2020. A resolution will be drafted for review and approval at our town board meeting on December 10, 2019.

Next meeting date: TUESDAY, JANUARY 7, 2020 at 5:30pm