

**Town of Malone, County of Franklin
Industrial Development Agency
Malone, New York 12953**

A regular meeting of the Town of Malone I.D.A. was held on Wednesday, November 18, 2015 at the Malone Town Offices, 27 Airport Road, commencing at 5:45 P.M.

PRESENT: Chairman, Howard Maneely
Board Member, Louise Taylor
Board Member, Jack Sullivan
Board Member, Paul Walbridge
Board Member, Mary Scharf

ALSO PRESENT: Budget Officer Andrea Stewart

RECORDING SECRETARY: Denice Hudson

The meeting was called to order by Chairman, Howard Maneely, at 5:45 P.M.

MINUTES: On the motion of Board Member Louise Taylor with a second thereto by Board Member Jack Sullivan to accept the minutes of the meeting of October 14, 2015 as presented and placed in the file. The motion was carried with voting as follows (3-0).

OLD BUSINESS:

2015 Audit – Secretary Hudson indicated proposals for completing the 2016 Audit were received from Hoffman Eells & Gray, CPAs, P.C. and John C. Parcell, IV, CPA, CFE. The proposal from Hoffman Eells & Gray was not to exceed \$4,200.00, and the proposal from Mr. Parcell was not to exceed \$3,500.00. Chairman Maneely asked for a recommendation, and Secretary Hudson stated Hoffman Eells & Gray would be her recommendation as they completed the 2014 Audit and were a local firm. Board Member Mary Scharf would rather go with Mr. Parcell as there would be a \$700.00 savings, even though he was not a local firm. A decision was tabled until the December meeting to allow Board members the opportunity to review each proposal.

Conflict of Interest Policy – The draft Conflict of Interest Policy was reviewed by Board Members and IDA Attorney Anderson-Duffy.

Motion – Board Member Louise Taylor

Second – Board Member Mary Scharf

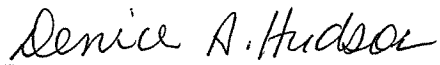
(Resolved #20 – 2015) to accept the Conflict of Interest Policy as presented.
The motion carried with voting as follows (5-0).

TREASURER'S REPORT: Balance in CD (Community Bank) \$28,124.14, and Balance in Public Fund Money Management Account (Community Bank) \$29,068.24. On the motion of Board Member Paul Walbridge with a second thereto by Board Member Mary Scharf to accept the treasurer's report. The motion carried with voting as follows (5-0).

BILLS FOR AUDIT AND PAYMENT: Bills presented for payment in the amount of \$387.53. Upon the motion of Board Member Paul Walbridge with a second thereto by Board Member Mary Scharf to pay the bills in the amount of \$387.53. The motion carried with voting as follows (5-0).

NEXT MEETING: December 9, 2015 at 5:45 p.m.

ADJOURNMENT: On the motion of Board Member Paul Walbridge with a second thereto by Board Member Mary Scharf to adjourn IDA meeting at 5:50 P.M. The motion carried with voting as follows (5-0).



Denice A. Hudson, Secretary