

**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, October 14, 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
ABSENT: 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.

ORGANIZATIONAL MEETING

Depository –

Motion – Board Member Louise Taylor

Second – Board Member Jack Sullivan

To designate Community Bank as the official depository for the Town of Malone IDA. The motion was carried with voting as follows (3-0).

Meeting Date & Time –

Motion – Board Member Jack Sullivan

Second – Board Member Louise Taylor

To set the meeting schedule for the Town of Malone IDA for the 2nd Wednesday of each month beginning at 5:45 p.m. The motion was carried with voting as follows (3-0).

Committee Appointments –

Motion – Chairman Howard F. Maneely

Second – Board Member Louise Taylor

To Appoint Board Member Louise Taylor, Board Member Paul Walbridge and Board Member Jack Sullivan to the Finance Committee; Board Member Louise Taylor, Board Member Jack Sullivan and Board Member Mary Scharf to the Governance Committee; and Board Member Paul Walbridge, Board Member Jack Sullivan and Board Member Mary Scharf to the Audit Committee. The motion was carried with voting as follows (3-0).

Salary Schedule –

Motion – Board Member Louise Taylor

Second – Board Member Jack Sullivan

To adopt salary schedule for 2016 as follows: Secretary \$2,400.00, Attorney \$750.00, and Pump Inspector \$60.00 Per Inspection. The motion was carried with voting as follows (3-0).

REGULAR MEETING

MINUTES: On the motion of Board Member Jack Sullivan with a second thereto by Board Member Louise Taylor to accept the minutes of the meeting of September 9, 2015 as presented and placed in the file. The motion was carried with voting as follows (3-0).

OLD BUSINESS:

2015 Audit – Secretary Hudson report that no quotes for the Audit have been received. Hopes to have responses by November meeting.

NEW BUSINESS:

2016 Proposed Budget – The budget for 2016 was presented by Denice Hudson. On the motion of Board Member Louise Taylor with a second by Board Member Jack Sullivan to accept the budget in the amount of \$18,925.00 as presented. The motion carried with all members present voting in favor (3-0).

Draft Conflict of Interest Policy – Secretary Hudson presented a draft Conflict of Interest Policy for each Board Member to review for comments and adoption at next IDA Board Meeting.

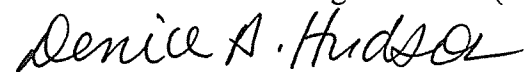
Board Member Paul Walbridge arrived at 5:50 p.m.

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 Louise Taylor to accept the treasurer's report. The motion carried with voting as follows (4-0).

BILLS FOR AUDIT AND PAYMENT: Bills presented for payment in the amount of \$1,859.88. Upon the motion of Board Member Paul Walbridge with a second thereto by Board Member Louise Taylor to pay the bills in the amount of \$1,859.88. The motion carried with voting as follows (4-0).

NEXT MEETING: November 11, 2015 at 5:45 p.m.

ADJOURNMENT: On the motion of Board Member Louise Taylor with a second thereto by Board Member Paul Walbridge to adjourn IDA meeting at 5:55 P.M. The motion carried with voting as follows (4-0).



Denice A. Hudson, Secretary