

*A Month-End Audit Meeting was held by the Town Board of the Town of Moreau, Saratoga County,
at the Town of Moreau Municipal Building, 351 Reynolds Road, Moreau, New York
on the 28th day of May, 2024.*

The audit meeting was held in person. The Supervisor called the meeting to order at 6:45 PM with a roll call.

PRESENT:	Patrick Killian	Councilmember
	Mark Stewart	Councilmember
	John Donohue, Jr.	Councilmember
	Jesse A. Fish, Jr.	Supervisor
ALSO PRESENT:	Erin Trombley	Town Clerk
	Anna Labiak	Water Department Clerk
	Elizabeth Bennett	Confidential Secretary

OTHERS PRESENT: None

ITEMS FOR DISCUSSION

Supervisor Fish raised a topic for discussion; the Moreau Industrial Park pump station repair was originally quoted at \$69,000, and a \$24,935.17 change order was approved but a Purchase Order was not put in at that time. The vendor was asking for a payment in the amount of \$90,356.98. Now, he said, an additional \$1,233.38 is being billed for a control panel that was sent separately from the supplier--this sum was never pre-approved. Councilmember Stewart reading from the supporting documents said the vendor who performed the work noted that the extra sum should be reimbursed to the Town by the pump supplier. Councilmember Killian said installing the control panel was in the plans and the vendor is adding it in again, adding since it was in the contract, the vendor that did the work should absorb that cost. Councilmember Stewart said the department head indicated he would seek to recover the \$1200 from the supplier so he was in favor of approving another change order to cover the total now with the Town to receive the money back from the supplier later. Supervisor Fish said he agreed with taking care of the bill, but added that no work should have been performed without pre-approval. Supervisor Fish said the new total owed, including the unauthorized work, is \$95,168.35.

The Supervisor and Councilmembers in attendance signed the vouchers presented to them.

TRANSFERS

1) \$50,000 transferred from account B8010.4 (Town Outside – Zoning – Contractual) to account B8020.1 (Town Outside – Zoning – Personnel Services)

Resolution 176-2024 A motion was made by Councilmember Stewart, seconded by Councilmember Killian, to authorize the stated transfer of funds.

Asked if all were in favor, the responses were as follows:

Councilmember Killian	Aye
Councilmember Stewart	Aye
Councilmember Donohue	Aye
Supervisor Fish	Aye

The motion carried 4:0

2) \$20,000 transferred from account B8020.4 (Town Outside – Planning – Contractual) to account B8020.1 (Town Outside – Planning – Personnel Services)

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Resolution 177-2024 A motion was made by Councilmember Killian, seconded by Councilmember Donohue, to authorize the stated transfer of funds.

Asked if all were in favor, the responses were as follows:

Councilmember Killian	Aye
Councilmember Stewart	Aye
Councilmember Donohue	Aye
Supervisor Fish	Aye

The motion carried 4:0

3) \$200 transferred from account A1990.4 (General – Contingent Account) to account A1010.4 (General – Town Board – Contractual)

Resolution 178-2024 A motion was made by Councilmember Killian, seconded by Councilmember Stewart, to authorize the stated transfer of funds.

Asked if all were in favor, the responses were as follows:

Councilmember Killian	Aye
Councilmember Stewart	Aye
Councilmember Donohue	Aye
Supervisor Fish	Aye

The motion carried 4:0

4) Increase appropriations by \$26,168.55 to account GI8110.2 (Sewer – Administration – Equipment).

Resolution 179-2024 A motion was made by Councilmember Stewart, seconded by Councilmember Donohue, to authorize the stated increased appropriations.

Asked if all were in favor, the responses were as follows:

Councilmember Killian	Aye
Councilmember Stewart	Aye
Councilmember Donohue	Aye
Supervisor Fish	Aye

The motion carried 4:0

Resolution 180-2024 A motion was made by Councilmember Stewart, seconded by Councilmember Donohue, to accept minutes as read.

Asked if all were in favor, the responses were as follows:

Councilmember Killian	Aye
Councilmember Stewart	Aye
Councilmember Donohue	Aye
Supervisor Fish	Aye

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The motion carried 4:0

Resolution 181-2024 A motion was made by Councilmember Stewart, seconded by Councilmember Killian, to adjourn the audit meeting.

Asked if all were in favor, the responses were as follows:

Councilmember Killian	Aye
Councilmember Stewart	Aye
Councilmember Donohue	Aye
Supervisor Fish	Aye

The motion carried 4:0

The meeting was adjourned at 6:56 p.m.

Respectfully submitted,
Erin Trombley
Erin Trombley, Town Clerk