

Special Meeting-September 21, 2015

Commissioners:

John Klosowski

Ken Clair

Gerry Schramek

Rick Tofte

Joe Toscano

Meg Miller, Treasurer

Renee Tassani, Secretary

Phil McMurray, Jr., 1st Assistant Chief

O'Connor & Davies:

Oscar Urena

Shawn Simms

The meeting was called to order at 7:40 p.m.

Oscar Urena and Shawn Simms presented a report to the Commissioners. This report is now an unmodified complete financial statement.

Assets were reviewed and exceeded liabilities. Net assets decreased. It was recommended that we save money in the budget for the reserve fund.

The NY State tax cap was reviewed as well as last years unfunded benefits.

G. Schramek asked Mr. Simms/Mr. Urena what our strengths and weaknesses are. They said that our area of strength is that we are aware of where we need to improve and we are committed to that.

One suggestion they made was to have an internal audit (to be done by one of the commissioners) once a year to check M. Millers work (checks/balances). Mr. Urena has a checklist which he will supply to Meg to assist in this task. Our procurement area needs improvement. Tax cap forms need to be submitted on time. Receipts need to be kept with bills.

G. Schramek spoke about the Installation event. If we use choose another place and it's slightly more can we use it? The answer was yes but we need to document why it was worthy to spend the extra money.

The auditors recommended that jobs such as cleaners/mechanics need to be put out to bid. These vendors (cleaners/mechanics) will be required to submit proof of Workmen's Compensation Insurance.

The budget was reviewed. We are currently running over last years budget. The Explorer Post was taken out. The Insurance was increased.

The Building line item (R&M) went up due to the roof.

Per J. Klosowski, uniforms are to be taken out of the budget.

We need to find out a couple of things:

What's the deadline for when you can take people off life insurance?

How many points need to be for calls and how many for meetings?

G. Schramek will contact M. Liguori to find out this information.

A MOTION was made by J. Klosowski, 2nd by G. Schramek to stay under the cap.

A rollcall was taken and all agreed to stay under the cap.

A MOTION was made by J. Klosowski to adjourn the meeting at 9:40 p.m., G. Schamek 2nd this motion.