

59) FINANCE BOARD MEETING, TOWN OF PIERCEFIELD, April 13, 2023 **DRAFT**

60) A finance board meeting of the Town of Piercefield was held on April 13th at 6:00 PM at the Piercefield Town Hall with the following members present:

Acting Supervisor Joe Denis

Councilmember: Karl Pryce

Councilmember Carol Dimond

Councilmember Gina Sarazen

OTHERS PRESENT: Deputy Town Clerk Paige Phillips, Bookkeeper Linda Pickering, Budget Software Trainer William Dashnaw.

61) **Pledge of Allegiance**

The meeting was opened with the Pledge of Allegiance led by Acting Supervisor Joe Denis

New Business

62) William Dashnaw held a finance meeting at The Boards request to further educate the members on the town budget. William came to The Board with a plethora of knowledge and was eager to help in order to prevent the town from making the same mistakes he once made. Aside from the budget, he also gave valuable insight to beneficial changes the town could adopt to allow for a smoother process shall the town ever receive an audit.

63) **Policy Updates**

William mentioned policies that surrounding areas have in place such as, code of ethics policy, wire transfer policy, travel policy, credit card policy, computer use policy etc. The Town Clerk will review The Town's current policy manual and update as needed at our next regularly scheduled board meeting.

64) **Audits**

Information was provided about various audits that can be done internally annually in order to have a narrative and information more readily available if needed. The Town Bookkeeper will obtain what is needed to complete applicable audits.

65) **Loans**

William passed along information about a USDA loan in regards to future purchases. This type of loan could be beneficial for the town because usually a percent of the purchase is grant money given back to the town. Also a USDA loan typically has a lower interest rate if approved. The Town Board will take this type of loan into consideration for future purchases if approval is granted.

66) **Adjournment**

On a motion by Councilmember Karl Pryce, seconded by Acting Supervisor Joe Denis, the meeting was adjourned at 8:00pm.

Paige Phillips, Deputy Town Clerk

Date Approved