

**TOWN OF GEDDES
ADMINISTRATIVE MEETING
Minutes**

Attendees:

Committee Members: Jerry Albrigo & Ed Weber
Councilor: Susan LaFlex in attendance

Tuesday, January 22, 2018

6:00 pm

Conference Room

- **Mr. Albrigo updated the Committee on department head training. A date and time will be established by the March 2018 Board Meeting.**
- **The Town Manager position will be put on hold temporarily, to decide on and determine the main role and responsibilities of the position based upon Board feedback.**
- **New York Office of the NYS Comptroller will be on site 02/20/2018 to begin the audit. The audit will cover years 2016 through present. More updates to follow.**
- **Comptroller services update – revised financial reports are to be distributed to the Board. This issue has been transferred to the Finance Committee for follow-up.**
- **Susan LaFlex reported on the Community Foundation grant. Approximately \$20K may be available to the Town if grant conditions are met.**