

Finance, Ways and Means Committee

Meeting Minutes

December 28, 2023 9:00 a.m.

PRESENT: Chairman Matthew Roberts
Vice Chair Melissa During (via Zoom)
Supervisor John Pinard
Supervisor Pete Walrod
Supervisor Ronda Winn

OTHERS PRESENT: Cindy Edick, Treasurer
Tina Wayland-Smith Esq., County Attorney
Samantha Field, Public Information Officer
Keith Lummis, Assistant Director of Finance
Mary Cavanagh, Supervisor
Mike Keville, County Clerk (9:17)
Ryan Chaires, Deputy Treasurer
Mark Scimone, County Administrator
Rebecca Marsala, Deputy Treasurer
Karen Richmond, Real Property
Sandy Jordan (9:17)

A quorum being present, Chairman Matthew Roberts called the meeting to order at 9:00 a.m. in the Supervisors Chambers.

I. Approval of Minutes:

Motion by J. Pinard to approve the minutes of the December 5th meeting; seconded by P. Walrod. Motion unanimously approved.

II. Executive Session

A motion was made by M. Roberts to enter into executive session at 9:05 a.m. for advice of counsel. J. Pinard seconded the motion and it was unanimously carried.

A motion was made by R. Winn to exit executive session at 9:17 a.m. P. Walrod seconded the motion and it was unanimously carried.

III. County Clerk:

County Clerk Michael Keville reported the following activity for December for the County Clerk's Office.

<u>DMV:</u>		
MTD	\$99,088	7.6% Loss
YTD	\$1,438,284	2.0% Gain
<u>Recording</u>		
MTD	\$43,488	45.2% Gain
YTD	\$549,253	1.2% Gain
<u>Transfer Tax</u>		
MTD New	\$50,842	
YTD Local transfer Tax	\$779,230	
<u>Mortgage Tax</u>		
YTD 2023	\$448,352	28.8% Gain
<u>Interest Earned</u> at BNY MUNI Trust	\$41,298	

Records management is being assisted by a student intern who is scanning certificates of conviction and pistol permit files. Matt Urtz, County Historian, with assistance from the County Attorney's office is gathering pieces of history to publish a new book. Clerk Keville also discussed DMV retention changes that commence in 2024.

IV. Next Meeting: TBD

V. Adjournment:

The Committee adjourned at 9:28 a.m. on the motion of R. Winn seconded by J. Pinard. Motion unanimously approved.

Respectfully submitted by Heidi LaSalle on behalf of Chairman Matthew Roberts