

**TOWN OF DEERPARK  
TOWN BOARD MEETING  
WEDNESDAY, JANUARY 18, 2012**  
Meeting was held at Town Hall, 420 Route 209, Huguenot, NY 12746

**Attendance**

**Supervisor:** Karl Brabenec

**Councilmember's:** Gary Spears, David Hoovler, David Dean

**Absent:** Arthur Trovei

**Call to Order** at 3:05 p.m.

**Pledge of Allegiance** led by Gary Spears

Additions or Changes to Agenda – None

New Business

Annual Internal Financial Audit

3:06 p.m. Town Justice Osowick: Judge Osowick presented her books and reviewed by Supervisor Brabenec, Gary Spears, David Hoovler and David Dean according to state guidelines provided. The Board members looked over the books and found them to be in order. Laurie Osowick answered all questions satisfactorily.

**Motion to Approve Audit for Judge Osowick**

Motion by Karl Brabenec, 2<sup>nd</sup> by Gary Spears to approve the audit for Judge Osowick.

**VOTE: 4 AYES: Gary Spears, David Hoovler, David Dean, Karl Brabenec**

**ABSENT: Arthur Trovei**

**MOTION CARRIED**

3:16 p.m. Building Inspector – Robert Emerson: Mr. Emerson presented his books and they were reviewed by Supervisor Brabenec, Gary Spears, David Hoovler and David Dean according to state guidelines provided. The Board members looked over the books and found them to be in order. Permission was granted to destroy all remaining unused checks due to the account being closed. Robert Emerson answered all questions satisfactorily.

**Motion to Approve Audit for Building Inspector**

Motion by Karl Brabenec, 2<sup>nd</sup> by David Dean to approve the audit for Building Inspector.

**VOTE: 4 AYES: Gary Spears, David Hoovler, David Dean, Karl Brabenec**

**ABSENT: Arthur Trovei**

**MOTION CARRIED**

**Motion to Destroy the Rest of the Unused Checks for Building Department**

Motion by David Hoovler, 2<sup>nd</sup> by Gary Spears to destroy the rest of the unused checks #1044-1155, for the Building Department with Citizens Bank for the Account on file.

**VOTE: 4 AYES: Gary Spears, David Hoovler, David Dean, Karl Brabenec**

**ABSENT: Arthur Trovei**

**MOTION CARRIED**

3:25 p.m. Tax Collector – Jane Garvey: Ms. Garvey presented her books and they were reviewed by Supervisor Brabenec, Gary Spears, David Hoovler and David Dean according to state guidelines provided. The Board members looked over the books and found them to be in order. Jane Garvey answered all questions satisfactorily.

**Motion to Approve Audit for Tax Collector**

Motion by Karl Brabenec, 2<sup>nd</sup> by Gary Spears to approve the audit for the Tax Collector.

**VOTE: 4 AYES: Gary Spears, David Hoovler, David Dean, Karl Brabenec**

**ABSENT: Arthur Trovei**

**MOTION CARRIED**

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3:35 p.m. Town Clerk – Florence T. Santini: Ms. Santini presented her books and they were reviewed by Supervisor Brabenec, Gary Spears, David Hoovler and David Dean according to state guidelines provided. The Board members looked over the books and found them to be in order. Florence Santini answered all questions satisfactorily.

**Motion to Approve Audit for Town Clerk**

Motion by Karl Brabenec, 2<sup>nd</sup> by David Dean to approve the audit for the Town Clerk.

**VOTE: 4 AYES: Gary Spears, David Hoovler, David Dean, Karl Brabenec**

**ABSENT: Arthur Trovei**

**MOTION CARRIED**

3:45 p.m. Planning Board – Barbara Brollier: Ms. Brollier presented her books and they were reviewed by Supervisor Brabenec, Gary Spears, David Hoovler and David Dean according to state guidelines provided. Ms. Brollier had a problem with the bank and the lack of activity in the Planning Board account. TD Bank closed that account #4241170672 the end of June, 2011. Permission was granted to destroy all remaining unused checks due to the account being closed. The Board members looked over the books and found them to be in order, except for the question for are checks recorded update. The last recorded check number, date and amount are missing. All financial records are accurate up until June 30, 2011. Barbara Brollier answered all questions satisfactorily.

**Motion to Approve Audit for Planning Board With Exception**

Motion by Karl Brabenec, 2<sup>nd</sup> by Gary Spears to approve the audit for the Planning Board with the exception of the question for are checks recorded up to date, where the last recorded check number, date and amount are missing due to not being able to locate the check. All financial records are up until June 30, 2011.

Discussion: Councilman Dean asked if explanation should be included about the reason and the Town Clerk said she wrote a note in the financial book about the account being closed due to no activity for six months and that TD Bank closed the account.

**VOTE: 3 AYES: Gary Spears, David Dean, Karl Brabenec**

**1 ABSTENTION: David Hoovler**

**ABSENT: Arthur Trovei**

**MOTION CARRIED**

4:01 p.m. – Judge John Wulff: Judge Wulff presented his books and reviewed by Supervisor Brabenec, Gary Spears, David Hoovler and David Dean according to state guidelines provided. The Board members looked over the books and found them to be in order. John Wulff answered all questions satisfactorily.

**Motion to Approve Audit for Judge Wulff**

Motion by Karl Brabenec, 2<sup>nd</sup> by David Dean to approve the audit for Judge Wulff.

**VOTE: 4 AYES: Gary Spears, David Hoovler, David Dean, Karl Brabenec**

**ABSENT: Arthur Trovei**

**MOTION CARRIED**

4:12 Planning Board – Barbara Brollier: The information about the checking account was found on page 43 and now they could answer the question from the state guidelines as a yes. The last recorded check number #1037, dated June 30, 2011 in the amount of \$200.00. It shows the \$200.00 deposit.

**Motion to Approve Audit for Planning Board**

Motion by Karl Brabenec, 2<sup>nd</sup> by Gary Spears to approve the Audit for the Planning Department stating that all checks recorded were up to date and the last recorded check was #1037 and dated June 30, 2011 in the amount of \$200.00

**VOTE: 3 AYES: Gary Spears, David Dean, Karl Brabenec**

**1 ABSTENTION: David Hoovler**

**ABSENT: Arthur Trovei**

**MOTION CARRIED**

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**Motion to Reconsider 2011 Planning Board Audit**

Motion by David Hoovler, 2<sup>nd</sup> by Gary Spears that the Board reconsider the acceptance of the 2011 Planning Board audit.

Discussion: Councilman Hoovler said that after looking at it, it does not appear that anything is missing, but there appears to be an accounting irregularity. With that being said, he thought they should refer that account to the Town Accountant to have him perform a reconciliation so they can understand what happened with that account.

**VOTE: 4 AYES: Gary Spears, David Hoovler, David Dean, Karl Brabenec**

**ABSENT: Arthur Trovei**

**MOTION CARRIED**

4:18 p.m. – Town Supervisor – Karl Brabenec: Supervisor Brabenec presented his books and reviewed by Supervisor Brabenec, Gary Spears, David Hoovler and David Dean according to state guidelines provided. Assets records are not up to date due to The Board members looked over the books and found them to be in order. Supervisor Brabenec answered all questions satisfactorily.

**Motion to Approve Audit for Town Supervisor**

Motion by David Hoovler, 2<sup>nd</sup> by David Dean to approve the audit for Town Supervisor.

**VOTE: 3 AYES: Gary Spears, David Hoovler, David Dean**

**1 ABSTENTION: Karl Brabenec**

**ABSENT: Arthur Trovei**

**MOTION CARRIED**

**Motion to Enter Executive Session at 4:30 p.m.**

Motion by David Hoovler, 2<sup>nd</sup> by Gary Spears to enter Executive Session for the purpose of PBA Negotiations and inviting in the PGA negotiator.

**VOTE: 4 AYES: Gary Spears, David Hoovler, David Dean, Karl Brabenec**

**ABSENT: Arthur Trovei**

**MOTION CARRIED**

**Motion to Re-enter Regular Session at 5:15 p.m.**

Motion by Karl Brabenec, 2<sup>nd</sup> by Gary Spears to re-enter Regular Session at 5:15 p.m.

**VOTE: 4 AYES: Gary Spears, David Hoovler, David Dean, Karl Brabenec**

**ABSENT: Arthur Trovei**

**MOTION CARRIED**

**Motion to Adjourn at 5:16 p.m.**

Motion by Karl Brabenec, 2<sup>nd</sup> by Gary Spears to adjourn at 5:16 p.m.

**VOTE: 4 AYES: Gary Spears, David Hoovler, David Dean, Karl Brabenec**

**ABSENT: Arthur Trovei**

**MOTION CARRIED**

Respectfully submitted by,

Florence T. Santini  
Town Clerk