

**COUNTIES OF WARREN AND WASHINGTON  
INDUSTRIAL DEVELOPMENT AGENCY  
and  
COUNTIES OF WARREN AND WASHINGTON  
CIVIC DEVELOPMENT CORPORATION**

5 Warren Street, Suite 210  
Glens Falls, New York 12801

Phone: (518) 792-1312

A special joint meeting of the **Audit & Finance Committees**, comprised of three members serving for both the Counties of Warren and Washington Industrial Development Agency and Counties of Warren and Washington Civic Development Corporation, was held on Monday, October 22, 2017 at the Warren County Municipal Center, Lake George, NY. The following were:

|                 |                   |                    |
|-----------------|-------------------|--------------------|
| <b>PRESENT:</b> | Joseph LaFiura    | Committee Chairman |
|                 | Virginia Sullivan | Committee Member   |
|                 | Mike Wild         | Committee Member   |
|                 | Matt Simpson      | Alternate Member   |

**ABSENT:** None

|                      |                      |  |
|----------------------|----------------------|--|
| <b>ALSO PRESENT:</b> | Travis Whitehead     | Board Member                           |
|                      | Robert Morris, Esq.  | FitzGerald, Morris, Baker, Firth, P.C. |
|                      | Michael Brandi, Esq. | FitzGerald, Morris, Baker, Firth, P.C. |
|                      | Tami Blondo          | Office Administrator                   |

Mrs. Blondo took the minutes of the meeting and Mr. LaFiura called the joint meeting to order at 3:02 pm.

**YE 2018 Audit and Accounting Requests for Proposals:**

Mr. LaFiura reviewed the proposals received from Whittemore, Down & Ricciardelli, LLP, Marvin & Company to provide the Audit Services for both agencies, the proposal received from SEFCO to provide the Accounting Services and a proposal from McCarthy & Conlon to provide both services. Mr. Whitehead expressed concerns with one agency providing both services and asked for further clarification on the regulations governing this matter. The Committee decided to postpone a decision until further clarification can be provided by Agency Counsel and/or the ABO. The matter was adjourned until next month for the Executive Park Committee meeting.

**Review of Job Counts for YE 2017:**

Mr. LaFiura reviewed the annual job counts as reported by the projects for year end 2017 from the Summary Report from the projects. The Committee reviewed the spreadsheet and some questions were raised regarding how numbers were calculated and why job counts are down and what recourse, if any, the Agency may have when

projects do not meet the criteria set forth in their application. Mrs. Blondo was asked to follow-up with the Kenny & Dittrich project as well as SUNY ADK for further clarification on the numbers.

**Adjournment:** There being no further business to be brought before the meeting, the meeting was adjourned at 3:45 p.m. on a Motion by Mr. Wild and a second by Ms. Sullivan.

**Dated:** \_\_\_\_\_

\_\_\_\_\_  
**Joseph LaFiura, Secretary/Treasurer**

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