



**Audit Committee Meeting Minutes
August 14, 2017 4:00 p.m.
236 Third Street, Greenport, NY 11944
Village Hall Conference Room**

**236 THIRD STREET
GREENPORT NY 11944**

**Tel: (631) 477-0248
Fax: (631) 477-1877**

**MAYOR
GEORGE W. HUBBARD, JR.
Ext. 215**

**TRUSTEES
JACK MARTILOTTA
DEPUTY MAYOR
MARY BESS PHILLIPS
DOUGLAS W. ROBERTS
JULIA ROBINS**

**VILLAGE ADMINISTRATOR
PAUL J. PALLAS, P.E.
Ext. 219**

**CLERK
SYLVIA PIRILLO, RMC
Ext. 206**

**TREASURER
ROBERT BRANDT
Ext. 217**

Attendance: Mayor George W. Hubbard Jr., Trustee Mary Bess Phillips, Trustee Douglas Roberts, Clerk Sylvia Pirillo, Treasurer Robert Brandt

Call to Order:
Meeting called to order at 4:08 pm.

Motion made by Mayor Hubbard and seconded by Trustee Phillips to accept the minutes of the last meeting. Motion carried.

Old Business:

Marina Revenue Report:

Treasurer to circulate Marina fees to Audit Committee.

Kudos from Treasurer Brandt to Clerk Pirillo regarding collections of seasonal mooring fees.

Treasurer Brandt to speak with Margo Devito regarding transient mooring accountability and collection of monies.

Building Department Escrow:

Kristina to monitor – via spreadsheet – the factors that go into escrow monies – ie – Glynnis Berry invoices.

Treasurer Brandt will speak with Administrator Pallas and Eileen Wingate regarding escrow.

New Business:

None

Recommendations to Village Board

Close Meeting:

Motion made by Mayor Hubbard and seconded by Trustee Phillips at 4:38 p.m. to adjourn. All in favor. The next meeting will be held on October 10, 2017 at 4:00 p.m. at Village Hall.