

TOWN OF MELBOURNE VILLAGE

MINUTES

Special Commission Meeting

Friday June 28, 2019

7:00 PM - Town Office

I. Called to Order at 7:06 pm by Mayor Salmon

II. Pledge of Allegiance led by Mayor Salmon

III. Roll Call: Present were Commr Calenda, Jones, Murphy, Sinton, Mayor Salmon; Excused were Commr Dix and Vice Mayor Carroll

IV. New Business –

A. Linda Crawford, Crawford CPA, presentation of annual financial report
Ms. Crawford presented the annual report, with an unqualified report. In response to her comments the Commission discussed several changes to operating policies and procedures.

Motion by Commr Sinton to repeal the Town Investment Policy. 2nd by Commr Calenda
The effect of this action will be to limit the Town's investment options to those approved by the State for cities with no specific investment policy. This fits with the investment choices of the Town currently and for the foreseeable future. The Commission can re-adopt the policy in the future if more investment flexibility is needed. In the meantime this action means that the Town does not need to meet various requirements of the State for self-directed investments.

Motion Approved

It was agreed that the milestones for the audit would be specified on the action item list next year.

Motion by Commr Sinton to change the Capitalization limit to \$1000 from \$250, and require each department to maintain an equipment list of items that should be kept track of but which no longer will be on the capital asset list. 2nd by Commr Jones

Motion Approved

Motion by Commr Calenda to accept the Annual Financial Report. 2nd by Commr Murphy.

Motion Approved

B. Implementation of Supplemental Emergency Plan

Motion by Commr Jones to form a Town Emergency Management Advisory Committee.

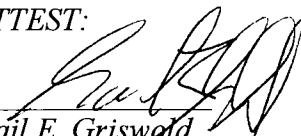
Motion Failed for lack of second.


Motion by Commr Sinton to appoint Sue Ditty as Town Emergency Management Volunteer Coordinator, subject to her acceptance. 2nd by Commr Calenda

Motion Approved

V. Adjourned at 9:03pm

ATTEST:


Gail E. Griswold
Town Clerk/Treasurer


Heidi A. Salmon
Mayor