

# Town of Greenville

## SPECIAL MEETING

### Bookkeeping Services

March 26<sup>th</sup>, 2025 6:00pm

A special meeting was held by the Town Board of the Town of Greenville on March 26, 2025 at 6:00pm at Pioneer Hall to coordinate bookkeeping services during the Bookkeeper's leave. Supervisor Bensen opened the meeting with the Pledge of Allegiance at 6:01pm.

***This special meeting was advertised in the Town's official newspaper, The Times Union on, March 24<sup>th</sup>, 2025.***

Present:	Supervisor John Bensen
	Councilman Paul Macko
	Councilman Richard Bear
	Councilman William VonAtzingen
Recording Secretary:	Clerk-Collector Jessica K. Lewis

### **New Business**

**Letter of Engagement** – Two proposals were received for consultant services for phase one of the comprehensive plan updates:

JNP Industries - \$8,000.00

Nelson Pope Voorhis - \$10,000.00

*Councilman Macko motioned, seconded by Councilman Bear to have Sustainable Growth and the Grant Writing Committee review the quotes received and make a recommendation to the Board at the February monthly meeting. Carried 3 ayes*

**Record Inventory and Compliance quotes**—In order to complete the Local Government Records Management Improvement Fund (LGRMIF) grant application you must submit quotes for the services funding is being applied for. Six quotes were received to be included in the LGRMIF project once the application window opens.

**Justice Court AUP** – Lynette S.B. Lawyer submitted an AUP to do the yearly audit of the Town Courts finances and associated records. *Councilman Macko motioned, seconded by Councilman Bear to approve the Justice Court AUP quote submitted by Lynette Lawyer CPA at the rate of \$185/hr for Lynette's services and \$85/hr for her staffs services. Carried 3 ayes*

**Dog Control Report** – DCO Donald White submitted the attached report for January's dog control activity.

**Highland Road Lawsuit** – The Town was served a lawsuit that was distributed to the Board regarding a vehicle accident on Highland Road. All documentation was sent to the Town's insurance agent for further review and attorney assignment.

**There being no further new business this meeting was adjourned at 1:14pm.**

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Jessica K. Lewis, Town Clerk-Collector

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Supervisor Bensen

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Councilman Macko

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Councilman Bear