

Town of Montgomery Industrial Development Agency Meeting Minutes
Town Government Center
110 Bracken Road
Montgomery, NY 12549

March 22, 2022
1:00 PM

PRESENT:

Jeffrey Crist - Chairman
J.Thomas Jones - Second Vice Chairman
Matt Stoddard – Treasurer
Ashley Torre – Attorney with Burke, Miele, Golden & Naughton, LLP
Conor Eckert – Executive Director TOMIDA
Billy Ibberson – Livestream Services (Acquisitions Marketing)
George DeClue – Board Member
Meghan Hurlburt – Secretary
Bob Santo – Board Meeting
John Dickson – Board Member
Jennifer Traverse – Nugent and Haeussler PC (Audit Firm) via zoom

ABSENT:

NOTE: Conference Call Line – No Calls

AGENDA

1. Call to Order and Declaration of Quorum
2. Review of 2021 Audit

Meeting

1 - Chairman Jeff Crist began with the introduction of Board Members and other members in attendance. Discussion took place on one vacant position on the Board and that the three members of the Audit Committee: John Dickson, Matt Stoddard and Chairman Crist. Discussion of responsibilities of the Audit Committee took place and there most likely will be comments after the review. Chairman Crist introduced Jennifer Traverse who joined the meeting via zoom. Jennifer opened the discussion and reviewed the audit. (See attachment.) Jennifer introduced herself as the external auditor and went through the report page by page.

Meeting minutes were transcribed and submitted by Meghan Hurlburt.



Nugent & Haeussler, P.C.
CERTIFIED PUBLIC ACCOUNTANTS
ESTABLISHED 1925

101 Bracken Road
Montgomery, New York 12549
Tel (845) 457-1100
Fax (845) 457-1160
e-mail: nh@nhcpas.com

March 10, 2022

To the Members of the Board
Town of Montgomery Industrial
Development Agency

Peter J. Bullis, CPA, FACFEI, DABFA
Norman M. Sassi, CPA
Christopher E. Melley, CPA
Gary C. Theodore, CPA
Julia R. Fraino, CPA
William T. Trainor, CPA
Mark M. Levy, CPA, CFP
Thomas R. Busse, Jr., CPA
Brent T. Napoleon, CPA
Jennifer L. Capicchioni, CPA
Patrick M. Bullis, CPA
Justin B. Wood, CPA

Richard P. Capicchioni, CPA
Walter J. Jung, CPA
Jennifer A. Traverse, CPA

We have audited the financial statements of the governmental activities of the Town of Montgomery IDA for the year ended December 31, 2021. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated January 12, 2022. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Town of Montgomery IDA are described in Note 1 to the financial statements. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. We did not encounter any significant accounting estimates affecting the Town of Montgomery IDA's financial statements.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated March 10, 2022.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

Segregation of Duties

During our audit, we found that duties were not segregated to maximize internal control. We understand that the IDA has limited resources and personnel available and that these circumstances contributed directly to this situation. However, we believe that the IDA has implemented measures to mitigate the risk and those procedures along with changes in the responsibilities will greatly improve the safeguards associated with segregation of duties regardless of these limitations.

We recommend that management review the responsibilities assigned to staff as well as the duties actually being performed.

This information is intended solely for the use of the Members of the Board and management of Town of Montgomery IDA and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,



NUGENT & HAEUSSLER, P.C.



Nugent & Haeussler, P.C.
CERTIFIED PUBLIC ACCOUNTANTS
ESTABLISHED 1925

101 Bracken Road
Montgomery, New York 12549
Tel (845) 457-1100
Fax (845) 457-1160
e-mail: nh@nhcpas.com

January 19, 2022

State of New York
Authorities Budget Office
PO Box 2076
Albany, NY 12220-0076

To Whom It May Concern:

Our firm, Nugent & Haeussler, P.C. are the auditors for the Town of Montgomery Capital Resource Corporation which was established during 2015. The Corporation had no financial activity during the period of January 1, 2021 – December 31, 2021.

We received guidance from your office that a letter outlining the limited financial activity would be sufficient documentation that could be submitted in order to satisfy the annual filing requirement.

We trust that this letter is the appropriate documentation needed and that the filing requirement has been satisfied.

If you have any questions or need any additional information, please do not hesitate to contact me.

Regards,

NUGENT & HAEUSSLER, P.C.

William T. Trainor, CPA

Peter J. Bullis, CPA, FAGFEI, DABFA
Norman M. Sassi, CPA
Christopher E. Melley, CPA
Gary C. Theodore, CPA
Julia R. Fraino, CPA
William T. Trainor, CPA
Mark M. Levy, CPA, CFP
Thomas R. Busse, Jr., CPA
Brent T. Napoleon, CPA
Jennifer L. Capicchioni, CPA
Patrick M. Bullis, CPA
Justin B. Wood, CPA

Richard P. Capicchioni, CPA
Walter J. Jung, CPA
Jennifer A. Traverse, CPA

TOWN OF MONTGOMERY
INDUSTRIAL DEVELOPMENT AGENCY
MONTGOMERY, NEW YORK

AUDIT REPORT FOR THE YEAR ENDED
DECEMBER 31, 2021

TOWN OF MONTGOMERY
INDUSTRIAL DEVELOPMENT AGENCY
DECEMBER 31, 2021

TABLE OF CONTENTS

<u>SCHEDULE NUMBER</u>	<u>SCHEDULES</u>	<u>PAGE</u>
	Independent Auditor's Report	1-2
	Management Discussion and Analysis	3-6
1	Statement of Net Position	7
2	Statement of Activities	8
3	Balance Sheet - Governmental Fund	9
4	Statement of Revenues, Expenses and Changes in Fund Balance - Governmental Fund	10
5	Statement of Cash Flows - Governmental Fund	11
6	Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balance to the Statement of Activities	12
7	Schedule of Supplemental Information - Straight Leases	13
	Notes to Financial Statements	14-19
	Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	20-21
	Schedule of Findings and Responses	22-23



Nugent & Haeussler, P.C.
CERTIFIED PUBLIC ACCOUNTANTS
ESTABLISHED 1925

101 Bracken Road
Montgomery, New York 12549
Tel (845) 457-1100
Fax (845) 457-1160
e-mail: nh@nhcpas.com

INDEPENDENT AUDITOR'S REPORT

To the Members of the Board
Town of Montgomery Industrial Development Agency
Montgomery, New York 12549

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities of the Town of Montgomery Industrial Development Agency, as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the IDA's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error or fraud.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Peter J. Bullis, CPA, FACFEI, DABFA
Norman M. Sassi, CPA
Christopher E. Melley, CPA
Gary C. Theodore, CPA
Julia B. Fraino, CPA
William T. Trainor, CPA
Mark M. Levy, CPA, GFP
Thomas R. Busse, Jr., CPA
Brent T. Napoleon, CPA
Jennifer L. Capicchioni, CPA
Patrick M. Bullis, CPA
Justin B. Wood, CPA

Richard P. Capicchioni, CPA
Walter J. Jung, CPA
Jennifer A. Traversa, CPA

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities of the Town of Montgomery Industrial Development Agency as of December 31, 2021, and the changes in financial position, and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplemental Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 6 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Montgomery IDA's financial statements. The Schedule of Supplemental Information – Straight Leases is presented for purposes of additional analysis and information and is not a required part of the basic financial statements. The Schedule of Supplemental Information – Straight Leases has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on that schedule.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated March 10, 2022 on our consideration of the Town of Montgomery IDA's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of the audit performed in accordance with *Government Auditing Standards* in considering Town of Montgomery IDA's internal control over financial reporting and compliance.

Mugent & Hausler, P.C.

Montgomery, New York
March 10, 2022

TOWN OF MONTGOMERY
INDUSTRIAL DEVELOPMENT AGENCY
MANAGEMENT'S DISCUSSION AND ANALYSIS

This section of the Town of Montgomery Industrial Development Agency's (the Agency) annual financial report presents an analysis of the Agency's financial performance during the fiscal year ended December 31, 2021. This information is presented in conjunction with the audited basic financial statements, which follow this section.

FINANCIAL HIGHLIGHTS FOR THE YEAR 2021

- ❖ The Agency's net position decreased by \$184,127 or 21% from \$896,926 to \$712,799.
- ❖ Operating revenues decreased by \$380,750 from \$382,432 to \$1,682. This decrease is the result of the variation of fee collections year to year.
- ❖ Operating expenses increased by \$15,391 from \$170,418 to \$185,809.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of the following three parts; Management's Discussion and Analysis, Basic Financial Statements and Other Supplementary Information. The Financial Statements include notes which explain in detail some of the information included in the basic financial statements.

REQUIRED FINANCIAL STATEMENTS

The Financial Statements of the Agency report information utilizing the full accrual basis of accounting. The Financial Statements conform to accounting principles which are generally accepted in the United States of America. The Statement of Net Position includes information on the Agency's assets and liabilities and provide information about the nature and amounts of investments in resources (assets) and the obligations to Agency creditors (liabilities). The Statement of Activities identifies the Agency's revenues and expenses for the year ended December 31, 2021. This statement provides information on the Agency's operations over the past year and can be used to determine whether the Agency has operated in a surplus or deficiency. The third financial statement is the Statement of Cash Flows. This statement provides information on the Agency's cash receipts, cash payments and changes in cash resulting from operations, investments and financing activities. From the Statement of Cash Flows, the reader can obtain information on the source and use of cash and the change in the cash and cash equivalents balance for the year.

FINANCIAL ANALYSIS OF THE AGENCY

The Statement of Net Position and the Statement of Activities provide an indication of the Agency's financial condition and also indicate that the financial condition of the Agency has improved or deteriorated during the last year. The Agency's net position reflects the difference between assets and liabilities. An increase in net position over time typically indicates an improvement in financial condition.

TOWN OF MONTGOMERY
INDUSTRIAL DEVELOPMENT AGENCY
MANAGEMENT'S DISCUSSION AND ANALYSIS

NET POSITION

A summary of the Agency's Statements of Net Position is presented below.

Table 1
Statements of Net Position

	<u>2021</u>	<u>2020</u>	<u>Dollar Change</u>	<u>Percentage Change</u>
<u>Current Assets</u>				
Cash	\$ 731,664	\$ 929,021	\$ (197,357)	-21.24%
Prepaid Expenses	850	-	850	n/a
TOTAL ASSETS	<u>\$ 732,514</u>	<u>\$ 929,021</u>	<u>\$ (196,507)</u>	<u>-21.15%</u>
<u>Current Liabilities</u>				
Accrued Expenses	5,500	10,700	(5,200)	-48.60%
Project Escrow Liability	14,215	21,395	(7,180)	-33.56%
TOTAL LIABILITIES	<u>19,715</u>	<u>32,095</u>	<u>(12,380)</u>	<u>-38.57%</u>
<u>Net Position</u>				
Unrestricted Net Position	712,799	896,926	(184,127)	-20.53%
TOTAL NET POSITION	<u>\$ 712,799</u>	<u>\$ 896,926</u>	<u>\$ (184,127)</u>	<u>-20.53%</u>

As the above table indicates, total assets decreased by \$196,507 from \$929,021 to \$732,514 during the year ended December 31, 2021.

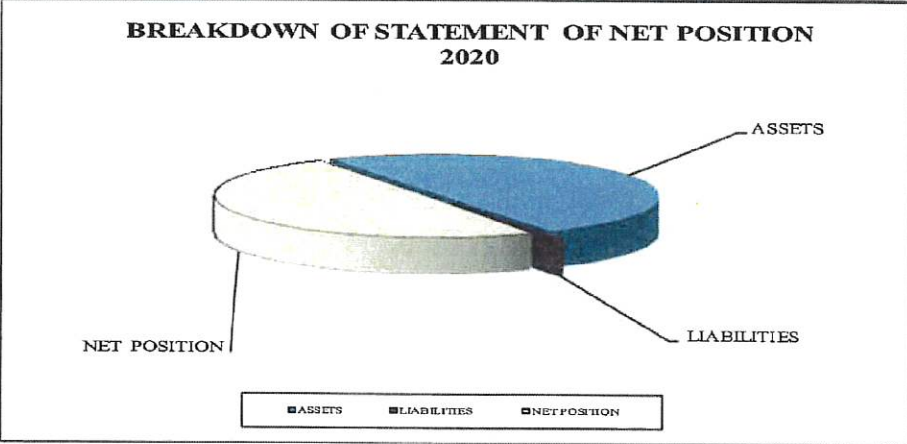
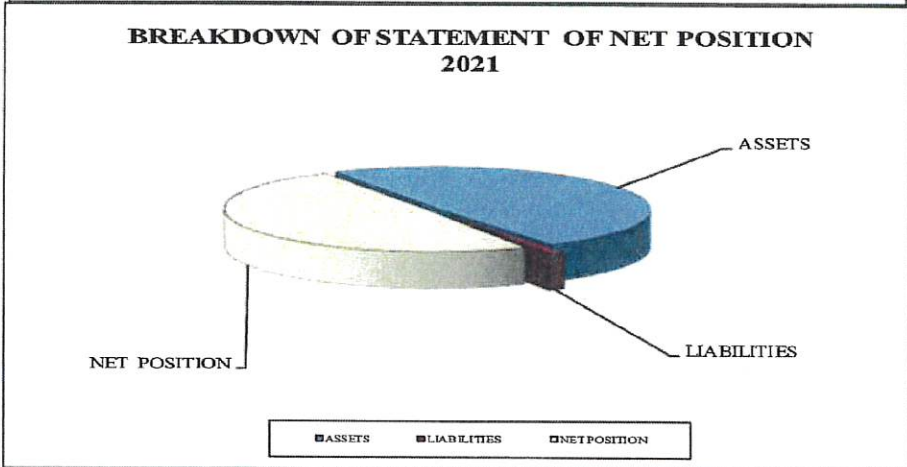
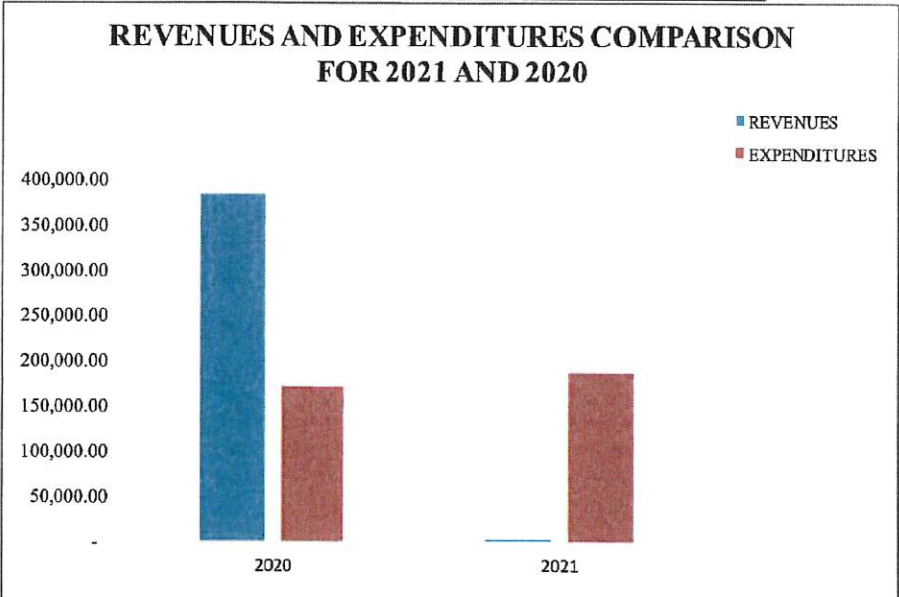
Total current liabilities decreased by \$12,380 from \$32,095 to \$19,715 during the year ended December 31, 2021.

Table 2
Statements of Activities

	<u>2021</u>	<u>2020</u>	<u>Dollar Change</u>	<u>Percentage Change</u>
TOTAL REVENUES	<u>\$ 1,682</u>	<u>\$ 382,432</u>	<u>\$ (380,750)</u>	<u>-99.56%</u>
TOTAL EXPENDITURES	<u>\$ 185,809</u>	<u>\$ 170,418</u>	<u>\$ 15,391</u>	<u>9.03%</u>

The Statements of Activities identifies the various revenue and expense items which affect the change in net position. As the information in Table 2 indicates, revenues decreased from \$382,432 to \$1,682 and expenditures increased from \$170,418 to \$185,809.

TOWN OF MONTGOMERY
INDUSTRIAL DEVELOPMENT AGENCY
MANAGEMENT'S DISCUSSION AND ANALYSIS



TOWN OF MONTGOMERY
INDUSTRIAL DEVELOPMENT AGENCY
MANAGEMENT'S DISCUSSION AND ANALYSIS

ADDITIONAL FINANCIAL INFORMATION

This financial report is designed to provide the Agency's customers, and other interested parties with an overview of the Agency's financial operations and financial condition. Should the reader have questions regarding the information included in this report or wish to request additional financial information, please contact the Town of Montgomery Industrial Development Agency at 110 Bracken Road, Montgomery, New York 12549.

SCHEDULE # 1

TOWN OF MONTGOMERY
INDUSTRIAL DEVELOPMENT AGENCY
MONTGOMERY, NEW YORK
STATEMENT OF NET POSITION
DECEMBER 31, 2021

ASSETS

Unrestricted Cash	\$ 717,449
Restricted Cash	14,215
Prepaid Expenses	<u>850</u>
 TOTAL ASSETS	 <u>732,514</u>

LIABILITIES

Accrued Expenses	5,500
Project Escrow Deposit Liability	<u>14,215</u>
 TOTAL LIABILITIES	 <u>19,715</u>

NET POSITION

Unrestricted	<u><u>\$ 712,799</u></u>
--------------	--------------------------

See accompanying notes to financial statements

TOWN OF MONTGOMERY
INDUSTRIAL DEVELOPMENT AGENCY
MONTGOMERY, NEW YORK
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2021

<u>FUNCTIONS/ PROGRAMS</u>	<u>EXPENSES</u>	<u>PROGRAM REVENUES</u>		<u>NET (EXPENSE) REVENUE AND CHANGES IN NET POSITION</u>
		<u>CHARGES FOR SERVICES</u>	<u>OPERATING GRANTS</u>	
IDA Operating Expenses	\$ 185,809	\$ -	\$ -	\$ 185,809
 TOTAL FUNCTIONS AND PROGRAMS	 <u>\$ 185,809</u>	 <u>\$ -</u>	 <u>\$ -</u>	 <u>\$ 185,809</u>
 <u>GENERAL REVENUES</u>				
Fees Charged				1,454
Use of Money and Property				<u>228</u>
 TOTAL GENERAL REVENUES				 <u>1,682</u>
 CHANGE IN NET POSITION				 (184,127)
 TOTAL NET POSITION, BEGINNING OF YEAR				 <u>896,926</u>
 TOTAL NET POSITION, END OF YEAR				 <u>\$ 712,799</u>

See accompanying notes to financial statements

TOWN OF MONTGOMERY
INDUSTRIAL DEVELOPMENT AGENCY
MONTGOMERY, NEW YORK
BALANCE SHEET-GOVERNMENTAL FUND
DECEMBER 31, 2021

ASSETS

CURRENT ASSETS

Cash	\$ 731,664
Prepaid Expenses	<u>850</u>
TOTAL ASSETS	<u>\$ 732,514</u>

LIABILITIES AND FUND BALANCE

LIABILITIES

Accrued Expenses	5,500
Project Escrow Liability	<u>14,215</u>
TOTAL LIABILITIES	<u>\$ 19,715</u>

FUND BALANCE

Unassigned	<u>712,799</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>\$ 732,514</u>

See accompanying notes to financial statements

TOWN OF MONTGOMERY
INDUSTRIAL DEVELOPMENT AGENCY
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FOR THE YEAR ENDED DECEMBER 31, 2021

<u>REVENUES</u>		
Fees Charged	\$ 1,454	
Use of Money and Property	<u>228</u>	
TOTAL REVENUES		1,682
 <u>EXPENDITURES</u>		
Advertising	455	
Conferences	1,585	
Contracted Services	79,002	
Corridor Study	36,666	
Data Management	675	
Live Streaming	16,000	
Membership	850	
Miscellaneous	1,862	
Professional Services	<u>48,714</u>	
TOTAL EXPENDITURES		<u>185,809</u>
EXCESS (DEFICIENCY) REVENUES OVER EXPENDITURES		(184,127)
FUND BALANCE, BEGINNING OF YEAR		<u>896,926</u>
FUND BALANCE, END OF YEAR		<u><u>\$ 712,799</u></u>

See accompanying notes to financial statements

TOWN OF MONTGOMERY
INDUSTRIAL DEVELOPMENT AGENCY
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2021

CASH FLOW FROM OPERATING ACTIVITIES

Decrease in Net Position		\$ (184,127)
Adjustments to Reconcile Increase (Decrease) in Net Position to Net Cash Provided by (Used by) Operations:		
(Increase) Decrease in Operating Assets:		
Prepaid	(850)	
Increase (Decrease) in Operating Liabilities:		
Accrued Expense	(5,200)	
Project Escrow Deposits	<u>(7,180)</u>	
TOTAL ADJUSTMENTS		<u>(13,230)</u>
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS		(197,357)
CASH, BEGINNING OF YEAR		<u>929,021</u>
CASH, END OF YEAR		<u><u>\$ 731,664</u></u>

See accompanying notes to financial statements

TOWN OF MONTGOMERY
INDUSTRIAL DEVELOPMENT AGENCY
MONTGOMERY, NEW YORK
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCE TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2021

Net change in fund balances-governmental fund	\$ (184,127)
Adjustments	-
Change in net position of governmental activities	\$ (184,127)

See accompanying notes to financial statements

TOWN OF MONTGOMERY
INDUSTRIAL DEVELOPMENT AGENCY
SCHEDULE OF SUPPLEMENTAL INFORMATION
STRAIGHT LEASE
FOR THE YEAR ENDED DECEMBER 31, 2021

	<u>Grapael</u>	<u>Hudson Heritage Federal Credit Union</u>	<u>Kadge, LLC %</u>	<u>Montgomery Group</u>	<u>Spruce Properties, LLC</u>	<u>Stewart Holdings</u>	<u>United Natural Foods, Inc</u>	<u>USEF Salifish, LLC</u>
County	\$ 33,127	\$ 4,954	\$ 37,287	\$ 5,499	\$ 8,108	\$ 13,701	\$ 207,590	\$ -
Local	76,055	6,717	62,305	7,454	12,450	24,488	401,339	-
School	151,554	19,362	224,458	33,180	48,815	120,668	1,249,649	1,073,322
Total Tax	\$ 260,736	\$ 31,033	\$ 324,050	\$ 46,133	\$ 69,373	\$ 158,857	\$ 1,858,578	\$ 1,073,322
Payments in Lieu of Taxes (PILOTS)								
County	\$ 18,991	\$ 4,511	\$ 16,533	\$ -	\$ 4,854	\$ 1,468	\$ 124,157	\$ -
Local	60,385	6,225	39,292	1,359	8,840	10,929	308,864	-
School	95,056	18,550	104,983	-	33,137	8,837	803,206	406,132
Total PILOTS	\$ 174,432	\$ 29,286	\$ 160,808	\$ 1,359	\$ 46,831	\$ 21,234	\$ 1,236,227	\$ 406,132

Full Time Equivalent(FTE) Jobs Created and Retained

# of FTE Employees at Project Location Before IDA Status	0	4	76	40	0	*	*	0
Original Estimate of Jobs to be Created	23	4.5	23	32	10	*	*	800
Original Estimate of Jobs to be Retained	23	4.5	1.12	40	10	*	*	N/A
# of Current FTE Employees	22	4	202	80	30	*	*	1560
# of FTE Construction Jobs Created During Fiscal Year	0	0	0	0	0	*	*	256

* Has not responded to confirmation at this time

% = This entity has two PILOT arrangements and the figures are represented in aggregate.

See accompanying notes to financial statements.

TOWN OF MONTGOMERY
INDUSTRIAL DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2021

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES.

A. Reporting Entity

The Industrial Development Agency of the Town of Montgomery (the "Agency") is a body, both corporate and politic, created for the purpose of encouraging economic growth in the Town of Montgomery.

The Agency is administered by a Board of Trustees ("Board") that acts as the authoritative and legislative body of the entity. The Board is comprised of seven (7) board members who are appointed by the Town Board of the Town of Montgomery. Each Officer serves until such member dies, resigns or is replaced by resolution of the Town Board. No board members receive compensation for serving on the Board.

The Board of Trustees annually appoints the Chair(person) of the Board from existing board members. The Chair responsibilities are to preside at all meetings of the Board; be the chief officer of the Agency; perform all duties commonly incident to the position of presiding officer of a board, commission or business organization and exercise supervision over the business of the Agency.

The accompanying general purpose financial statements comply with the provisions of GASB Statement No. 14, "The Financial Reporting Entity", in that the financial statements include all organizations, activities, and functions that comprise the Agency. Component units are legally separate entities for which the Agency (the primary entity) is financially accountable. Financial accountability is defined as the ability to appoint a voting majority of the organization's governing body and either (1) the Agency's ability to impose its will over the organization or (2) the potential that the organization will provide a financial benefit to, or impose a financial burden on, the Agency. Using these criteria, the Agency has no component units.

B. Government-wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government.

TOWN OF MONTGOMERY
INDUSTRIAL DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2021

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES. (Continued)

B. Government-wide and Fund Financial Statements (Continued)

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment.

Other items not properly included among program revenues are reported instead as general revenues. Major individual governmental funds are reported as separate columns in the fund financial statements.

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Government fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they both measurable and available. Revenues are considered to be available when they are collectible with the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within thirty-one days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

Grants and entitlements and interest associated with the current fiscal period are all considered being susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered measurable and available only when the IDA receives cash.

Fund Accounting

The Agency uses the general fund to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. The Agency only uses one governmental fund, the General Fund.

TOWN OF MONTGOMERY
INDUSTRIAL DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2021

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES. (Continued)

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation
(Continued)

Governmental Funds

Governmental funds are those through which most governmental functions typically are financed. Government funds reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purpose for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance.

The Agency reports the following major governmental funds:

General Fund - The general fund is used to account for all financial resources of the Agency except those required to be accounted for in another fund. The general fund balance is available to the Agency for any purpose provided it is expended or transferred according to the general laws of New York and the bylaws of the Agency.

Revenues - Exchange and Non-Exchange Transactions

Revenue resulting from exchange transactions, in which each part gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. Available means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year for the Agency, available means expected to be received within thirty-one days of year-end. Under the modified accrual basis, only interest is considered to be both measurable and available at year-end.

Non-exchange transactions, in which the Agency receives value without directly giving value in return, include grants and donations. On an accrual basis, revenue from grants and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the fiscal year when use is first permitted, matching requirements, in which the Agency must provide local resources to be used for a specific purpose, and expenditure requirements, in which the resources are provided to the Agency on a reimbursement basis. On a modified accrual basis, revenue from non-exchange transactions must be available before it can be recognized.

TOWN OF MONTGOMERY
INDUSTRIAL DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2021

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES. (Continued)

D. Capital Assets

Capital assets generally result from expenditures in the governmental funds. These assets are reported in the governmental activities column of the government-wide statement of net position but are not reported in the fund financial statements.

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Improvements are capitalized; the cost of normal maintenance and repairs that do not add to the value of the asset or materially extend the asset's life are not.

Expenses/Expenditures

On an accrual basis of accounting, expenses are recognized at the time they are incurred. The measurement focus of governmental fund accounting is on decrease in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable.

E. Cash and Cash Equivalents

The Agency's investment policies are governed by State statutes. Agency monies must be deposited in FDIC insured commercial banks or trust companies located within the State. The financial officer is authorized to use demand accounts and certificates of deposit. Permissible investments include obligations of the U.S. Treasury, and obligations of New York State or its localities.

Collateral is suggested for demand deposits and certificates of deposit at a range of 100% or 105% of all deposits not covered by Federal deposit insurance. Obligations that may be pledged as collateral are obligations of the United States and its agencies and obligations of the State and its municipalities and school districts.

Deposits and investments at year-end totaling \$731,664 are entirely covered by FDIC insurance or by collateral.

It is the Agency's policy to invest all extra cash into demand deposits and certificates of deposit.

TOWN OF MONTGOMERY
INDUSTRIAL DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2021

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES. (Continued)

F. Net Position

Net position presents the difference between assets and liabilities in the statement of net position. Net position invested in capital assets are reduced by the outstanding balances of any borrowing used for the acquisition, construction, or improvement of those assets. Net position is reported as restricted when there are legal limitations imposed on their use by Agency legislation or external restrictions by creditors, grantors, laws or regulations of other governments.

G. Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

H. New Accounting Standards

The IDA has adopted all Statements of the Governmental Accounting Standards Board (GASB) that are applicable.

NOTE 2. FIXED ASSETS

Fixed Assets consisted of the following at December 31, 2021:

	<u>Balance at</u> <u>December 31, 2020</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance at</u> <u>December 31, 2021</u>
Furnishings and Equipment	\$ 735	-	-	\$ 735
Less: Accumulated Depreciation	735	-	-	735
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

TOWN OF MONTGOMERY
INDUSTRIAL DEVELOPMENT AGENCY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2021

NOTE 3. INTERMUNICIPAL AGREEMENT

During the year, an administrative services contract was put in place between the Town of Montgomery Industrial Development Agency and the Town of Montgomery. The Agency and the Town agree that the Town will provide certain services of the staff of the Department of Economic Development and Planning to act as the Executive Director of the Agency. The term of the recent Agreement is for the period of April 27, 2020 through April 26, 2021 and has been continued during all of 2021. The Agency reimburses the Town for the full cost of the salary and benefits paid by the Town on behalf of the Executive Director.

NOTE 4. EVALUATION OF SUBSEQUENT EVENTS

Management has evaluated subsequent events through March 10, 2022, the date the financial statements were available to be issued. No significant subsequent events have been identified that would require adjustment of or disclosure in the accompanying financial statements.



Nugent & Haeussler, P.C.
CERTIFIED PUBLIC ACCOUNTANTS
ESTABLISHED 1925

101 Bracken Road
Montgomery, New York 12549
Tel (845) 457-1100
Fax (845) 457-1160
e-mail: nh@nhcpas.com

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND
OTHER MATTERS BASED ON AN AUDIT OF THE FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS

Peter J. Bullis, CPA, FACFEI, DABFA
Norman M. Sassi, CPA
Christopher E. Melley, CPA
Gary C. Theodore, CPA
Julia R. Fralno, CPA
William T. Trainor, CPA
Mark M. Levy, CPA, CFP
Thomas R. Bussa, Jr., CPA
Brent T. Napoleon, CPA
Jennifer L. Capicchioni, CPA
Patrick M. Bullis, CPA
Justin B. Wood, CPA

To the Members of the Board
Town of Montgomery Industrial Development Agency
Montgomery, N.Y. 12549

Richard P. Capicchioni, CPA
Walter J. Jung, CPA
Jennifer A. Traversa, CPA

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities of the Town of Montgomery IDA, as of and for the year ended December 31, 2021 and the related notes to the financial statements, which collectively comprise Town of Montgomery IDA's basic financial statements and have issued our report thereon dated March 10, 2022.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Town of Montgomery IDA's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Town of Montgomery IDA's internal control. Accordingly, we do not express an opinion on the effectiveness of Town of Montgomery IDA's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify a certain deficiency in internal control, described in the accompanying schedule of findings and responses that we consider to be a significant deficiency, identified as finding 2021-1.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Town of Montgomery IDA's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Town of Montgomery IDA's Response to Findings

Town of Montgomery IDA's response to the finding identified in our audit is described in the accompanying schedule of findings and responses. Town of Montgomery IDA's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Montgomery, New York
March 10, 2022

TOWN OF MONTGOMERY
INDUSTRIAL DEVELOPMENT AGENCY
SCHEDULE OF FINDINGS AND RESPONSES
DECEMBER 31, 2021

SECTION I - SUMMARY OF AUDITOR'S RESULTS

FINANCIAL STATEMENTS

Type of Auditor's Report Issued: Unmodified

Internal Control Over Financial Reporting:

Material weakness(es) identified? Yes X No

Significant deficiencies identified that are not considered to be material weaknesses

 X Yes No

Noncompliance material to financial statements noted?

 Yes X No

SECTION II FINANCIAL STATEMENT FINDINGS

Finding 2021-01 Limited Segregation of Duties

Condition: The auditor found instances where segregation of duties was limited. Limitations in control activities may be addressed through additional management oversight. Through interviews with management and staff we were able to satisfy ourselves that direct involvement and knowledge of these activities reduced the potential for errors or irregularities.

Criteria: Segregation of duties relates to how various duties are assigned to different people within the organization. Generally, the responsibility for authorizing transactions, recording transactions, and maintaining custody of assets should be assigned to different people so that no single person is in a position to both commit and conceal errors, irregularities or fraud.

Cause: Limited resources and personnel available contribute directly to the level of segregation achieved. Another factor is the organizational structure and the assignment of responsibilities within that structure.

Effect: The financial statements could have been significantly misstated due to errors or irregularities and fraud or misappropriation could occur and not be detected without adequate segregation of duties and responsibilities.

Recommendation: We recommend that the management review the responsibilities of business staff, as well as the duties actually being performed currently. This review should focus on segregating the functions for authorizing transactions, recording transactions, and maintaining custody of assets. As part of this review, management should consider whether the current staffing level is sufficient to achieve the desired internal control. It may be necessary to hire additional staff.

TOWN OF MONTGOMERY
INDUSTRIAL DEVELOPMENT AGENCY
SCHEDULE OF FINDINGS AND RESPONSES
DECEMBER 31, 2021

SECTION II FINANCIAL STATEMENT FINDINGS (Continued)

Management's Response

As communicated in previous years, Management agrees and has indicated that the following measures are in place to mitigate the lack of segregation of duties.

- Minutes of meetings were transcribed via audio recordings. Written minutes were subsequently reviewed and approved by the entire Board of the Agency.
- Financial records were reported at each Board meeting by the Treasurer. The Treasurer's reports were reviewed and approved by the entire Board.
- Checks for the Agency require signatures of two authorized officers.
- Committees of the Agency were fully staffed and reviewed actions and rules of the Agency as required.

The Agency understands the importance for the need for segregation of incompatible duties and are considering additional measures which would further address the finding.