

Selectmen's Work Session & Finance Meeting
Monday, March 5, 2018

Chairman Morgan called the Work Session to order at 3:04 PM. This meeting was held in the upstairs conference room at Town Hall. Present were Selectmen Richard Morgan, Robert Freeman, and Sandra Martin, and Ellen White, Town Administrator, who recorded the minutes. Also present were Kellie Skehan, Town Clerk/Tax Collector; Harry Merrow, Treasurer; and Karen Anthony, Finance & Benefits Administrator.

Finance Meeting:

Merrow reported the current balance of the General Fund to be \$1.4 million.

Skehan stated she will be liening properties on 3/16/2018. The Tax Kiosk is down for the next two weeks and all payments must be made by cash or certified check only.

Merrow stated that the Tax Anticipation Note is in place but the documents need to be executed as soon as he is able to extract the documents from his email.

Merrow stated the current balance is comparable to last year and on average there is \$20,000 collected each week.

Skehan stated 111 properties are currently eligible for deeding if payment agreements is not extended or agreed upon. She stated this figure will reduce to 20-30 on average.

Merrow questioned if there are any large payments expected. White stated the next Highway Block Grant payment will be received in July.

Anthony stated the March school payment is in the amount of \$500,000 and there is no payment due in April. The audit, general, worker's comp, and property liability insurances, and salt invoices were all paid last week. There are no major projects this year requiring large disbursements.

Brief discussion took place on allowing Keno games in Town and also on amendments to the Town's charter that would allow all-day voting on pressing issues.

Discussion took place on the charge accounts at the Transfer Station. Morgan suggested eliminating the ability to charge altogether.

White reviewed the few items in question/transit for the audit including police special duty detail, revenue allocation, year-end bank statements.

Skehan noted vacancies in the following positions: Supervisor of the Checklist and Budget Committee.

Skehan, Merrow and Anthony were dismissed at 3:35 PM.

Review of Red Folders, Accounts Payable and Payroll Manifests:

The Accounts Payable Manifest, Red Folder and Water & Sewer Red Folder were reviewed.

White presented the Board with a copy of the Judge's decision on the Town's lawsuit against Alexander Bakman. Bakman has been ordered to remove the illegal carport and reimburse the Town for legal fees.

A settlement agreement for the complaint filed by Joy Gagnon, et al was reviewed. Morgan noted that the Selectmen have requested the formation of a committee to seek solutions for a sufficient venue to hold Town Meeting if attendance matches that of the Special Town Meeting held in November.

Being no further input, the work session was adjourned.

Adjourned at 4:00 PM.

Richard H. Morgan, Chairman

Robert C. Freeman

Sandra P. Martin

To be approved 3/12/2018