

TOWN OF GUILDHALL
BOARD OF SELECTMEN MEETING
MINUTES

January 27, 2014, 7 p.m., the Guild Hall

Present: Richard “Stretch” Martin (RSM), Chair; Tim Cahill (TC), Vice-Chair, Road Comm., J.P.; James “Pete” Fay (JPF), Clerk; Sam Swope (SS), Town Clerk & Treasurer; Pat Rogers (PR), Z.A., J.P.; Eileen Thietten (ET), Lister; Richard Burgess (RichB), Fence Viewer; George Blakeslee (GB), Lister, Auditor, Moderator; Valerie Foy (VF), Delin. Tax Collector.

1. **Call to Order:** RSM called the meeting to order at 7:00 p.m.
2. **Introductions:** None.
3. **Approval of Minutes from the August 19th meeting:**

On a motion by TC and seconded by JPF, it was

Voted: To adopt the minutes from the regular December meeting.

4. **Reports:**

Treasurer:

SS explained that, due to a NEMRC-related problem (having to do with closing the year in General Ledger), the normal reports had printed out as all zeros, so he would figure out what the problem was and get back to the Board. By unanimous consent, the Board decided to postpone a vote on acceptance of the Treasurer’s report pending resolution of the problem.

Road Commissioner: TC said that there had been some mistakes by AB Logging regarding billing (i.e., billing for 5 hours when .5 should have been billed) but that he was working with AB to correct the problem and that they were cooperating. He also said that a lot of sand had been purchased by the Town, since there was a lot of ice this year.

Water Comm.: SS reported that he had heard no news about the water system since last month.

Listers: GB reported that the Town’s equalization study had come out favorably and that the State would not be ordering a Town-wide reappraisal. All present welcomed the news.

Zoning Administrator: PR said that there were two active permits: one for a subdivision (Beattie) and one for work on the Ramsdell house in the village; the latter would require a zoning hearing, since it is located in the village.

Auditors': GB said that the Auditors had reviewed the Town's books for the year in anticipation of preparing the Town report. He said that there was a discrepancy of \$600.00 between the NEMRC records and the bank statements, but that all checks and disbursements were accounted for, so that the cause of this discrepancy was most likely a classification error of about \$300 in the accounting software. He said the situation was not surprising, given that the Town had three Treasurers in four months and that such errors are easy to make with software as confusing as NEMRC.

At this point, there was a discussion of the possibility of the Town switching to QuickBooks for its accounting software. SS and GB had discussed the matter previously, and they agreed that NEMRC was very complex, confusing, and outdated software. VF, who is Treasurer for Essex County, said that she used QuickBooks and found it to be relatively easy and user-friendly. SS pointed out that switching to QuickBooks was actually not very expensive, given the future cost of adding any new NEMRC accounting module (such as the water billing program). There was general agreement that this was a good idea.

Delin. Tax Coll.: VF presented her report.

5. New Business:

Roof for Guild Hall: PR noted that the Guild Hall roof would have to be completely replaced. There was a general agreement on this point. She suggested a five-member committee, similar to the former Road Maint. Facility Committee.

On a motion by JPF and seconded by TC, it was

Voted: To set up a five-member committee to figure out what repairs to the Guild Hall are needed; membership recruitment will be handled by PR and decided on at the next meeting.

NEKWMD info: SS said that, in a recent conversation with the NEKWMD management, it had been suggested to him that the Town invite Paul Tomasi of the NEKWMD to make a presentation to the Town outlining the changes that will be brought on by the State's new universal recycling law. The Board agreed with the idea and suggested setting such a meeting up for sometime in April/May.

6. Signing of Orders

SS presented the orders for payroll and accounts payable for Town and highway accounts for Jan., and they were duly signed.

7. Adjournment

On a motion by RSM and seconded by JPF, it was

Voted: To adjourn, at 8:54 p.m.

Respectfully submitted, Sam Swope, Town Clerk