Town of Rowe - FY 2014
Board of Selectmen - Minutes
Thursday, July 11, 2013 - 9:00 am
Gracy House

Call to Order: The meeting, moved to Gracy House due to scheduling conflict, was called to order by Select Board Chair Marilyn Wilson at 9:05 am.

Present: Select Board Chair Marilyn Wilson, Vice-Chair Susan Gleason, Secretary Janice Boudreau

Absent: Select Board Member Noel Abbott, Town Coordinator Ellen Miller

Audience: Marilyn Beval, Sergei Brin, Robert Clancy, Jodi Brown, Sandy Daviau , Anne Foshay, Betty Lenth, Bill Loomis, John Magnago, Dennis May, Paul McLatchy, III, Judy Pierce, Robin Reed,

1./ Vote on Tax Collector's Software for Computer: Tax Collector and Assessor's Clerk Sandy Daviau explained that information was shared by both departments and both the Tax Collector and Assessors offices required software that could be shared. She requested the purchase of software that could be shared and accessed by both offices for the amount of $625.00.

Motion to Purchase: Following discussion, Marilyn Wilson made a motion to approve the expenditure of $625.00 for the purchase of computer software by Sandy Daviau for the Tax Collector's Office recommended by Brian Sullivan, Information Technology (IT) Consultant for Northeast IT Systems. The motion, seconded by Susan Gleason, was unanimously accepted. 2/0/0

2./ Review of Payroll Adjustment: Payroll Warrant WP13-24 was presented to the Select Board by Town Treasurer for a vote to adjust the amount processed for payroll due to a mathematical error of an insufficient amount of $5,902.96.

Motion to Approve Adjustment: Following review and discussion, a motion to approve Town Treasurer to process a Payroll Warrant Adjustment increase amount of $5902.96 for Payroll Warrant WP13-24 was made by Marilyn Wilson. The motion, seconded by Susan Gleason, was unanimously accepted. 2/0/0

3./ Discuss Moody Consulting's Services: Marilyn Wilson asked Horace Moody of Moody Consulting and Town Coordinator to meet with the Select Board to discuss the issue with the lack of evidence to support that proper licensing of town software was provided. Representing Moody Consulting, who had been providing town IT support for many years, Sergei Brin stated that the software key or serial number proof of proper licensing was in the server for access and Town Coordinator Ellen Miller had a copy. Sandy Daviau reported contacting Ellen Miller to confirm she was out sick and Sandy was told by Ellen that she had sent the key information to the Select Board. Marilyn Wilson said she would confirm with Brian Sullivan of North East IT Systems, the current IT support provider for the town, that he was able to access the information. Marilyn Wilson and Susan Gleason said they had not received the key information from Ellen validating licenses and would speak with her about it upon her return.

Audience:

- Bill Loomis inquired about the recent job description published in the newspaper and why resumes were to be sent to the attention of the Select Board Chair and qualifications indicated. Marilyn Wilson explained that there were recent problems with not getting mail forwarded to the Select Board in a timely manner and not receiving all mail addressed to the Select Board. She added the position required professional skills.

- Bill Loomis inquired why the Select Board hired a secretary to take Minutes and how it was being paid. Marilyn said the Minutes were not meeting professional standards and criteria and was being paid for from the General Administration fund. She indicated it was a temporary solution.

- Paul McLatchy, III asked about the Treasurer's autonomy and why the Treasurer hired reported to the Select Board and Marilyn explained the Treasurer worked to keep the Board appraised once a week to maintain the fiscal health of the town.

- Betty Lenth asked about the lack of cleanliness of the exterior of the Town Hall. Marilyn said she would check into it.

Adjournment: Seeing no further business Marilyn Wilson made a motion to adjourn. The motion seconded by Susan Gleason was unanimously accepted at 9:35 am.

Respectfully Submitted,

Janice Boudreau
Secretary

Approval Date: JULY 17, 2013

Approved:

Marilyn Wilson, Chair

Susan Gleason, Vice-Chair

Noel R. Abbott

Attachments:

- Agenda 07/11/13
- Payroll Warrant - FY 2013 - WP13-24 Adjustment Request