

Dalton Select Board Meeting

Minutes of November 24, 2014

Present were Selectmen: Julia Simonds and Nancy McVetty, Selectboard Chairman.

Meeting called to order at 6:30 PM

The minutes from the November 10, 2014 meeting were read. Nancy McVetty moved to accept the minutes as written. Julia Simonds seconded the motion. The selectboard approved the minutes of the November 10, 2014 meeting (2, 0).

The question from the November 10th meeting regarding the tax years for the Capello property was resolved and the deed has been registered. The other four properties accepted at that meeting were registered and will need to go the Town attorney to have the deeds drawn up. Nancy McVetty will take the registered tax deeds to the attorney on Friday, November 26th.

A check from Ampersand was received; it will not be cashed at this time. The board doesn't have a copy of the agreement/contract that Ampersand's attorney was to draw up following the last meeting between the board and Greg Cloutier. Waystack and Frizzell will need to be called to see if they have a copy of the agreement. The check will be held by the Tax Collector.

Review of the proposal prepared by Crane and Bell to provide support to the Town next year in lieu of an accounting firm. The town would need to elect a resident of the Town of Dalton to act as the auditor. Cost to the town for Crane and Bell services would be \$7500. Kendra Bell would be the partner contact with Tammy Letson and Elise St. Cyr providing support via phone and internet. Crane and Bell would prepare all of the forms required by DRA, prepare and submit all payroll forms to the IRS, review the bank reconciliation as needed and review warrant articles to be sure that they are correct and legal. The auditor would select random files to review and approve. A warrant article for the March 2015 town meeting will be needed for approval to elect an auditor. Jessie Wentworth pointed out that the Town would still need an n auditor for the next year at least as the warrant article would only give permission for the election of the auditor, it would be another year before an actual auditor would be elected. Additional discussion will be needed with Crane and Bell and DRA will be called for additional guidance.

Linda Greenwood has signed up for the Webinar training on the duties of the town treasurer scheduled for 12/10/14.

Nancy McVetty has located a copy of the plans for the municipal building which will be stored in the safe for future reference. The plans provide all needed information on electrical, sewer and water schematics.

The meeting was adjourned to executive session at 7PM

Adjourned at 7:30


Next meeting is December 8, 2014

Respectfully Submitted,

Louise Jordan, Administrative Assistant

Dalton Selectboard

Minutes approved by the Selectboard Members on 12/8/14.



Julia Simonds, Selectboard Member



Kathy Barden, Selectboard Member



Nancy McVetty, Selectboard Chairman

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