

Minutes of the Westmoreland Selectmen's Meeting
Thursday, January 18, 2018

BOARD MEMBERS PRESENT: Jack Zeller, Clayton Stalker, Russ Austin

1. The meeting was called to order at 6:00PM by Chairman Zeller.
2. Approval of Minutes: January 5, 2018. A motion was made by Jack Zeller, second by Russ Austin to accept the minutes as printed. Motion passed 3-0.
3. Accounts Payable: A motion was made by Russ Austin, second by Clayton Stalker to approve a manifest of \$15,279.25 for the Highway Department and \$24,242.41 for all other bills for a total of \$39,521.66. Motion passed 3-0.
4. Old Business:
 - A. Financial Audit: Recommendations from auditors, MelansonHeath, continue to be worked on. All departments that take in money were given cash receipt books to use for payments that are made in cash. A carbon copy of the receipt needs to be included with and balance to the bank deposit.
 - B. Direct Deposit for employees is set up and ready to be used.
 - C. David Wirth has asked the Selectmen to look for someone to take his place as Zoning Administrator.
5. New Business:

Signature Approval was given for the following:
Payroll Manifests: January 16, 2018
General Journal Entries – 634, 635, 637
Reports as of 12/31/17: Trial Balance, Balance Sheet, General Ledger
Payroll Tax payments: 01/17/2018

 - A. A motion was made by Jack Zeller, second by Russ Austin, to accept, per RSA 31:19, cemetery trust funds in the amount of \$400. Motion passed. Cemetery deed was signed.
 - B. A petitioned warrant article was received on January 8 regarding offshore wind power in the Gulf of Maine. The petitioned article was deemed legal and the 31 signatures were verified as registered voters. The article will be on the Warrant for town meeting on March 14th.
6. Correspondence: *All correspondence is available for review in the Selectmen's office.*
None
7. Guests/Public Business:

The Fire Department Facility Advisory Committee was present to request that the Selectmen put \$15,000 in the 2018 budget to have a site plan study done of the land recently purchased by the town. The Selectmen agreed to add an Article to the Warrant.

8. 2018 Budget: The Selectmen completed their budget and will be presenting it to the Budget Committee on January 27th. The Library has decided to not replace the carpet in 2018. Funds will be added to the Highway, Fire and Bridge Capital Reserve Funds. The Budget Committee will set the date for a Public Hearing on the budget.

9. The meeting was adjourned at 7:30pm.

Respectfully submitted,

Jo Ann LaBarre
Town Administrator

BOARD OF SELECTMEN

Jack Zeller, Chairman

Clayton R. Stalker

Russ Austin

NEXT MEETING – Thursday, February 1, 2018, 6:00PM
MINUTES ARE INITIALLY POSTED AS UNAPPROVED
SIGNATURES BY SELECTMEN DENOTE APPROVAL OF
MINUTES