

Newington Board of Selectmen's Meeting Minutes
Tuesday, June 14, 2011
Town Hall 6:00pm

Chr. Iocovozzi called the meeting to order at 6:07pm

Present: Chairman Cosmas Iocovozzi, Selectmen Jack O'Reilly and Rick Stern, Sewer Commissioners George Fletcher, Skip Cole, and Tim Field. Sewer Clerk Ruth Fletcher, Sewer Treasurer Laura Coleman and Administrative Assistant to the Board of Selectmen Beatrice Marconi.

Sewer Capital Reserve Accounts: RSA 149 states that the Commissioners have the option of placing any surplus they may have in a Capital Reserve Account which is managed by the Trustees of the Trust Fund, however the Commissioners have sole power to withdraw from that account provided the need falls under the guidelines as stated.

Enterprise Account: The Sewer funds, currently governed by the Commissioners – have 4 accounts listed in the Town Report. Both the Selectmen and Commissioners questioned whether 'enterprise' accounts have different banking or investment rules compared to funds used as operating funds.

Sewer Commissioner Treasurer: Regarding RSA 149, funds falling under the Sewer Commission, other than Capital Reserve accounts, are managed by the Municipal Treasurer. The Commissioners understood this change the Selectmen are correcting. Operations have been this way for many many years and some of the mandates have fallen through the cracks.

Accounts Payable Manifests: RSA states that the accounts payable manifests must be approved at a public meeting. Both the Board of Selectmen and the Sewer Commissioners will make these corrections. The Commissioners had hoped that the Treasurer could use their minutes as a manifest as each invoice is reviewed with authorization to pay.

Sewer Commission Check Book: The Commissioners cannot have their own Sewer Commission check book as the funds must be managed under the Municipal Treasurer. As above, the Commissioners understood this change in an effort to be more compliant with RSA 149.

Sewer Commission Clerk: The Commissioners do have the option of utilizing an individual to do their billing and wish to proceed with doing so rather than using the Tax Collector to do billing.

Deposits: Currently, the Sewer Commissioner Clerk (and or Sewer Treasurer) do the deposits. Because neither is delegated by the Municipal Treasurer to do so, they understand that this operation needs to be addressed. A question of bonding those handling money and a question of the number of delegates a municipality can have came up. The AA will look into this.

Stipends: Since RSA 149 states that all stipends are set by the Selectmen, beginning for the year 2011, the Commissioner's stipends will be paid out in the same manner in which all other stipends are paid by the town. (through the town's payroll). Up until now, the Sewer Commissioners paid them – from their check book – and a 1099 was issued.

Compliance Time Frame: The Sewer Commissioners felt they could be in compliance on or about July 1.

The AA was asked to get in touch with the Town's Auditor and contact the LGC for some legal opinions.

Both the Municipal Treasurer and AA will attend the Sewer Commissions meeting on June 22. There, an outline of the financial management process will be presented.

Meeting adjourned at 7:17pm Respectively Submitted, Beatrice Marconi Administrative Assistant