

TOWN OF TAMWORTH

SELECT BOARD OFFICE

Select Board Meeting: 5:00 PM

Monday, March 27th, 2023

Meeting Minutes

CALL TO ORDER: Chairman Roberts called the meeting to order at 5:04 pm, those present are Select Board Members Doucette, Behr, Prentice, Roberts, and Town Administrator, Keats Myer.

CHANGES/ADDITIONS TO AGENDA: Payroll Manifest: \$37,604.30

NEW BUSINESS:

OLD BUSINESS:

Budget Discussion: Town Administrator Myer shared a letter from a member of the public which raised concerns about the validity of her signature, and Road Agent Robert's signature on 2022 contracts, which had been encumbered into 2023. Myer shared she had spoken with the Town Counsel, who advised that the select board ratify the signatures on the contracts in question so as to clarify their intent.

Roberts motioned to ratify the Town Administrator's signature on the Town's contract with New England Vehicle Outfitters, in the amount of \$2,690.00, dated 12/20/2022, and with Advanced Graphics, in the amount of \$478.50, dated 12/20/2022. Behr seconded, roll call vote, Doucette yes, Behr yes, Prentice yes, Roberts yes.

Roberts motioned to ratify the Road Agent's signature on the Town's contract with Allied Equipment, in the amount of \$86,586.00, dated 12/30/2022, and another with Allied Equipment, in the amount of \$24,634, dated 12/30/2022. Behr seconded, roll call vote, Doucette yes, Behr yes, Prentice yes, Roberts yes.

Prentice raised the idea that the Select Board authorize department heads and the Town Administrator to sign contracts when the related expenditures have been previously approved by the select board. A discussion ensued about how that would work, and all agreed that in most cases the Select Board would sign contracts, but in certain situations, when an expenditure has been previously approved, this would mitigate concerns about unauthorized signatures.

Roberts made a motion to authorize the Town Administrator and department heads to sign on behalf of the town for expenditures duly approved by the Board at a noticed meeting. Behr seconded, roll call vote, Doucette yes, Behr yes, Prentice yes, Roberts yes.

ADMINISTRATOR REPORT:

- Account Balance:

SIGNATURE FILE:

Payroll Manifest: Roberts moved to approve \$37,604.30 Behr seconded, roll call vote, Doucette yes, Behr yes, Prentice yes, Roberts yes.

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SELECT BOARD UPDATE:

PUBLIC INPUT:

NON-PUBLIC:

ADJOURNMENT:

Emery Roberts

Karl Behr

Richard Doucette

Lianne Prentice