

TOWN OF WEATHERSFIELD, VERMONT

SELECT BOARD

Select Board
Martin Memorial Hall
5259 Route 5
7:00 PM, MARCH 30, 2015

MINUTES
APPROVED 4/6/2015

Present: N. John Arrison
David Fuller
C. Peter Cole
Daniel Boyer
Lynn Esty

Town Manager, Jim Mullen

Others Present:

Steven Hier

1. Call to Order

Mr. Arrison called the meeting to order at 7:02 PM.

2. Comments from Select Board and Citizens on topics not on the agenda

No comments were received.

3. Conduct a study to review the division of duties in Finance Department

Town Treasurer, Steven Hier, explained to the Select Board the division of duties in the Finance Department at the Town Office. There are six people who oversee various parts of financial transactions – a system that provides excellent internal control and has produced ever-improving financial audit reports for the Town. After much discussion, it was the consensus that a study was not needed, that the current system does not need improvement or change.

4. Review job description for Town Accountant and authorize Town Manager to post the position

The Board discussed the fact that the current accountant position is part-time and that this may pose an obstacle to attracting a suitable candidate. The consensus after much discussion was to be flexible about the number of hours offered with the position.

Motion: To approve the job description as presented.

Made by: Mr. Fuller **Second:** Mr. Boyer **Vote:** Unanimous in favor

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Motion: To authorize the Town Manager to post the position with 30-40 hours.

Made by: Mr. Fuller **Second:** Mr. Boyer **Vote:** Unanimous in favor

5. Adjourn

Motion: To adjourn the meeting

Made by: Mr. Boyer **Second:** Ms. Esty **Vote:** Unanimous in favor

The meeting adjourned at 7:50 PM.

Respectfully submitted,

deForest Bearse

WEATHERSFIELD SELECTBOARD

N. John Arrison, Chairperson

Daniel E. Boyer, Vice-Chairperson

David T. Fuller, Selector

C. Peter Cole, Selector

Lynn Esty, Selector