



Town of Bernardston Board of Selectmen

MEETING MINUTES: November 2, 2011

Select Board Members Present:
Robert R. Raymond, Chairman
Stanley D. Garland
Virginia M. Budness

Others Present:

The Chairman opened the meeting at 10.01am.

Treasurer Position – The Board scheduled three (3) interviews with candidates who had applied to the open Temporary Treasurer position.

10.00am – Denise Elwell

Bob asked Denise if she wished to conduct her interview in executive session. She declined. Bob opened discussion by asking about her knowledge and experience with municipal law as it related to municipal finances. Denise said she was not familiar with municipal finances but was a quick study and was familiar with aspects of banking, bookkeeping and accounting. QuickBooks is not a problem as is payroll and reconciliation of cash receipts. She is not familiar with municipal trust fund or investment management. The rate of \$17 is acceptable. Virginia stated the position carried no benefits and Denise acknowledged the same. Stan asked Denise to give the Board some background on herself. She maintains a home business doing accounting, taxation filings both personal and commercial. She would have no issue being bonded. Her schedule is flexible. The Board thanked her for her time today.

10.20am – Claire Lynde

Bob asked Claire if she wished to conduct her interview in executive session. She said open session is fine. The Board introduced themselves to Claire who is a local resident. She began by providing her experience and background which included work at the Anchorage Nursing Home in Shelburne Falls and with the Community Action Corporation. From 2006-2009 she was the Clerk for the Bernardston Fire & Water District. Her experience includes familiarity with QuickBooks, budgeting and managing the money room at Hinsdale Racecourse. She is bondable. Claire is not familiar with municipal finances and compliance with the state general laws governing the same. She is OK with the state rate of pay and has a flexible schedule. Claire said her interest in the position is that it is close to home.

10.40am – Susan Malley

Bob asked Susan if she wished to conduct her interview in executive session. She opted for an open meeting. Susan is currently serving as the Town's interim Treasurer subsequent to the resignation of Christopher Roberts effective October 1, 2011. She needs to be more familiar with investments but is proficient with borrowing, cash reconciliation with the

Accountant, payroll, QuickBooks, etc. Stan asked about the pending ballot vote next May as Susan is not a Bernardston resident and cannot run for the position. Virginia suggested that no resident may run for the position if it would only be 1-year if the ballot question passes. Bob asked about the rate of pay and Susan said she want \$20 an hour. She believes the job to be worthy of no less than \$20per hour. She is open to negotiation for the compensation.

Motion by Bob to go into Executive Session pursuant to MGL Chapter 39A #3, second by Virginia. Roll call vote: Bob aye, Virginia aye, Stan aye. Motion carried.

Stan stated he was good with Susan as staying on as Treasurer and can live with paying her \$20 per hour. Virginia said that continuity was important based on the most recent circumstance of Chris Roberts taking on the job with no experience. Susan is already in the position doing the job. Motion by Virginia to appoint Susan Malley to the position of Permanent Temporary Treasurer effective 11/2/11 at rate of pay of \$20 per hour, second by Stan. Motion carried.

Motion by Stan to return to Open Session, second by Virginia. Roll call vote, Stan aye, Virginia aye, Bob aye.

The Board resumed open session at 11.17am.

Adjourn With no further business to be discussed, Bob made a motion to declare the meeting adjourned at 11.18am. Stan seconded. Motion carried.

Attest: Hugh Campbell, Administrative Assistant

_____	, Chairman	_____	, Member
_____	, Member		
Robert R. Raymond		Stanley D. Garland	Virginia M. Budness