Attending for the Board: Chris Groschner, Hal Drury, Steve Long. 
Others Attending: Susan Fortunati, treasurer; Suzanne Hansen, financial assistant to the board; Karen Galayda, chair of listers; Greg Thurston, Town Hall building manager.

The meeting was called to order at 5:00 p.m.

Chris Groschner moved that the board change the agenda order to allow for discussion with Greg Thurston and then Karen Galayda. Drury seconded. Approved.

Town Hall
Thurston reported on his discussion with the director of River Bend Career Center regarding work on the side entrance to Town Hall. The students would take on the project from design to completion, with the exception of installing the roofing, which they are not allowed to do because of their insurance policy. The first step would be to create a design, and the process would include meetings with Thurston and the Selectboard for their input on design. The cost to the Town would be the materials and an unspecified donation to the Career Center.

The board authorized Thurston to proceed with the plan. Thurston said it would probably not happen in this school year but would be a project starting in September.

Listers
Karen Galayda presented the annual Certificate of No Pending Appeals, which closes out the Grand List for 2016. The board signed the certificate.

Orders for Payment
The Board reviewed outstanding bills and signed orders for payment. The Board reviewed payments made in previous month.

Journal Entries
The Board reviewed and approved the Journal Entries for the month of January.

Financial Meeting in March
The Board changed the date of the March financial meeting because it would conflict with Town Meeting on March 7. The meeting will be held on March 2 at 5:00 p.m. at the Town Hall.

Enhanced Recycling at Transfer Station
The Board agreed to hire Joan Hayward for each Saturday (she has been working every other Saturday) at an hourly rate of $16.50. Groschner will approach the Topsham Selectboard about contributing to this cost, since Topsham residents make use of the enhanced recycling facility.

**Constable Equipment**
In conducting an inventory of Town equipment, Fortunati called attention to items that the Town has provided to the constables over the years, including a radio and bulletproof vest. Groschner will contact Chris Diaz, who recently resigned as constable, to retrieve these items.

Drury moved to adjourn and Groschner seconded. Meeting adjourned at 6:55.