Attending for the Board: Chris Groschner, Steve Long, Hal Drury.
Others Attending: Susan Fortunati, treasurer; Suzanne Hansen, financial assistant to the board; Neysa Russo, assistant treasurer.

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

Groschner moved to change the order of the agenda and meet with Gary Apfel first. Long seconded. Motion carried

Town Meeting
The board discussed the warning for upcoming Town Meeting with Apfel, the moderator.

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 November.

Payroll
Russo and Fortunati discussed the changes brought about by the requirement to pay certain town employees on a weekly basis. Given that the board meets monthly to sign orders for payment, this means the board won’t be reviewing the weekly paychecks. On a temporary basis, Groschner agreed to meet with the Treasurer on Monday morning to go over the payroll for all employees paid weekly.

Date Change for next financial meeting
Given that the March financial meeting falls on Town Meeting day, March 6, the board re-scheduled the meeting for Thursday, March 1. Long will contact board clerk Catherine Tudish and Anne McKinsey to make sure the meeting change is properly warned.

Insurance claim
An individual made a claim as an employee to the insurance company about damage done to his windshield by an overhanging branch on Backway. Since the claimant doesn’t work for the town, and the road crew had trimmed overhead branches prior to the date of the alleged loss, the insurance company denied the claim.

Signature cards
Neysa Russo, assistant treasurer is being added to the signature cards at the banks where the town does business. The board authorized Groschner to sign documents granting Russo authority to sign checks.

**Complaint**

Fortunati told the board that Joe Truss, acting as the fire warden, had filed with the state a formal complaint against her and her husband about illegal burning at the building they own on Cookeville Road. Fortunati said that her husband, Robert, had discussed with the state what could and couldn’t be burned, and he had separated out the material that can’t be burned and then trucked it away to a disposal site in New Hampshire. Furthermore, they haven’t yet burned anything.

She said that John Wakefield, chief of the compliance section of the Department of Environmental Conservation’s Air Quality Division, did a site visit and reported that they were not out of compliance and clarified that they hadn’t burned anything. With snow on the ground, they are free to burn a burn pile without a permit.

She views Truss’s actions as harassment and asked that the board consider not reappointing him to positions in which he represents the town. The board said they would take her complaint into consideration when making appointments. And they asked Fortunati to show them the documentation from the Air Quality Division about the groundless complaint.

Long moved to adjourn and Groschner seconded. Meeting adjourned at 6:45.