

Minutes
Nottingham Select Board Meeting
October 8, 2018

At 6:45 PM members Donna Danis and Anthony Dumas were present, and Chair Danis announced the meeting would not be held for lack of a quorum. Members present agreed to hold discussion with the auditor as planned, and report back to the board at the next meeting. The one member of the public remained in the room.

Auditor Mike Campo of Plodzik & Sanderson arrived to discuss the audit, and member Tiler Eaton arrived at 6:50 PM, creating a quorum.

Members Present: Donna Danis, Tiler Eaton, Anthony Dumas

Others: Town Administrator Chris Sterndale, Bookkeeper Betsy Warrington, Steve Soreff

Appointments:

Mike Campo of Plodzik & Sanderson reviewed the audit for calendar year 2017. He explained an unassigned fund balance of \$1,343,853, and the factors that changed this amount from the prior year. He commended the staff for the condition of the town's financial affairs and the ease of the audit process in this, their first year working for the town.

The management letter represents a "clean opinion" with no significant accounting issues to report. The impact of the tax deeding of the former USA Springs property on the financial reports was discussed. Plodzik & Sanderson made three suggestions for process improvements to improve internal controls, related to the payroll manifest, journal entries, and financial policies. Sterndale and Warrington reported that the first two had already been implemented, and members agreed to pursue a regular evaluation/validation of policies.

ADJOURNMENT: Having announced a cancellation to the tv audience and ending the broadcast, Chair Danis deferred other agenda items to the next meeting.

7:25PM Motion: by Mr. Dumas, second by Mr. Eaton to adjourn.

Vote: 3 – 0 in favor.

Respectfully Submitted,

Chris Sterndale