

**BOARD OF SELECTMEN
TOWN OF MADISON
JANUARY 11, 2011
MINUTES**

Selectmen Present: Chairman Michel Benoit, John Arruda, Michael Brooks.

Others Present: Town Administrator Melissa Arias; Solid Waste Advisory Committee member David Downs; and Madison TV Videographer Emilie Riss.

Where and When Posted: Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on September 1, 2009.

Meeting Called to Order: By the Chairman at 8:35 p.m., after the Selectmen attended and participated in the 5:30 p.m. meeting of the Advisory Budget Committee that adjourned just prior to the call to order.

APPROVAL OF MINUTES – Arruda made a **motion** to approve the Selectmen’s Meeting minutes from January 4, 2010 as prepared, seconded by Brooks, and so voted **3-0**.

APPROVAL OF MANIFESTS – Arruda made a **motion** to approve the Manifest of December 31, 2010 – January 12, 2011 in the amount of \$115,204.90, seconded by Brooks, and so voted **3-0**. The Manifest breakdown is as follows: \$22,934.12 for payroll; \$92,270.78 for accounts payable; \$0.00 for the Madison School District. Arruda made a **motion** to approve the Manifest of January 11, 2010 in the amount of \$195.25, seconded by Brooks, and so voted **3-0**.

TRANSFER STATION REQUEST FOR PROPOSAL – The Selectmen and David Downs from the Solid Waste Advisory Committee (SWAC) reviewed the final draft of the Madison Solid Waste Services Request for Proposal (RFP). The intent is to get the sealed RFP in the mail as soon as possible so the Selectmen can open them at a special meeting posted for February 1, 2011 at 5:30 p.m.

Motion: Brooks made a **motion** to accept the latest draft of the RFP, seconded by Benoit.

Discussion: The group discussed a few minor modifications to the RFP, which will be incorporated by Arias and Downs prior to mailing the RFP later this week.

Decision: The Selectmen accepted the revised RFP by a vote of **3-0**.

AUDITING REQUEST FOR PROPOSAL – Arias explained that Deputy Town Administrator Sue Stacey and Treasurer Catherine Tilton conducted research into the requirements of an audit for the Town. Tilton talked with Barbara Robinson at the Department of Revenue Administration and Stacey contacted references for Roberts, Greene & Drolet, PLLC. Based upon their findings, both Tilton and Stacey are recommending the Board of Selectmen move forward with accepting the lone three-year audit proposal received from Roberts, Greene & Drolet, PLLC.

Motion: Benoit made a **motion** that the Board sign the agreement with Roberts, Greene & Drolet, PLLC for auditing services out of session, seconded by Arruda and so voted **3-0**.

Decision: The auditing service proposal will be signed by the Board and returned to the firm.

THERE WERE NO PUBLIC COMMENTS AT THIS TIME.

SIGNATURE ITEMS –

Personnel Policy Amendment #28 – Vacation (pg 26) to clarify accrual on anniversary date
Intent to Cut Timber – Clayton Family Trust (228-043)

ADJOURNED – 8:54 PM –Arruda made a **motion** to adjourn, seconded by Benoit, and so voted.

NEXT SELECTMEN’S MEETING – The next regular Selectmen’s meeting will be Tuesday, January 25, 2011 at 5:30 p.m.

Respectfully submitted,

Melissa S. Arias, Town Administrator
Recording Secretary