

Town of Oakham

Board of Selectmen

Work Meeting

Minutes of March 25, 2022

Present: Lucy Tessnau-Chairman, Don Haapakoski-Vice Chairman, Brad Taylor-Clerk

In attendance: Maribel LaRange-BOS admin asst, Paul Rochette

Meeting opened at 10:02 AM by Chairman, Lucy Tessnau

Interim Town Accountant: The BOS received proposal from Eric Kinsherf CPA for interim accountant. The proposal time duration is from March 28, 2022 to April 30, 2022. The interim will assist in completing Cares, FEMA and ARPA reporting. Support the Town in the development of the FY2023 budget. Work on reconciliation process with the Treasurer/Collector. Post receipts and revenues and reconcile cash. Maribel will continue to do the warrants and temp accountant will review vendor and payroll warrants that have been processed. The temp accountant will obtain remote access to Springbrook software, and any other logins needed. The cost for the services will not exceed \$7,800 for the duration of March 28, 2022 to April 30, 2022. If services needed past April 30th a new proposal will be submitted.

Brad made motion to accept the accounting proposal as written by Eric Kinsherf CPA firm, Don 2nd, Lucy all in favor.

Lucy suggested to have a full audit as the town has not had one in a very long time. Last audit was in 2018 and only the fire department and treasurer were audited.

Old Business: Brad suggested to look into Richo (company of copier at the town hall) if they offer a postage meter and possibly update the current copier. Don mentioned that the spectrum contract that was revised by town counsel looked good.

Meeting Adjourned at 10:34 AM: Lucy made motion to adjourn, Don 2nd, Brad all in favor.