

**TOWN OF TUFTONBORO  
BOARD OF SELECTMEN  
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**Selectmen's Work Session  
8:30 am – Town Offices**

**Friday August 23, 2019**

The official video of this meeting can be found on the Town of Tuftonboro's YouTube channel at:  
<https://www.youtube.com/channel/UCCUmJqZvFTS23RMEFSDQzmw>.

**MINUTES**

Present: Chairman Chip Albee, Selectman Lloyd Wood, Selectman Bill Marcussen, and Administrative Secretary Karen Koch.

**CALL TO ORDER**

Chairman Albee called the Selectmen's work session to order at 8:30 am.

**APPOINTMENTS**

The Selectmen met with Treasurer Jack Widmer to discuss deficiencies addressed in the auditor's report. Town Clerk Heather Cubeddu and Tax Collector Jackie Rollins were also in attendance. The auditors expressed concern in their report with the bank reconciliation process once the Town started accepting EFT transactions. Currently EFTs are included with regular bank deposits and the bank doesn't give a breakdown of these EFT deposits as they are posted, which can take between 3-5 days. This makes it difficult to reconcile monthly deposits. After some discussion, it was agreed to ask the bank to provide detail of each EFT deposit as it is posted. It was also agreed to deposit EFTs and cash deposits separately from this point forward.

**NON-PUBLIC**

At approximately 9:02 am, Chairman Albee moved to move into non-public session per RSA 91-A: 3 II (e) for legal, seconded by Selectman Wood. Roll call vote: Albee – Yes; Wood – Yes; Marcussen – Yes. At approximately 9:09 am, Chairman Albee moved to end the non-public session and move back into the public session, seconded by Selectman Wood with all in favor. Selectman Wood moved that these minutes be sealed, seconded by Selectman Marcussen with all in favor.

**ADJOURNMENT**

At approximately 9:09 am, Chairman Albee moved to adjourn, seconded by Selectman Marcussen with all in favor.

Respectfully submitted, Karen Koch, Administrative Secretary