

**BOARD OF SELECTMEN
CHAPLIN, CT**

SPECIAL MEETING

February 11, 2010

Minutes

Members Present: B. Rose, J. Smith, I. Schein

1. Call to Order:

Rose called the meeting to order at 7:05 p.m.

2. Review Job Descriptions

The Board reviewed the job descriptions for the Assistant, Accountant and Town Clerk. No action was taken.

3. Review Financial Statements from Marien & Co.

Bill will contact Marcia Marien for clarification of how to resolve material weaknesses stated in the report.

4. Review Selectmen's Budgets

Account No. 20050 – Debt Service: School Building – Schein made a motion to approve, Smith seconded. Motion carried.

Account No. 20075 – Debt Service: USDA – Library – Schein made a motion to approve, Smith seconded. Motion carried.

General Government – Schein made a motion to approve, Smith seconded. Motion carried.

Sanitation – Schein made a motion to approve, Smith seconded. Motion carried.

Buildings & Grounds Maintenance – Smith made a motion to approve, Schein seconded. Motion carried.

Board of Selectmen – Smith made a motion to approve, Schein seconded. Motion carried.

Town Memberships – Schein made a motion to approve, Smith seconded. Motion carried.

5. Adjourn

The meeting was adjourned at 9:30 pm.

Respectfully submitted,
William H. Rose IV
Recording Secretary