



OLD VALUES - NEW HORIZONS

## TOWN OF WINDHAM

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[www.WindhamNH.gov](http://www.WindhamNH.gov)

### **Approved Windham Record Retention Committee Minutes Thursday, August 4, 2016 10:30am @ Town Hall**

**Present:**

Nicole Bottai, Town Clerk/Chairman  
Ruth Robertson, Tax Collector  
Margaret Case, Citizen/Secretary  
Ross McLeod, Selectman  
Doreen Demone, Citizen  
Julie Suech, Planning Assistant  
Jennifer Hardy, Records Clerk  
Daniel Popovici-Muller, Finance Director (arrived at 10:50am)

**Excused:**

Bob Coole, Treasurer  
Kathleen DiFruscia

**Guest:**

David Sullivan, Town Administrator

The meeting was called to order at 10:30am

After further discussion, there was no clear direction on what was decided. It has been determined that a proper assessment is necessary.

***A motion to reconsider the previous motion made on July 28<sup>th</sup> by Doreen Demone. Seconded by Ross McLeod. Vote 8-0.***

After further discussion, both TAB Products and King Information will be invited to present to the Committee within the next couple of weeks. Both of these companies only provided the town with the quote per day to do an assessment. Based off of their cost per day, the committee will ask them exactly what the quote entails at the time of assessment, appropriate questions, and a demo of their software if possible.

***A motion to bring Tab and King in to present made by Doreen Demone. Seconded by Ross McLeod. All in favor. Vote 8-0.***

***A motion to adjourn at 11:10am. Seconded by Ross McLeod. All in favor. Vote 8-0.***

*Minutes respectfully submitted by Julie Suech, Planning Assistant*