



Administration Monthly Report December 2023

It was a struggle but tax bills went out and we were able to stretch every dollar to avoid borrowing from the TAN, success.

We have posted for the Finance Director and Health Officer positions, we have conducted interviews and hopefully getting closer to hiring.

The new accounting software is up in running for AP and GL, we will be going live for Payroll very soon. I'll be doing a few runs in the old system and test runs in the new system to make sure they are all set. Once all is a go, we'll start training staff.

Budget Committee started their meetings on Dec 7th, they set their schedule and had their first meeting with Outside Agencies. The meeting went really well. They are being recorded, and posted online if anyone is interested. Their next meeting is Jan 4th with the remaining OA.

Capital Improvements Program met in December starting off with a site walk of the Police Station. Adam and Jared Hebert are going to get together to look at roads and come up with some rough estimates on costs and priorities. Board is going to discuss further about having some funds put aside to conduct a perpetual assessment of our 4 main buildings.

Parks Commission is meeting regularly, we have started two more fundraisers one for a cord of wood and the other for a pallet of pellets, we'll draw the tickets once all are sold. Our upcoming meetings we'll be discussing more events and the construction of the gazebo to spend down the \$50,000 grant received by Merrimack County.

Trustees of Trust Funds met in December, we successfully made all necessary transfers by the December 15th deadline per State Law.

On January 5th I'll be attending a NH Government Finance Officers Association (NHGFOA) meeting via Zoom. We are talking about legislative issues pertaining to finance, taxation, budgeting, exemptions, credits, NHRS and State aid, currently there are 94 potential bills. They also want to discuss any ways they can assist the Town's for new bills or initiating changes. I'm going to bring up the issues with the districts and DRA deadlines.

I have been informed that Merrimack County is establishing a committee to take on the Community Power project. I have informed Community Power that Northfield wants to be apart of this project, and have been invited to sit in the meetings to participate. Several other communities have already signed up as well. Having the County lead the charge in this will help lighten my load a bit, and will assist in having other communities involved so we can collaborate to meet our needs. I'll keep you posted once we get started.

Respectfully submitted,

Stephanie Giovannucci, Town Administrator