

TOWN OF MOULTONBOROUGH
MUNICIPAL RECORDS COMMITTEE MEETING MINUTES

April 20th, 2023

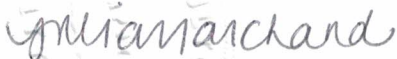
The meeting was called to order at 3 pm with the following members present: Julia Marchand, Town Clerk; Nancy Goss, Treasurer; Tom Hughes, Assessor; Heidi Davis, Finance Director/Select Board Representative. Tax Collector Ashley Pouliot was absent with notice.

The committee reviewed and approved the minutes from the meeting on 1/11/23. Updates were given by members on the use of Docuware software and potential legislative action to digitize wetlands applications.

The committee then began a detailed review of RSA 33-A:3-a to identify gaps and overlaps in the schedule after receiving input from various town departments. Numerous items were flagged for research/follow up and the committee paused their review at line LXXIX of the schedule.

There were no *Records Destruction Authorization Forms* to process at this meeting and the committee did not have any new business. The next meeting date was tentatively scheduled for Thursday, September 28th at 3 pm and the meeting adjourned at 4 pm.

Respectfully submitted,



Julia Marchand

Julia Marchand, Chair

