

Town of Corinth Board of Selectmen

Financial Meeting Minutes

March 13, 2012

Attending: Board of Selectmen, Allen Locke, Chair, Susanne Smith, Chris Groschner

Treasurer, Susan Fortunati

Financial Assistant to the Board, Suzanne Hansen

Locke called meeting to order at 4:20 pm. Bills were reviewed and warrants signed.

Treasurer brought up concerns re vendor payment paperwork requirements.

The Board established a policy that all vendors providing a product must provide a W-9 form and all vendors providing a service must provide a W-9 and an insurance certificate with worker's comp. coverage or a non-employee work agreement.

Treasurer has asked for or provided these forms and in some cases they have not been returned/filled out. Henceforth, failure to provide the above-mentioned paperwork will result in delayed payment for services rendered or product provided.

VLCT Pacif and Worker's Comp. Insurance was discussed. The Board reviewed changes included in the policy which was renewed as of January.

Meeting was adjourned at 6:20pm.

Susanne Smith
Selectman

Town of Corinth
Board of Selectmen
P.O. Box 461
Corinth, Vermont 05039

Minutes of the Financial Meeting, June 5, 2012
4 p.m., at the Town Hall

Present for the Board: Allen Locke, chairman; Susanne Smith; Chris Groschner.
Others present: Suzanne Hansen, Financial Assistant to the Board; Susan Fortunati, Treasurer

The meeting was called to order at 4 p.m.

The Board reviewed bills and signed orders for payment

The Board reviewed and approved Journal Entries for the month of May.

Upon the departure of Hansen and Fortunati, the Board discussed aspects of the draft solid waste contract to be concluded with Casella Waste Management Systems. Additional guidance was developed on the matter of future bag fees, but no decisions were taken.

The meeting adjourned at 6:45 p.m.

Town of Corinth
Board of Selectmen
P.O. Box 461
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Unapproved Minutes of the Financial Meeting, July 3, 2012
4 p.m., at the Town Hall

Attending for the Board: Allen Locke, Chairman; Chris Groschner. Not present: Susanne Smith.

Others attending: Susan Fortunati, Treasurer; Suzanne Hansen, Financial Assistant to the Board

The meeting was called to order at 4 p.m.

The Board reviewed financing for the purchase of a 2013 International dump truck. The price of the truck, body, ancillary equipment, and painting is \$186,792. A down payment of \$18,100 will be made with the proceeds from the recent sale of the town's 2002 International dump truck, leaving the sum of \$168, 692 to be financed. Groschner moved and Locke seconded that the Board execute a capital equipment note with People's United Bank of Bridgeport, CT, to borrow \$168,692, payable over a five-year period with the first payment due in November 2013. The motion carried.

The note permits prepayment without penalty. The Board approved the Treasurer's intention to prepay \$35,000 from FY2013 funds appropriated at Town Meeting for this purchase, and to seek lower-interest financing from a State-sponsored fund for capital equipment purchases.

The Board also approved an adjustment to the FY2013 town highway budget by reclassifying capital equipment appropriations and expenditures from the highway general fund to the highway capital equipment fund.

The Board reviewed bills due for payment in the month of July and signed orders for payment.

The Board reviewed and approved the Treasurer's Journal entries for the month of June.

The Board reviewed with the Treasurer recent progress in completing an inventory of the town's physical assets. Completion of this project will be a major step toward bringing the town into compliance with the standards of the General Accounting Standards Board and thus satisfying a long-standing recommendation of the town's auditors.

The meeting was adjourned at 6:10 p.m.

Town of Corinth
Board of Selectmen
P.O. Box 461
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Minutes of the Financial Meeting, August 7, 2012
4 p.m., at the Town Hall

Attending for the Board: Allen Locke, Chairman; Susanne Smith; Chris Groschner.
Others attending: Susan Fortunati, Treasurer; Suzanne Hansen, Financial Assistant to the Board.
Guests: Michael Casella and others representing Casella Waste Management.

The meeting was called to order at 4 p.m.

The Board and the Casella representatives reviewed and signed the contract for Casella's management of the Corinth transfer station for the period from July 1, 2012 to June 30, 2017. The Board also reviewed with Casella the separate arrangements the town is making for collecting additional recyclable materials, to be disposed of by the Northeast Kingdom Solid Waste District.

The Board reviewed outstanding bills presented by the Treasurer and signed orders for payment.

The Board reviewed and approved the Journal entries for the month of July.

Following the conclusion of regular business, the Board reviewed a number of outstanding matters with a view to placing them on the agenda for the August 12 regular Selectmen's meeting.

The meeting was adjourned at 7 p.m.

Town of Corinth
Board of Selectmen
P.O. Box 461
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Unapproved Minutes of the Financial Meeting, October 2, 2012
4 p.m., at the Town Hall

Attending for the Board: Allen Locke, Chairman; Susanne Smith; Chris Groschner.
Others attending: Susan Fortunati, Treasurer; Suzanne Hansen, Financial Assistant to the Board;
Lynn Sciortino, Board Clerk.

The meeting was called to order at 4:00 p.m.

Groschner updated the Board on the Corinth 250 Committee meetings. Questions arose around officially designating this group as a town committee and the financing of events. The Board will ask the Budget Committee for input. Discussion was tabled in order to collect more information.

The Board reviewed outstanding bills presented by the Treasurer and signed orders for payment.

Fortunati presented a bill for the restoration of records. Groschner moved to approve the expenditure of \$2,200 from 2012 office expenses surplus to pay for the restoration of records. Smith seconded. Motion passed unanimously.

Fortunati reported that the Orange County Sheriff's bills for July and August were incorrect. She has contacted them and received a revised bill. The Sheriff's office also informed the treasurer that they had not received payment for the month of April. The records indicate that the April bill had been paid. A decision was made to reissue the check. There also was discussion of a charge to the town for operating a radar surveillance on State Rt. 25. Locke expressed interest in inviting the Orange County Sheriff's Department and the Vermont State Police to make presentations to the Board outlining their services to the town.

Fortunati presented the completed application paperwork to apply for funding for the purchase of the 2013 International Truck from the Vermont Equipment Loan Fund as requested by the Board. Smith moved that the Town apply for a loan of \$110,000 from Vermont Municipal Equipment Loan Fund in order to pay a portion of the currently outstanding loan issued by People's United Bank for the purchase of the 2013 International Truck. Groschner seconded. Motion passed unanimously.

Fortunati presented a renewal form for property insurance. The policy covers the Town Hall and Town Garage (plus contents) and the Academy Building. The Board asked the treasurer to call VLTC to obtain more precise figures before renewing the policy.

The Selectboard will investigate the procedure for setting up a town emergency shelter. A grant has already been awarded providing half of the funds for a generator.

Problems at the Transfer Station were reported. Tires have been dropped off after hours. Very muddy conditions were reported after steady rain. Discussion was tabled until Frank Roderick and Joe Blodgett could be present.

An Aflac representative would like to schedule time to make a presentation to the town employees.

The Board reviewed and approved the Journal Entries for the month of September.

The decision was made to change the date of the next Financial Meeting from Tuesday, November 6 (Election Day) to Monday, November 5, 2012 at 4:00 p.m.

The meeting was adjourned at 6:00 p.m.

Town of Corinth
Board of Selectmen
P.O. Box 461
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Unapproved Minutes of the Financial Meeting, November 5, 2012
4 p.m., at the Town Hall

Attending for the Board: Allen Locke, Chairman; Susanne Smith; Chris Groschner.
Others attending: Suzanne Hansen, Financial Assistant to the Board;
Lynn Sciortino, Board Clerk.

The meeting was called to order at 4:00 p.m.

The Board reviewed bills presented by the Financial Assistant and signed orders for payment. The Board agreed to review and approve this month's Journal Entries and cleared checks at next month's meeting.

The Board completed the state appointment form approving David Danforth as Town Fire Warden for a five year term ending June 30, 2017. The new Fire Warden can be reached at 439-3980 or 461-5461.

After receiving a matching grant for a generator, the Board agreed to look into sharing the cost with Topsham. If Topsham is interested, both towns could include an article in their respective Town Meeting warnings for residents to vote on in March. If Topsham is not interested or if the money is not voted in at Town Meeting, the Board will ask the School Board if they have an interest in matching the grant.

Smith reported that the grant application for a Corinth Park & Ride was updated to include four solar lights and submitted.

Groschner agreed to write the Selectmen's report for the July 1, 2011 - June 30, 2012 Annual Report.

The Board received a request from Green Up Vermont for a Green Up Day Coordinator for May 4, 2013. The decision was made to pass it on to the Conservation Commission for action.

The Board reviewed correspondence.

Groschner moved to adjourn. Smith seconded.
The meeting adjourned at 6:00 p.m.

Town of Corinth
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P.O. Box 461
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Unapproved Minutes of the Financial Meeting December 4, 2012
4 p.m. at the Town Hall

Attending for the Board: Allen Locke, Chairman; Chris Groschner.

Not present: Susanne Smith.

Others attending: Suzanne Hansen, Financial Assistant to the Board; Karen Galayda, Lister; Lynn Sciortino, Board Clerk.

The meeting was called to order at 4 p.m.

Galayda presented an Errors & Omissions Report from the Listers. Groschner moved to accept the report outlining a change in the value of Parcel #028-00691 from \$162,300 to \$148,200 resulting in a decrease of \$14,100 on the 2012 Grand List. Locke seconded the motion and it passed unanimously.

The Board will ask Glynn Pellagrino, former Corinth Health Officer, to present an update on the cases he was working on when his term expired. Groschner agreed to contact Pellagrino.

The Board reviewed bills presented by the Financial Assistant and signed orders for payment. The Board agreed to review and approve this month's Journal Entries and cleared checks at next month's meeting.

Groschner moved to adjourn. Locke seconded.

The meeting adjourned at 5:30 p.m.