

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

Minutes of the Financial Meeting
June 2, 2020

Attending for the Board: Chris Groschner, Steve Long, Rick Cawley.

Others Attending: Dick Kelley, treasurer; Karen Galayda, assistant treasurer; Suzanne Hansen, financial clerk for selectboard.

The meeting was held as a Zoom call. It was called to order at 4:00 p.m.

The board discussed ways that the treasurer, assistant treasurer, and financial clerk could participate with video. Cawley noted that the town owned two new ipads purchased to collect data on emerald ash borer. The two are not being used now and could be made available for use for these meetings.

Orders for Payment

The Board reviewed outstanding bills and signed orders for payment. The board members authorized Galayda or Kelley to sign their names with his or her initials adjacent. The Board reviewed payroll and payments made in previous month, and authorized signatures under the same conditions.

Galayda noted that the budget for the upcoming year didn't include health insurance for the treasurer because the former treasurer had his own insurance. The board clarified that it had offered the position with health insurance, and that it expected to be over budget as a result. Kelley will research health plans and discuss with board at a future meeting.

As additions to the warrant, the board authorized Long to sign off on payment to Hazen Hill construction for invoice submitted June 1. It will be paid on June 8. The board asked Long to request copies of receipts from Hazen Hill. The board also authorized payment to Acadia for builders risk insurance and requested that it be paid quarterly.

Hansen reported that she is making good progress on reconciling the books. She has a few details to iron out, but said that it looks pretty good through to the end of April. The board authorized her to work additional hours.

Treasurer schedule

Kelley said that he planned to maintain a schedule of being in the office on Monday, Wednesday, and Thursday. He will notify Anne McKinsey so she can post the hours on the website.

Bank account signatories

The board authorized changing signatures on the Community Bank account to add Dick Kelley and Karen Galayda and to remove anyone else. The board also authorized Dick Kelley as a signer on all town bank accounts, replacing the previous treasurer on each account.

Long will talk with Lori at Peoples Bank regarding the required board resolution for a credit card for the town. Users will be board chair Groschner, along with Kelley and Galayda. The board doesn't anticipate using it often but wants to have it in place for when it is needed. Given that, Long will arrange that the card features and options be simple and straightforward.

Other business

The Planning Commission would like to hold its next meeting in person at the town hall. The board approved this on the condition that all safety and social distancing protocols were followed. Everyone would need to wear masks. The board asked the Planning commission to coordinate with the Town Clerk regarding post-meeting sanitizing. Kelley, the chair of the planning commission, said that the public would be allowed as long as they followed the protocols.

Website posting

Anne McKinsey asked the board for direction on responding to requests from people to post items on the website. The board agreed to authorize Groschner to respond on the board's behalf. The board would like McKinsey to email any requests to each of the board's members, and if any of the members feel that discussion is needed, it will be put off until the following scheduled meeting. Otherwise Groschner can make the decision.

The meeting adjourned at 5:35.