

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

Minutes of the Financial Meeting  
October 6, 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; Kerry Dewolfe.

The meeting was held as a Zoom call. It was called to order at 4:01 p.m.

Treasurer training

The Board discussed with the treasurer and assistant treasurer the training that might be required for the treasurer to get up to speed on municipal accounting and the general ledger. The treasurer has thus far been focused on tax administration and will shift his focus to the general ledger. Kelley said that Susan Fortunati has been helpful, and that he hasn't yet called on NEMRC for assistance with the software. The Board supports and encourages his getting any necessary training and assistance.

Noting that we have not yet received a completed 2018-29 audit and the fact that the 2019-20 audit will be starting soon, the Board suggested that Kelley, Galayda, and Hansen meet to set their near-term priorities.

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.

Fire Station lease

Cawley said he would circulate a draft lease to all parties in advance of the selectboard meeting on Monday, October 12.

Policy for Town Hall use

Kerry Dewolfe followed up on Glynn Pellagrino's request for the weekly Tai Chi class to use the town hall as it had before Covid hit. Cawley said that he wanted to have a policy in place through which the board could make decisions on requests for using the hall. Dewolfe proposed a policy, and after discussion, the board agreed to adopt the following policy:

**TOWN OF CORINTH  
POLICY FOR USE OF THE TOWN HALL  
ADOPTED OCTOBER 6, 2020**

Permission of the Select Board is required for use of the Town Hall.

All requests for permission must be in writing and are subject to the following requirements:

1. Use is limited to groups of no more than ten people;
2. The names of all persons who will be present must be provided;
3. Use is limited to adult residents of Corinth;
4. Masks must be worn in the small room and to the extent feasible in the large room;
5. Users are responsible for wiping down all surfaces with appropriate disinfectant before leaving;
6. The request must specify a proposed time and final scheduling will be determined by the Select Board after consideration of existing usage.
7. This policy is enacted based on current covid-19 conditions in the area and is subject to change.

Dewolfe presented a request on behalf of the tai chi lass to use the hall, and the board granted the request to use it on Wednesday evenings from 6:30 to 8:00.

Covid Emergency Hotline

Cawley reported that Anne McKinsey wanted to know whether the board was still using the 439-3500 hotline and if we wanted to keep publicizing it on the website. The board agreed that we would continue to keep it live and to keep publicizing it in anticipation of the local threat increasing at some point. Cawley suggested that the outgoing message more specifically identify it as a hotline for Covid emergencies. Long said he would do this.

The meeting adjourned at 5:30.