

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

Minutes of the Financial Meeting
November 3, 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. Groschner read a notice authorizing this public meeting to be conducted by remote access, in accordance with a special provision of Vermont's Open Meeting Law. It was called to order at 4:05 p.m.

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.

Some questions arose during this process:

Insurance. With the certificate of occupancy having been granted for the fire station, the board asked the treasurer to confirm that the building would be covered under its policy with PACIF. Once that was ascertained, Kelley can cancel the builder's risk policy that has been covering us during construction.

Bond funds. Cawley asked "If we don't spend the full \$850,000 in bond funds, what happens?" Galayda explained that US Bank requires an invoice and a copy of a check written to a vendor before it can reimburse. She noted that the \$31,400 paid to previous contractor Morton Builders was part of the calculation. Long said that a possible solar installation for net metering the building's electricity use could be part of the project if there are funds left over. He noted we are still awaiting a final invoice from the contractor.

Galayda pointed out that the gasoline receipts from East Corinth General Store didn't make sense. For instance, one said 3.517 gals at \$1.99 totaled \$67.00. Others followed a similar pattern. The board would like the highway crew to check the invoices when they sign for gas to make sure they are correct, and to ask for an explanation if they are wrong.

Financial reports

Kelley presented the board with year to date income and expense reports as well as a balance sheet comparison. This led to a discussion of the annual audit. Chris said he would be in touch with Chad Hewitt to discuss it.

Suzanne Hansen said that she was still working on pulling together the supporting documents for the balances on the balance sheet, and she hopes to be done within a month or so. The previous treasurer had made entries incorrectly, often posting items with the wrong date, so it's a challenge to pull it together. She said that the tax receipts for August and September were much more accurate than they have been in the recent past.

Galayda asked that the board be aware of the level of responsibility taken on by Hansen and Galayda during this transition to a new treasurer, and to consider their compensation. The board encouraged the three of them to clarify their roles and responsibilities in advance of the budget meetings that will take place in November.

Town Report

The Board approved the bid by Repro to print the town report.

The board discussed how the town would hold town meeting in March given the Covid restraints. Australian ballot following an informational meeting is one possibility. Vermont League of Cities and Towns can provide some guidance about options. At this point, the board cannot foresee having an in-person meeting. The board will research this further.

Budget meetings

Long reported on his meeting with Kelley and Galayda. The schedule of meetings includes the five Tuesdays starting with November 10.

The board discussed whether to try to hold the budget meetings distanced in the large room, and concluded that it would be safer and more effective to do it via Zoom. Groschner said it was important to have a moderator who can reign in the discussion on Zoom, and Long volunteered to do this, since he had done it in years past (though not on Zoom). Groschner and Cawley agreed that Long should run the meetings.

Kelley will produce the packet and get it in the mail to the committee members. Long will get the proposed agenda to Cawley along with a list of email addresses for the committee members. It will be posted as a single agenda with the potential for five meetings. Usually, it takes four.

Other business

Cawley said that Geoffrey Hoots wanted to confirm that a letter had been sent to Upper Valley Land Trust about the revised management plan for the Town Forest. Long confirmed that it had.

Cawley also noted that with the Fire Station about to be opened, it would normally be time for an open house for the community to show the new building constructed with taxpayer money. But

with Covid limiting the capacity to have a gathering, the board agreed that a celebration of the building's opening would have to wait. Groschner thanked Long and Cawley for their work on the fire station. They both said that thanks should go to Jason Yehle and Noel Murray at Hazen Hill and to architect Chris Smith for constructing a well-designed building that the town can be proud of. They completed it on time and within the budget, an impressive feat given the disruptions in the economy. Long and Cawley also singled out John Haney, who has served as clerk of the works, noting that he has put in countless hours on a volunteer basis, keeping track of all the details, inspections, permits, etc. We hope in the future to be able to thank them and recognize their efforts in a public setting.

The meeting adjourned at 6:00.