

Town of Corinth  
Board of Selectmen  
PO Box 461  
Corinth, VT 05039

Unapproved Minutes Of Financial  
Meeting  
June 3, 2021

Attending for the Board: Rick Cawley, Carl Demrow, Nick Kramer. Anne Rosten, select board clerk. Others attending: Dick Kelley, treasurer; Suzanne Hansen, board financial assistant; Karen Galayda, Norm Collette, Chris Groschner.

The meeting was held as a Zoom call. Cawley 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 4:03 PM.

Elect new board chair Discussion opened on nominating the new chairman of the select board. Demrow made a motion to nominate Rick Cawley. Kramer seconded. Vote was 2 Ayes and 1 abstained. Rick Cawley was elected the new chair of the select board.

Ratify signing of generator maintenance contract First up was the Town Hall generator contract which Groschner had signed. Demrow motioned to ratify, Kramer seconded and motion passed unanimously.

Approve the auditor's contract Next was discussion about the 2019 and 2020 audit contract. Kramer inquired about getting a copy to read to get up to speed. After some input from Kelley and others, Cawley agreed to review both audit contracts for differences. Demrow made a motion for Cawley to approve and authorize by signing both audits. Kramer seconded and motion passed unanimously..

Warrants and Bills Cawley opened by asking Kelley for the May payables and payroll. Kelley said he had all but the tax payments and is working hard at catching up. Kramer asked a lot of questions having to do with different expenses, i.e. Orange County Court, Upper Valley Ambulance, etc. Demrow inquired whether UV Ambulance expense is based on usage or contract. Kelley will look up that information. Hansen also responded to Kramer's questions.

Kelley brought up the \$1350 fee from the state that was discussed at the last financial meeting. He had spoken to Joe Blodgett about it. Blodgett informed him that it is for the storm water runoff from impermeable surfaces and is mandatory to comply. Demrow stated that it was enacted in 2018.

Kelley then informed the board that he got a bill from Key Communications for another \$100 for extra adjustments to the phone system.

Kramer inquired about Irving Oil expenses from May 21st. Hansen stated that it's for diesel and propane for town garage and town hall respectively and that she prefers to pay all invoices as they come in to avoid late fees.

The new grader; Kelley reported that Blodgett could not attend tonight due to online issues as some parts of town were experiencing but was hoping to order the new grader soon. Kelley conveyed some questions from Blodgett such as; should the town pay the full \$255,000 or pay it down before beginning payments which would bring it to \$223,000 for the principle. Cawley noted we need to go over details before a final vote. Groschner noted that there had been discussion about purchasing vs. leasing and money from the sale of one of the other graders. Cawley explained we need answers to these questions and to continue this at another meeting.

Demrow asked about the \$4000 to the Gorman Group and Hansen answered "chloride for the dirt roads". Demrow then brought up the fire truck the fire department purchased for \$19,000 with only 2,000 miles on it. The fire dept is quite pleased.

Cawley asked for a motion to approve payroll, warrants, May payables for payments. Kramer motioned for Kelley to pay the bills and sign the warrant and payroll for the select board and add his initials. Demrow seconded and the motion passed unanimously.

Audit status Cawley will go to the town hall to pick up the audit contract. Demrow asked Kelley how the progress is going on the 2020 audit. Kelley stated that he was more than halfway done and he has all the information to finish.

Covid funds ARPA Kramer inquired as to whether the town has received any funds yet. "Not yet" said Kelley and then informed the board that the state is to receive \$100,000,000 and possibly \$400,000,000. The \$140,000 is a certainty for Corinth; not sure about the county amount to supplement. Kramer reported that the town has until 2024 to spend it. There was discussion about different ideas for the town to examine. Cawley cautioned that until we know exactly how much the town will receive it would be advisable to limit our expectations. Demrow noted that the board needs to hear from the town's people. Kelley believes he'll get the schedule for the money soon.

Assistant treasurer position and responsibilities Kelley updated on all he has been doing to catch up on the books, etc. with help from Hansen and Susan Fortunati. He perceives he'll know how to proceed by the end of the month. His job as treasurer is to evaluate duties, how to delegate, reorganize and structure the office. His sense that it may take three and a half to four days (a week?). Hansen has been busy working on the books, accounts payable, and bank statements and is caught up through April. Galayda reminded all that the end of the fiscal year is coming right up. Hansen noted that the delinquent tax account needs to agree with the ledger and is working on finding the problem. Galayda stated that she would not be the assistant treasurer. Cawley noted that this discussion needs to continue and the board will come up with an analysis of the definition of the treasurer's office. He also reminded all that there needs to be harmony among the town offices as there have been incidents in the past. Kramer thanked everyone for their help in bringing him up to speed.

TROC Cawley questioned where the Emergency Coordinator form was as Nancy Ertle informed him it was due in March. Cawley will check with Nancy. Groschner stated that the form included names and addresses for emergency personnel. Wade Pierson is the Emergency Coordinator. Groschner reminded the board that they appointed the board chair the Emergency Management Director and thought Pierson could take that on as well. Cawley offered that the board do away with the director's position and that Pierson could handle all that was needed. Demrow offered to follow up with Pierson. Collette asked if this position started back during Hurricane Irene. Groschner recollected that, yes, it was.

North by Hand use of town hall in October Cawley got a request from the Corinth art community to hold their art show in the town hall. The urgency is the publication date which is coming up and they'd like to advertise that the town hall will be open. Demrow motioned that the board approve the use of the town hall unless another outbreak of Covid or state of emergency comes up. Kramer seconded and motion passed unanimously.

Format (virtual or in person) of June 14, 2021 selectboard meeting Cawley stated he was inclined to remove the "Closed to Public" rule for access to the town hall giving town clerk and treasurer discretion as to their own offices. Kelley noted that the office has been open more this week to visitors. Ertle has expressed a desire to go back to her normal schedule soon. Kramer moved to open the town hall to the public and remove the restriction from the website. Demrow seconded and motion passed unanimously.

There was quite a bit of discussion about the going forward with in person meetings; whether to have both virtual and in person so those who either can not get out or don't feel comfortable about it can attend. Cawley asked about the logistics of that; microphones, cameras, Executive sessions? Groschner noted that the town has a laptop and Kramer stated that he could help with the tech issues: table mics, wide angle lense, etc. Kramer also stated that there is an online waiting room for use in case of executive sessions. Cawley explained that he's been paying for a personal Zoom account and suggested the town have one @ \$15 monthly. He will work with Kelley on setting up a payment account. Kramer also stated that the financial meeting time of 4:00 is difficult for him with his work schedule. Discussion ensued to change the time to 7:00 PM with all in agreement. Kramer said he'd be happy to start with a table mic for the meeting on June 14th. Cawley motioned for the board to authorize Kramer to purchase a microphone. Demrow seconded and the motion passed unanimously. Kramer inquired about the use of masks on the 14th. Cawley and Demrow will see where the state is by agenda time and warn it accordingly. Demrow then motioned to change the financial meetings to 7:00 PM with

the virtual option. Kramer seconded and motion passed unanimously.

Other business. Kelley voiced concerns about how to administer compensation for extra hours worked beyond his salary and helpers Hansen and Fortunati. Discussion followed as to what is full time and half time. It was agreed that full time is 40 hrs. The assistant hourly rate is \$20 and any extra hours worked by Kelley beyond his salaried time will be compensated at that rate.

The meeting adjourned at 6:21 PM.