

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

Unapproved Minutes Of Financial
Meeting
July 6,, 2021

Attending for the Board: Rick Cawley, Carl Demrow, Nick Kramer. Anne Rosten, select board clerk.

Others attending: Dick Kelley, treasurer; Raymond Moulton, Geoffrey Hoots, Norm Collette, members of the Cemetery Commission; Karen Galayda, Susan Fortunati.

The meeting was conducted in person and on Zoom. Chair Cawley called the meeting to order at 7:05 PM.

Cawley deferred the first two agenda items so Treasurer Kelley could make some copies of Payroll for the board to review.

ARPA funds: motion re: authorized representative and town contact

Town has not received the funds as of this date. Kramer made a motion to authorize the select board to appoint Carl Demrow to be the town contact for the ARPA funds and Dick Kelley to be the alternate. Cawley seconded and the motion passed unanimously.

Warrants and Bills

Demrow opened discussion with questions about stone and gravel and the annual county courthouse tax. Kelley informed the board that \$32,000 is for stone and gravel, and \$34,575 for the county courthouse tax. He also added that the ambulance contract is for \$63,000; an annual fixed amount and that the payment for the new grader needed to be added to the Warrant for \$31,800. After all questions were answered Cawley called for a motion to accept the Warrant with the addition of the payment for the grader. Demrow made the motion and Kramer seconded. Motion passed unanimously.

Next was discussion about Payroll with some concerns about the assistant treasurer's duties and extra pay beyond salary for the treasurer with considerable back and forth between board members, treasurer Kelley, former treasurer Fortunati, and former assistant treasurer Galayda, and Ray Mouton. Moulton stated that the budget committee had drafted a budget for the treasurer position with a reasonable salary for 30 hours per week that the town voted on. He also brought up the fact that there have been three treasurers since Fortunati retired and Kelley was hired so the office was in some degree of dis- array when he stepped in. Cawley asked Kelley to keep working on organizing the office and come up with options. Cawley then called to move the motion to approve Payroll. Kramer made the motion, Demrow seconded and the motion passed unanimously. Kramer then made a motion to approve Accounts payable. Demrow seconded and motion passed unanimously.

Audit Status

Kelley informed the board how slow the process has been working with Sullivan and Powers for FY2020 and will press for a quick conclusion. There were questions as to when and why the town has an audit each year. Galayda related that the town must audit to apply for grant money. Fortunati remembered the town voted to audit in either 1999 or 2000. Moulton added that a financial report is required annually to protect the town and the treasurer. Demrow noted that other towns are behind with their audits as well. Kelley reminded the board that the town has had 3 changes of treasurers which further complicates the process.

Assistant town clerk's pay rate

Nancy Ertle, town clerk, requested that the board correct the pay rate for the assistant town clerk at \$14 per hour which was approved for the previous assistant and that the current assistant be reimbursed for the difference. She also asked; for those who fill in for Joan at the transfer station be paid \$16.50 per hour. Ertle and Paula LaValley have filled in at the transfer station recently and would like to be compensated at the new rate for the hours worked. Kramer made a motion to set the pay rate for assistant town clerk at \$14 per hour and transfer station fill-ins at \$16.50 and for compensation to be paid retroactively. Demrow seconded and the motion passed unanimously.

Treasurer's annual report

Dick Kelley requested to defer the report to the next meeting as he'll have the written report by then. All agreed.

Cemetery commission finances

The commission requested the treasurer to make changes to how the accounts are invested and managed. There appears to be confusion as to following deposits made to different funds in an untimely fashion. The commission has updated the by-laws, prepared a financial plan, overseen finances, and kept up maintenance. Geoff Hoots explained that breaking down the funds into 5 perpetual care accounts under a master account separate from the General funds would make their job to manage and invest much simpler and more timely. There has been disagreement between the commission and the treasurer's office about how best to set up the funds.. After lengthy discussion Cawley asked "How do we proceed forward?". It was finally agreed by all to have the treasurer review the plan the commission has submitted to the treasurer for review and he will add his input and keep the conversation going.

Appointment of Emergency Management Director

Kramer made a motion to appoint Joe Blodgett as the Emergency Management Director. Demrow seconded and the motion passed unanimously.

Other Business

Susan Fortunati informed the board that November 3, 2021 is the date set for the tax sale. There are 21 parcels at present to be listed with taxes due from FY 2018-2019, FY 2019-2020 and before. There is a one year redemption period from the time of the sale until bidders can take ownership.

Kelley asked for a resolution to change the signatories for the town credit cards with People's Bank from Chris Groschner and Dick Kelley to Rick Cawley and Dick Kelley. Demrow made a motion to authorize the change of signatories to Rick Cawley and Dick Kelley. Kramer seconded and the motion passed unanimously. The board agreed to change the spending limit from \$20,000 to \$10,000. Kelley will watch for the ARPA funds to be wired into the town account.

Kramer made a motion to adjourn the meeting. Demrow seconded and the motion passed unanimously.

The meeting was adjourned at 9:20