

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

Unapproved Minutes of Financial Meeting
August 3, 2021

Attending for the Board: Rick Cawley, Carl Demrow, and Nick Kramer. Anne Rosten, select board clerk.
Others attending: Dick Kelley, treasurer; Norm Collette, Geoff Hoots, and Ray Moulton, members of the Cemetery Commission. Suzanne Hansen, board financial assistant attended by Zoom call.

The meeting was conducted in person and on Zoom. Chair Cawley called the meeting to order at 7:03 PM.

Warrants and Bills

The board opened discussion with Kelley about a few items on the warrant which needed some clarification. Apparently there is a CD valued at \$2900 having to do with the library which is not noted on the town balance sheet. Kelley will contact the library for more information. Also a community member had made a request to the board for a refund of \$75 for a town hall reservation that was not used. The board reviewed the request and decided that because the reservation was not cancelled prior to the event that the request was denied. Cawley called for a motion to amend the warrant with the addition of the denied refund request. Kramer made a motion to amend the warrant. Demrow seconded and the motion passed unanimously.

Discourse continued with questions about different line items on the warrant; adding payment due to Integrity Energy for \$14,484 for solar installation at the Fire Dept. Kelley requested \$800 added postage for the postage meter for mailing out the tax bills. Kramer made a motion to approve the \$800 payment to FP Solutions for the postage meter. Demrow seconded and the motion passed unanimously.

There were more reviews about annual and quarterly appropriations and other expenses. Kramer made a motion to accept the warrant as amended. Demrow seconded and the motion passed unanimously.

Next on the agenda was Payroll. Demrow made a motion to approve the payroll. Kramer seconded and the motion passed unanimously.

Little discussion about the payables; \$300 to Buttons Store in Chelsea, \$2769 to VLTC for annual membership, \$500 to state treasurer for marriage licenses, etc. Cawley called for a motion to approve the payables. Kramer made the motion and Demrow seconded. The motion passed unanimously. Cawley noted that the year ended well for the town budget.

Audit status

Cawley asked Kelley about the progress on the audit. Kelley responded that he'd have FY2020 and FY2021 ready for audit in one month. The representative from Powers and Sullivan is scheduled for a 3 or more day visit to the town hall in the 3rd week of October.

ARPA funds

No funds have been deposited from the state yet. Kramer informed all that there will be \$400,000 available instead of the \$140,000. Due to the VT congressional delegation working with the federal treasury secretary Yellen the \$120,000,000 slated for the VT counties will now be redirected to the VT towns and cities. The state now has the funds and has 30 days to distribute to the municipalities.. How to allocate will have to be discussed and state and federal guidelines reviewed.

Cemetery commission finances

The cemetery commission has presented the proposed financial management policy to the board and to the treasurer. There is still some disagreement between the commission and treasurer as to how to implement and set up separate accounts under the Perpetual Care account. The existing percentage system is extremely time consuming and difficult to manage in the town account. The commission wants to simplify and make managing the accounts more timely through

Fidelity which is easily accessible by members of the Cemetery commission. Hoots would like better and faster communication with the treasurer's office. Treasurer Kelley replied that he and Moulton could work together at communicating and forming a consensus with the other commission members to move forward. Demrow stated that the Cemetery commission members and the treasurer sit down and work it out together before the next financial meeting. Cawley stressed the need to move forward and resolve this. It was then decided that it needs to be resolved by next month's financial meeting or the select board will make a resolution on it.

Treasurer's Annual Report

Kelley related that he is working to reinstitute institutional memory which has been damaged through having 3 different treasurers in the office over the past few years. Kelley stated that he has settled into the office and suggested possibly hiring a bookkeeper for filing paperwork and other duties to help the treasurer instead of hiring an assistant treasurer. Kelley also said he is trying to work back to four days a week and making progress. He also stated that the postage meter is too slow and that maybe Pitney Bowes would be a better company to work with.

Treasurer's annual performance review (executive session)

The board moved to go into executive session requesting Dick Kelley to join them to discuss a performance review of the treasurer. The board came out of executive session at 9:44. No action taken.

Meeting adjourned at 9:45