

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

Unapproved Minutes Of Financial Meeting
October 5, 2021

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

Others attending: Dick Kelley, treasurer, Suzanne Hansen, board financial assistant and Susan Fortunati, delinquent tax collector via Zoom call.

The meeting was conducted in person and on Zoom. Chair Cawley called the meeting to order at 7:04 PM.

Warrants and Bills

October warrants: The board and the treasurer reviewed the warrants with Hansen and questions regarding different items were accounted for. Kramer noted that the town account will be down considerably after the first payment to the Waits River Valley School. Kelley replied that the second tax payment will come due before the final school payment which will bring the balance up considerably. Kramer then made a motion to approve the warrants. Cawley seconded and the motion passed unanimously.

Account Payables and Payroll: There was some discussion about the payables; \$16,000 for Ricker Construction (paving), \$31,800 for the new grader, \$1100 for Ginny Barlow for landscape improvements at the transfer station for which she has been reimbursed from the Conservation Commission. Kramer made the motion to approve the payables. Cawley seconded and the motion passed unanimously.

Payroll: Kelley is working on getting all the paperwork done for the two new hires for the town road crew and getting them into the system. He also stated that about 150 late notices were sent out for taxes due which is less than what was sent out last year. Kramer made a motion to approve the payroll. Cawley seconded and the motion passed unanimously.

After reviewing the town online account and comparing it with the paper copy a discrepancy was found regarding an electronic payment to the bank that had not been posted. Kramer made a motion to approve having the paper copy and the online account reconcile with the correction. Cawley seconded and the motion passed unanimously.

Audit Status

Kelley informed the board that the team from Sullivan and Powers will be here a week later than scheduled to work with him on the audit. They will be here on the 25th of October. The audit will be in the works by November's financial meeting.

ARPA funds

Cawley stated that the October deadline for filing the report to the federal government has been postponed until March.

Update on cemetery commission finances

Kelley reported that there has been no time for him to make progress on separating the perpetual care accounts with Fidelity. The application alone is 20 pages. He stated he's been busy with the process of getting the new road crew hires set up with all the paperwork, etc. He said for the cemetery commission to expect reports the 2nd week of each month. Cawley reminded him that he had 60 days from the last meeting to get the accounting set up; 30 days remaining.

Treasurer's office / assistant treasurer

Cawley stated that the assistant treasurer position as well as all open town positions be posted on the town website. He would like the board to have a list of all the open positions and expected duties and relevant details to each by the next meeting to discuss the posting.

Other business that comes before the board

Cawley noted that town clerk Nancy Ertle informed him that there is a nationwide paper shortage and requested that the board approve her buying paper products ahead of schedule to avoid running out. The board approved her request.

Susan Fortunati announced that the tax sale will take place on November 3rd at 10 AM with 14 properties currently up for sale. A select board member is needed to attend the sale to represent the town to bid on properties not receiving any bids from third parties. Cawley replied that the board will authorize a member at the regular select board meeting Monday night the 11th of October.

Karen Galayda gave an account of the many years she has been working for the town; as Administrative Officer and Lister and the pay she started with and the few raises she has received. Her request for a raise for both positions was discussed. Galayda continued to make her case with all the challenges and difficulties the jobs entail, particularly the lister's position. The lack of building permits, tax maps, and reappraisals etc. all entail complicated time consuming procedures. Cawley stated that the board needed to look into what exactly the demands each job requires and how other towns compare. He also desires that the full board be present to discuss this matter. Board member Carl Demrow is due to be back by the November regular select board meeting and Galayda's request can then be attended to with more informed discussion. Cawley asked for a listing of all town employees and their rates of pay.

Kramer made a motion to adjourn. Cawley seconded and the motion passed unanimously. Meeting adjourned at 8:29PM.