

Town of Corinth Selectboard

PO Box 461
Corinth, VT 05039

Approved Minutes of Financial Meeting
April 11, 2022

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

Others attending: Dick Kelley, treasurer; Nancy Ertle, town clerk. Suzanne Hansen, board financial assistant and Norm Collette attended via Zoom.

The meeting was conducted in person and on Zoom. Chair Cawley called the meeting to order at 7:07 PM.

Warrants and Bills

The discussion opened with the board and treasurer Kelley going over the warrant reconciling last month's to this month's with few questions; mostly about highway expenses, employee health insurance, and interest payments. Kelley and the board all agreed that the changes to the warrant were helpful. Kelley also reported that delinquent taxes were still coming in and so there were more cash projections to look forward to. Carl Demrow made a motion to approve the warrant. Nick Kramer seconded and the motion passed unanimously.

Accounts payable: Demrow asked Kelley about an invoice for traffic control which was about signage on a couple of town roads. A check is due to Anne McKinsey for work on the town report. Kelley reported that he received an invoice from Topsham Telephone for the 3500 Covid number. It was not a bill as the telephone company provided that for free. Since the town has not used that number in over a year it has been discontinued.

An invoice from Hazen Hill prompted discussion about the modifications made to the heat pumps at the fire station which were already discussed at a former selectboard meeting. Cawley stated that the heating contractor came to the fire station and is fixing the non functioning heat pump in the conference room under the heat pump's warranty. Kelley received the fire station completion form to be filled out and sent in to the bond bank.. The board agreed to have him do so.

Town clerk Ertle and the board reviewed the status of an offer EC Fiber' had made some time ago about connecting town hall as a hub. There has been no more news about it. Topsham Telephone already has a fiber drop to town hall, but it has not been activated as of yet.

Kramer asked about an invoice for recreational surfacing. Kelley replied it was an insurance claim for a damaged guardrail on Eagle Hollow Rd. Kramer made a motion to approve the accounts payable. Demrow seconded and the motion passed unanimously.

Payroll: Kelley asked about updating the employee leave policy around COVID quarantining. Cawley stated that the policy should be looked into and also the possibility of using ARPA funds for compensation. Cawley then brought up the recording of different reserve fund accounts such as the Emerald Ash borer which does not accurately show the correct balances. Kelley assured the board that he will continue to complete adjustments to show the true accounting. Kramer made a motion to approve the payroll. Demrow seconded and the motion passed unanimously.

Audit status

Kelley reported that he's talked with Chad Hewitt from Sullivan and Powers. They have almost finished FY 2020 and will send a draft to him by the May town meeting. Kelley pressed him on the need for more progress. Hewett explained that tax season was extremely busy and will probably not have the FY 2021 audit done by town meeting. Demrow stated that he will contact the VLCT and find out if lots of other towns are behind on their audits due to covid and labor shortages..

Other business that comes before the board

Norm Collette stated that the town hall floors need waxing and would like to order the janitorial supplies for the job. The board agreed to approve approximately \$400 for the supplies. More detailed discussion about the different maintenance issues with the town hall will take place at next month's regular selectboard meeting.

Demrow asked treasurer Kelley about where the ARPA funds are actually located. Kelley explained that they were in a special revenue fund. Demrow will follow up with Kelley as Corinth's annual report to the federal gov't on ARPA is due by the end of the month.

Executive session to discuss personnel matters

Cawley made a motion for the board to go into executive session to discuss a personnel matter. Demrow seconded and the motion passed unanimously. The board came out of executive session at 8:25; no action taken

Adoption of 2022 town meeting warning

Motion by Demrow to adopt the town meeting warning as previously drafted without further change. Seconded by Kramer and the motion passed unanimously.

Demrow made a motion to adjourn. Kramer seconded and the motion passed unanimously. The meeting adjourned at 8:35 PM.