

Town of Corinth Selectboard  
PO Box 461  
Corinth, VT 05039

Unapproved Minutes of Financial Meeting  
August 8, 2022

Attending for the Board: Rick Cawley, Carl Demrow, and Nick Kramer. Anne Rosten, select board clerk.  
Others attending: Dick Kelley, treasurer; and Kelly Ann Donahue, lister.

The meeting was conducted in person and on Zoom. Chair Cawley called the meeting to order at 7:01 PM.

Warrants and Bills

The board and treasurer spent a lot of time perusing the warrant, inquiring about figures in the 3 columns and how they add up. At July's financial meeting the board decided to revise the certification language at the bottom of the warrant to better reflect the inclusion of anticipated but not yet received invoices. The board and treasurer will move forward to revise the language and improve the format. Nick Kramer made a motion to approve the warrant recognizing that some of the amounts are estimates and providing there be no material change. Carl Demrow seconded and the motion passed unanimously.

Payroll: Little discussion. Kramer made a motion to approve payroll. Demrow seconded and the motion passed unanimously.

Accounts payable: There were few questions which were cleared up. Kramer made a motion to approve the accounts payable. Demrow seconded and the motion passed unanimously. Demrow stated that the final ARPA payments to the town will arrive shortly.

Payment protocol, date stamps, late fees

There have been mixups concerning a couple of bills and late fees. One bill arrived on the due date for example. It was suggested to date stamp envelopes when bills come in and when they are mailed out to have a paper trail and cover the town's liability for payment of bills.

Audit status

Kelley reported that he received an email from Sullivan and Powers on July 28, 2022 stating that they have everything needed to complete the audit for FY 2020 but more is needed for FY 2021. Carl Demrow noted that he never received a reply from the letter he sent to S & P on May 13, 2022. Demrow determined that a conversation with VLCT is necessary to discuss the possibility of looking into other accounting firms for future audits.

Set tax rate

The board has been working hard with the treasurer and listers going over numbers and procedures to come up with the new tax rate. The process is ongoing as certain items may be processed after deadlines, i.e some. homestead and veteran exemptions. Paperwork from the state is not always timely. The tax rate is down slightly from last year; residential as well as non-residential.

Carl Demrow made a motion to approve the new tax rates as 2.0825 for residential and 2.1838 for non-residential. Nick Kramer seconded and the motion passed unanimously.

Other business that comes before the board

Treasurer Kelley stated his concern whether Suzanne Hansen is still interested in working as the selectboard financial assistant. He has not been able to contact her but will continue to try.

Rick Cawley talked with Terry Murphy about the process for the next step to move forward on the proposed work on the back entrance of the town hall. Murphy suggested that having an architect prepare conceptual drawings would be next. Cawley spoke with Mark Nielsen who was interested and gave Cawley a proposal with a flat fee of \$3000 to prepare conceptual drawings and meet with the board to review them.. The board asked Cawley to follow up with Nielsen to discuss costs of construction docs should they be necessary. The board will consider Nielsen's proposal as well as look into other options for comparison.

Kramer made a motion to adjourn the meeting. Demrow seconded and the motion passed unanimously. The meeting ended at 8:50 PM.