

Town of Corinth Selectboard
PO Box 461
Corinth, VT 05039

Unapproved Minutes of Financial Meeting
October 10, 2022

Attending for the Board: Rick Cawley, Carl Demrow, and Nick Kramer. Anne Rosten, select board clerk.
Others attending: Dick Kelley, treasurer; and Shirley Montagne, selectboard financial clerk.

The meeting was conducted in person and on Zoom. Chair Cawley called the meeting to order at 7:06 PM

Building Safety Officer appointment

The board discussed appointing Katharine Lea as Building Safety Officer for the town. Her resume includes architectural and other professional skills and she has read through the dilapidated building ordinance. Cawley mentioned having Constable Diaz accompany her, when necessary, to inspect a building. Carl Demrow made a motion to appoint Katharine Lea as Building Safety Officer. Nick Kramer seconded and the motion passed unanimously.

There were questions as to what town positions are paid and what are volunteer. Kramer volunteered to compose a draft policy for paid and unpaid positions.

Warrants and Bills

Treasurer Kelley presented the warrant to the board and financial clerk Montagne. One item in question was over \$3000 for Topsham Telephone, presumably for the proposed installment of a phone at the transfer station. The amount was far above what the town expected to pay. Kelley reprinted the warrant without the Topsham Telephone item.

Another item was a property bought at the tax sale by Herb Gray on Maplewood Rd. which was later redeemed by the owner. Kramer asked about warrant items that may come in much higher than estimated.. Kelley assured him that he would flag any item like that and contact board members for reapproval. Demrow made a motion to approve the warrant. Kramer seconded and the motion passed unanimously.

Accounts payable: Kelley reported that appropriations have been made and Demrow suggested using the listserve to inform residents of the town home improvement fund.

Kramer made a motion to approve the accounts payable. Demrow seconded and the motion passed unanimously. Kelley stated that he still has entries to make as grant money comes in for completed projects..

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

Audit status

Kelley said that he's still waiting on FY20 and FY21 audits. Rick Cawley stated that Chad Hewitt from Sullivan and Powers usually comes to town to work with the treasurer to complete the year's audit but will not come out to Corinth until FY22 reconciliations are finalized. Shirley Montagne assured the board that she is learning the software with some help from NEMRC and that she should have the books up to date by sometime in November. After completing that she should have reconciliations done month by month. The board was pleased with the plan.

Other business that comes before the board

Demrow had a discussion with Debra Kingsbury who recommended hiring Tom Kane to help lister Kelly Ann with inspections. Joanne Hayward from the transfer station informed the board that refrigerators are piling up there. In the contract with NEKWM they are supposed to have someone extract the freon so the refrigerators can be dumped into the metal dumpster. Demrow will contact them about it.

Demrow stated that he has not heard back from Building and General Services (BGS) about available grant money for town projects. Kramer looked into it and reported that September 1st was the deadline for contractor proposals and that the deadline for towns to submit applications to the program was uncertain.. Carl will call or email to find out when contractors will start taking applications.

Kelley reminded the board that the budget process starts in November. They then went over dates and came up with a tentative schedule. Meetings will take place at 6pm on November 15th, 22nd, and 29th and December 8th and if needed, the 13th.

Demrow made a motion to adjourn the meeting. Kramer seconded and the motion passed unanimously. The meeting ended at 8:30 PM.

