

Unapproved Minutes Of Special Meeting Thursday, September 29, 2022

Attending for the Board: Rick Cawley, Nick Kramer, and Carl Demrow. Anne Rosten, select board clerk. Others attending: Shirley Montagne and Norm Collette. Attending via Zoom: Dick Kelley, treasurer, Dina DuBois, and Dan Wing.

The meeting was conducted in person and on Zoom. Chair Cawley called the meeting to order at 7:08 PM.

Financial clerk appointment

Suzanne Hansen was working as the selectboard financial clerk up until four months ago. The board realized that she was preoccupied with a number of significant personal issues and are uncertain where she is living at present. The board has been unable to contact her.. The board decided that it was necessary to appoint a new selectboard financial clerk to help with reconciling the town's accounts and getting them ready for the audit. The job also requires having the warrant prepared for the board to review with the treasurer at monthly financial meetings.

Shirley Montagne has offered to take on the financial clerk's job. Her credentials include a Master's degree in business administration, accounting for a hospital, a nonprofit, and has worked as an adjunct instructor for CCV. She also currently works for an accounting firm in WRJ which becomes busy after January 1st gearing up for tax season. She can be flexible with hours around tax time to make it work for both the town and the accounting firm. Treasurer Kelley proposed that NEMRC would work with her and get her up to speed with the software.

The board and Kelley will continue to try and contact Hansen for the material that she has possession of. The board agreed to pay \$20 an hour for the position. Nick Kramer made a motion to appoint Shirley Montagne for the position of financial clerk for the board. Carl Demrow seconded and motion passed unanimously.

ARPA proposals/town hall renovations

Norm Collette and the selectboard went over the numerous issues concerning the attic, ceiling, windows, basement, entrance, possible building expansion, and exterior of the town hall. There was discussion whether to concentrate on patch up jobs or focus on more extensive renovations. As well as identifying each need and the various solutions, the board and Norm talked about the different possible funding sources from the state such as Preservation Trust, VT Historical Society, and Building General Services. (BGS). Nick Kramer mentioned a Municipal Energy Resilience grant available from BGS that may be applied for presently. Rick Cawley suggested finding out exactly what the grant would cover. Demrow said he would follow up with the state historical society about grants for some of the various building needs. They deliberated about adapting existing hall space for office work as opposed to expanding the building. Dina DuBois advocated using Mark Nielsen to help. The board had already contacted Mark to work with them on navigating all the possibilities before making any decisions. Cawley noted that Mark had offered to donate 20 hours of his time which is very appreciated.

Other business that comes before the board

None

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