

Town of Corinth Selectboard  
PO Box 461  
Corinth, VT 05039

Unapproved Minutes of Financial Meeting  
November 14, 2022

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

Others attending: Dick Kelley, treasurer. Shirley Montagne, selectboard financial clerk via Zoom.

The meeting was conducted in person and on Zoom. Chair Cawley called the meeting to order at 7:05 PM

Warrants and Bills

Treasurer Kelley, board financial clerk Montagne, and the board reviewed the warrant. One item in question was the \$12,635.25 for ATG which consists of highway contracts, equipment, parts, and truck repairs. After much discussion Kramer made a motion to approve the warrant as presented with the expectation that the treasurer follow up on item ATG and confirm it is within normal highway business. Demrow seconded and the motion passed unanimously.

Payroll: Cawley mentioned that he read there was to be a salt shortage this winter. Kelley replied that foreman Blodgett told him the highway salt supply for this year is all set with some left over from last year. Kramer made a motion to approve the payroll as presented by the treasurer. Demrow seconded and the motion passed unanimously.

Then there was some discussion about the different reserve funds and the confusion about how they are line itemed. Kelley has been working with Susan Fortunati on properly distributing the tax receipts to the appropriate accounts. Then the treasurer and board discussed the Home Improvement Fund which is also the Revolving Loan Fund. There is one loan out of four that is making payments according to the schedule so the board and treasurer will look further into it and track down the outstanding loans, and tighten up the terms and due dates.

Accounts payable: Demrow made a motion to approve the accounts payable. Kramer seconded and the motion passed unanimously.

Audit status

Selectboard financial clerk Montagne reported she's been working on reconciliations for FY2020 and FY2021. The books are closed for those years online but Montagne will work with the paper copies that former board financial clerk Hansen recorded. Cawley asked why the FY2020 audit is not done as they had assumed. Kelley stated that the information that Sullivan and Powers had asked for has been sent but still not ready for publishing without the needed reconciliations and receipts. Montagne stated that she would call S & P tomorrow (Tuesday).

Budget committee members/appointments

Cawley reported that he got a call from Irene Mann who is on the budget committee. She explained that she will be away for two of the scheduled budget meetings. The board decided to have Mann attend what meetings she could and appoint Elizabeth Davis as a budget committee member. Demrow will let Davis know. Kelley will send her copies of the budget material. Kramer made a motion to appoint Davis to the budget committee to help prepare the FY2024 budget. Demrow seconded and the motion passed unanimously.

Town clerk's salary

Cawley received an email from town clerk Carroll about a discrepancy in her salary. She stated that the job description document showed the salary listed at \$27,500 but her pay stubs show an annual salary of 27,050; a difference of \$450 and has requested the town change the pay to \$27,500. Kramer made a motion to authorize the additional \$450 per year for the town clerk contingent on the town clerk providing documentation that demonstrates that the town clerk position was advertised at \$27,500. Demrow seconded and the motion passed unanimously.

Wage policy

Kramer read his draft of the town compensation policy for the different town positions; paid vs. volunteer. The board discussed the different positions and how much time each requires, skill levels, mileage, etc. They decided to continue to review and revise it together with the treasurer before adopting.

Other business that comes before the board

Demrow mentioned that he would like to follow up with the woman from Center Rd. who expressed interest in the lister's job. He will call her.

Kelley requested that the assistant treasurer be given a pay raise from \$18 to \$19 an hour. She's doing her job well and has been at it for almost a year. Kramer made a motion to authorize a wage increase for the assistant treasurer from \$18 to \$19 an hour. Demrow seconded and the motion passed unanimously.

Kelley reported that the library got the money to purchase books from the endowment; \$901.73.

Kramer made a motion to adjourn. The meeting ended at 8:45 PM.