

Town of Corinth Selectboard
PO Box 461
Corinth, VT 05039

Unapproved Minutes of Financial Meeting
May 8, 2023

Attending for the Board: Rick Cawley, Carl Demrow (arriving at 7:45) and Nick Kramer. Anne Rosten, select board clerk. Others attending: Dick Kelley, treasurer; Shirley Montagne, selectboard financial clerk; Norm Collette, town hall facilities manager, and Mark Nielsen, designer.

The meeting was conducted in person and on Zoom. Chair Cawley called the meeting to order at 7:04 PM.

Warrants and Bills

There were questions about Sullivan and Powers' bills to the town about the FY2020 and FY 2021 audits. Kramer made a motion to approve the warrant as presented. Cawley seconded and the motion passed unanimously.

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

Accounts payable: Some discussion regarding the OWL speaker system which seems to work quite well for both those on Zoom and those attending in person. Kramer made a motion to approve the accounts payable warrant. Cawley seconded and the motion passed unanimously.

Collette said there is \$4300 remaining in the town hall maintenance fund. As there is less than 2 months left in the fiscal year the budget should be adequate for maintenance.

Audit status

Treasurer Kelley and Financial Clerk Montagne met with Chip Stearns from NEMRC who advised on possible ways to streamline the audit process. Financial Clerk Montagne reported on her progress with the books. She is cleaning up the fund balances and will have the cash accounts updated by the end of June. The FY 2021 books are closed but the FY 2022 books are still open for correction. She will have a better report by next month's meeting. Cawley asked Kelley if he had the audit in hand for FY 2020. Kelley replied that he had a draft and that progress is being made on FY 2021.

Annual highway financial plan

Kramer made a motion to sign the annual highway financial plan. Demrow seconded and the motion passed unanimously.

Other financial business

The board read a retainer letter from Sullivan and Powers relative to the completion of the FY 2021 audit. Kramer made a motion to sign the retainer agreement for the FY 2021 audit. Demrow seconded and the motion passed unanimously.

Kelley reported that his assistant treasurer has moved on and he would like to hire someone for the position. He and the board discussed the current needs in the offices of treasurer, town clerk, and lister and the possibilities of combining the duties for one person. They will continue to visit the process and talk with any interested parties and post for positions as needed.

LEMP adoption

Demrow made a motion to approve the LEMP adoption form. Kramer seconded and the motion passed unanimously.

Open/review construction bids

There was one bidder for the town hall repair job. Nielsen expressed his surprise at how difficult it is to find available contractors. Demrow said that Vershire put their bid search out twice for construction of a new town garage and received more bids the second time. He also explained that the town has until 2026 to spend the ARPA funds. Builders are hard to find as Spring is a busy time.

The board is concerned that the cost of the rear entry project is higher than anticipated and the scope of the project may need to be revised. The cost of that project has implication for the town garage expansion.

Collette, Nielsen, and the board discussed how the town hall repair project could be scaled down. They came up with quite a few options to consider. The project may have to be split into separate jobs and different time schedules. The town will have to prioritize what is most needed. There are also other funds to consider applying for to supplement with weatherization funds, etc. It was decided to retain the current bidder and revise the plan.

Other business that comes before the board

Board chair Rick Cawley announced that he will be resigning after the two June selectboard meetings once a replacement is appointed, but no later than June 30th.

Kramer made a motion to adjourn. Demrow seconded and the motion passed unanimously. The meeting ended at 9:10 PM.