Town of Corinth Selectboard
PO Box 461
Corinth, VT 05039

Unapproved Minutes of Financial Meeting
Monday March 4, 2024

Attending for the board: Nick Kramer, chair; Carl Demrow, and Holly Groschner. Anne Rosten, Selectboard Clerk. Dick Kelley, Treasurer; Lee Porter, Road Commissioner; Kelly Ann Donahue; Head Lister; Susan Fortunati, Delinquent Tax Collector; Jeff Taylor, Attorney; and Steven Devoto. Selectboard Financial Clerk Shirley Montagne attended via Zoom.

Board Chair Kramer called the meeting to order at 7:00 PM.

Warrants and Bills

Demrow made a motion to approve the warrant as written. Groschner seconded and the motion passed unanimously.

Accounts Payable: Demrow noted the high usage of sand and gravel so far due to this winter's road conditions. Groschner had questions about biannual tax payments to Orange County. Fortunati explained that because the County budget is annually from February 1 to January 31 it sets rates that bridge two town fiscal year budgets. Groschner noticed that the OCSD invoice does not bill in factors of $55 per hour. She will look into the billing correlation to reported patrol hours. Demrow made a motion to approve the accounts payable as written. Groschner seconded and the motion passed unanimously.

Payroll: Lister Donahue explained that one lister office will be on the March 5th ballot. As of now Martha Brough and Ruth Adams are appointed listers and Debra Kingsbury is a consultant. Demrow made a motion to approve the payroll as presented. Groschner seconded and the motion passed unanimously.

Interest Rate and Investment Policy: Financial clerk Montagne is working on monthly cash flow and suggested working with an investment advisor at the existing bank (M&T). Treasurer Kelley expressed his plan to reach out once cash flow figures are up to date. Kramer stressed not to miss the window of opportunity for optimal results. Groschner reiterated the board's interest in adopting an investment policy andTreasurer Kelley agreed to send the model investment policy he uses from VLCT to Groschner and Devoto for their review. The first priority of the Town and the model investment policy is security (low risk), and the second is liquidity. More discussion followed and the board plans to review and potentially adopt the model policy by the regular selectboard meeting on March 19th.

Upcoming Town Meeting - Property Tax Abatements - Head Lister
Lister Donahue disclosed that the exemptions from property taxes for certain properties were not on the warning for Town Meeting. The exemptions for three properties, the Cookeville fire station, the ball field, and Northeast Slopes ski area, expired a year ago and the town has been given an extension to set the exemptions. The selectboard encouraged Donahue to make a motion from the floor to vote on the properties to be exempted as a block for five years. Fortunati noted that the exemptions are for town taxes and not school taxes. Kramer will inform the Town Moderator Gary Apfel of the anticipated motion. Lister Donahue indicated that she would reach out to her state supervisor to inform her of the omission and the unwarrned vote. A special meeting may be required to comply with statute on tax-exempt properties. Kramer noted that there should be a way to make the budget process more public. Groschner suggested having a yearly calendar for town business.

Financial Updates - Review of Dashboard - Selectboard Financial Clerk
Montagne sent the dashboard with a summary of the fund balances to the selectboard. Jenna from Sullivan and Powers had one question for the FY2021 audit before it is complete. The FY 2020 Audit is complete. Groschner thanked Kramer for his initiatives this year to build, with the financial clerk's assistance, financial tools for the selectboard to monitor fund balances and expenditures, and to close the audits for those years that had, up until now, been missing.

Other financial business: Review & Approval of SB financial meeting of 2/12/2024
Amending the Financial Meeting minutes from 2/12/2024: Demrow made a motion to amend the 2/12/2024 minutes as read. Groschner seconded and the motion passed unanimously. Amended: Upcoming Tax Sale - Delinquent Tax Collector
As stated in the March 20, 2023 financial minutes Susan Fortunati had requested to have a tax sale this February and to work with Attorney Jeff Taylor. She reported Taylor is able to schedule the tax sale on Wednesday March 27, 2024 at 10:00 AM. She asked for a board member to attend the

meeting in case there is a need to bid. Susan explained a few options to alleviate unpaid taxes, e.g., abatement, subdividing, etc. Susan relayed that Attorney Taylor advised of potential equitable risk to the Town and cited a claim filed in another town and evolving legislation pending in the Vermont Senate. Counsel also advised that notice to the property owner be both by USPS registered with a return receipt (as required) and personally delivered by the sheriff to ensure notice and avoid increased risk to the town. Personal service will add expenses (which accrue to the taxpayer). Demrow made a motion to have the Collector of Delinquent Taxes move forward with the tax sale March 27, 2024 and to include any high-value property in this sale as well as others, acknowledge prior approval to use legal counsel and approve incurring the cost, if advised by counsel, for personal service and to authorize board member Groschner to bid as necessary in the interest of the Town. Groschner seconded and the motion passed unanimously.

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Other business that comes before the board

VLTC Training - approval: Kramer said it was a good investment for newly elected selectboard members to attend the training in March which is $75 per attendee. The board approved.

Treasurer Kelley stated that Road Foreman Blodgett requested the board to authorize a grant from the Forest Parks and Recreation which provides reimbursement funds for the VAST trail system upgrades. . Document signed by the chair.

Kelley disclosed that the contract from Cassella expired last summer and he's working on a future proposal. The board concurred that an RFP (request for proposal) should be issued by the Board to establish terms and pricing. Demrow suggested that it would be a benefit to the town, at no additional cost, to change the hours to 7:00 AM to 1:00 PM. Demrow made a motion to change the Transfer Station hours to 7:00 AM to 1:00 PM, providing that Demrow obtains the consent of dump employees. Groschner seconded and the motion passed unanimously. Demrow will ensure that signage is corrected and that new hours are posted on the LRN. Groschner will undertake to find a model RFP and prepare to solicit bids once the Casella form of agreement is available.

Kelley brought up a town emergency management and pandemic plan from 2006 which was not used when COVID 19 pandemic planning occurred. The Hazard Emergency Management plan will include the pandemic plan in the updated version. The board agreed with the treasurer that a means of finding and identifying emergency plans is needed.

General discussion regarding Article 16 as warned and election of the budget committee. Demrow cited title 17 VSA 2682 setting the threshold for write-in candidates of at least 30 votes or 10% of registered voters, whichever is greater.

Groschner made a motion for the board to go into executive session pursuant to 1 VSA 313 (A) (1) and to invite Taylor and Fortunati. Demrow seconded and the motion passed unanimously. The Selectboard came out of executive session at 9:00. A confidential privileged letter dated February 26, 2024 from Attorney Taylor was received by the Selectboard and no action was taken. Demrow moved to adjourn at 9:15 PM, Groschner seconded. Unanimous.