

Town of Corinth  
Board of Selectmen  
P.O. Box 461  
Corinth, VT 05039

Unapproved Minutes of the Financial Meeting  
January 2, 2018

Attending for the Board: Steve Long, Hal Drury.

Others Attending: Susan Fortunati, treasurer; Suzanne Hansen, financial assistant to the board; Neysa Russo, assistant treasurer, Karen Galayda, listers chair and administrative officer..

The meeting was called to order at 5:00 p.m. In the absence of chair Chris Groschner, Hal Drury chaired the meeting.

Galayda brought copies of the new forms for applications for annexations, boundary agreements, primary subdivision and minor subdivision. The board voted to approve those. The board decided to table the discussion of the fees for a major subdivision until all three members of the board were present.

Galayda informed the board that after the townwide reappraisal, the CLA, the Common Level of Appraisal, had barely shifted. Likewise, the COD, the Coefficient of Dispersion, had only moved slightly. A townwide reappraisal would have been expected to change those figures significantly. Galayda is concerned about this and is working on ascertaining if the new CLA and COD figures are accurate and if so, what the town can do about it.

Orders for Payment

The Board reviewed outstanding bills and signed orders for payment. The Board reviewed payments made in previous month.

Journal Entries

The Board reviewed and approved the Journal Entries for the month of December.

Treasurer

Fortunati has the draft of the audit and she is going over it.

Long moved to adjourn and Drury seconded. Meeting adjourned at 5:45.

Town of Corinth  
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Unapproved Minutes of the Financial Meeting  
February 6, 2018

Attending for the Board: Chris Groschner, Steve Long, Hal Drury.  
Others Attending: Susan Fortunati, treasurer; Suzanne Hansen, financial assistant to the board;  
Neysa Russo, assistant treasurer.

The meeting was called to order at 5:00 p.m.

Groschner moved to change the order of the agenda and meet with Gary Apfel first. Long seconded. Motion carried

Town Meeting

The board discussed the warning for upcoming Town Meeting with Apfel, the moderator.

Orders for Payment

The Board reviewed outstanding bills and signed orders for payment. The Board reviewed payments made in previous month.

Journal Entries

The Board reviewed and approved the Journal Entries for the month of November.

Payroll

Russo and Fortunati discussed the changes brought about by the requirement to pay certain town employees on a weekly basis. Given that the board meets monthly to sign orders for payment, this means the board won't be reviewing the weekly paychecks. On a temporary basis, Groschner agreed to meet with the Treasurer on Monday morning to go over the payroll for all employees paid weekly.

Date Change for next financial meeting

Given that the March financial meeting falls on Town Meeting day, March 6, the board re-scheduled the meeting for Thursday, March 1. Long will contact board clerk Catherine Tudish and Anne McKinsey to make sure the meeting change is properly warned.

Insurance claim

An individual made a claim as an employee to the insurance company about damage done to his windshield by an overhanging branch on Backway. Since the claimant doesn't work for the town, and the road crew had trimmed overhead branches prior to the date of the alleged loss, the insurance company denied the claim.

Signature cards

Neysa Russo, assistant treasurer is being added to the signature cards at the banks where the town does business. The board authorized Groschner to sign documents granting Russo authority to sign checks.

### Complaint

Fortunati told the board that Joe Truss, acting as the fire warden, had filed with the state a formal complaint against her and her husband about illegal burning at the building they own on Cookeville Road. Fortunati said that her husband, Robert, had discussed with the state what could and couldn't be burned, and he had separated out the material that can't be burned and then trucked it away to a disposal site in New Hampshire. Furthermore, they haven't yet burned anything.

She said that John Wakefield, chief of the compliance section of the Department of Environmental Conservation's Air Quality Division, did a site visit and reported that they were not out of compliance and clarified that they hadn't burned anything. With snow on the ground, they are free to burn a burn pile without a permit.

She views Truss's actions as harassment and asked that the board consider not reappointing him to positions in which he represents the town. The board said they would take her complaint into consideration when making appointments. And they asked Fortunati to show them the documentation from the Air Quality Division about the groundless complaint.

Long moved to adjourn and Groschner seconded. Meeting adjourned at 6:45.

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Unapproved Minutes of the Financial Meeting  
April 3, 2018

Attending for the Board: Chris Groschner, Steve Long, Hal Drury.  
Others Attending: Neysa Russo, treasurer.

The meeting was called to order at 5:00 p.m.

Orders for Payment

The Board reviewed outstanding bills and signed orders for payment. The Board reviewed payments made in previous month.

Journal Entries

The Board reviewed and approved the Journal Entries for the month of March.

Other business

Groschner alerted the board to a possible problem with the sump pump in the basement. He and Greg Thurston responded to a call that the alarm was sounding. The board approved the expenditure of funds to purchase anew sump pump.

At the last meeting, Karen Galayda was appointed to a three-year term as administrative officer. Galayda pointed out to the board that last year she was appointed to a three-year term, and so this action was redundant. The board accepts the correction and notes that Galayda's term as administrative officer runs through 2020.

Drury asked Russo to add a line item to the chart of accounts for charitable contributions toward the construction of the fire station. Russo will add it.

Long moved to adjourn and Groschner seconded. Meeting adjourned at 6:15.

Minutes Town of Corinth Selectboard Financial Meeting

May 1, 2018

Selectmen Chris Groschner and Hal Drury met with the Treasurer and Assistant Treasurer in a meeting that started at 5PM. Steve Long was absent.

Warrants and Bills were reviewed and approved.

Journal Entries were reviewed and approved.

The board agreed to place a discussion of the Assistant Treasurer and Delinquent Tax collector positions on the agenda for the regular Selectboard meeting of June 11.

The meeting adjourned at 6:06 PM

Hal Drury

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Unapproved Minutes of the Financial Meeting  
June 4, 2018

Attending for the Board: Chris Groschner, Steve Long, Hal Drury.  
Others Attending: Neysa Russo, treasurer; Susan Fortunati.

The meeting was called to order at 5:00 p.m.

Orders for Payment

The Board reviewed outstanding bills and signed orders for payment. The Board reviewed payments made in previous month.

Journal Entries

The Board reviewed and approved the Journal Entries for the month of May.

Other business

Yankee Generator mailed in a renewal for its service contract. The board signed the contract and Russo will mail it back to Yankee.

Russo discussed with the board the office hours for the Treasurer. No action was taken.

The board voted to appoint Susan Fortunati as collector of delinquent taxes effective June 12, 2018.

Long moved to adjourn and Groschner seconded. Meeting adjourned at 6:15.

Town of Corinth  
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Unapproved Minutes of the Financial Meeting  
July 3, 2018

Attending for the Board: Chris Groschner, Steve Long  
Others Attending: Neysa Russo, treasurer; Suzanne Hansen, financial assistant to the selectboard.

The meeting was called to order at 5:00 p.m.

Orders for Payment

The Board reviewed outstanding bills and signed orders for payment. The Board reviewed payments made in previous month.

Journal Entries

The Board reviewed and approved the Journal Entries for the month of June.

Other business

Town Clerk requested \$200 for purchase of privacy screens kit to provide voting booths for 10 additional voters. Groschner moved to approve, Long seconded. Motion carried.

Town Clerk requested mileage reimbursement for training for extended recycling session to be held in Montpelier. Groschner moved to approve, Long seconded. Motion carried.

Russo discussed with the board the proposed purchasing policy. Long suggested that she confer with former treasurer Susan Fortunati and to use the procedures that were followed during Fortunati's tenure as the basis for a policy. Russo will follow up.

Russo provided a copy of a conflict of interest policy drawn up by the Vermont League of Cities and Towns. Long moved to adopt the policy. Groschner seconded. Motion carried. The selectboard signed the policy.

Long moved to adjourn and Groschner seconded. Meeting adjourned at 6:15.

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Unapproved Minutes of the Financial Meeting  
August 7, 2018

Attending for the Board: Chris Groschner, Steve Long  
Others Attending: Neysa Russo, treasurer; Suzanne Hansen, financial assistant to the selectboard.

The meeting was called to order at 5:00 p.m.

Treasurer presented paperwork for loan for tractor from Peoples Bank. Board approved, and Groschner signed.

Treasurer presented revised purchasing policy. Board discussed and took no action. Groschner will discuss with town attorney.

Orders for Payment

The Board reviewed outstanding bills and signed orders for payment. The Board reviewed payments made in previous month.

Journal Entries

The Board reviewed and approved the Journal Entries for the months of June and July.

Other business

The board appointed Chris Diaz as constable. Diaz previously served as constable and has agreed to serve again. His compensation will be as it was before, reimbursement for mileage and expenses approved by board.

Treasurer discussed plan to mail tax notices. The Fire Department has requested that she include in envelope a request for contributions to the department. Russo agreed to do so and has contacted them giving them the deadline for providing materials to be inserted into the envelope. No response as of yet. If it doesn't arrive on time, notices will be mailed August 10 without the insert.

The board has accepted the resignation of Hal Drury with regret and many thanks for all he accomplished as a selectman. Long moved that the board appoint Adam Florentine to fill the opening on the board until Town Meeting in March. Groschner seconded. Approved.

Long moved to adjourn and Groschner seconded. Meeting adjourned at 6:15.

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Unapproved Minutes of the Financial Meeting  
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Other business

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Treasurer requested authorization for the purchase of an air conditioner for the Town Office; purchase was approved by the board.

The board has accepted the resignation of Hal Drury with regret and many thanks for all he accomplished as a selectman. Long moved that the board appoint Adam Florentine to fill the opening on the board until Town Meeting in March. Groschner seconded. Approved.

Long moved to adjourn and Groschner seconded. Meeting adjourned at 6:15.

Town of Corinth  
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Unapproved Minutes of the Financial Meeting  
September 4, 2018

Attending for the Board: Chris Groschner, Steve Long, John Haney  
Others Attending: Neysa Russo, treasurer; Suzanne Hansen, financial assistant to the selectboard, Karen Galayda, listers chair.

The meeting was called to order at 5:00 p.m.

The board has received a letter from Adam Florentine, resigning from the selectboard. The board accepts his resignation with regret. Groschner moved to appoint John Haney to the selectboard, his term lasting until Town Meeting in March 2019. Long seconded. Motion passed, and Haney took his seat on the board.

Galayda presented an error and omission on the grand list. An addition to a parcel owned by Waitte's Realty was listed at 1.6 acres. It should have been .16 acres. The board approved the change to the grand list.

Orders for Payment

The Board reviewed outstanding bills and signed orders for payment. The Board reviewed payments made in previous month.

Journal Entries

The Board reviewed and approved the Journal Entries for the months of July and August.

Other business

The treasurer presented a bill from NEMRC for \$718.75 for services related to a failure of our internet connection. This interruption in service prevented the backup of our records through NEMRC. It was discovered that the reason for the connection failure was that Topsham Telephone, our internet service provider, had assigned the Town's IP address simultaneously to another client. The board asked the Treasurer to present the NEMRC bill to Topsham Telephone and ask that they pay it given their responsibility for the disruption,

The board discussed the Holland gift of property to the town for use as a site for the new fire station. Long will check with Dan Carter on the septic plan and Karen Galayda, in her capacity as the administrative officer, will ensure that all permits, including the town's subdivision permit, are in place.

Long moved to adjourn and Groschner seconded. Meeting adjourned at 6:00.

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Unapproved Minutes of the Financial Meeting  
October 2, 2018

Attending for the Board: Chris Groschner, Steve Long, John Haney  
Others Attending: Neysa Russo, treasurer; Suzanne Hansen, financial assistant to the selectboard, Karen Galayda, listers chair, Nancy Ertle, town clerk.

The meeting was called to order at 5:00 p.m.

Town Clerk concerns

Nancy Ertle reported that the copier was now of an age that parts are no longer available for it. She presented information on replacements, and recommended that we enter into a contract with Symquest for a color copier lease for five years with toner included for \$1772.16 per year. This is a slight savings from our existing contract and the board agreed to enter into the contract.

Ertle requested that on the days when she is substituting for Joan Hayward at the transfer station that she be paid \$16.50 per hour, the same rate that Hayward receives. The board agreed to this request.

Listers concerns

Karen Galayda updated the board on the dispute with Vermont Appraisal Co., and recommended that the town drop the matter because it wasn't cost effective to continue to dispute it. The board concurred.

Galayda informed the board that the Sugar Maple preschool had closed and that the building it owns on Route 25 would now be taxed at the normal rate.

Galayda said that extra funds for the Land Use Change Tax Penalty had been received and that according to the Dept of Property Valuation and Review, the \$2100 should go to the listers because of the extra burden of administering it. Groschner said there was no revenue fund for the listers except for the reappraisal fund and that this didn't fit into it. The board said it would discuss this with the treasurer.

Orders for Payment

The Board reviewed outstanding bills and signed orders for payment. The Board reviewed payments made in previous month.

Journal Entries

The Board reviewed and approved the Journal Entries for the month of August.

Other business

Groschner said that he had a request from Suzanne Opton to borrow chairs for a house concert. Haney asked if this was a normal request. Groschner said that the board had granted such requests in the past. The board approved the loan of the chairs with the stipulation that they be returned in the same condition.

The first Tuesday in November is Election Day, so the board re-scheduled the November financial meeting for Wednesday, November 8 at the customary time of 5:00 p.m.

Long moved to adjourn and Groschner seconded. Meeting adjourned at 6:30.

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Unapproved Minutes of the Financial Meeting  
November 7, 2018

Attending for the Board: Chris Groschner, Steve Long, John Haney  
Others Attending: Neysa Russo, treasurer; Suzanne Hansen, financial assistant to the selectboard.

The meeting was called to order at 5:00 p.m.

Orders for Payment

The Board reviewed outstanding bills and signed orders for payment. The Board reviewed payments made in previous month.

Journal Entries

The Board reviewed and approved the Journal Entries for the month of October.

Long moved to adjourn and Groschner seconded. Meeting adjourned at 6:10.

Town of Corinth  
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Unapproved Minutes of the Financial Meeting  
December 4, 2018

Attending for the Board: Chris Groschner, Steve Long, John Haney  
Others Attending: Neysa Russo, treasurer; Suzanne Hansen, financial assistant to the selectboard.

The meeting was called to order at 5:00 p.m.

Orders for Payment

The Board reviewed outstanding bills and signed orders for payment. The Board reviewed payments made in previous month.

Journal Entries

The Board reviewed and approved the Journal Entries for the month of November.

Long moved to adjourn and Groschner seconded. Meeting adjourned at 5:50.