

Town of Corinth Selectboard
PO Box 461
Corinth, VT 05039

Approved Minutes of Financial Meeting
Monday February 12, 2024

Attending for the Board: Nick Kramer, Carl Demrow, and Holly Groschner. Anne Rosten, Selectboard Clerk. Lee Porter, Road Commissioner: Dick Kelley, Treasurer, Susan Fortunati, Delinquent Tax Collector; Kerry DeWolfe, Planning Board Chair; and Bob Fortunati. Via Zoom: Shirley Montagne, Selectboard Financial Clerk, and Megan Asbury from Two Rivers Ottauquechee Regional Commission (TRORC).

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

Kramer moved the order of the agenda items to accommodate the visitors' concerns.

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 said Taylor is unable to help with a tax sale until 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. She said Taylor wants the notice to the property owner to be registered with a return receipt and personally delivered by the sheriff due to the unpredictability of the US mail. Taylor advised that lack of notice could increase risk to the town. Personal service will add expenses (which accrue to the taxpayer). Demrow made a motion to authorize the Delinquent Tax Collector to hold a tax sale of a high value property on March 27, 2024, engage the services of legal counsel, including the cost of personal service, and authorize board member Groschner to bid if necessary, and for the town to incur the cost for personal service. Groschner seconded and the motion passed unanimously.

Possible Planning Commission Appointment

The board received letters of interest from two town residents interested in serving on the Planning Commission: Mike Tagliavia and Liane Allen. Demrow stated he checked with VLCT about the guidelines for posting appointments and received no response to date. He said Allen was well qualified for the appointment due to her collaborative participation in local committees, her expressed interest in land use issues, her representation of East Corinth, and her nomination by the Planning Commission. Demrow made a motion to appoint Liane Allen to the Planning Commission. Groschner seconded. Discussion: Groschner stated that she had reviewed Tagliavia's letter which expressed an interest in land use regulation, and business experience. Chair of the Planning Commission, Kerry DeWolfe, stated that there has not been anyone on the commission from East Corinth during her tenure. The board voted and the motion passed unanimously.

MTAP Update - TRORC

Megan Asbury explained the work she's been doing researching the different options for grants to help with the Town Hall Renovation. She requested the board resend information that was previously provided to other TRORC representatives to help her prepare a scope of work for TRORC's assistance to the Town. Demrow will follow up.

Warrants and Bills

Warrant: A newly formatted warrant was presented to the board with one column for the monthly view of upcoming expenditures. Kramer inquired about the status of the Town's cash investment policy, noting that interest rates are projected to fall in the coming year and that the FY25 proposed budget relies on considerable interest revenue. Treasurer Kelley said he's been busy with the tax receipts but will devise a policy for Selectboard review and start managing the town investments with Financial Clerk Montagne's help. Demrow made a motion to approve the warrant as presented. Groschner seconded and the motion passed unanimously. The board expressed their thanks to Montagne for her help in clarifying and streamlining the accounting.

Payroll: Demrow made a motion to approve the payroll as presented. Groschner seconded and the motion passed unanimously.

Accounts Payable: The board noted the almost diminished stockpile of gravel, given the unusual thawing. Groschner had questions about the two OCS D invoices. Demrow made a motion to approve the accounts payable as presented. Groschner seconded and the motion passed unanimously.

A typo in the revenue report was noticed and will be corrected. There was more discussion about the grants received this year for the highway dept. Kelley said Road Foreman Blodgett is quite competent at writing grants for the highway dept. Montagne again offered to help with grant writing. The board will take it up with her after tax season.

Town Hall Structural Engineer

Town Hall Facilities Manager Norm Collette asked, as communicated by Demrow, that the board hire a structural engineer to evaluate the whole south side of the Town Hall before finalizing the renovation plan. He recommended contacting Clark Agnew from Richmond VT who will charge \$400 for the initial visit and to come up with a proposal. Demrow made a motion for the \$400 to hire Agnew to come out of the Town Hall Capital Fund. Groschner seconded and the motion passed unanimously.

Financial Updates

Montagne stated that the FY 2021 audit with Sullivan and Powers is done, according to Sullivan Powers, but that the Town has not yet received a copy. Batchelder Associates needs five more items for FY 2022 and 2023. Montagne is sending the documents on Wednesday. Montagne and Kelley agreed that accounts are in good shape to start on FY 2024 this fall, as soon as the Town has signed another engagement letter with Batchelder for 2024. The board expressed their thanks to Montagne and Kelley for their hard work with the auditors and to reconcile fund accounts. Demrow made a motion to appoint the new signatory to be Holly Groschner for the town bank accounts. Kramer seconded and the motion passed unanimously.

Kramer led a general discussion with the board about ARPA funding and the importance of careful documentation of the authorization, obligation and expenditure of all ARPA funds.

Other Financial Business

None.

Other Business that comes before the board

The board decided to have the March financial meeting on Monday March 4th from 7:00 - 8:00 PM and Groschner will draft the agenda. The regular selectboard meeting will take place on March 19th at 7:00 PM. Joanne Hayward has issued a complaint about a Taplin Hill neighbor's dog: The resident's last name is August. Demrow will draft a warning letter to August. Kelley said new Town Clerk Martha Brough is settling in, as well as new lister Ruth Atkinson-Adams.

Adjournment

Demrow made a motion to adjourn the meeting. Groschner seconded and the motion passed unanimously. The meeting adjourned at 9:15 PM.

