Town of Corinth Selectboard
PO Box 461
Corinth, VT 05039

Unapproved Minutes of Special Selectboard Meeting
Wednesday, November 6, 2024

Attending for the Board: Chair Holly Groschner, Carl Demrow, and Stephen Devoto. Anne Rosten, Selectboard Clerk. Kelly Ann Donahue, Head Lister; and Budget Committee members Elizabeth Davis and Mike Tagliavia. Attending via Zoom: Shirley Montagne, Selectboard Financial Clerk.

Selectboard Chair Groschner called the meeting to order at 7:00 PM.

Selectboard discussion of town budget planning and process

Groschner explained the meeting was called for the board to think about the budget committee process. She handed out a template for the proposed schedule which listed each budget committee date and line items and persons to attend. The plan is to streamline the process to be more time efficient.

At the first budget committee meeting, Selectboard Chair Groschner will explain the committee's role under the Vermont statute, have the committee members introduce themselves, and discuss the parts of the budget: assets, revenues, expenses, fund balances, etc. She will encourage questions from the committee members.

At each scheduled meeting members are to look at expenditures over the past year and whether to level fund, decrease, or increase funds for each category. The board will invite speakers from each category i.e. Ambulance, Fire Dept, Emergency Management, Town Hall Maintenance. Board member Demrow will invite Zach Ryan from the Upper Valley Ambulance and town UVAS representative Joe Truss to the Tuesday November 19th budget meeting.

Board member Devoto advised having Selectboard Financial Clerk Shirley Montagne be the official budget meeting recorder. Treasurer Kelley had suggested to the board to have former treasurer Susan Fortunati help lead the meetings. Groschner will follow up with Kelley. Demrow said the purpose of the committee is to discuss real needs of the town. The Selectboard should be prepared to discuss the budgetary needs for the items that are currently under its purview, as well as any initiatives it feels should be pursued in the future.

Board Chair Groschner stated that she would like to see the budget finalized with a printed draft by December 19th to be presented to Anne McKinsey, Town Report Manager.

The board asked Lister Donahue for the lister's office needs. Donahue requested to go into executive session to discuss. Budget Committee member Liz Davis asked about reserve funds and general funds which Demrow explained to her. Davis would like to help define the process for the citizens to understand. There was discussion about fund balances and reserve balances and what each is for. Treasurer Kelley will have the current reserve fund balance at the first budget meeting. Devoto said that each reserve fund should have a policy formula and guidelines for fund balances.

Groschner stated the need for the board to reach a consensus over the next week; think about a list of line items and a wish list to talk about at next week's Selectboard meeting.

Public Comments
None

Executive Session
Devoto made a motion to go into Executive Session and invite Lister Donahue. Demrow seconded and the motion passed unanimously.

Devoto made a motion to adjourn. Demrow seconded and the motion passed unanimously. The meeting ended at 8:15 PM.