Town of Corinth Selectboard
PO Box 461
Corinth, VT 05039

Unapproved Minutes of Financial Meeting
Monday March 10, 2025

Attending for the Board: Holly Groschner, Carl Demrow, and Stephen Devoto. Anne Rosten, Selectboard Clerk; Kelly Ann Donahue Interim Town Treasurer and Head Lister; Brad Wheeler, Health Officer; Terry Lund, Neysa Russo, and Pastor Aaron Grefer from the Corinth Bible Church. Attending via Zoom: Shirley Montagne, Selectboard Financial Clerk

Board chair Holly Groschner called the meeting to order at 6:37 PM.

Agenda Approval
Groschner asked to add two items to the agenda: the confirmation of two M&T bank accounts and the addition of four different check signers which are the three SB members and the SB Financial Clerk. Demrow made a motion to approve the agenda with the two amendments. Devoto seconded and the motion passed unanimously. It was noted that Kelly Ann Donahue was confirmed by the board as Interim Assistant Treasurer on 3/4/25.

Approval of Minutes from 3/4/25
Demrow made a motion to approve the minutes from the 3/4/25 Emergency SB meeting. Devoto seconded and the motion passed unanimously.

Dashboard Review and Audit Update
Board Financial Clerk Montagne informed the board that the three payments from FEMA for $878,889 have come in. They are for the three big town projects: the Joe Lord Rd Bridge, Johnson Rd Bridge, and Turkey Hill Bridge. Demrow reported that the contracts for the work have been awarded. Groschner reiterated that the funds are to be in three separate accounts. Montagne noted that the town is 66% through FY 2025 and 63% of the budget has been spent. Demrow then thanked Montagne for the work she's done with the Dashboard and how helpful it is to the board.

Montagne said there is a total of $1,368,872 currently in the Fund Balance. There is $179,630 remaining for the new generator and the Town Hall Renovation project. Montagne reported that she will be working on the Restoration of Records this week. Montagne sent the board a Schedule of Dispersal to track how and when funds go out. Devoto will send a copy to Interim Assistant Treasurer Donahue.

Audit: Montagne stated that the FY 22 audit is close to completion and she will be sending the FY23 information to Batchelder Associates soon..

Update on Special Project Budgets
The board noted that the Town Garage Addition is about complete. Road Foreman Blodgett informed the board that the grants will be in soon, Groschner said the funds will be separated out for each garage project.
Demrow received a notice from the Federal Gov't that the town's SAM # which allows for federal grant access is about to expire.

Review of Budget Status from Town Meeting
The board discussed how the Discretionary and Non-discretionary funds are stated in the Town Report. They decided to discuss how to reframe the budget at the August Selectboard meeting. Demrow volunteered to write the Warrant for the 2026 Town Meeting.

Devoto made a motion to move Agenda Item # 11 out of order to accommodate the three attendees' concerns. Demrow seconded and the motion passed unanimously.

840 Center Road
The concern is a van/camper that was parked in the town right of way by the Center Church. It has been moved up in front of the church out of the way. Neysa Russo, who owns the Felting Studio across the road, stated her concern about the aesthetics in the neighborhood. Terry Lund, the owner of the camper, explained how he has permission from Pastor Grefer to set up there and how the camper is equipped with a composting toilet, propane heater, bed, kitchen stove, etc. Lund said he enjoys this lifestyle and other churches have given him permission to stay on their property. He also has a PO Box in East Corinth and there is no refuse around the site. Devoto asked that they discuss this together as neighbors in a non-contentious manner and come to an agreement. Pastor Grefer said he would much prefer in-person contact instead of emails as feelings get hurt. Russo said that the issue has turned hostile and what can be done about it. Demrow said that as long as the camper is not in the town right of way and not causing problems the selectboard has no jurisdiction over it.

Warrant, Payroll Accounts Payable
There was a lot of discussion between the board, Donahue, and Montagne about different invoices added to the Warrant and how they come in right up until the evening of the financial meetings in which case the Treasurer frequently has to keep updating. The Warrant rarely reflects the current situation without amending. It was suggested that invoices are to be in by noon to the Treasurer's office on the Friday before a Monday Financial Meeting. Devoto made a motion that all invoices be presented to the Treasurer's office by Noon of the Friday before the following Monday's Financial Meeting. Demrow seconded and the motion passed unanimously. The current Warrant was amended to $126,874.59 to be approved and signed by the Selectboard Chair. Demrow made a motion to approve the Warrant as presented. Devoto seconded and motion passed unanimously.

Accounts Payable
Demrow made a motion to approve the Account Payable as presented. Devoto seconded and the motion passed unanimously.

Payroll
Demrow made a motion to approve the Payroll. Devoto seconded and the motion passed unanimously.

Separation of Duties
There are now three people handling cash in the Town Office: Interim Assistant Treasurer, Board Financial Clerk, and the person doing Payroll. There is a lack of financial policies. Also is the need for a check signing policy as large checks need to be co-signed by a selectboard member. The issue will be revisited at the April Financial Meeting

Interim Assistant Treasurer Report
Interim Assistant Treasurer Donahue is looking forward to working with Financial Clerk Montagne to reorganize and update files, etc.

Delinquent Tax Warrant and Certification
A draft of the list of delinquent taxes will be sent to the town counsel Mike Tarrant to present to the judge. Raymond Moulton who was elected as Delinquent Tax Collector will be sworn in tomorrow.

Other Business
None

Executive Session
Demrow made a motion for the board to adjourn and go into Executive Session - 1 VSA 313 (a) and invite Kelly Ann Donahue..Devoto seconded and the motion passed unanimously.

The meeting adjourned at 8:30 PM.