

# Selectboard Meeting May 14<sup>th</sup> 8 am -- MINUTES

Landgrove Town hall, big room

Attendance: John Ogden, Steve Hall, Andrea Ogden, Chrystal Cleary, and Michael Jeffery by phone  
Meeting commenced promptly at 8am

- Payorders were reviewed and signed
- Clerk Chrystal presented the dog licenses for the year- 48 dogs are licensed in Town this year. A few remain outstanding, and are listed. The Selectboard will sign a written letter to each owner outstanding to complete compliance. Chrystal will draft the letter.
- Treasurer Andrea spoke with surrounding Towns and two accounting firms used by each. Sullivan Powers and Fathergill, Saguli. In speaking with those firms, and explaining our Town's accounts, budget, and # of parcels, we learned that scale doesn't matter in pricing. A "full Audit" will cost the Town between \$15,000 and \$20,000 each year. Both firms recommended that an audit is probably not the right "product" for us and that there are less intense options such as a "review" or a "compilation" and hourly rates apply to those (\$100—240/hr)

Furthermore, because our fiscal year ends Dec 31<sup>st</sup> each year, neither firm could commit to being able to do a full audit and have results ready to report in time for the Town Report deadline.

The Board feels that this cost is too much for the Town to bear, but scrutiny and review is needed for assurance that the processes we follow and our use of QuickBooks is correct, so the next steps will be:  
-- First, maximize use of free services: make sure the SB and all auditors get a copy /link to the VLCT Auditors Handbook and read it. Andrea will send this around later today.

--Second- attendance at VLCT trainings/webinars for Auditors

--Third- take all questions and concepts from the first two measures to maximize the effectiveness of Treasurer, Auditors and Selectboard meeting with a hired consultant to look at our systems.

- Broadband: John is acting with a small committee of residents to pursue Broadband improvement in Town. This is rather timely as the COVID19 pandemic work/school from home orders are resulting in high exposure of the real and great need for capacity and speed, and the release of federal funding, among other measures now. This measure will take a lot of John's SB focus, and Michael will be point man for the Sandbox project.

- The town Hall has received a free Wifi Hotspot to the exterior of the building. "Ripping fast" service, free to all who want to work in the driveway outside. Chrystal will mass-email residents to make them aware of this new resource.

- the Planning Commission has requested up to \$1000 from the legal budget, for consultation services, which the SelectBoard approved.

- An access permit from Nichols Road onto Rob Badger's land for logging access specifically and exclusively, was approved and signed by the Selectboard.

- FEMA portal for grants is asking if the town has written policies for Procurement, Grant Management and Conflict of Interest, etc, which our Town doesn't have. Steve is going to call upon Eric at FEMA and find out how we should go about responding .

- The Town needs a person to be Point Man for Grants, and Will Goodwin has expressed interest but a direct conversation with the SB members needs to happen to nail that down.

- The Delinquent Tax Collector has been incommunicado with the Treasurer and the two remaining delinquent property owners. The SelectBoard will write a letter asking if the Collector is still interested in the role.

Meeting adjourned at 9:18am

Respectfully submitted by Town Clerk Chrystal Cleary