MINUTES
SELECT BOARD MEETING
TOWN OF COVENTRY
MONDAY FEBRUARY 4th, 2019 at 4:30 p.m.

Board Members Present:
Mike Marcotte / Chairman; Brad Maxwell; Scott Briere

Town Officials Present:
Amanda Carlson / Town Administrator
David Gallup / Road Commissioner
Deb Tanguay / Town Clerk
David Barlow / Treasurer
Jeanne Desrochers / Cemetery Commission Member
Phil Marquette / Planning Commission Member

Guests:
Rudy Percy & Leigh Curtis / Borderline Ridgeriders ATV Club

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1. **Chairman Mike Marcotte called the meeting to order at 4:30 p.m.**

2. **Approve the minutes of the January 28th, 2019 meeting.**
- Brad Maxwell made the motion to approve the minutes of the January 28th, 2019 meeting as written. Seconded by Scott Briere and unanimously approved and signed by the Board.

3. **Allow for Public Comment**
- No public comment noted.

4. **Borderline Ridgeriders ATV Club**
- Item tabled until all members present.

5. Coventry Fire District – Proposal for Shared Services

- The Board reviewed the draft Proposal for Shared Services for the Coventry Fire District.
- Prudential Committee Chair Jeanne Desrochers reviewed the proposal that would be effective from March 1, 2019 until June 30, 2019 at which time it would be discussed to determine the success of the collaboration. Jeanne stated that the proposal was reviewed and approved by the Vermont League of Cities and Towns (VLCT).
- The proposal offers the Town a monthly fee of $170 in exchange for an estimated 5 hours of bookkeeping services.
- Select Board Bookkeeper Deb Tanguay stated she had reviewed the tasks listed and is confident that this can be accomplished in the time suggested and completed within her currently scheduled hours.
- The Board unanimously expressed their support, stating that it could be helpful for a lot of residents as well as decreasing current costs for the Fire District.
- Brad Maxwell made the motion to approve the Proposal for Shared Services from the Coventry Fire District to begin March 1, 2019 and allow Chairman Mike Marcotte to sign the agreement on behalf of the Board. Seconded by Scott Briere and unanimously approved by the Board.
- Jeanne Desrochers provided the Board with an update on the construction of the filtration system which should be online in April or May 2019. Main Street watermain replacement should begin shorty after.

4. Borderline Ridgeriders ATV Club

- Rudy Percy and Leigh Curtis confirmed that Club President Scott Jennes would not be able to attend the meeting to provide the Board with the agreement for signature.
- Rudy Percy provided the Board with a map of the additional roads that were proposed to be opened up to ATV travel at the January 21, 2019 meeting; the Board unanimously approved the proposal at that time for a trail period of one year.
- Brad Maxwell made the motion to allow Chairman Mike Marcotte to sign the ATV Association permission form when received. Seconded by Scott Briere.

6. Hazard Mitigation Plan review

- The Board reviewed the Hazard Mitigation Plan overview which was provided by consultant Paul Luciano who was unable to attend the meeting.
- The overview included a summary of topics that would be addressed in the plan, asking for comments. The document was emailed the week previous to the Board and all members on the planning team.
- The Board noted support of the email response made by Town Treasurer and Zoning Administrator David Barlow on correcting the term “dump” be replaced by the more accurate term of “landfill”.

- The Board had no further comments and approved the overview as presented.
- A draft of the full Hazard Mitigation Plan will be issued in the coming weeks.

7. 2019 Certificate of Highway Mileage Approval

- The Board reviewed the Certificate of Highway Mileage for year ending February 10, 2019.

Total Highway Miles	
Class 1 :	0.00
Class 2 :	10.44 miles
Class 3 :	25.72 miles
State Highway :	16.576 miles
Total	52.736

- Road Commissioner David Gallup stated that there were no changes from the previous year.
- Brad Maxwell made the motion to approve the 2019 Certificate of Highway Mileage. Seconded by Scott Briere and unanimously approved and signed by the Board.
- David Gallup reviewed some road re-classifications with the Board that should be addressed in the coming year. This included Natural Hill Road which should be researched for deeded rights that may not have been executed properly and ensuring turnarounds are established.

8. Other Business

- The current fiscal year budget includes the cost to replace the office photocopier. Town Clerk Deb Tanguay has been soliciting quotes and will have for the Board to review at the next meeting.
- The current copier can be removed by the new suppliers but there will be no credit issued or value placed on it. The Coventry Village School has expressed interest in it.
- The Board unanimously agreed to donate the photocopier to the school when a new one was purchased.

- Scott Briere stated he had some concerns on the landfill after information he received and researched.
- Scott presented the other Board members with a list of his concerns stating that these should be addressed and discussed to ensure the Board is making the best decision for the safety of the residents.
- Chairman Mike Marcotte stated that concerns included in the document could be answered and addressed by the Agency of Natural Resources as well as Casella directly and many of them had already been discussed in previous meetings.
- Town Administrator Amanda Carlson will send the list provided by Scott Briere to the ANR and Casella and ask them for a direct response on each issue.
- Mike Marcotte warned that there could be limitations to the responses as there is active legal action on the landfill permits.
- Scott Briere stated he wanted to ensure he had accurate answers and will work with Amanda Carlson to research for further discussion at the next Board meeting.
- Casella representatives have already been scheduled to attend the February 18th, 2019 Select Board meeting which will prove a good opportunity for discussion and clarification.

9. Sign Orders

- Community National Bank signatory cards were signed by Mike Marcotte, Brad Maxwell and David Barlow removing former Treasurer Adam Messier's authority on Town accounts, replacing him with the newly appointed Treasurer David Barlow.
- Mike Marcotte made the motion to proceed with the documents necessary to remove Select Board member Brad Maxwell from all accounts and add Scott Briere as a back up signatory. Seconded by Brad Maxwell. The authorization forms will be prepared for approval at the next meeting.

ACCOUNTS PAYABLE ~ GENERAL FUND

Prior Warrant ending check #: 18223

CHECK #	WARRANT	ORDERS	CHECK DATE	AMOUNT
18224-18230	P1931	PAYROLL - PE 01/28/19	1/28/2019	$4,597.30
ACH	F01-28	ACCOUNTS PAYABLE - IRS PE 01/28	1/31/2019	$1,557.12
ACH	91885	ACCOUNTS PAYABLE - VT PE 01/28	1/30/2019	$191.31
18231-18245	19-25	ACCOUNTS PAYABLE - GEN	2/4/2019	$13,501.04
18246-18254	P1932	PAYROLL - PE 02/04	2/4/2019	$3,621.71
ACH	F02-04	ACCOUNTS PAYABLE - IRS PE 02/04	2/7/2019	$1,081.87
ACH	S02-04	ACCOUNTS PAYABLE - VT PE 02/04	2/5/2019	$115.09
		TOTAL ORDERS		**$24,665.44**

Meeting adjourned at 5:30 p.m.

The next Select Board meeting will be held on Monday February 18th, 2019 at 4:30 p.m.

Michael Marcotte / Chairman	**Bradley Maxwell**
Scott Briere	**Amanda Carlson / Town Administrator**