

MINUTES
SELECT BOARD MEETING
TOWN OF COVENTRY

Monday July 24th, 2017 at 5:00 p.m.

Board Members Present:

Michael Marcotte/Chairman; Bradley Maxwell; Scott Morley

Town Officials Present:

Amanda Carlson/Town Administrator

Adam Messier/Treasurer

Skip Gosselin/Planning Commission

Kate Fletcher/Delinquent Tax Collector

David Barlow/Assistant Town Clerk

Guests:

Dan Introcaso; Jeanne Desrochers

Press:

Chris Roy/Newport Daily Express

1. Mike Marcotte called the meeting to order at 5:00 p.m.

2. Approve the minutes of the July 18th, 2017 meeting

Brad Maxwell made the motion to approve the minutes of the July 18th, 2017 meeting. Seconded by Scott Morley.

The Board unanimously approved and signed the minutes of the July 18th, 2017 meeting as written.

3. Allow for public comment

- Skip Gosselin questioned the Board on last week's decision not to pursue the Town owned solar field proposed by SolarTech. He felt the Planning Commission should have been consulted more on the decision as it was their proposal.
- Scott Morley explained that the Board considered the extensive cost of the project and did not feel the benefits outweighed the risks.

- Scott stated that although the Board turned down the proposal at this time, the Planning Commission was free to present it again but recommended they provide more substantial information including verification of costs and calculations for the plan.
- The Board discussed the proposed net metering contract from Aegis Renewables. Additional information was requested but not yet received. The Board instructed the Town Administrator to follow up with Aegis for discussion at the next meeting.
- Jeanne Desrochers stated several references that credited Aegis Renewables as a reliable company.
- Jeanne stated that once the details of the contract were reviewed and approved by the Town, that the Fire District was ready to sign.
- Scott stated that the Fire District can act independently and the decision did not need to be reliant on the Town.
- The Board agreed last week to request clarification on the contract and then have the Town Attorney review for language. The Board granted Scott Morley unanimous authority to review with Paul Gillies for discussion at next week's meeting.

4. Tax Bills

- Listers Assistant, David Barlow, stated that the Listers will be finalizing the Grand List within the next week. He reported that the State has been delayed in sending out the homestead declaration reports. This will not prohibit the property tax bills from being generated; however, to avoid the time to revise bills it would be advised to wait a couple of weeks until more are received.
- The Board agreed unanimously to plan to generate and send property tax bills in mid-August.

5. Payment types accepted

- The Board agreed unanimously that when property tax bills are sent out, they will include a form that clearly states which payment types are accepted.
- No cash will be accepted for payment of property taxes regardless of the amount.

6. Town vendor accounts

- Scott Morley stated that he was upset that the Town had received an invoice from a local vendor for items charged to the Town account. After investigation, it was discovered the charges were for a Town event; however, the Board had not authorized the purchase.
- Scott Morley stated that he had reached out to the person who charged to the Town account but had not received a response.
- After residents present questioned the transaction, Scott replied that the Board is happy to fund Town events and the purchase was not the problem; it was the lack of communication and ability to spend money without authorization or responsibility.

- The Board agreed unanimously to review all Town vendor accounts and limit the list of people authorized to use. All purchases will need to be approved ahead of time through the Select Board Office.

7. Aegis Renewables proposed contract / Solar energy project

- Item discussed under agenda item #3 – Public Comment.
- Aegis Renewables will be contacted for some clarification on the accounts and overall savings. The Board will continue discussion next week.

8. Hi-Acres Bridge

- The Town Administrator stated that under the Boards unanimous authority given last week, the order for the Hi-Acres bridge has been placed with U.S. Bridge.
- The warrant for the 25% deposit for the Bridge in the amount of \$47,171.50 will be included with the warrants for approval.
- The Town Administrator, Amanda Carlson, reported that she has been working with VTrans and has confirmation that the original bridge structure grant for \$99,000 has been increased to \$175,000.
- Amanda reported that she is seeking additional grant opportunities for the riverbed and ground work.

9. Civil law suit

***Anticipated executive session in accordance with 1 V.S.A 313.*

- The Board agreed unanimously that there was no reason to enter into executive session.
- Mike Marcotte stated that the court signed an order earlier that day releasing the funds deposited into the Community National Bank by Cynthia Diaz.
- The tax sale escrow funds belonging to the Town, were turned over to Cynthia by former Town Attorney Bill Davies. Funds were then deposited into a personal account at Community National Bank; the bank subsequently held all funds until the matter could be heard in court.
- The Civil Law Suit will continue with a scheduled court date of Tuesday August 1, 2017 at 8:30 a.m. Continued court discussions will include the requests for items to be returned by the former Town Clerk and Treasurer, Cynthia Diaz.

10. Delinquent Tax Collectors Report and Income Report review

- The Board reviewed the report prepared by the Delinquent Tax Collector showing a total collected for the week ending July 21, 2017 at \$6,530.00.
- Scott Morley made the motion to approve the report as presented, seconded by Brad Maxwell. Mike Marcotte signed the report on behalf of the Board.
- The Board acknowledged the considerable amount of time that the Delinquent Tax Collector, Kate Fletcher, has had to spend untangling the mess to calculate accurate figures of taxes owed.
- The Board thanked Kate for all her hard work and has been very pleased with the results so far.

11. Review Town Office revenue report for the preceding calendar week

- The Board reviewed the income report for week ending July 21, 2017 showing total revenue of \$96.00 *Cash \$19.00; Checks \$77.00*
- Scott Morley made the motion to approve the income report as presented, seconded by Brad Maxwell. The Board unanimously approved and signed the income report as written.

12. Other Business

- Scott Morley reported that the Community Center had been tested for lead paint by EverGreen Environmental Health & Safety Inc.
- The report stated that there was no lead present in the exterior of the building.
- Scott Morley spoke with the low bidder on the painting, Greg Crease, who has agreed to amend the quote from \$6,500 to \$6,250.
- The Board agreed unanimously that the next bidder, Fred Carter Painting, will be contacted and given the opportunity to re-quote based on the absence of lead.
- The Board granted Scott Morley unanimous authority to follow up on both quotes and award the contract to the lowest bidder.

- Scott Morley stated that he will be meeting with an architect later in the week for review of the fire escape stairs on the exterior of the Community Center building.
- The Board will continue discussions at the next meeting.

- Scott Morley stated he has had residents continue to question the need for a town wide property reassessment. This was also suggested by Auditor Jeff Graham during the last audit as there were potential areas to manipulate the data.
- The Board agreed unanimously that they would like to arrange a meeting with representatives from the Vermont Department of Valuation of Review, NEMRC and the listers to discuss the recommendations on a Town Reassessment.
- The Board instructed the Town Administrator to reach out to try and organize a special meeting.

- Amanda Carlson reported that the exemption request from holding a third household hazardous waste day was denied by the Agency of Natural Resources.
- An event is scheduled on Saturday August 5, 2017 at 7:30 a.m. until 11:30 a.m. at the New England Waste Facility.

- Mike Marcotte stated he had been in contact with Vermont Department of Transportation and clarified that during the Route 5 road closure trucks will be permitted to access the landfill via Airport Road. Coventry Station Road can be utilized by trucks only when empty.

- Mike stated that this was the first day of the Route 5 Road Closure and the Board will continue to monitor to ensure there are no problems.
- Bank signature cards were signed by Mike Marcotte, Brad Maxwell and Adam Messier on all eight Town bank accounts. David Barlow was removed as a signatory and replaced with Adam as the new Town Treasurer.

13. Sign Orders

General Fund Account:

Payroll	For week ending 07-22-2017	\$2,009.42
Accounts Payable	07-24-17	\$14,912.04
Signed by the Board for the Treasurer to draw checks totaling		\$16,921.46

Road and Bridge Restricted Fund:

Accounts Payable	US Bridge 25% deposit	\$47,171.50
Signed by the Board for the Treasurer to draw checks totaling		\$47,171.50

14. Meeting adjourned at 6:55 p.m.

The next Select Board meeting will be held on Monday July 31th, 2017 at 5:00 p.m.

Michael Marcotte / Chairman

Bradley Maxwell

Scott Morley

Amanda Carlson / Town Administrator