

Minutes

Select Board Meeting Town of Coventry Monday March 20, 2023

This meeting was recorded on Zoom and then posted to YouTube. The link to the Town's YouTube channel is at www.coventryvt.org.

Board Members Present

Scott Briere
Scott Morley
Dave Gallup

Town Officials Present

Matt Maxwell, Town Administrator
Carver Maxwell, Planning Commission
Israel Sanville, Planning Commission
David Barlow, Treasurer
Deb Tanguay, Town Clerk
Phil Marquette, 911 Coordinator

Public Present

Leo Piette
Moe Jacobs

1. Order

Matt called the meeting to order at 5:59 pm. Persons present introduced themselves.

2. Changes or Additions to the Agenda

Liquor and Tobacco License

3. Allow for public comment

None

4. Select Board Vacancy

Scott M explained the process for filling a select board vacancy. The position will be posted until March 31, 2023. All candidates will meet with Scott M and Scott B in open session and a decision will be made on who to appoint.

5. Road Crew Vacancy

Scott M explained the process for filling the road crew vacancy. Since this is a town employee the position will be posted until March 31, 2023. There will be a link on the town website with a complete job description. Once the deadline for application submittals has passed the board will set up interviews for the candidates.

5. Photocopying Fees at Town office

Scott M felt that the town should not be charging the residents if they want to come in and make a photo copy. Scott stated that many people do not have copiers at home and it is the right thing to do for our residents. Dave B stated that his first few years working for the town there was no charge. As the requests became more frequent for copies of items already provided to the residents for free, such as tax bills and deeds, the town decided to charge \$1 for duplicates of these specific documents. David stated this practice appears to have cut back on the number of these requests, perhaps because people are now motivated to look for the originals. Deb T said that she made 15 copies of tax bills in the last week and no one complained about having to pay the fee for them. Scott M agreed to leave the photocopying fees in place for the time being.

6. ARPA Funds

Scott M needed to be brought up to speed on the town ARPA funds. Scott was informed that \$35,000 has gone to the Coventry Fire District for water meters. The school has received \$10,000 for new tables for the cafeteria. There has also been some discussion about \$16,000 going towards a new salt shed at the town garage. Deb T said that the Fire District has ordered the water meters and received some of them. Other are on back order. Pedro Grondin will begin installing the meters soon. Scott M felt that funds for the Fire District should have come from the state ARPA money and not the money that was given to the town. Deb T said that fire districts were originally excluded from receiving any ARPA funds and they were told by the state to request funds through the town. The state then came out with more funding, but it was all earmarked for large fire districts throughout the state. Scott M stated that after speaking with state rep Mike Marcotte he was lead to believe there are funds available for fire districts. This money is not ARPA money, but other funds coming through ANR that are specifically for fire

districts. Scott M will help make the bridge with David Snedeker and his office to see if they have anything available for Coventry. Deb T will reach out to ANR and Mike Marcotte on further state funding for fire districts. Scott M and Scott B would like a list of all ARPA funds that the town has obligated to this point.

7. Treasurer's Report

Dave B presented the Treasurer's Report for the month of February 2023. Revenues and Expenses were as expected for the month. There is a line item showing that \$35,000 in town ARPA money has been obligated to the Fire District. There was some reserve fund spending related to the Meeting House that included paying for rain gutters and snow guards. Lane Road engineering and side walk scoping study were through the general fund and then reimbursed. It was an average month for town investments and Dave B has moved money to various funds based on articles approved at Town Meeting.

8. Other Business

Scott B made the motion to approve the liquor license for Martha's Diner. Dave G made the second and the vote was unanimous. Northstar Fireworks will be providing the fireworks for the Fall Festival. Phil Marquette said that the select board had previously approved the pre buy of the fireworks and they just needed to authorize someone to sign the contract. Scott B made the motion to allow Matt M to sign the Northstar contract on behalf of the town. Scott M made the second and the vote was unanimous. Scott B made the motion to approve the permit for fireworks at the Fall Festival. Scott M made the second and the vote was unanimous. The board was presented with an IT maintenance agreement from Small Business IT solutions. Phil M stated that he was doing the IT work for the town when he was a select board member. Scott M asked who did the work before Phil took over. The IT maintenance was previously handled through an on-call company called Tech Patrol. Scott M asked if there was a line item in the budget with money to cover IT maintenance. Dave B responded that there was. IT maintenance contract was tabled and will be added to the agenda for the next meeting.

9. Approval of Minutes

Scott B made the motion to approve the minutes from 3/1/2023. Dave G made the second and the vote was unanimous. Scott B made the motion to approve the minutes from 3/8, 3/13, and 3/15. Scott M made the second and the vote was unanimous.

10. Warrants

Scott B made the motion to approve payment to Monaghan for \$1850 on a invoice received in early March. Scott M made the second and the vote was unanimous. Deb T explained why the Caledonia Record

bill for advertising was such a large amount, because the school had a bond vote the notice had to be posted on several occasions. Scott B made the motion to approve the warrants. Scott M made the second and the vote was unanimous.

11. Adjourn

The Meeting was adjourned by unanimous consent at 6:55pm.

DRAFT