

# Minutes

Select Board Meeting

Town of Coventry

Monday June 5, 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](http://www.coventryvt.org).*

## **Board Members Present**

Scott Morley

Daniel Webster

Scott Briere

## **Town Officials Present**

Matt Maxwell, Town Administrator

Deb Tanguay, Town Clerk

Renee Falconer, Dog Warden

David Barlow, Treasurer

Phil Marquette, Emergency Management Coordinator

## **Public Present**

Tyler Billingsley, East Engineering

### **1. Order**

Matt called the meeting to order at 6:04 pm. Persons present introduced themselves.

### **2. Changes or Additions to the Agenda**

Emergency Management Plan

### **3. Allow for public comment**

None

#### **4. Town Dog Ordinance**

Deb T and Renee F discussed the town dog ordinance with the select board. Renee stated that the ordinance was a little outdated and she would like to see an adjustment made in the language of section 4 giving here authority to ticket people with loose dogs outside of the village proper. Deb T said that because of how the ordinance is written the town pays the boarding costs for loose dogs that Renee boards at her house, when it should be the dog owners that are incurring these costs. Scott M said that when the ordinance was originally written there was a lot of research and thought put into it and the board listened to what the townspeople wanted. Deb and Renee also felt that the town should increase the penalties that owners pay for allowing their dog to go where it should not. There was some further discussion about the ordinance and what changes may need to be made. The select board will review some dog ordinances from other towns and determine whether anything needs to be done to the Coventry Ordinance. Deb and Renee said that there are lots of unregistered dogs in Coventry and they would like have the OCSD send letters to people in town that have not registered their animal. Deb will update on this when she hears back from OCSD.

#### **5. Road Foreman Vacancy**

Matt M explained the current status of the road department. One of the current road crew members is interested in the road foreman position. There are also three applicants for a road crew position. Scott B would like to interview for both a road crew and a road foreman position. Scott M said that the road foreman spot would be an interim position for a period of three months. The board decided that they would conduct interviews next week for both the road foreman and road crew positions.

#### **6. Coventry Station Road Bank Failure**

The Town received two proposals for engineering services related to the bank failure on Coventry Station Road. One from Dubois and King and one from East Engineering. Tyler B from East engineering was present and explained his proposal to the board. The board and Tyler agreed to add \$2,000 to the project cost and Tyler would then hire the flaggers for when he has to do the drilling and test pits. Scott M made the motion to accept the proposal for engineering services from East Engineering at \$38,000 with an additional \$2,000 added for flagging and 5% on the construction phase. Dan W made the second and the vote was unanimous.

#### **7. Assessor Contract**

Scott B spoke with Bill K of New England Municipal Consultants regarding assessing services for the town of Coventry. As a result NEMC provided the town with an updated proposal for assessing services that better fits the towns needs. Scott M made the motion

to accept the proposal from NEMC. Dan W made the second and the vote was unanimous.

### **8. Audit Services**

Matt M and Dave B spoke on the phone with Fred Dupleiss from the auditing firm of Sullivan and Powers and were able to negotiate a reduction in price from the original proposal the town received. The select board discussed the price with Dave B, which is \$22,000. Scott M made the motion to accept the Sullivan and Powers proposal for auditing services. Dan W made the second and the vote was unanimous.

### **9. Other Business**

Scott M expressed an interest in gaining more knowledge on the Casella appraisal situation. Scott B made the motion to allow Scott M to speak with the town attorney about the Casella appraisal. Dan W made the second and the vote was unanimous.

Phil Marquette presented the town's Emergency Management Plan. Phil stated that the plan has to be updated every year and then accepted by the select board. Phil M, Matt M, and John Buchanan updated the plan prior to the meeting. Scott M stated that the board would accept the plan and then table it so that the select board members could review the materials for next meeting.

### **10. Approval of Minutes 5-15, 5-22, 5-30**

Scott M made the motion to approve the minutes of 5-15-2023. Dan W made the second and the vote was unanimous. Scott M made the motion to approve the minutes of 5-22-2023 and 5-30-2023. Dan W made the second and the vote was unanimous.

### **11. Warrants**

Scott M made the motion to accept the warrants. Dan W made the second and the vote was unanimous.

### **12. Adjourn**

The Meeting was adjourned by unanimous consent at 7:22pm

DRAFT