

# Minutes

## Select Board Meeting Town of Coventry Monday June 26, 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  
Dave Barlow, Treasurer  
Deb Tanguay, Town Clerk

### **Public Present**

Kerry Kement

### **1. Order**

Matt called the meeting to order at 5:02 pm. Persons present introduced themselves.

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

None

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

None

#### **4. Road Crew Update**

The Town of Coventry will have a new Road Foreman beginning on Monday July 3. Nathan Standish has accepted the position after a round of interviews. The town purchased a new plow truck with some of its ARPA funds and also made payment to Allegiance for the repair of another town truck that was fire damaged in March. Scott M made the motion to approve the payment for the purchase of the new truck and the repairs to the existing truck. Scott B made the 2nd and vote was unanimous. The board then had a discussion with Deb T and Dave B about where the money for the truck repairs would be coming from. Dave B stated that the money would come from the Capital Equipment fund as that is where expenses for town capital assets are paid from. Scott M would like to see all special funds discontinued and a better job done budgeting for the year. Scott B made the motion to expend funds from the capital equipment fund for the repairs on the fire damaged truck. Dan W made the second and the vote was unanimous.

#### **5. Lane Road Bids**

The bids for the Lane Road culvert replacement were unsealed and read aloud. The board had a discussion on the bids and about the dates of the various work schedules. The board asked Matt to confirm the dates that were provided by Alliance and award them the bid.

#### **6. Wage and Salary Schedule for Town Employees**

The Wage and Salary for Town Employees for FY 2024 was presented to the Select Board. There was a discussion between the board and Dave B about what employees should be salary and which ones should be hourly. Scott M felt that only the Road Crew employees should be paid an hourly wage and all other town employees should be salary. Scott B pointed out that Dave B's hours could increase this year as the town has hired a new auditing firm that could require Dave B to work extended hours. Dave B stated that his job would be easier without the time cards from salary employees. Scott M made the motion to approve the salary schedule. Scott B made the second and the vote was unanimous.

#### **7. Treasurer's Report**

Dave B gave the Treasurer's Report. It was a pretty typical month. The town moved \$750,000 from the general fund and put it into 3 separate \$250,000 CD's. These will earn a higher rate of return and Dave B anticipates the money will be back to the town before Town Meeting 2024. Currently short-term rates are better than long term rates, so CD's make sense as an investment tool for the town. The town is considering taking \$250,000 from the Road and Infrastructure Fund, which currently sits at \$1,000,000 and placing it in a one-year CD. The town received \$330,000 back in over payment on education tax. Dave B stated that the Supervisory Union will typically over bill the town, but usually not by this much. Scott

M asked if the 4 checks from Casella for tipping fees could all be used in the same fiscal year. Dave B said that they could, but it would take some work as the fourth check comes after the 30<sup>th</sup> of June. Dave B noted that the new auditor will recommend the town transition to cash-based accounting. There was some further discussion between the board and Dave B about the budget and the town investment portfolio.

#### **8. Approval of Minutes**

Scott M made the motion to approve the minutes of 6/5 and 6/12. Dan W made the second and the vote was unanimous.

#### **9. Warrants**

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

#### **10. Executive Session**

Dan W made the motion to enter executive session for a legal matter. Scott M made the second and the vote was unanimous. The board entered executive session at 6:10 pm with Matt M and Dave B. The board came out of executive session at 6:50, no action taken.

#### **11. Other Business**

Dave B had a policy question for the board regarding health insurance for town employees. Typically, the policies purchased by the town on behalf of the employees have been single plans and not family plans. Scott M would like Matt M to see what some of the neighboring towns offer their employees and report back to the board.

#### **12. Adjourn**

The meeting was adjourned by unanimous consent at 6:58 pm.

DRAFT