

Minutes

Select Board Meeting Town of Coventry Monday March 18, 2024

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 Morley
Dan Webster

Town Officials Present

Matt Maxwell, Town Administrator
Israel Sanville, Planning Commission
David Barlow, Treasurer

Public Present

Kerry Keement
Scott Briere
Phil Marquette
Chris Roy

1. Order

Matt called the meeting to order at 5:00 pm. Persons present introduced themselves.

2. Changes or Additions to the Agenda

None

3. Allow for public comment

4. Route 14 Bridge

The State of Vermont will be doing a culvert replacement and bridge maintenance on Route 14 in Coventry near Spencer Hill. Sophia Schintzel, who is in charge of public outreach for the project, gave the Select Board an overview of the project. The road will be closed for 60 hours while a new box culvert is put in to replace the existing culvert. There will be a detour for trucks for a couple of days at the state anticipates being finished by May.

5. Coventry Station Road- Update

Tyler Billingsley of East Engineering explained to the board that Vermont Fish and Wildlife own the land on both sides of the Coventry Station bank failure. The town will need to seek a permit from Fish and Wildlife that could take up to two years to receive. Tyler recommends altering the scope of the work to fit within the town's right of way while pursuing the permit with Fish and Wildlife. The select board agreed and Tyler will proceed with the project under the new design.

6. Town Meeting Recap

The Select Board reviewed the minutes from Town Meeting and gave their approval. A special town meeting will be held on April 16, 2024 in order to elect a select person for the remainder of the year. A mailer will go out to town voters letting them know the date and time for the vote.

7. Catamount Investment

John Henry Hubert of Catamount Investments suggested a new contract should be drawn up between Catamount and The Town of Coventry, to better serve the town's investment needs. Select Board member Dan Webster agreed to meet with John Henry and Matt Maxwell at the community center in April to discuss the town investment strategy and portfolio.

8. FY 2023 Audit

The board was presented with an updated Audit Scope and Objectives letter from Sullivan and Powers. The board signed the letter and it will be returned to Sullivan and Powers. Scott M spoke about a second document that the town received, a client rep letter, this document was not signed by the board at the advisement of the town attorney. Scott M will reach out to Sullivan and Powers to discuss this document and report back to the select board. Dave Barlow explained to the board how municipal audits are typically handled and that the draft version is presented to make sure all parties are in agreement.

9. Treasurer Report - February

Dave Barlow presented the Treasurer Report for the month of February. It was a quiet month with some payments for emergency

services, but no reserve fund spending. Dave B stated that a number of the town's CD's will be coming due in March as the spending tends to pick up. Dave B let the board know that they now have money to pay for paving and a new plow truck based on the passing of articles at Town Meeting. Dave B suggested that the board receive executive level budget reports every month to track spending. Scott M agreed that this would be beneficial. The Board thanked David for the report.

10. Other Business

Matt M will report to the board on what each of the area newspapers charge for advertising.

11. Approval of Minutes

Scott M made the motion to approve the minutes of 3/4/2024. Dan W made the second and the vote was unanimous. Scott M made the motion to approve the minutes of 3/6/2024. Dan W made the second and the vote was unanimous.

12. Warrants

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

13. Adjourn

The meeting was adjourned by unanimous consent at 6:04pm

DRAFT