

Minutes
Select Board Meeting
Town of Coventry
Monday August 19, 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
Kerry Keement
Dan Webster

Town Officials Present

Deb Tanguay, Town Clerk
Matt Maxwell, Town Administrator
David Barlow, Treasurer
Israel Sanville, Planning Commission
Kate Fletcher, DTC

Public Present

Dom Gervais, CFD
Robert Fletcher
Brittany Marquette, Rec Director
Phil Marquette, EMD

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

Brittany Marquette, the town recreation director, told the board about the schedule for Fall Festival on August 24. There will be music, food, craft vendors, and fireworks. Brittany would like the pot holes filled in at the Park and Ride and is looking for volunteers to help with clean up. The board thanked Brittany for all the work she has done and are looking forward to a great day.

4. Coventry Fire District Business

Scott M opened the CFD discussion by going over what the Select

Board has been working towards for the past couple months. Scott outlined what he believes are the main issues with the CFD and what the town can do to help. Dom Gervais addressed the Select Board and told them the best thing they could do would be to appoint a Select Board Member to the CFD Prudential Committee so that the CFD will have a quorum and can conduct business. Dom mentioned that the water system in the village is well taken care of and functioning properly. The reservoir was cleaned in June, as per state mandate. Scott M thanked Dom for coming to the meeting and taking steps that will ensure the CFD has a governing body to conduct its business. Robert Fletcher, the attorney for the CFD told they board that the most beneficial course of action would be to find some CFD members to work with Dom on the Prudential Committee. Kate Fletcher spoke next about the CFD receiving ARPA funds from the town when they do not have a committee that can legally conduct business. Dom and Kate then discussed the state statutes for Prudential Committee members and how it applies to the CFD. Dom and Kate then discussed where the records for the CFD are being kept and whether public records should be readily available to all CFD members. Scott M and Robert F then spoke about the public records request that was made by the Town of Coventry. Scott stated that the town did receive some documents, but there was some information not included. Robert F and Deb T stated that the financials from Community National Bank would be delivered to the town attorney shortly. Dom G spoke to the board about the difficulties in getting people to serve on the Prudential Committee and that he has basically been on his own for the last four and a half years. Phil M asked if it was possible to appoint a Coventry resident from outside the Fire District to the Prudential Committee. Phil was told that only Select Board members from outside the district can serve on the Prudential Committee. As the group discussed next steps it was agreed that the town attorney, Brian Monaghan, and CFD attorney Robert Fletcher should meet to establish a consistent baseline for moving forward. Scott M volunteered to broker this discussion and hopes it can take place relatively soon. Dan W and Kerry K both agreed that a discussion between the lawyers is the next logical step in the process. Both Kerry and Dan expressed that they would like to see the CFD governing and handling their own business in the near future. The Select Board thanked Dom and Robert for coming to the meeting and having an open conversation.

5. Compensation Time for Road Crew

Scott M stated that Comp time was taken out of the Personnel Policy during the last round of adjustments and the Road Crew would like it back. Scott M and Dan W discussed what Comp time would mean and how it would be accumulated. Kerry K and Scott M said that many towns have Comp time for their Road Crews. Kerry K made the motion to allow Road Crew members to accrue up to 60 hours of Comp Time in a calendar year. Dan W made the second and the vote was unanimous.

6. Emergency Management Conference

The town's EMD Phil Marquette spoke to the board about an upcoming training conference for the state's EMD's. Phil would like the board to approve hotel rooms and mileage for himself and one other person for the event. Scott M and Phil discussed the trajectory of emergency response in Coventry. Kerry K made the motion to approve two hotel rooms and mileage for the upcoming EMD conference. Dan W made the second and the vote was unanimous.

7. Dog Ordinance

Kerry K told the board that the suggestions from the town attorney have been incorporated into the new Dog Ordinance. The board then agreed it should go back to the attorney for one more round of scrutiny and placed on the next agenda.

8. Liquor Control License – Fall Festival

Kerry k made the motion to approve a one-day liquor license in the name of "For the Love of Food" to sell alcohol at the Fall Festival. Dan W made the second and the vote was unanimous.

9. Purchasing Policy - Culverts

Scott M said that the Road Crew has done a lot of culvert replacements this summer and the inventory has been depleted. The board would like the Purchasing Policy to reflect that the Road Foreman can make purchases up to \$10,000 without Select Board approval, provided the purchase fits within the budget. Kerry K made the motion to approve the purchase of the culverts. Dan W made the second and the vote was unanimous.

10. Other Business

Scott M said that the Coventry Station Road repair project will start soon and Goodhue Excavating should know there are several spots in town that are willing to take the fill for free. Dave B asked whether he should remove the landfill dollars from the tax bills that will be going out shortly. The board discussed and decided to remove the number, but keep the message about landfill tipping fees covering the municipal tax. Deb T asked if the Town Clerk or Administrator could approve one day liquor licenses as is common in other towns. The board decided that they would continue to approve the licenses in a meeting.

11. Approval of Minutes

Scott M made the motion to approve the minutes of 8/5/2024, with one adjustment. Dan W made the second and the vote was unanimous.

12. Warrants

Scott and Kerry discussed the warrant for the CFD. Kerry felt it was bad practice and does not set a good example by refusing to pay. Dan W made the motion to accept the warrants. Kerry K made the second and the vote was unanimous.

13. Adjourn

The meeting was adjourned by unanimous consent at 6:47pm

DRAFT