

Minutes

Select Board Meeting

Town of Coventry

Monday September 23, 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 I Webster

Town Officials Present

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

Public Present

Chris Roy

1. Order

Matt called the meeting to order at 5:01 pm. Persons present introduced themselves.

2. Changes or Additions to the Agenda

None

3. Allow for public comment

None

4. Personnel Policy

The Select Board discussed the changes that have been made to the town personnel policy. Scott M mentioned that most of the changes have already been approved and that compensation time and wage scale were the only two left. Kerry K made the motion to approve the Personnel Policy. Scott M made the second and the vote was unanimous.

5. Purchasing Policy

The board discussed the adjustments made to the Purchasing Policy. The paragraph that gave the Road Commissioner unlimited purchasing ability was removed. Kerry K made the motion to approve the Purchasing Policy. Scott M made the second and the vote was unanimous.

6. Dog Ordinance

Town Attorney, Brian Monaghan, gave the OK to move ahead with the amended Dog Ordinance. The TA and Select Board went over the process for an Ordinance amendment. Scott M and Deb T discussed some of the changes being presented in the ordinance. The major ones include enforcement options for the Select Board and town wide rules instead of village only. There are about 80 unregistered dogs in Coventry, Deb T will enlist the help of the town constable to deliver notices to residents with unlicensed dogs. Kerry K made the motion to approve the amended Dog Ordinance. Scott M made the second and the vote was unanimous.

7. Route 14 Town Garage Addition

Scott M stated that an addition to the town garage has been talked about in the past. At the 2024 Town Meeting the residents told the Select Board they would like to see some definitive plans for an addition before they vote for anything. The town Road Foreman would like an extra bay on the garage in order to park the new plow truck, which will be delivered in 2025. The Select Board would like the Road Foreman and TA to hire someone to make a blueprint design for the addition, which will then be used to elicit bids from contractors.

8. Road Crew Equipment

The Select Board discussed developing an equipment purchasing schedule, so that the town does not get stuck buying three or more new pieces of equipment in a calendar year. The Road Foreman and TA will work with Dave B to set up an equipment schedule. Dave B mentioned that there is no depreciation schedule under cash-based accounting. The Road Foreman and TA will look into prices for a new ton truck that will be presented to the voters at Town Meeting.

9. Winter Salt Contract

Winter road salt will be purchased from Cargill. The town has ordered 15% more salt than the previous year due to increase in paved roads. Kerry K made the motion to approve the contract. Dan W made the second and the vote was unanimous.

10. Treasurer's Reports

Dave B presented the July and August Treasurer's Reports. The investment account made some good gains and there was no reserve fund spending. General Fund spending was normal for both months. The

Select Board thanked Dave B.

11. Executive Budget Report

Dave B gave the budget report which reflected warrants for approval this evening. The numbers reflected 22.2% of the fiscal year. Dave has received one of four landfill revenue checks and that was posted to the General Fund. The next check from Casella will go towards the Highway Fund. Revenue side is looking fine as some things have been prepaid. Dave B has not paid the Town Foundation or made transfers to long term investments per Town Meeting votes, but will be doing so shortly. On the Highway Fund side, the \$600,000 approved at Town Meeting for paving in 2024 has been posted. The balance of the paving invoice will be paid out of the Road and Infrastructure Fund. Scott M and Dave B discussed how to have adequate cash available to cover upcoming bills such as Coventry Station Road. Dave explained there are sources of retrievable cash available. The Board thanked Dave B for his clear and concise report.

12. Orleans Ambulance- BOD

Matt M volunteered to represent Coventry on the Orleans Ambulance Board of Directors. Kerry K made the motion to appoint Matt M. Dan W made the second and the vote was unanimous. Scott M asked Matt to check with Newport to see if Coventry should have a representative on their board. Deb T told the board that she was representing Coventry, as she took over for Pat Sloan when he got sick. Scott M would like to begin budget talks with Newport, to ensure a smooth process in case we are too far apart on numbers.

13. Other Business

Scott M thanked everyone that has been a part of the Coventry Fire District Business the last few months. The Prudential Committee had their first meeting and things are progressing nicely.

14. Approval of Minutes – 9/9/2024

Kerry K made the motion to accept the minutes. Dan W made the second and the vote was unanimous.

15. Warrants

The Select Board discussed the paving invoice and decided to hold off on approval until the transition from River to Webster Road has been fixed and some shoulder work has been completed. Dan W made the motion to approve all warrants minus the paving invoice. Kerry K made the second and the vote was unanimous.

16. Adjourn

The meeting was adjourned by unanimous consent at 6:24pm.

DRAFT