

Minutes

Select Board Meeting Town of Coventry Monday December 2, 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

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

Public Present

Leo Piette
Chris Roy, Newport Daily
Matthew Wilson, Chronicle
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

Notice of a County Meeting

3. Allow for public comment

4. Paving - 2025

The Town of Coventry received paving quotes from Hutchins and Pike for top coats on Glen, River, and Lane Roads and a base coat on Webster Road. The board reviewed the quotes and discussed possible paving schedules for the summer. Kerry K made the motion to accept the Hutchins bid at \$700,823 for summer paving. Dan W made the second and the vote was unanimous. The quote for paving

will now go before the voters as an article for Town Meeting.

5. Coventry Town Foundation – Appropriation Request

Leo Piette was present representing the Town Foundation. Leo explained the budget of the foundation and how they expect things to operate over the next three years. Leo stated that the appropriation request of \$250,000 was enough to operate the foundation and allow them to save some money with the goal of eventually being self sufficient of the town. Leo gave a run down of some of the services that the Foundation provides for Coventry residents. Scott M spoke about seeming to be no end to appropriation requests from the Foundation and that number for the Foundation to be self-sustaining keeps changing. Scott M also stated that it was his understanding, from Town Meeting, that the residents desired an agreement between the Town and Foundation that holds both sides responsible going forward. Leo P felt that any changes to how the CTF operates need to be addressed at Town Meeting and decided on by the voters. Leo said that more financial detail on CTF operations will be provided for the Town Report. Kerry K recused herself from the motion as she is a member of the CTF. Dan W made the motion to approve the Coventry Town Foundation appropriation request of \$250,000 to appear as an article at Town Meeting. Scott M made the second and the vote was unanimous.

6. Airport Road - Reclassification

The Town of Coventry has submitted an application to VTRANS to have the class 3 section of Airport Road reclassified as a class 2. This change will correspond with Irasburg seeking the same change to their section of Airport Road. The Select Board reviewed the maps and applications provided and looks forward to hearing from the State of Vermont.

7. MERP Grant Assessment

The Town Administrator asked the Select Board to provide a liaison with Select Board authority to assist with the MERP grant implementation. Kerry K made the motion to appoint Dan Webster as MERP grant liaison. Dan W made the second and the vote was unanimous.

8. Treasurer Report

David Barlow gave the Treasurer's Report, the first since the bank accounts have been consolidated. Dave B gave the Select Board details from the Community National Bank and Fidelity accounts along with what is on the books in NEMRC for each of the town funds. The General and Highway Funds are looked at differently after the consolidation and the restricted funds are still viewed the same. There is no change in the presentation of the investment account. Dave B explained that not enough revenue has been taken into the Highway Fund, which is why it has a negative balance. Dave

anticipates the next two Casella checks will go towards the Highway Fund balance. Dave B, Scott M, and Deb T discussed the remaining ARPA funds and whether they can be distributed to the Coventry Fire District.

9. Budget Report

Dave B went over the budget report as of November 29, 2024 for those assembled. Dave reported that 41% of the fiscal year has expired and the General Fund has received about 50% of its annual revenue. Expenses for the year are on target and the transfer to the investment fund will be completed once the school has received their tax revenue. A portion of the grant revenue for the Coventry Station Road Project has been received along with some state funds for class 2 and 3 roads. The 2024 Paving has been paid for as per the Town Meeting article, however the new Plow Truck approved at Town Meeting is still on back order. Dave B stated that landfill revenue is down slightly from previous years and can be hard to predict. The board thanked Dave B for the budget update.

10. Town Report 2025

The Town Administrator reminded all town officials to submit their letters for the report by the end of the month. The Select Board discussed the need for a special budget meeting either before or after the next regularly scheduled Select Board Meeting. Dave B suggested a separate page for each special fund to budget for upcoming projects that may occur. Dave B and Matt M will provide a draft budget for the next meeting.

11. Other Business

None

12. Approval of Minutes – 11/18

Dan W made the motion to approve the minutes of 11/18/2024.

Kerry K made the second and the vote was unanimous.

13. Adjourn

The meeting was adjourned by unanimous consent at 6:46pm.

DRAFT