

Minutes
Select Board Meeting
Town of Coventry
Monday March 10, 2025

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

Kerry Keement
Dan I Webster
Scott Morley

Town Officials Present

Matt Maxwell, Town Administrator
David Barlow, Treasurer
Deb Tanguay, Town Clerk

Public Present

Richard Hancock
Phil Marquette

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

David B asked about the Audit. Scott M said it will be discussed at the next Select Board Meeting

4. Board Reorganized

Kerry K nominated Scott M for the position of Select Board Chairperson. Dan W made the second and the vote was unanimous.

Kerry K nominated Dan W for the position of Select Board Vice-Chairperson. Scott M made the second and the vote was unanimous.

5. Appointments

Scott M stated that Phil Marquette would like to help the town transition to a new Emergency Management Director. Scott said

that Phil has done an excellent job and will tough to replace. Phil M will keep the position until the town can find a suitable replacement. Scott M made the motion to appoint Phil Marquette as the Emergency Management Director. Dan W made the second and the vote was unanimous. Scott M made the motion to appoint Phil Marquette to the position of town E911 Coordinator. Kerry K made the second and the vote was unanimous. Dan W made the motion to appoint Devon Von Bockler, Israel Sanville, and Richard Farrar as the town Fence Viewers. Kerry K made the second and the vote was unanimous. Kerry K made the motion to appoint Pedro Grondin to the position of town Fire Warden. Dan W made the second and the vote was unanimous. Kerry K made the motion to appoint Pedro Grondin to the position of town Health Officer. Dan W made the second and the vote was unanimous. Dan W made the motion to appoint John Buchanan to the position of town Tree Warden. Kerry K made the second and the vote was unanimous. Dan W made the motion to appoint Matt Maxwell to the position of Zoning Administrator. Kerry K made the second and the vote was unanimous.

6. Noticing and Posting

Kerry K made the motion to denote the Newport Daily Express as the town's newspaper of record. Dan W made the second and the vote was unanimous. Dan W made the motion that the Coventry Community Center, Town Post Office, Royer's Mini Mart, Casella, and the town website be the official posting spots for town information. Kerry K made the second and the vote was unanimous. Dan W made the motion to have the first and third Monday of each month be the regular schedule for Select Board meetings. Kerry K made the second and the vote was unanimous. Kerry K made the motion that the Coventry Community Center be the meeting location for Select Board meetings. Dan W made the second and the vote was unanimous. Dan W made the motion that 5:00pm be the meeting time for Select Board meetings. Kerry K made the second and the vote was unanimous.

7. Town Meeting 2025 Recap

The Select Board felt that the annual Town Meeting went really well. Dan W wished he would have given some recognition to the Road Crew for all the time and work they have put in over the winter. The Domestic Animal Ordinance was discussed and a plan for implementation was put in place. The Paving article was discussed and Kerry K mentioned the Planning Commission would like to be involved with some possible uses for the Cleveland Meeting House.

8. Town Projects 2025

The Select Board would like the TA to create a document for the next meeting that lists all possible town projects for 2025. The projects should be listed in a bullet point fashion, so the Select

Board can discuss and assign people specific duties for each.

9. Other Business

Scott M spoke about the Gravel Pit Parcel on Hancock Hill and some of the issues involved. Scott mentioned the town voted to have the Select Board pursue a resolution to the issues, specifically the town's liability with use of the property. Dan W and Scott M had a discussion on the legality of what can and can't take place on a piece of land. They both ultimately agreed that the town's liability needs to be the basis for any resolution. Phil M mentioned that the town is not making decisions on what is happening on town land and that how the property is currently being used is not in the spirit of the original agreement. Dan W made the motion to appoint Scott M as the Select Board liaison for the Gravel Pit Parcel on Hancock Hill. Kerry K made the second and the vote was unanimous.

Scott M asked the TA to take to remove the Audit discussion from this meeting's agenda. Scott M would like to get a reset on the responsibilities of both the Select Board and the Treasurer's office as it pertains to the yearly audits. Dave B stated that the information received from Sullivan and Powers was a management letter and the draft audit. The management letter is for the select board and the Treasurer deals with the numbers. Scott M would like to see the Select Board better informed throughout the course of the audit. The Select Board intends to respond to the management letter at the next meeting with recommendations from the Treasurer. Scott also mentioned that there will be a discussion at the next meeting regarding an article dealing with excess funds that was table at Town Meeting.

10. Approval of Minutes

Dan W made the motion to approve the Minutes of 2/24/2025. Kerry K made the second and the vote was unanimous.

11. Warrants

Dan W made the motion to approve the Warrants. Kerry K made the second and the vote was unanimous.

12. Adjourn

The Meeting was adjourned by unanimous consent at 6:16pm

DRAFT