

## Minutes

### Select Board Meeting Town of Coventry Monday March 24, 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](http://www.coventryvt.org).*

#### **Board Members Present**

Kerry Keement  
Dan I Webster  
Scott Morley

#### **Town Officials Present**

Matt Maxwell, Town Administrator  
David Barlow, Treasurer

#### **Public Present**

Chris Roy  
Phil Marquette

#### **1. Order**

Matt called the meeting to order at 5:03 pm. Persons present introduced themselves.

#### **2. Changes or Additions to the Agenda**

None

#### **3. Allow for public comment**

None

#### **4. Implication of Article 11 from Town Meeting**

Article 11 from Town Meeting was tabled by the voters. Scott M spoke with the Town Attorney and determined that Article 11 was a legal article and could have been voted on. The Board and Dave B discussed the next steps and all agreed that the money described in the article should be invested as soon possible. The board will look to schedule a special Town Meeting to address article 11. Kerry K mentioned the truck that the voters approved to purchase at the 2024 Town Meeting. Dave B will speak with the auditors for their opinion on how the truck purchase should be handled. Scott M and Chris R recapped Town Meeting articles and

past excess fund investing.

#### **5. Appointment of Town Treasurer**

The Town received guidance from VLCT and the Vermont Secretary of State recommending that the Treasurer be appointed on a yearly basis. Kerry K made the motion to appoint David Barlow as the Town Treasurer. Dan W made the second and the vote was unanimous.

#### **6. Town Audit – Management Letter**

The Select Board reviewed the Management Letter from Sullivan and Powers that came with the FY2024 draft audit. The Board discussed with Dave B some of the suggestions that were made in the document and what steps the town should take in the future. Scott M was not ready for a decision tonight and would like to have the Town Attorney review the document. The Board decided that a special meeting with the Select Board and Town Attorney will be scheduled to go over the Management Letter and decide on a response and next steps.

#### **7. Town of Coventry – Long Term Investments**

Scott M, Matt M, and Dave B met with two potential investment firms that would handle the town's long-term investing. Dave B explained that both of the firms are active based investing, which differs from our current provider. Dave B stated that, Catamount, has done a good job with the town's money over the last seven years and has a proven strategy for the investment of public funds. The Board compared the costs between Catamount and the two potential firms, with the result being they are all very close. Scott M mentioned that the town needs to have financial planning be a part of the work going forward. The Select Board needs a plan to show the voters that the town is building towards a goal that would keep taxes low once the Landfill is no longer providing revenue for Coventry. The Select Board will narrow their choice down to two firms and then set up a second round of interviews before making their final decision.

#### **8. Emergency Management Director – Upcoming Vacancy**

Current EMD Phil Marquette will be stepping down from the position in the next few months. The Select Board would like postcards mailed to town residents to see if anyone has interest in the position. Phil M spoke with the board about some of the qualifications for the job and what type of experience he would like to see. Phil M and Matt M will work on getting a postcard send out.

#### **9. Paving Contract 2025**

The Select Board received a contract from Hutchins for the

summer 2025 paving projects. Dan W made the motion to accept the contract. Kerry K made the second and the vote was unanimous.

**10. NEK Broadband – Support Letter**

NEK Broadband is applying for a grant and seeking support from the towns they service. Kerry K made the motion to sign the support letter. Dan W made the second and the vote was unanimous.

**11. Liquor License Renewal – Martha’s Diner**

Dan W made the motion to renew the license. Kerry K made the second and the vote was unanimous.

**12. Domestic Animal Ordinance**

The Select Board reviewed the Draft Domestic Animal Ordinance and found no reason to make any changes. The Board thanked Deb T and Renne F for their work. The draft ordinance will now be reviewed by the Town Attorney.

**13. Other Business**

None

**14. Approval of Minutes – 3/10/2025**

Dan W made the motion to approve the minutes while fixing typos in #4 and #8. Kerry K made the second and the vote was unanimous.

**15. Warrants**

The Board discussed town tax sales and making some changes to how and when they take place. Kerry K made the motion to accept the warrants. Dan W made the second and the vote was unanimous.

**16. Adjourn**

The meeting was adjourned by unanimous consent at 6:12pm

DRAFT