

Minutes

Select Board Meeting Town of Coventry Monday May 19, 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

Renee Falconer, ACO
Phil Marquette, EMD
Matt Maxwell, Town Administrator
Dave Barlow, Treasurer
Deb Tanguay, Town Clerk
Israel Sanville, Constable

Public Present

Chris Roy
Kevin Kukucka
Ashley Shinkwin
Richard Hanock
Larry Ruggles, RuggCo

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

Renee F says she is ready to put the Domestic Animal Ordinance into effect next week. Scott M thanked Renee for all the extra work she has done with the loose cows on Airport Road. Renee and the board discussed some potential enforcement options once the Ordinance goes into effect.

4. RuggCo – MERP Projects

Larry Ruggles from RuggCo spoke with the Select Board about MERP projects that his company will help the town complete. Larry and the Select Board discussed a scope of work for the town buildings and what a schedule would look like for the summer. The Board and Larry decided to start with the Community Center, so the town can decide what it wants done with the two garages. Dan W made the motion to enter into a contract with RuggCo for the Town MERP projects. Kerry K made the second and the vote was unanimous.

5. Dry Hydrants Update

Phil M spoke to the board about the town's dry hydrants. Phil would like to have an independent company test all the hydrants for flow rate and compliance. Phil also has some plans to move a couple of the hydrants to better water sources and add some drive-up bridge hydrants. The Select Board will review the information presented by Phil and have a decision for the next meeting.

6. LEMP Update

Administrative updates were made to the town's LEMP. Kerry K made the motion to approve the LEMP with updates. Dan W made the second and the vote was unanimous.

7. Hancock Hill – Gravel Pit Parcel

The Select Board reviewed a draft letter from the Town Attorney to the Ofsuryk family regarding the Hancock Hill parcel owned by the Town of Coventry. The board would like to see a time frame added into to the letter and to give the Ofsuryk's the option of having Matt Maxwell present for any meeting they may wish to have with the Town Attorney. Kerry K made the motion to approve and send the letter with changes noted above. Dan W made the second and the vote was unanimous.

8. Town of Coventry – Purchasing Policy

A section was added to the Town's Purchasing Policy detailing the use and procurement of federal funds. Kerry K made the motion to approve the changes to the Purchasing Policy. Dan W made the second and the vote was unanimous.

9. State of Vermont – Code of Ethics

Vermont is requiring town's that receive federal or state funds to pass a Code of Ethics Ordinance that regulated how those funds are handled. Kerry K made the motion to start the ordinance process for the Code of Ethics. Dan W made the second and the vote was unanimous.

10. Long Term Investments

The Select discussed moving the town's long term investment account from Catamount Investments to Westview Investment Advisors. Dave B and Scott M talked about engaging with Catamount before the decision is made, as some of the services

the town is looking for can also be provided by Catamount. The board discussed the scope of authority for the investment account should they decide to make a change. Dan and Kerry both expressed positive feelings about Westview. Kerry K made the motion to move the town's long-term investments from Catamount to Westview. Dan W made the second and the vote was unanimous.

11. Treasurer Report

David B went over the April 2025 Treasurer's Report. It was a normal month for expenses in both the general and highway funds. The town has received its last Casella revenue check for FY2025. The interest came due on a one-year CD and Dave will need some guidance on how interest is allocated going forward. The investments for April were up and down, but ultimately came out close to even. The board and Dave B discussed interest allocation and it was decided to send it to the General Fund. Dan W made the motion to allocate interest from the cash accounts into the General Fund. Kerry K made the second and the vote was unanimous.

12. Health Officer Reappointment – State of Vermont

Kerry K made the motion to appoint Donald Grondin as the town health officer. Dan W made the second and the vote was unanimous.

13. Other Business

Scott M told the other board members that he has spoken to a potential candidate for a municipal accountant for Coventry. Scott summarized his thoughts on hiring a municipal accountant based on the board's previous executive sessions. He invited the other board members to contact the candidate and conduct their own assessments. Dave B asked the board to inform the financial staff on any changes they plan to make. Ashley Shinkwin and Kevin Kukucka were in attendance to support the Domestic Animal Ordinance.

14. Approval of Minutes

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

15. Warrants

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

16. Adjourn

The meeting was adjourned by unanimous consent at 6:32pm

DRAFT