

Minutes
Select Board Meeting
Town of Coventry
Monday June 16, 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
Dave Barlow, Treasurer
Deb Tanguay, Town Clerk
Israel Sanville, Constable
Dan Rondeau, Cemetery Commission

Public Present

Chris Roy
Jeffery Wilson
Phil Marquette
Sue Bernier
Trevor Cleveland

1. Order

Matt called the meeting to order at 4:58 pm. Persons present introduced themselves.

2. Changes or Additions to the Agenda

OCSD Contract for the ensuing year was added to the agenda.

3. Allow for public comment

Sue Bernier and the Select Board discussed the speeding issue on Pine Hill Road. Sue would like to see some changes to the Town's Speed Ordinance that would allow OCSD to issue more speeding tickets.

4. Coventry Station Road

Tyler Billingsley of East Engineering went over the final stages of the Town's FEMA project on Coventry Station Road. Grays Paving will be there next week for one day of paving and a day of clean up. Goodhue Excavating will then submit one final invoice to the town.

5. Town Wide Reappraisal

The Town received a letter from the State of Vermont stating a town wide reappraisal may need to be completed earlier than originally thought. The Select Board will speak with assessor Matt Krajieski. Kerry K made the motion to designate Matt K to respond to the State's letter. Dan W made the second and the vote was unanimous

6. Crushed Gravel Contract

The Town has two bids for crushed gravel. Kingdom Gravel and Meadowbrook. The bids were close with a \$550 difference in favor of Kingdom. Dan W made the motion to award the contract to Kingdom Gravel. Kerry K made the second and the vote was unanimous.

7. Town Accountant

The Select Board has spoken to the accountant candidate and is ready to set up an interview.

8. Westview Investment – Account Information

The Select Board went through the forms needed to switch the town's Investment Account from Catamount to Westview. The board sated they will sign the forms this evening, but will not submit them to Westview until the town attorney has reviewed them. The first packet was the Investment Policy Statement from Westview. Kerry K made the motion to approve and sign. Dan W made the second and the vote was unanimous. Scott M mentioned that Westview does not charge a fee for cash accounts making it easier to transition all accounts over from Catamount. The next document was the Fee Structure Contract. Kerry K made the motion to sign and approve. Dan W made the second and the vote was unanimous. Dan R and the Select Board discussed how the Cemetery money is currently being invested and whether it should be held separate from the town money.

9. Wage and Salary Sheet

Cost of living adjustments were made to the town's FY2026 Wage and Salary Sheet. Dan W made the motion to approve. Kerry K made the second and the vote was unanimous.

10. Employee Performance Review - Schedule

Employee reviews for full time town employees will be conducted by the Select Board one week from tonight.

11. Emergency Management Director

Following the Town Meeting in March current Emergency Management Director, Phil Marquette, asked the Select Board to find him a replacement. Phil M would stay on until one was found and assist with the transition. Jeffery Wilson was in attendance and spoke with the Select Board about his desire to help out the town as the new EMD. Jeff detailed some of the Emergency Management experience he has had in the past and the

board and Phil M thought he was a good candidate for the position. Dan W made the motion to accept the resignation of Phil Marquette as the town's Emergency Management Director. Kerry K made the second and the vote was unanimous. Dan W made the motion to appoint Jeffery Wilson as Coventry's new Emergency Management Director. Kerry K made the second and the vote was unanimous.

12. Sheriff's Contract

The Select Board discussed the hourly rate and hours of service that will be provided for the new OCSD contract. Dan W made the motion to accept the contract for Law Enforcement Services. Kerry K made the second and the vote was unanimous. Chris Roy mentioned that there is an Emergency Preparedness weekend on Darling Hill Road the last weekend in June.

13. Approval of Minutes- 6/2/2025

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

14. Warrants

The town received an invoice for the Truck purchase that was approved at the 2024 Town Meeting. The Select Board discussed where to take the funds from to pay it. Kerry K made the motion to pay the plow truck invoice from the Capital Equipment Reserve Fund. Dan W made the second and the vote was unanimous.

15. Adjourn

The meeting was adjourned by unanimous consent at 6:10pm

DRAFT