

Minutes

Select Board Meeting Town of Coventry Monday September 8th, 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
Ed Fournier, Town Administrator
Dave Barlow, Treasurer
Deb Tanguay, Town Clerk
Israel Sanville, Constable
Dan Rondeau, Cemetery Commission

Public Present

Chris Roy
Matthew Wilson
Kathleen Ahearn

1. Order

Ed called the meeting to order at 5:00 pm. Persons present introduced themselves.

2. Changes or Additions to the Agenda

Agenda Item number 5 – Grant Reporting Update – Melanie Rodjenski was removed from the agenda.

3. Allow for public comment

Chris R. asked Ed F. for an introduction of who he is and his role at the meeting. Ed F. commented he was the new Town Administrator and that Matt M. was working with Ed F. for a transitional period.

4. EDP Update – Kathleen Ahearn

Kathleen A. gave an update on the EDP Fund. Kathleen discussed the history of the fund and how it is operated and noted it is primarily used for book resources for the school. Kathleen also asked about annual coordination moving forward and how this would be beneficial. Dan W. thanked Kathleen for dedication and creativity regarding the fund. Kerry K. commented on the success and thanked

Kathleen. Scott M. thanked Kathleen and asked how the Select Board could help going forward. Kathleen A. commented about coordination and connection.

5. Grant Reporting Update – Melanie Rodjenski

This item was removed from the agenda and will be discussed at the next Select Board meeting.

6. Town Communication – GOGov Proposal

Ed F. commented that this is an emergency alert proposal for the Town. Matt M. commented that this proposal was there for the Select Board to decide if they wanted to go through with it and how it fit in the budget. Kerry K. asked about the different options of how this works. Deb T. commented the proposal focuses on better communication for the town and that there are various options that the town could use such as town wide or village wide and that it would be great for the residents of the town to sign up for. Dan W. commented that this would be beneficial to the town.

7. Public Meeting for Ice Jam Study

Ed F. commented that he attended a meeting about the Ice Jam Study and that NVDA and Dubois & King would like to hold a public meeting to inform the Town about options and information on Ice Jam situations. Matt M. commented that the meeting was to discuss options and offer the Town a chance for feedback. Dan W. asked if this was about a grant. Matt M. commented it was about a grant. Scott M. commented the date should be up to NVDA and Dubois & King. Kerry K. asked if it would be held in the Community Center. Matt M. commented that it would be. Dan W. made a motion to invite and accept the Ice Jam Study meeting and the use the Community Center. Kerry K. made the second and the vote was unanimous.

8. Check Signing Authority

Dave B. discussed check signing authority and removing Matt M. and adding new signor. Kerry K. made a motion to remove Matt M. and add Dave B. Dan W. made the second and the vote was unanimous.

9. VLCT Town Fair – Coventry Voting Representative

The Town Fair needs a voting representative from Coventry. Dan W. made a motion to authorize Kerry K. as Voting Representative. Scott M. made the second and the vote was unanimous.

10. Cemetery Fund

Dave Barlow presented information about the Cemetery Fund and Westview changes of brokerage accounts. Dan Rondeau commented that this was discussed in the last meeting of the Cemetery Commission and voted to ask the Select Board for Westview changes and that the treasurer would be the authorized person on the account. Scott M. commented that this has been

discussed and that it is what everyone has been looking for with more involvement and better understanding. Dave B. explained the history of the Cemetery Fund and other details. Dan W. made the motion to have Westview Investment Advisors set up a new Fidelity brokerage account, without discretion, for the sole purpose of holding the Cemetery Fund; and to transfer the single mutual fund that comprises the Cemetery Fund, VGWAX, into this brokerage account. Kerry K. made the second and the vote was unanimous.

11. Investment Discretion

Dave B. commented that Investment Discretion is to remove discretion from EDP Fund at Westview and also the Cash Management Account. Scott M. asked about the EDP Fund. Dave B. explained that it is a singular mutual fund. Kathleen A. commented she was good with the proposed motion. Kerry K. made the motion to remove Westview Investment Advisors' "discretion" from the EDP Fund brokerage account and the Cash Management brokerage account. Dan W. made the second and the vote was unanimous.

12. Cash Management Account

Dave B. explained that the Cash Management Account is an account used for a higher rate of return and involved occasional movement of money and that this proposed motion would set up a quicker turnaround time. Scott M. asked for some background on this. Dave B. commented on background of this account. Scott M. commented that this is a good idea. Dave B. asked if this would be done by position. The Select Board discussed how this would be done. Dan W. made the motion to authorize the Selectboard Chair to approve or disapprove Cash Management brokerage account movement of funds as may be recommended in writing or email by the Town Treasurer, with a warrant to follow at the next Selectboard meeting. Kerry K made the second and the vote was unanimous. The Select Board thanked Dave B. for the work on the financial items.

13. Liquor License Renewals / Catering Permits

Deb T. explained the three license renewals and permit. Scott M. asked for some information on the rules. Deb T. explained regulation and qualification information. Dan W made the motion to approve license renewal. Kerry K made the second and the vote was unanimous. Dan W made the motion to approve license renewal. Kerry K made the second and the vote was unanimous. Dan W made the motion to approve license renewal. Kerry K made the second and the vote was unanimous. Dan W made the motion to approve catering permit. Kerry K made the second and the vote was unanimous.

14. Other Business

Deb T. commented that on days she would be out of the office the following week and the end of month which is a trip to Washington D.C. Scott M. asked if any support was need from the Select Board. Deb T. commented that everything was in place to go.

15. Approval of Minutes – 08/18/2025, 08/21/2025

Dan W. made the motion to approve minutes of 08/18/25. Kerry K. made the second and the vote was unanimous Dan W. made the motion to approve minutes of 08/21/25. Kerry K. made the second and the vote was unanimous.

16. Warrants

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

17. Adjourn

The meeting was adjourned by unanimous consent at 6:11 p.m.