

Minutes
Select Board Meeting
Town of Coventry
Monday October 06,2025

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
Scott Morley
Dan Webster

Town Officials Present

Ed Fournier, Town Administrator
Matt Maxwell, Town Administrator
Dave Barlow, Treasurer

Public Present

Jim Cobb
Matthew Wilson
Chris Roy
Richard Hancock
Robert Schneider
Kathleen Ahearn
Dan Rondeau

1. Order

Ed Fournier 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

Robert Schneider made a comment in regards to delinquent tax collection. He has tried multiple times and several different ways to get in touch with the delinquent tax collector and has been unable to. He wanted to make this statement. Robert thinks that everything has been paid, but he needs confirmation and communication. Scott Morley let Robert know that the Town would help.

4. Town Garage Update – Jim Cobb

Jim Cobb gave an update on the progress of the proposal for a new town garage. Jim presented updated plans of garage size and location and pointed out that bore samples would be done on October 20th. He continued with a summary of a visit to the new garage in the Town of Barton and how the proposed cost of the Coventry garage may be increased due to new information. Jim stated that like the Town of Barton, the proposed new garage in Coventry could be used as an Emergency Management Location and would be recognized by the State as such while also noting this may lead to grants for the project. He summed up the update with details on building style and the proposed changes. Chris Roy asked about Jim's role and price details. Jim explained his role as a consultant and gave details on the cost. The Select Board thanked Jim for his work and time.

5. Treasurer Report – David Barlow

David Barlow gave a Treasurer Report update. He talked about some movement of funds for a better rate of return and talked about August expenses. He continued with a General Fund update and cash movement. He will be continuing talks with the town accountant about the highway fund and will have more to come on this. He gave a summary of the report. Scott Morley asked for a Finance Committee update. Kerry Kement explained when the Committee would meet again. David concluded with an update on connecting with Westview Investments and will have more information to come. The Select Board thanked David.

6. Town Credit Cards

Ed Fournier asked how the Board would like to move forward with credit card issuance. David Barlow explained that the credit card company had some changes to their procedure and each card would have independent names and numbers as well as the key point that sharing cards is an issue and is against card policy. David also asked the Board who is going to get cards and what are the limits? Kerry Keement explained that the Road Crew used to charge gas at Royer's and now they have to go to Newport for a charge account. This has resulted in the Road Crew needing a card each time they get gas at Royer's. Scott Morley talked about getting a fuel storage tank. Dan Rondeau commented on the regulations related to a fuel tank. The Board asked Ed to look into fuel tanks for the town. David explained that the Town Administrator and either the Treasurer or Clerk should have a card. Dan Webster stated that it would be good for the Road Foreman to have one. Matt Maxwell gave information on places the Road Crew can charge purchases. Kerry stated it would be good to have two cards issued now for the Administrator and the Treasurer or Clerk. David gave information on card limits. Dan R. added more information on tank regulations. Chris Roy asked about tank location. The Board explained we would get additional information on tanks.

7. Memorandum – Edmond Douglas Price Fund

Ed F. provided a document about the Edmond Douglas Price Fund. Scott M. explained the current process surrounding this is working and it would be good to update the Memorandum and also continue to evolve the efficiency of the process. Kathleen Ahearn would like to update the Memorandum and will take this to the School Board. The Select Board and Kathleen would like Ed and Kathleen to meet and update the Memorandum. Kathleen gave additional current and background information regarding expenditure limits and the original document. Kathleen was thanked for her work on this.

8. Employment Agreement for Matt Maxwell

Ed F. gave the Board an agreement document for Matt Maxwell to stay on as an assistant Administrator moving forward. Scott M. explained that Matt has agreed to stay on for additional training and help. The Board thanked Matt for his service. Ed thanked Matt Maxwell for his help. Dan Webster made a motion to accept the Employment agreement between Matt and the Town of Coventry. Kerry Keement made the second and vote was unanimous.

9. Hancock Hill Gravel Pit

Scott Morley explained he wanted to bring this to discussion and work on getting an update. Dan Webster explained he talked to Brian and is awaiting additional information. Scott M. asked Dan W. to touch base with Brian again. Scott M. and Kerry K. thanked Dan.

10. Town Ton Truck

Dan W. reported that the Road Crew is interested in a new Ton truck and explained the reasons that they feel a new one would be beneficial. Scott M. thought that more conversation would be beneficial with an overall discussion of Town equipment. Chris Roy asked for information on the current truck inventory. The Board gave information about the current inventory.

11. Road Salt

Ed F. commented that he has a quote coming for road salt and how the Board would like to approach the salt purchase for the winter. The Board discussed the amount and the issue of having excess salt while making sure the Town does not run out also. They also discussed price and the amount used the prior year. Scott M. would like Ed and Nathan to meet and discuss the salt situation.

12. Other Business

Ed F. provided a flyer for the October 21st Ice Jam Study meeting and gave a reminder of the date and time. Kerry K. asked if a mailer was sent out. Ed noted that a mailer was going out. Chris Roy asked about the meeting. Kerry K. gave him the information. Dan W. discussed how good the Coventry Fall Festival went and a thank you to the organizers involved.

13. Approval of Minutes – 09/22/2025

Scott M. stated Ed did a good job with the minutes. Kerry K. made the motion to approve the minutes. Scott M. made the second and the vote was unanimous.

14. Warrants

Dan W. made the motion to accept the warrants. Kerry K. made the second and vote was unanimous.

15. Adjourn

The Meeting was adjourned by unanimous consent at 6:09 p.m.