

## Minutes

### Select Board Meeting Town of Coventry Monday October 20, 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  
Scott Morley  
Dan Webster

#### **Town Officials Present**

Ed Fournier, Town Administrator  
David Barlow, Treasurer  
Deb Tanguay, Town Clerk

#### **Public Present**

Chris Roy  
Dan Rondeau  
Isreal Sanville  
Melanie Rodjenski  
Matt Krejeski

#### **1. Order**

Ed Fournier called the meeting to order at 5:05 pm. Persons present introduced themselves.

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

Matt Krajieski was not yet present. Assessor Update/Errors and Admissions Request was tabled offering Matt K. the chance to still present. Financial Update/Fund Balance Classification Policy - Melanie Rodjenski became agenda item 4. Matt K. joined and Assessor Update/Errors and Admissions Request became agenda item number 5.

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

None.

#### **4. Financial Update/Fund Balance Classification Policy - Melanie Rodjenski**

Melanie Rodjesnki gave a financial update including a budget status report with documents to support her initial presentation so the Board could give feedback on what they would like to see in terms of information and level of detail. Melanie R. continued explaining the reports include NEMRC reports and discussed fund balance classification with focus on landfill fees and the highway fund noting the importance of accounting consistency and viewing reports. Scott Morley discussed the approach and ways the fees and highway fund have been processed thus far. David Barlow discussed the highway fund and fiscal year accounting. Melanie continued discussing options

for the Town in regards to the highway fund and noted the importance of consistency. David B. gave some information on the history of the highway fund. Scott M. thought it would be good to discuss the highway fund further. Melanie explained that the Town could discuss and decide the best method moving forward. The Board discussed looking deeper into the reports and revisiting this with feedback for Melanie. Dan Webster asked for more information regarding adding money to the highway fund. Melanie explained allocation and budgeting regarding this. Melanie continued presenting information about fund balance classification and explained each fund listed in her report. The discussion continued with focus on the importance of voter involvement and voter decision. Scott M. noted discussing fund balance further and that it would be good to have things in order to proceed. Melanie summarized and noted it would be good to discuss these financial decisions for progression and consistency.

#### **5. Assessor Update/Errors and Admissions Request – Matt Kresjeski**

Matt Krejeski presented information about an Errors and Admissions Document. He explained that the Washington Electric Coop parcel is inactive and that it did not make a lot of sense for this to be inactive. Once he brought this to the attention of the State, they reversed and said this parcel should not have been inactivated to begin with. Matt K. asked the board to approve the reactivation of this parcel and then the revised tax bill could be issued. Matt gave information about how the State changed some procedures in terms of parcel activity. Kerry Keement made a motion to approve the Coventry Assessor's Office Errors and Admissions Request regarding the Washington Electric Coop Parcel to be reactivated. Dan Webster made the second and the vote was unanimous. Matt and the Board discussed a reappraisal update at a future meeting.

#### **6. Westview Investment Advisors – Communication and Standards Document**

Ed Fournier presented the Board with a document from Westview Investment Advisors. David Barlow gave background information on the document and explained that this document aligns with State Statute compliance and who does what with investments. David B. explained that he worked with Westview on this document. Dan Webster made a motion to accept Westview Investment Advisors Communication and Order Executive Standards. Kerry Keement made the second and the vote was unanimous.

#### **7. Personnel Policy Revision**

Ed Fournier explained there was a revision and typo correction to an updated Personnel Policy. Kerry Keement explained the overtime corrected language and the Federal and State policy. Dan Webster made the motion to accept the new Personnel Policy for the Town. Kerry K. made the second and the vote was unanimous.

## **8. Hayes Ford Invoice**

Scott Morley explained Nathan Standish (Road Foreman) asked about this invoice work being done. Ed Fournier noted that Nathan stated the parts were hard to come by and that this needed to get done for truck usage. Scott M. stated this needed to be in meeting due to the amount. David Barlow asked if this was in relation to a recall notice received and Ed F. said he would look into this. Kerry Keement made a motion to accept the quote to fix the truck. Dan Webster made the second and the vote was unanimous. Chris Roy asked about the truck being fixed. Scott M. gave Chris the information about the truck and that it was in the process of being fixed.

## **9. Road Salt – Update and Contract**

Ed Fournier gave an update on and presented the Board with a contract for road salt. Kerry Keement made a motion to approve the Cargill road salt contract. Dan Webster made the second and vote was unanimous.

## **10. Town Garage Fuel Tank Information**

Ed Fournier gave the board information regarding a fuel tank for the Town Garage. He noted the requirements for the tank and the process of connecting the electricity. Also, he noted that the fuel company would retain ownership of the tank and the Town would need to purchase fuel from them. Dan Rondeau gave information about regulations and electrical options regarding the tank. Scott Morley discussed using cans or a hand crank for the pump as opposed to electrical wiring of the pump. The Board asked Ed. F. to gather additional information.

## **11. Disposal Capacity Meeting/Host Community Agreement**

Ed Fournier explained that a State Representative has been inquiring about having a Town Official from Coventry attend a meeting and that they are interested in obtaining a copy of the Host Community Agreement from the Town if someone did not come. David Barlow gave additional information regarding the organizers looking for presented information from Coventry and the capacity conversation that would be discussed at the meeting. Scott Morley thought it would be good to have a Coventry representative there and said he would participate. Scott M. commented on Coventry's experience having a landfill located there and what could be discussed at the meeting.

## **12. Other Business**

Ed Fournier presented the Board with information about State and Federal property buyouts in flood zones. He was informed that once a Town owns the buyout property, they have ownership of everything and could take out items that could benefit the Town. He also passed along a message that someone was interested in buying counter tops in one of the properties. Scott Morley thought it would be good to get input from Jim Cobb. Kerry Keement commented that it is uncertain whether the Town could sell anything and that we could

research this. She also mentioned she visited the property and noted some of the stuff that may be of value to the Town. Scott M. said he would be in contact with Jim Cobb regarding this. Dan Webster reported on talking to the Attorney in regards to Hancock Hill. He reported that the Attorneys are in contact and working on this.

**13. Approval of Minutes – 10/20/2025**

Dan Webster made the motion to approve the minutes. Kerry Keement made the second and the vote was unanimous. Scott Morley reminded everyone that the Ice Jam Study was on 10/21/2025.

**14. Warrants**

Kerry Keement made a motion to pay for the paving out of the roads and infrastructure fund and the balance out of the highway fund. Dan Webster made the second and the vote was unanimous. 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 6:51 p.m.