

Minutes

Select Board Meeting Town of Coventry Monday December 01, 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

Town Officials Present

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

Public Present

Chris Roy
Matthew Wilson
Norm Patenaude
Norm Patenaude
Carleen Leonhardt
Kelly Gleason
Melanie Rodjenski
Kathy Bowman
Chuck Bowman
Renee Desrochers

1. Order

Ed Fournier called the meeting to order at 5:01 pm. Persons present introduced themselves.

2. Changes or Additions to the Agenda

None.

3. Allow for public comment

None.

4. 2025 Solid Waste Implementation Plan Public Meeting

Kelly Gleason from Casella explained the change in the Plan document of naming new Town Administrator Ed Fournier in place of former Administrator Matt Maxwell. Kelly continued with an overview of the plan and explained that the plan needs to be updated every five years required by the State Materials Management Plan. Kelly added that per the Host Town Agreement, Casella has helped the town with this for years and that the big difference in the updated plan is that there is now a requirement for a disaster debris plan which would need to be addressed. Kelly commented that the other big change is the shift of requiring twenty businesses to fifteen businesses and five municipal and solid waste contacts. Kelly summarized by

explaining those things discussed covered the big differences along with information of how the Town and Casella work together to meet requirements through outreach and connection. Kerry Keement commented on the Coventry Recycles website and Kelly explained how they created a separate website for updating efficiency. The Board thanked Kelly for the help. Ed Fournier noted how good the process has been working with Kelly and Casella. Kerry Keement made a motion to accept the Town of Coventry 2025 Solid Waste Implementation Plan as presented authorizing Ed F. to sign. Scott Morley made the second and the vote was unanimous.

5. 89 Main St. – Demolition Proposals

Ed F. gave information regarding the Vermont Emergency Management funding of the 89 Main St. building demolition and presented the Board with several bids from contractors. Current property owner Carleen Leonhardt discussed the process and progression of the project with the Select Board and noted the closing on 12/4/2025. Ed F. thanked Carleen L. for her help with the process. Ed F. updated the Board with the closing process and that the Town was responsible for demolition and asbestos removal. Kerry K. opened and read the bid amounts. Ed F. explained that the building has asbestos and that it will be removed before the demolition. Ed F. explained to the Board that there is a budget to follow with items that need to be complete. Ed F. also explained that he gave the contractors information directly from the State about requirements. Bidding contractors Kathy and Chuck Bowman commented that they felt they should have had more information regarding the demolition requirements. Carleen L. commented that the bid amount differences may be due to proximity and location information. Scott M. commented that each contractor received the same request and that he did not see a reason not to accept the bids. Kerry K. agreed. Scott M. commented that coordination with everyone will help to move this forward in a timely manner. Kerry K. made a motion to accept the bid for demolition and removal of the property located at 89 Main St. from Desrochers Bulk Service. Scott M. made the second and the vote was unanimous.

6. Paving 2026

Ed F. presented the Board with sealed bids for 2026 paving. Kerry K. opened and read the bids. Norm Patenaude from Pike Industries explained how the measurement process was conducted and how this along with other items may lead to differences in bid amounts. Norm commented that he feels there should be a document for contractor uniformity. Kerry K. asked if the voters decided to pave a lesser amount, then would this change the price. Norm P. from Pike explained this would depend on how much that lesser amount is. Norm Patenaude from All States Construction explained that the quoted prices they provided are locked in for the contract. The Board explained that both contractors do an excellent job and the decision comes down to getting the best rate for the tax payers. Kerry K. made a motion to approve All States Construction paving bid pending approval at Town Meeting. Scott M. made the second and the vote was unanimous.

7. Treasurer Report – David Barlow

David Barlow gave a Treasurers Report. He started with an update on October and explained that this is half way through tax season and that education tax shows up on hand but is not reflected in the fund balance. David B. commented that there was movement amongst the two cash accounts reflected in the transfers and that it was a normal month in terms of expenditures. He explained that he made some transfers in coordination with Town Accountant Melanie Rodjenski. Scott M. asked about the reappraisal fund. David B. said the balance was probably a little high, but that the State will be conducted some higher cost reappraisals. Scott M. asked David B. to prepare a request for Town Meeting in regards to movement. Melanie Rodjenski commented on fund balance and how a policy in place is important for budgeting.

8. Fund Balance Policy Follow Up – Melanie Rodjenski

Melanie Rodjenski discussed the Fund Balance Policy and the changes made for efficiency and balance order. Melanie R. explained that the policy helps to address purpose and definition classifications as well as order. Melanie R. explained that the policy is used for purpose and having a statement for the funds. Scott M. commented that it would be good to redefine certain things at Town Meeting. Melanie R. explained that the fund policy is important for giving the right information to help voters decide. Melanie R. commented that she would be available to help the Finance Committee during a meeting. Scott M. commented on the importance of giving the right information to voters and asked Melanie R. if her and David B. could craft an article in regards to long term investment. Melanie R. gave information about how the auditors view the balances and continued explaining order of fund use. Scott M. thanked Melanie R. and David B. for their efforts.

9. Purchasing Policy

Ed F. explained that Melanie R. helped to update the Town Purchasing Policy and to make sure the policy addressed the right things such as federal funds and proper process. Melanie R. explained the changes and importance of having the right policy. Kerry K. made a motion to accept the Purchasing Policy as presented. Scott M. made the second and the vote was unanimous.

10. GOGov Update

Kerry K. gave an update on the GOGov progress. She explained that her and Ed F. have been through some training and that they will be meeting with a marketing representative to continue to work to get GOGov started. Kerry K. explained that the Town would get a QR code to scan to get started.

11. Other Business

Ed F. explained the background information to a road sign discussion about Alderbrook Rd. regarding some resident concern for

pedestrians on the road and their safety. Rene Desrochers commented that safety is a concern on the road. Deb Tanguay gave information regarding what other Towns have done which included signs and proximity. Scott M. and Kerry K. said that it would not hurt to add a sign to help and asked Ed F. to discuss this with the Road Foreman.

Kerry K. explained that a resident would like to use the Community Center parking lot during the night due to a lack of parking at their residence. Scott M. commented that others have been told they can't use the parking lot and that he thought anyone using the parking lot for an extended period of time is not a good idea because it is for the Community Center. Scott M. commented that this could be brought up again if Kerry K. and absent Select Board Member Dan Webster wanted to bring it to the table again.

Ed F. gave an update on a meeting he had with the Delinquent Tax Collector and Town Treasurer. He explained that some computer access issues were resolved and some process changes were made to help everyone. Ed F. explained that the meeting was positive and overall progression has been made.

Ed F. announced that a County Meeting warning had been sent to the Town for those who wanted to attend.

Ed F. presented the Board with a permit renewal document from Watershed Consulting. He explained that additional work for pollution prevention per State requirements needs to be done including quarterly monitoring and an updated prevention plan document. He explained Watershed has been performing this work for the Town for a number of years and the increase in cost was due to State requirements. The Board thought it would be good to continue with the services of this company.

Ed F. asked about the dates for the next Select Board meeting. Deb T. explained how the warrants would come and when depending on the meeting date. The Board decided to stick with December 15th for a meeting date.

12. Approval of Minutes – 11/17/2025

Minutes approval was tabled until the next meeting due to the absence of a Select Board member.

13. Warrants

Deb T. gave information regarding the warrants. Kerry K. made the motion to accept the warrants. Scott M. made the second and the vote was unanimous.

14. Adjourn

The meeting was adjourned by unanimous consent at 7:14 p.m.