

Minutes
Select Board Meeting
Town of Coventry
Monday March 23, 2026

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 Webster
Matt Maxwell

Town Officials Present

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

Public Present

Israel Sanville, Constable and Town Resident
Jeffery Wilson, Emergency Management Director
Jim Cobb, Town Resident
Matt Krajeski, Assessor
Melanie Rodjenski, Town Accountant
Larry Ruggles, Ruggco, Inc.
Chad Dunbar, Ruggco, Inc.
Carter Finegan, NVDA

1. Order

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

2. Changes or Additions to the Agenda

Agenda Item Delinquent Tax Collector transition was removed from the list.

3. Allow for public comment

None.

4. MERP Grant – Updates

Larry Ruggles and Chad Dunbar from Ruggco provided planning updates for the MERP grant. Larry noted that they have been consulting with Dubois & King for project work assessment on the Town garage and the Community Center. Larry also added that it will be important to get the priorities and focus from the Town on where to utilize the funds. Chad Dunbar discussed the planning and focus of work at the Community Center. Larry and Chad presented the Board with ventilation and heating/cooling options for the Community Center. Deb Tanguay discussed the original plan of the Town converting to propane for the Community Center. The Select Board

decided propane was best to move forward with for the MERP project. Jim Cobb discussed the Town garage and if there were plans for work there. Larry noted discussing about work to the ceiling and how overall MERP funding would line up with the work. The Select Board thought the planning presented was good and would like the planning to continue for MERP grant progress work. Matt Maxwell noted it would be good to get costs for the Community Center and then discuss what could be done for the Town garage. Kerry Keement and Dan Webster agreed this would be the best process. Carter Finegan added information about the MERP grant and scope of work with details about priorities and finances. The Board thanked Larry, Chad, and Carter for their time.

5. Treasurer's Report

David Barlow presented a Treasurer's report. David discussed cash movement and rate of return. David continued with discussion about the General Fund and Highway Fund. In addition, he discussed the March voted money movement. Finally, he commented that it was a fairly quiet month for investing. The Board thanked David for his report.

6. Budget Status Update

Melanie presented a Budget Status Update. Melanie noted specific items in the General Fund in relation to the overall budget and time of year. She noted that the General Fund looked good overall and noted expected grant reimbursement. Melanie discussed the Highway Fund and noted the line to highlight costs that may have been unexpected like gravel crushing and how they are affect the overall budget. Melanie also noted the cost of the new truck and the planning for the new Town garage as having an effect. David discussed the overall budget and brought up the concern of going over. Melanie explained that historically, Statute has been forgiving in regards to the Highway Fund because the Select Board has a duty to maintain highways. Melanie also explained the importance of grants and the way these fit into the budget. The Board thanked Melanie for her update.

7. Emergency Management Director – Coordinator Stipend/Updates

Ed Fournier explained that the Town has an EMD, but technically everything the Road Foreman does for the EMD falls under the Emergency Management Coordinator and that the Town could appoint someone and give them a stipend. Jeffery Wilson explained that Road Foreman Nathan Standish is already doing the contact duties of the EMC. David said he would discuss the stipend with Jeffery. Matt M. made the motion to appoint Nathan Standish as the town Emergency Management Coordinator. Dan made the second and the vote was unanimous. Jeffery gave updates to the Board about grant work and emergency supplies. The Board thanked Jeffery for his Emergency Management Director work.

8. Commercial Appraisal and Litigation Assistance Program (CALAP)

Ed presented the Board with two CALAP documents. Kerry noted that these documents were in regards to reappraisal for the landfill and WEC power plant. David stated it would be good to motion for Kerry to sign this. Matt M. made a motion for Kerry to sign the documents. Dan made the second and the vote was unanimous. David explained that if the documents are approved, then this would save the Town a quarter of million dollars. The Board thanked David.

9. Fire District Letters Request

Ed presented the Board with requested Fire District Letters for two Town owned properties and Fire District rates. Matt M. made a motion that the Select Board sign the letters. Dan made the second and the vote was unanimous.

10. Town Administrator Employee Review - *proposed executive session

Dan made the motion to enter executive session for a personnel discussion. Matt M. made the second and the vote was unanimous. The Select Board and Ed entered executive session at 6:12 p.m. Matt M. made the motion to exit executive session at 6:18 p.m. Dan made the second and the vote was unanimous. Matt M. explained that Ed's sixth month probationary period was discussed. Matt M. made the motion to remove the probationary status for Ed Fournier and give him a one dollar per hour raise. Dan made the second and the vote was unanimous. The Board thanked Ed. Ed thanked the Board.

11. Other Business

Deb requested that the credit card policy is put on the next meeting agenda.

Deb discussed having the keys and locks updated for the Community Center building.

Deb stated that Matt M. and others elected officials need to complete the Municipal Ethics training.

David explained that the Town needs an alternate signor for checks. Matt M. nominated Dan to be the alternate check signor. Kerry made the second and the vote was unanimous.

Ed discussed the status of the uniforms for the Road Crew. The Board would like to discuss this in more depth.

Ed noted that he would be going to a meeting to represent Coventry hosted by the Newport Daily Express for planning for America at 250.

12. Approval of Minutes – 03/09/2026

Matt M. made the motion to approve the minutes of 03/09/2026. Dan made the second and the vote was unanimous.

13. Warrants

Deb explained the timing and procedure with the warrants. Dan made the motion to approve the warrants. Matt M. made the second and the vote was unanimous.

14. Adjourn

The meeting was adjourned by unanimous consent at 6:20 p.m.