

Minutes
Select Board Meeting
Town of Coventry
Monday August 1, 2022

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

Scott Briere, Chair
David Gallup

Town Officials Present

David Barlow, Treasurer
Kerry Keement, Justice of the Peace
Praneet Menon, Planning Commission and School Director
Matt Maxwell, Town Administrator
Kate Fletcher, Delinquent tax collector

Residents Present

None

Non-Residents Present

None

Contractors Present

None

Press Present

None

1. Order

Matt called the meeting to order at 6:01 pm. Persons present introduced themselves.

2. Changes or Additions to the Agenda

Agenda item numbers 8 and 11 were tabled and will be discussed at a future meeting

3. Allow for public comment

None.

4. Kate Fletcher – Bahena property on Petit RD

Kate Fletcher gave background information to the select board on the Bahena property. It consists on a trailer that is uninhabited and the owner has not lived in Vermont for several years. Kate's

recommendation was to have the town petition the board of abatement to abate the delinquent taxes. Kate explained that this is the cheapest and cleanest method of handling this issue. Dave G made the motion to petition the board of abatement for the Bahena property. Scott made the second and the vote was unanimous. Kate stated the town tax sale would take place on September 27, 2022.

5. Renee Falconer - unclaimed dogs on Hancock Hill

Deb Tanguay explained that Renee Falconer, the town animal control officer, picked up two dogs on Hancock Hill and there was not any room at area shelters to board the dogs. Renee has been keeping the dogs at her house until space becomes available at a cost of \$13/day per dog. Dave Gallup asked if the dogs could be humanely euthanized eliciting gasps of horror from the audience. Scott made the motion to reimburse Renee for boarding the dogs. Dave G made the second and the vote was unanimous.

6. 150 Main Street and Cleveland Meeting House update

Matt updated the board on both town projects. Ron Wright of Wright's auction house walked through 150 Main and did not see any items of interest for his business. Ron was going to contact a secondary auction house and have them take a look at the furniture inside the house. The board directed the town administrator to contact NETO and see if they would like to buy the furnace at 150 main street. The Cleveland meeting house is currently being painted and roofers have been contacted to come back and finish repairing the roof. Dave B will use historic preservation grant money for some of the costs on the meeting house.

7. Orleans County Sheriff's contract

The board discussed the sheriff's contract for the year which went into effect on July 1, 2022. The rate was \$55.12/ hour and not to exceed \$13,000 for the year. There was a brief discussion on the number of patrol hours the town is receiving each month. Dave G made the motion to accept the Sheriff's contract. Scott made the second and the vote was unanimous.

8. Authorize ARPA fund committee

Tabled

9. Authorize Town Administrator for use of town credit card

Scott made the motion to authorize the town administrator to use of the credit card. Dave G made the second and the vote was unanimous.

10. Authorize Matt to replace Praneet at the Vermont Leadership Conference

Scott made the motion for Matt to replace Praneet as the town representative at the Vermont Leadership Conference on August 10. Praneet has a Planning Commission meeting that day and could not attend. Dave G made the second and the vote was unanimous.

11. Budget Review FY2022

Tabled

12. FY 2021 Audit

Town Treasurer David Barlow gave an overview on the schedule of findings for the FY 2021 audit. David B explained that the two main issues with the audit were the balance sheet reconciliation and the controls over disbursements. David B said that upon taking over the accounting in 2017 the town was not allowed to start at 0, but instead had to build on the wreckage of the previous treasurers. Therefore, the town's balance sheet and bank accounts reconcile at a negative number even though since 2017 all monies are accounted for. The second piece of the audit was control over disbursements. Dave B explained that currently the town treasurer can disburse funds, reconcile the bank accounts, and has access to the town accounting system. It was the recommendation of the audit that controls be put in place to segregate some of these duties. Dave B will contact the state on how to best facilitate this move.

13. Approval of minutes 7-18-2022

Scott made the motion to accept the minutes as written. Dave G made the second and the vote was unanimous.

14. Other Business

The select board authorized a press release publicizing the hiring of the new town administrator. Scott made the motion and Dave G the second. The vote was unanimous.

15. Warrants

Scott made the motion to accept the ADA contract for traffic control at the Fall Festival. Dave G made the second and the vote was unanimous. Scott made the motion to approve "For the Love of Food Catering LLC" to sell alcohol at the Fall Festival. Dave G made the second and the vote was unanimous. Scott made the motion to accept the AP warrants. Dave G made the second and the vote was unanimous. The board directed the town administrator to inquire into whether

the town could get a reduction on the 25% return fee for the grader blades.

16. Adjourn

Scott made the motion to adjourn. Dave G made the second and the vote was unanimous. Meeting adjourned at 6:48 pm.

DRAFT