

**MINUTES**  
**SELECT BOARD MEETING**  
**TOWN OF COVENTRY**

**Monday July 10<sup>th</sup>, 2017 at 5:00 p.m.**

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**Board Members Present:**

Michael Marcotte/Chairman; Bradley Maxwell; Scott Morley

**Town Officials Present:**

Amanda Carlson/Town Administrator

David Barlow/Town Clerk & Treasurer

Skip Gosselin/Planning Commission; Moe Jacobs/Planning Commission

Kate Fletcher/Delinquent Tax Collector

Gary Petit/Lister

**Guests:**

Adam Messier; Martha Sylvester; Deb Tanguay; Joshua Griffes; Carol Simmons; Dan Introcaso

**Press:**

Chris Roy/Newport Daily Express; Robin Smith/Orleans County Record

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**1. Mike Marcotte called the meeting to order at 5:00 p.m.**

**2. Allow for public comment**

- On behalf of the Select Board, Mike Marcotte stated his appreciation to the committee that organized Coventry Day that was held on Saturday July 8<sup>th</sup>, 2017. The day was a success and the Board was very grateful for all the hard work done by the Committee and helpers who made it happen; *Martha Sylvester, Kate Fletcher, Melissa Gallup, Adam Messier, Carol Simmons, Sheila Morley, Anita Gariepy and Amanda Carlson.*

**3. Appointment of Town Clerk and Treasurer**

*\*\*Anticipated executive session for Board discussion, pursuant to 1 V.S.A. Section 313.*

- Brad Maxwell made the motion to enter into executive session in accordance with 1 V.S.A 313 to discuss the candidates who applied for the positions of Town Clerk and Treasurer and possible appointments. Seconded by Scott Morley.

- The Board entered into executive session at 5:04 p.m. with the inclusion of the Town Administrator, Amanda Carlson.
- The Board exited executive session at 6:20 p.m.
- Mike Marcotte stated his appreciation to all of the qualified candidates who applied for the positions of Town Clerk and Town Treasurer. The long deliberations proved that the Board was making serious considerations and that it was a tough decision.
- Scott Morley made the motion to offer the appointment of Town Treasurer to Adam Messier. Seconded by Brad Maxwell and unanimously agreed by the Board.
- Brad Maxwell made the motion to offer the appointment of Town Clerk to Deb Tanguay. Seconded by Scott Morley and unanimously agreed by the Board.
- Adam Messier and Deb Tanguay were in attendance and extended their acceptance of the appointments.
- The Board granted Scott Morley unanimous authority to meet with Deb Tanguay and Adam Messier during the week to discuss the details of the positions. Time lines and training with the current Clerk and Treasurer will be considered.
- The Board will discuss the official appointments at the next meeting.

#### **4. Korean War Memorial**

- The Board was notified that a resident's name was missing from the Korean War Memorial in the Coventry Town Common. Elwin Dean had not been included.
- The Board instructed the Town Administrator to contact Heritage Memorials for information on how to get this corrected.

#### **5. Route 5 Road Closure**

- Mike Marcotte stated that he had spoken to the freight scheduler for Waste USA, Steve Dalpe.
- After some discussion, Waste USA is now aware of the most direct routes for their trucks during the Route 5 Road Closure.

#### **6. Delinquent Tax Collectors Report and Income Report review**

- The Board reviewed the report for week ending June 30,2017 and the monthly report for June, provided by the Delinquent Tax Collector, Kate Fletcher.
- The Board discussed the delinquent tax penalty and monies received for redemption of property from tax sale. The Board agreed unanimously that all penalties collected are due to the Delinquent Tax Collector as per the agreement made upon hiring.
- Scott Morley made the motion to accept the report for the week ending June 30, 2017 for a total collected of \$408.49. Seconded by Brad Maxwell.
- Scott Morley made the motion to accept the report of the Delinquent Tax Collector for the month of June totaling \$11,723.05. Seconded by Brad Maxwell.
- Both reports were signed by Chairman Mike Marcotte on behalf of the Board.

- Kate expressed concern over ongoing issues arising from the tax sale held in July 2016. As the deadline is approaching there is more urgency to rectify the problems.
- The Board granted Scott Morley unanimous authority to work with Kate and speak with Attorney Paul Gillies for guidance on the situation.

#### **7. Review Town Office revenue report for the preceding calendar week**

- The Board reviewed the income report provided by the Town Administrator for income received from June 25<sup>th</sup> through July 8<sup>th</sup>, 2017.
- Total income reported \$225.00; *Cash \$5.00; Checks \$220.00*
- Mike Marcotte stated that although manual deposit slips are included, he would like to see the electronic deposit confirmations as well. Treasurer, David Barlow agreed to look into producing the report as requested next time.
- Brad Maxwell made the motion to approve the income report provided for the weeks of June 25<sup>th</sup> through July 8<sup>th</sup>, 2017 as written. Seconded by Scott Morley.
- The Board unanimously signed and approved the report as provided.

#### **8. Other Business**

- The Board reviewed the Notice of Educational Tax Rates for Fiscal Year 2018.
- *Non-Residential Rate: \$1.5021*
- *Residential Rate: \$1.3599*
- Brad Maxwell made the motion to accept the educational tax rate as presented. Seconded by Scott Morley.
- The Board received a Notice of Section 248 Filing for the Kidder Hill Community Wind Project in Lowell and Irasburg, Vermont.
- Coventry is in within ten miles of the project and will be notified of any developments.
- No action taken by the Board.
- The Board granted Scott Morley unanimous authority to review the Aegis Renewables net metering contract and consult with neighboring Towns involved in similar projects. Scott was also granted authority by the Board to discuss with Attorney Paul Gillies should further discussion be needed.
- The Board will review the contract and recommendations at the next meeting.
- The Board agreed unanimously to move next week's meeting to Tuesday July 18<sup>th</sup>, 2017.
- This change will be for next week only and will return to Monday night the following week.
- The Board granted the Town Administrator unanimous authority to schedule a service to be done on the heating systems at the Community Center and both Town Garages.

**9. Sign Orders**

Payroll	For Week Ending 6/30/17	\$ 2,171.69
Payroll	For Week Ending 7/8/17	\$ 2,977.58
<b>Signed by the Board for the Treasurer to draw checks totaling</b>		<b>\$ 5,149.27</b>

**10. Meeting adjourned at 7:15 p.m.**

The next Select Board meeting will be held on Tuesday July 18<sup>th</sup>, 2017 at 5:00 p.m.

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Michael Marcotte / Chairman

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Bradley Maxwell

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Scott Morley

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Amanda Carlson / Town Administrator