

MINUTES
SELECT BOARD MEETING
TOWN OF COVENTRY

Wednesday March 22nd, 2017 at 5:00 p.m.

Board Members Present:

Michael Marcotte / Chairman; Scott Morley

Town Officials Present:

Amanda Carlson/Town Administrator

Guests:

Kate Fletcher; Deb Tanguay; Karen Jenne

1. Mike Marcotte called the meeting to order at 4:55 p.m.

2. Interview Candidates for the position of Delinquent Tax Collector

- The Board conducted three interviews for the position of Delinquent Tax Collector. Candidates were Kate Fletcher, Deb Tanguay and Karen Jenne. Each interview was approximately a half hour long.
- Each candidate possessed extensive accounting knowledge and a desire to work with the Board to assist the Town.
- At 6:40 p.m. Mike Marcotte made the motion to enter into executive session in accordance with 1 VSA §313 to discuss human resources. Seconded by Scott Morley.
- The Board exited executive session at 7:15 p.m.
- Scott Morley made the motion to offer the position of Delinquent Tax Collector to Coventry resident Kate Fletcher. The Position will be offered as part time, with no benefits package. The term will expire on Tuesday March 6th, 2018.; Town Meeting Day. Compensation will be offered at \$15 per hour for hours worked in the office with the Board, Administrator and Auditor; as well as receive the 8% penalty charged to tax payers. The 8% penalty is only collected when payment is received from the property owner.
- Mike Marcotte seconded the motion to offer the position to Kate Fletcher.
- The Board asked Amanda Carlson to prepare a draft contract for review at the following Board meeting.
- Scott Morley will contact all applicants to inform them of the Board's decision.

3. Other business

- The Board was notified that a meeting had been arranged between the Office of the Listers, David Barlow as Listers Assistant; State Advisor Doug Lay and Chris Miele from NEMRC for Wednesday March 29th, 2017 at 10:30 a.m. at the Coventry Office.
- The Board quorum agreed that Scott Morley will attend the meeting to represent the Select Board.
- The Board quorum granted Mike Marcotte authority to contact Doug Lay's Office to discuss his role with the Listers.

4. Meeting adjourned at 7:30 p.m.

- **The next Select Board meeting is scheduled for Monday March 27th, 2017 at 5:00 p.m.**

Michael Marcotte / Chairman

Bradley Maxwell

Scott Morley

Amanda Carlson / Town Administrator