

MINUTES
SELECT BOARD MEETING
TOWN OF COVENTRY
Monday August 6th, 2018 at 4:30 p.m.

Board Members Present:

Mike Marcotte / Chairman; Scott Briere

Town Officials Present:

Amanda Carlson / Town Administrator

Martha Sylvester / Recreation Committee Chairwoman

Sherry Bradley / Solid Waste Implementation Plan Committee

David Gallup / Road Commissioner

Guests:

Jeanne Desrochers & Cheryl Currier / Coventry Fire District #1

Tyia Burns

1. Chairman Mike Marcotte called the meeting to order at 4:30 p.m.

2. Approve minutes of July 16th and July 20th, 2018 Meetings

- Scott Briere made the motion to approve the minutes of the July 16th and July 20th, 2018 meetings as written. Seconded by Mike Marcotte.
- The Board quorum signed and approved the minutes for both meetings as presented.

3. Fire District Update

- Coventry Fire District Prudential Committee Chairwoman Jeanne Desrochers provided the Board with an update of the upcoming projects on the water system serving the district.
- The Fire District has been working with an Engineering firm, and after exploring various options, they have created a formalized plan to treat the elevated levels of arsenic in the water as well as complete some needed upgrades to the pipeline system.
- The Fire District was successful in receiving grant funding for the capital improvement project of approximately \$992,000, and received loan approval for the estimated balance of \$298,000.
- Pre-bid meetings are scheduled for later in the month and final bid review anticipated in September.

- Jeanne stated that the original application to the Town to replace Main Street lines might be amended as the Fire District is unsure the repaving would be completed in time for the winter. The project is anticipated to be rescheduled for Spring 2019.

4. Planning Commission Re: Town Plan

- Item tabled. No Planning Commission Members present for discussion.

5. Recreation Committee Update

- Recreation Committee Chairwoman Martha Sylvester updated the Board on some of the proposed projects for the fall and the need to secure the background checks for those potentially involved.
- The Board asked Martha to formulate a policy on the procedure for the background checks and an initial list of volunteers that would be participating so the Board could review and approve the cost associated.
- Road Commissioner David Gallup questioned the use of the ice rink for the coming year and the cost to maintain the space.
- After discussion on the history of use, the Board quorum decided that the use and maintenance was not benefiting the residents. The Town will look into removing and selling the structure.
- Solid Waste Committee Chairwoman Sherry Bradley requested the Board consider changing the date of Coventry date so it is not so soon after Independence Day. She stated that many residents have conflicting holiday schedules that weekend and it would benefit a lot of people to have it later in the month or even summer.
- The Board quorum agreed that in 2019 Coventry Day will be moved one week ahead to July 13th and will propose further changes to the voters at Town Meeting.

6. Economic Development Plan and Village Center Designation

- Town Administrator Amanda Carlson reviewed discussions with the State of Vermont Department of Housing and Community Development regarding Economic Development Planning grants.
- The recommendation was to first consider a Village Center Designation. Towns with Village Designation receive priority on the planning grant applications; as well it provides priority on future grants for building improvements and historic preservation.
- The Board quorum agreed that this was worth investigating and asked Amanda to set up a presentation and site visit.

7. Economic Development Leadership Summit

- The Vermont Council on Rural Development will be hosting the Vermont Community Leadership Summit on October 1st, 2018 at Castleton University.
- Each Town is asked to nominate a community member to attend the event at no charge.

- The Board quorum agreed to nominate Town Administrator Amanda Carlson to attend on behalf of the Town of Coventry.

8. Other Business

- The Board reviewed two survey forms in relation to the Hazard Mitigation Plan provided by the Consultant writing the plan, Paul Luciano.
- The two surveys will be disbursed to the Hazard Mitigation Planning Team and Paul requested the Board approve the content or provide suggestions on changes.
- Scott Briere made the motion to approve the forms provided by Paul Luciano as written for disbursement. Seconded by Mike Marcotte.

- At the Coventry Fire District Annual Meeting held on Thursday August 19th, 2018; voters approved the formation of a study committee to research the current operations of the District and investigate the potential of the Town assuming responsibility for the entity. The recommendation was to have the Committee be made up of members of the Fire District Prudential Board, water district voters and members of the Select Board.
- Martha Sylvester and Tyia Burns presented the Board with a draft proposal requesting their participation in the study committee. *(Copy of proposal attached)*
- The Board listened to discussion and comments from Fire District residents Martha Sylvester and Tyia Burns, as well as Coventry Fire District Prudential Committee Chairwoman Jeanne Desrochers and Secretary Cheryl Currier.
- Select Board Chairman Mike Marcotte stated that the Coventry Fire District was a separate entity from the Town and wanted to make sure all understood that the Board had no authority or jurisdiction to interfere with their operations.
- Mike stated that his personal opinion that he was that he was not opposed to participating in a study committee if the focus was to research and formulate a clear picture of what the pro's and cons would be if the Town voted to assume legal responsibility of the Fire District; what the process would be and the associated costs. This would prepare the office should it be brought to the voters for consideration.
- Mike stated that he would not be involved in the Committee if there was any focus on assessing the current operations or its officers; he stated this was not appropriate for the Select Board to be involved in.
- The Board quorum made no decision on participating in a Fire District Study Committee.
- The Board agreed to further discussion once a clear goal was defined and the legal authority to appoint committee members was established.

9. Sign Orders

General Fund Account:

Payroll #1904	For Week Ending 07/21/18	\$ 3,389.44
Payroll #1905	For Week Ending 07/28/18	\$ 2,612.70
Payroll #1906	For Week Ending 08/04/18	\$ 3,967.42
AP #1904	07/23/18	\$ 640.00
AP #1905	08/06/18	\$ 2,172.95
AP #1906	08/06/18	\$1,000.93
Signed by the Board for the Treasurer to draw checks totaling		\$ 13,783.44

10. Meeting adjourned at 5:45 p.m.

The next Select Board meeting will be held on Monday August 20th, 2018 at 4:30 p.m.

Michael Marcotte / Chairman

Bradley Maxwell

Scott Briere

Amanda Carlson / Town Administrator