

MINUTES
SELECT BOARD MEETING
TOWN OF COVENTRY
Monday April 5th, 2021 AT 6:00 PM

Board Members Present:

Scott Briere, Chair; David Gallup

Town Officials Present:

Ned Connell, Town Administrator; David Barlow, Town Treasurer; Deb Tanguay, Town Clerk

Residents Present:

Martha Sylvester, Sherry Bradley, SWIP Committee Chair

Guests Present

Sylvia Dodge - Chronicle, Craig Heindel- Casella, Jeremy Labbe- Casella, Kelly Gleason – Casella.

This meeting was offered to the public via Zoom video conference.

1. **Order**
 - Chair Scott B called the meeting to order at 6:03 p.m.
2. **Changes or Additions to the Agenda**
 - No additions or changes to the agenda were presented.
3. **Public Comment**
 - Martha S read a prepared state that reviewed prior grievances, accusations, allegations, and concerns.
4. **Solid waste implementation plan**
 - **Endorsement of Plan**
 - Sherry B and Kelly G verified that the endorsement was submitted 10/24/2020 and was accepted 12/14/2020 to cover from the beginning of 2021 to the end of 2025.
 - Sherry B expressed the need for the residents to recycle and will explore possible incentives and education.
 - **Annual Grant Application**
 - Ned C assured the residents that the application has been submitted and is progressing as expected.
 - Jeremy L provided updates as requested.
 - It was reported that the RFP for a 3rd party odor sniffer has finally been approved by the Act 250 board and Casella can now begin their search for a qualified applicant.
 - Phase VI expansion is progressing as expected.
 - Treatment options for leachate both on and off-site are being explored and will be evaluated further in the future.
 - The unlined landfill is monitored very closely and is stable. Craig H assured the residents that Casella monitors this portion of the landfill with more scrutiny than any other unlined landfill in Vermont.
5. **Policies- review and readoption**
 - **Health Club Reimbursement policy**

- Deb T outlined the concern with the current reimbursement policy.
- David G and Scott B agreed that this policy is a program that may be more suited for the Coventry Town Foundation to take over.
- David G made a motion to ask Leo Piette to present the idea to the Coventry Town Foundation at their next meeting. Scott B seconded the motion and it passed
- Leo P agreed the idea of the next Coventry Town Foundation on their taking over payment of Health Club reimbursements for residents of Coventry.
- This policy will remain unchanged and will be discussed further in a future meeting once the Coventry Town Foundation has decided on this strategy.
- Deb T will hold onto the current Health Club membership receipts that have been received to date.
- **Accounting Auditing & Financial Reporting Policy**
 - David B presented changes to the policy to better reflect the division of workload within the town. Changes will be submitted to the Select Board for review and this policy will be discussed further at the April 19 meeting.
 - Ne3d C will provide a revised version of this policy prior to this meeting for review.
- **Cash Receipts Petty Cash & Returned Check Policy**
 - David B presented some suggested changes to be reviewed by the Select Board and will be discussed further. Changes will be submitted to the Select Board for review and this policy will be discussed further at the April 19 meeting.
 - Ned C will provide a revised version of this policy prior to this meeting for review.
- **Fraud Prevention Policy**
 - David Barlow presented changes to be reviewed by the Select Board and will be discussed further. Changes will be submitted to the Select Board for review and this policy will be discussed further at the April 19 meeting.
 - Ned C will provide a revised version of this policy prior to this meeting for review.

6. Other Business

- **Truck acquisition**
 - David G expressed the need to replace the town owned ton truck. A quote was referenced and will be provided to Select Board members for review and will be discussed further when all board members can be present to avoid any conflict of interest.
- **Community Center Memorial Plaque**
 - Ned C proposed that the existing plaque that is now inside the Coventry Community Center be relocated to an outside location while installing the new longer plaque inside the building.
 - Appropriate locations will be found for both items by David G and Ned C.
- **Coventry Community Church - Quick-Claim Deed with Restrictions**
 - David B updated the Select Board on the progress on gaining possession of the church. The deed process has been completed and the only restriction pertains to a penalty if the property is transferred within the next 20 years.
 - David G stressed the need to issue requests for proposal as soon as possible as the building is in disrepair and contractors are increasingly hard to schedule as the summer progresses.
 - David G and Ned C will draft an RFP's to be distributed as soon as the Town officially takes possession of the church.

- **Coventry Town Foundation- Annual meeting**
 - Leo P read a statement from the Coventry Town Foundation outlining the annual meeting schedule changes as affected by the pandemic. The CTF assured the residents that they have been hosting monthly zoom meetings and all past minutes will be made available on their website in the next few months.
 - Anyone interested in attending a meeting via zoom is encouraged to join the next meeting being held April 16th, 2021. *(please note – this date needs to be verified since other dates have been put forth as the actual meeting date.)*
- **Section 404 Permit for VTrans at Airport**
 - Ned C reported that VTrans has been issued a permit for expansion and drainage to improve the airport. Some information can be found on the community center door. Additional information is available upon request.
- **Green Up Day**
 - Select Board decided not to host Green Up Day this year due to an increased risk to health and safety of the residents. The town road crew will primarily maintain roadside cleanup.
- **VTrans Engineering Grant**
 - David G informed the board members of an engineering grant that was applied for a large box culvert project on the Lane Road.

7. Warrants

- All warrants were reviewed and discussed.
- Scott B made a motion to approve all warrants as presented. David G seconded and the warrants will be signed.

8. Minutes

- **February 1st 2021**
 - David G made a motion to approve minutes from February 1st 2021 Select Board meeting as written. Scott B seconded and the motion was accepted.
- **February 15th 2021**
 - David G made a motion to approve minutes from February 15th 2021 Select Board meeting as written. Scott B seconded and the motion was accepted.
- **February 22nd 2021**
 - David G made a motion to approve minutes from February 22nd 2021 Select Board meeting as written. Scott B seconded and the motion was accepted.
- **March 3rd 2021**
 - David G made a motion to approve minutes from March 3rd 2021 Select Board meeting as written. Scott B seconded and the motion was accepted.
- **March 15th 2021**
 - David G made a motion to approve minutes from March 15th 2021 Select Board meeting as written. Scott B seconded and the motion was accepted.
- **Adjourn** - Meeting was adjourned at 8:10pm.

Scott Briere/ Chair

David Gallup

Phil Marquette

Ned Connell/ Town Administrator