

**Minutes Select Board Meeting Town of Coventry
Monday December 20 2021**

Board Members Present

Scott Briere, Chair; Phil Marquette; David Gallup

Town officials present

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

Residents Present

Israel Sanville; Pranee Menon

Guests Present

Jennifer Harlow, Orleans County Sheriff; Bill Krajeski, Assessor

1. Call to Order
 - a. Chair Scott B called the meeting to order at 6:03pm.
2. Changes or Additions to the Agenda
 - a. David G requested an immediate Executive Session as Agenda item 2A be added to for discussion of personnel matters.
 - b. David B Town Treasurer requested an Agenda item 8E be added for discussion of the future NEMReC system administrator position. This would be an appointment by Select Board.
3. Executive Session - Personnel Discussion
 - a. Select Board members and David B went into executive session for the discussion of personnel matters at 6:11pm.
 - b. Upon exiting executive session at 7:12pm Scott B reported that no decision will be made at this time.
4. Public Comment
 - a. No public comment was offered.
5. Draft FY2023 Budget Review
 - a. A draft budget for FY2023 was discussed to include proposed changes to the assessing office. Salaries, workers comp, and unemployment insurance were also discussed.
 - b. Road budget was discussed as well as proposed changes to property, casualty, and workers comp insurance.
6. Treasurers Report November 2021
 - a. David B outlined the treasurers report for November to include tax payments to the school.
7. Ambulance Service 2022 Contract
 - a. Scott B made a motion to accept the proposed 2022 contract with Newport Ambulance for a total of \$36,454.00 to begin January 1st 2022 and to be paid in 1 installment on or before July 15th 2022. David seconded the motion. All members voted in favor and the contract was signed.

8. Northstar Fireworks Purchase

- a. Phil M detailed a discount available for fireworks if purchased before January 15th.
- b. Scott B made a motion to approve \$7,000.00 for the prepaid purchase of fireworks. David G seconded the motion. All members voted in favor and the funds were approved.

9. Other Business

- a. Sansoucy contract 2022 B. Meeting House Roofing Update
 - i. This topic will be postponed until more information can be gathered.
- b. Update on roof replacement on the Elijah Cleveland Meeting House (formerly the Coventry Congregational Church).
 - i. Old roofing disposal fees were discussed. Landfill contract will be discussed before further discussion. Ned C would collect additional information for a future meeting.
- c. Radar Speed Sign.
 - i. Ned C provided information on sign options and installation location were discussed and will be reviewed to a larger extent in a future meeting.
- d. Orleans County Budget Meeting January 17th 2022.
 - i. Ned C informed the Town that there will be an Orleans County Budget meeting January 17th 2022 and encouraged all interested to attend.
- e. NEMReC administrator.
 - i. David B outlined changes to be made to the NEMReC software system security which requires the appointment of a designated system administrator.
 - ii. Phil M made a motion for David B to be appointed as the NEMReC software system administrator. Scott B seconded the motion. All members voted in favor and David B will be the software administrator. This position will likely start sometime early in 2022.

10. Minutes

- a. Phil M made a motion to accept the minutes from December 6th with the addition of acceptance of the capital cost share from the Newport Fire Department. Scott seconded the motion and the minutes were approved.

11. Warrants

- a. Warrants were discussed.
- b. Payroll warrant 22013 has be rescinded and replaced with payroll warrant 22014 as it added payroll that was missed.
- c. A check originally written to Ed Miller was reissued under the name Charles Miller.
- d. Phil M made a motion to accept and sign the warrants with the previous changes. Scott B seconded the motion and the warrants were signed.

12. Adjourn

- Scott B made a motion to adjourn. Phil M seconded the motion and the meeting was adjourned.