

**MINUTES
SELECT BOARD MEETING
TOWN OF COVENTRY**

Tuesday January 2nd, 2018 at 5:00 p.m.

Board Members Present:

Michael Marcotte/Chairman; Bradley Maxwell; Scott Morley

Town Officials Present:

Amanda Carlson/Town Administrator
Kate Fletcher/Delinquent Tax Collector
Adam Messier/ Treasurer
Martha Sylvester/Recreation Committee Director
Moe Jacobs/Planning Commission
Skip Gosselin/Planning Commission
David Barlow/Trustee of Cemetery Funds

Guests:

Sheila Morley

Press:

Chris Roy/Newport Vermont Daily Express
Elizabeth Trail/Barton Chronicle

- 1. Mike Marcotte called the meeting to order at 5:02 p.m.**

- 2. Approve the minutes of the December 26th, 2017 meeting**
 - The Board reviewed the minutes noting one correction to agenda item #4. The Coventry Fire District has a well and not a spring.
 - Brad Maxwell made the motion to approve the minutes of the December 26th, 2017 meeting with the noted correction made. Seconded by Mike Marcotte and signed by the Board quorum.

3. Allow for public comment

- Planning Commission member, Moe Jacobs, asked about the Act 250 landfill expansion project hearing that took place on location December 28th, 2017. The Planning Commission had not received a notice, nor had some of the adjacent land owners present at the meeting.
- The Board asked Town Administrator Amanda Carlson to follow up with the Act 250 Board.

4. Review of Town Plan with Planning Commission

- The Board reviewed a draft of the Town Plan with the Planning Commission members present.
- Corrections were noted and changes requested by the Select Board.
- The Board will continue to review and notify the Planning Commission of any additional requested changes or questions.
- The Town Plan will be updated with the Flood Resilience section in the coming week and the final draft will be submitted to the Select Board when completed.

**Scott Morley arrived at the meeting at 5:35 p.m.*

5. Town Solar Project Discussion with Planning Commission

- Under the Boards unanimous authority, Scott Morley and Skip Gosselin met the preceding Friday to discuss a solar energy project for the Town.
- Scott stated that the meeting resulted in a broader thinking of green energy projects and the need for more research and details before presenting to the Town for a vote.
- The Select Board and Planning Commission agreed to investigate the cost of a town wide feasibility study that would present options for various clean energy sources.

6. Graham & Graham Compilation Report

- The Board reviewed the Compilation report prepared by Graham & Graham.
- Mike Marcotte questioned the difference between the Compilation Report and an Audit.
- Mike stated that 90% of the work in the last fiscal year was under the control of the former Town Treasurer, and questioned if the report indicated any deficiencies similar to those presented in last years audit report.
- The Board agreed unanimously that they would like to discuss the report with Jeff Graham at the next meeting on Monday January 8th, 2018.

7. Elected Listers versus Hired Assessor

- The Board discussed asking the voters to eliminate the position of elected Lister and hiring a qualified Assessor for the Town.
- Scott Morley stated that in all of his research and discussions on the Listers Office, that there is a lot of work that needs to be done in order to prepare the Town to even begin the

reappraisal process. This is a time commitment that he does not believe the Elected Listers are able to make.

- The Board noted the skill set needed to complete the work and that hiring an assessor would allow the Board to check references and work history to ensure a qualified person was completing the work.
- Volunteer Listers Assistant, David Barlow, reviewed the duties of the office and the administrative tasks needed to ensure accurate records.
- Brad Maxwell stated that he would like to discuss with the Listers prior to making a decision.
- The Listers will be asked to attend the next meeting on Monday January 8th, 2018.

8. 2018/19 Proposed Municipal Budget Review

- The Board reviewed a draft 2018-2019 proposed budget.
- The Board discussed several line items and the overall increase.
- It was noted that the Solid Waste Committee, Recreation Department and Listers Office all received notable increases due to the expected increase of responsibilities and obligations.
- The Board discussed the need for a capital budget plan and evaluation of equipment.
- Budget not finalized. Board will continue to review, and continue discussions at the next meeting.

9. Treasurer’s Financial Report for Preceding Month

- The Board reviewed the Treasurers monthly report of financials for November 2017.
- Due to some questions on the investment statements, Treasurer Adam Messier will meet with Hunt Financials’ Louise Evans for clarification.

10. Other Business

- No other business noted.

11. Sign Orders

General Fund Account:

Payroll	For week ending 12/30/17	\$2,964.77
Signed by the Board for the Treasurer to draw checks totaling		\$2,964.77

Buildings and Maintenance Restricted Fund Savings Account:

Accounts Payable	01/02/18 B&D Builders – Renovations	\$28,701.69
Signed by the Board for the Treasurer to draw checks totaling		\$28,701.69

12. Meeting adjourned at 7:51 p.m.

The next Select Board meeting will be held on Monday January 8th, 2018 at 5:00 p.m.

Michael Marcotte / Chairman

Bradley Maxwell

Scott Morley

Amanda Carlson / Town Administrator