

MINUTES
SELECT BOARD MEETING
TOWN OF COVENTRY
TUESDAY MARCH 3RD, 2020 AT 2:30 P.M.

Board Members Present:

Scott Briere / Chair; David Gallup; Phil Marquette

Town Officials Present:

Amanda Carlson / Town Administrator

David Barlow / Treasurer

- 1. Chair Scott Briere called the meeting to order at 2:32 p.m.**
- 2. Approve the minutes of the February 17th, 2020 meeting.**
 - David Gallup made the motion to approve the minutes of the February 17th, 2020 meeting as written. Seconded by Scott Briere and approved by the Board quorum.
- 3. Allow for public comment**
 - No public comment noted.

4. Board Reorganized

- The Board unanimously agreed to the following appointment of Officers for the ensuing year:

	2019 Appointments	2020 Appointments
Select Board Chairman	Mike Marcotte	Scott Briere
Vice Chairman	Scott Briere	Phil Marquette
Animal Control Officer	Renee Falconer	Renee Falconer
Civil Defense Chairman	Pedro Grondin	Pedro Grondin
Community Center Coordinator	Amanda Carlson	Amanda Carlson
Fence Viewers	Josh Griffes	Josh Griffes
	Israel Sanville	Israel Sanville
	Stuart Maxwell	Stuart Maxwell
Road Commissioner	David Gallup	David Gallup
Select Board Bookkeeper	Deb Tanguay	Deb Tanguay
Assessor	New England Municipal Consultants	New England Municipal Consultants
Assessing Clerk	Kate Fletcher	Kate Fletcher
Solid Waste Committee	Sherry Bradley	<i>Tabled until discussion with SWIP Committee Members</i>
	Margaret Maxwell	
	Josh Griffes	
	<i>Vacant</i>	
	<i>Vacant</i>	
Town Administrator	Amanda Carlson	Amanda Carlson
Town Service Officer	Amanda Carlson	Amanda Carlson
Tree Warden	John Buchanan	John Buchanan
Zoning Administrator	David Barlow	David Barlow
Newspaper	Orleans County Record & Barton Chronicle	Orleans County Record & Barton Chronicle
Attorney	Brian Monaghan	Brian Monaghan
Emergency Management	Phil Marquette	Phil Marquette
Emergency Management	Amanda Carlson	Amanda Carlson
911 Coordinator	Phil Marquette	Phil Marquette
Meeting dates	First & Third Monday of each month	First & Third Monday of each month
Meeting times	4:30 p.m.	4:30 p.m.
POSTING PLACE FOR AGENDAS	Coventry Post Office & Royers Service Station	Coventry Post Office & Royers Service Station

5. Coventry Fire District Shared Services Contract

- David Gallup made the motion to approve the Coventry Fire District Shared Services Contract as amended. Seconded by Phil Marquette and unanimously approved and signed by the Board.

6. Certificate of highway mileage

- David Gallup made the motion to approve the 2020 Certificate of Highway Mileage noting the change to Class 3 roads which decreased by 0.44 miles due to road discontinuances. Seconded by Phil Marquette and unanimously approved and signed by the Board.

7. Former Historical Society Assets

- Treasurer David Barlow stated that he received a Passumpsic Bank statement for an account labelled – Town of Coventry Historical Society with a balance of \$1,496.72.
- David stated that with the recent passing of Dr Alan Feltmarch, all original members of the former Historical Society were no longer with us and it was important for the Town to protect these assets dedicated to historic preservation.
- Scott Briere made the motion for all former Historical Society assets to be kept under the care of the Town Treasurer to be used in the future for their intended purpose. Seconded by Phil Marquette and unanimously approved by the Board.

8. Contract with Sansoucy for extended services.

- Scott Briere made the motion to approve the contract with George Sansoucy LLC for extended services relating to property appeals with the changes made by the Town Attorney. Seconded by David Gallup and unanimously approved and signed by the Board.

9. Review of pending projects and authorization of members to proceed

- The Board granted unanimous authority for Scott Briere to remain on the Investment Committee with Treasurer David Barlow and Town Administrator Amanda Carlson.
- The Board granted unanimous authority for Phil Marquette to be the liaison with the SWIP Committee.
- The Board granted unanimous authority for Phil Marquette to approve the weekly payroll; and authorized Scott Briere to approve payroll when Phil Marquette is unavailable.

10. Review of pending projects with Town Attorney

***Possible executive session in accordance with 1 VSA 313 (f) (3) - Review of legal communications*

- The Select Board unanimously agreed in the finding that premature public knowledge of the items for discussion would be detrimental.
- Scott Briere made the motion to enter into executive session in accordance with 1 V.S.A. § 313 (1) (f) to include the Select Board, the Town Administrator and Town Treasurer. Seconded by David Gallup and unanimously approved by the Board.
- The Board entered into executive session at 3:17 p.m.
- The Board exited executive session at 3:42 p.m.
- No action taken by the Board.

11. Other Business

- No other business noted.

12. Sign Orders

ACCOUNTS PAYABLE ~ GENERAL FUND

Prior Warrant ending check #: 18973

CHECK #	WARRANT	ORDERS	CHECK DATE	AMOUNT
ACH	P20-35	PAYROLL - PE 02/24	2/24/2020	\$3,807.15
ACH	P02-24	ACCOUNTS PAYABLE - FED & ST TAX - PE 02/24	2/24/2020	\$1,384.88
18974	P20-35	PAYROLL - CHECK	2/24/2020	\$124.67
18975-18978	20-27	ACCOUNTS PAYABLE	2/28/2020	\$2,954.72
ACH	CC-09	ACCOUNTS PAYABLE - CC	2/28/2020	\$169.88
TOTAL ORDERS				<u>\$8,441.30</u>

Meeting Adjourned at 4:25 p.m.

The next Select Board meeting will be held on Monday March 16th, 2020 at 4:30 p.m.

Scott Briere / Chairman

David Gallup

Phil Marquette

Amanda Carlson / Town Administrator