

MINUTES
SELECT BOARD MEETING
TOWN OF COVENTRY
THURSDAY DECEMBER 19TH, 2019 AT 4:30 P.M.

Board Members Present:

Mike Marcotte / Chair; Scott Briere; David Gallup

Town Officials Present:

Amanda Carlson / Town Administrator

David Barlow / Treasurer

Kate Fletcher / Assessing Clerk & Delinquent Tax Collector

Deb Tanguay / Town Clerk & Select Board Bookkeeper

Guests:

Melissa Gallup / Coventry Fire District Prudential Committee Chair

Martha Sylvester; Rory Merritt

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

2. **Allow for Public Comment**
 - No public comment noted.

3. **Discussion with Select Board Bookkeeper Regarding the Shared Services Contract with the Coventry Fire District**

Anticipated Executive Session in Accordance with 1 V.S.A. § 313 (3)

 - 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 (3) to include the Select Board, Town Administrator, Select Board Bookkeeper, and the Coventry Fire District Prudential Committee Chair. Seconded by David Gallup and unanimously approved by the Board.
 - The Board entered into executive session at 4:32 p.m.
 - The Board exited executive session at 5:24 p.m.

- Mike Marcotte made the motion to terminate the Shared Services contract with the Coventry Fire District; and if mutually agreeable with the Fire District Prudential Committee will waive the 45-day notice of termination. Seconded by Scott Briere and unanimously approved by the Board.
- The Board unanimously agreed to draft a Shared Office Space contract that would allow the Fire District to retain a Town email address and cover the cost of copies and printing. A draft agreement will be prepared for review at the next meeting.

4. Rural Edge Housing Loan and Repayment Schedule

- The Board unanimously agreed to invite Rural Edge representatives to meet with the Board to discuss the outstanding loan that is due to the Town.

5. Other Business

- The Board unanimously agreed to schedule weekly meetings in January 2020 to address budget and Town Report deadlines.

Meeting Adjourned at 5:42 p.m.

The next Select Board meeting will be held on Monday January 6th, 2019 at 4:30 p.m.

Michael Marcotte / Chairman

Scott Briere

David Gallup

Amanda Carlson / Town Administrator