

MINUTES
SELECT BOARD MEETING
TOWN OF COVENTRY
Monday October 1st, 2018 at 4:30 p.m.

Board Members Present:

Mike Marcotte / Chairman; Brad Maxwell; Scott Briere

Town Officials Present:

Amanda Carlson / Town Administrator

Kate Fletcher / Lister

Martha Sylvester / Recreation Committee Chairwoman

David Barlow / Trustee of Cemetery Funds

Phil Marquette / Planning Commission

Guests:

Jeanne Desrochers / Coventry Fire District Prudential Committee

Press:

Sunny Naughton / Barton Chronicle

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

2. Approve the minutes of the September 26th, 2018 Meetings.

- Mike Marcotte noted that an email received from Jeanne Desrochers of the Coventry Fire District requested the following amendment to the minutes of the September 26th, 2018 be made:

*Please note that in Item 3. that there **never** has been a State-issued "do not drink order". It is rather a Public Notice that recommends not using the water for drinking or cooking. There is a significant and important difference.*

- Mike Marcotte made the motion to make the amendment to the September 26th, 2018 minutes as provided. Seconded by Brad Maxwell.
- The Select Board will review the amended minutes for approval at the next meeting.
- Brad Maxwell made the motion to approve the minutes of the September 26th, 2018 Select Board's Public Hearing on the 2018 proposed Town Plan. Seconded by Scott Briere and unanimously signed and approved by the Board.

3. Allow for Public Comment

- Resident Martha Sylvester provided the Board with a copy of a letter that she stated she had sent to local and State Officials and Agencies. The letter expressed her concerns surrounding the drinking water for members of the Coventry Fire District and how it was impacting her family.
- No action taken by the Board.

4. Coventry Fire District

- Coventry Fire District members not yet present; item tabled.

5. Cemetery Commission

- Cemetery Commission members not fully present; item tabled.

6. Recreation Committee ~~Director~~ Chairwoman

- Recreation Committee Chairwoman Martha Sylvester stated that she was still working on the plans for the Halloween Event and there were no updates to report at this time.

7. Animal Control Officer Update

- The Board reviewed the written report provided by Animal Control Officer, Rene Falconer.
- No action taken by the Board.

8. Fire Warden

- Fire Warden not present; item tabled.

9. Constable

- Town Constable not present; item tabled.

10. Health Officer

- Health Officer not present; item tabled.

11. Coventry Village School Sign and Group Photo

- The Coventry Village School invited all entities who made donations to fund their new electric sign to be part of an on-site photo on Monday October 8th, 2018 at 1:00 p.m.
- Board members agreed they would all try and attend to represent the Town.

12. Economic Development Plan

- At the September 26th, 2018 meeting, the Board discussed the costs of pursuing an Economic Development Plan as the Town does not qualify for the current years grant funding opportunities.
- Continuing the discussion, the Board reviewed the timeline for 2019 grant applications that would be awarded in the summer putting the anticipated start date in approximately one year.
- Board members expressed concerns that waiting another year might impact some of the pressing projects within the Village that should be addressed immediately.
- The Board discussed advantages of having an Economic Development Plan conducted and that starting the process now could result in having information available for the voters at the Annual Town Meeting in March.
- Brad Maxwell stated his concern for waiting too long. A consultant would be able to provide advice on how to best proceed with larger costly projects such as the Church building.
- Mike Marcotte stated he thought it would be good to have the discussion with the voters now and let them make the decision.
- The Board unanimously agreed to hold a Special Town Meeting on November 14th, 2018 at 6:00 p.m. asking the voters to approve up to \$30,000 to hire a consultant for an Economic Development Plan for the Town.
- The Board will schedule a meeting within the next week to sign and approve the Official Warning of the Special Town Meeting for posting.

13. VLCT Annual Meeting Municipal Policy Review

- The Board reviewed the Draft 2019-2020 VLCT Municipal Policy.
- Town Administrator, Amanda Carlson will act as the Board's delegate at the Annual Meeting on Wednesday October 3, 2018 and vote on the proposed items.
- The Board did not note any objections to policy items or request any comments or changes be voiced on their behalf.

14. Other Business

- As the Community Center Coordinator, Amanda Carlson requested that gymnasium rentals be limited to one per weekend going forward. Renters of the space are expected to clean the area and could be charged for any damages that occur. With no way to inspect the premises between events over a weekend, it would be difficult to determine which person was responsible for any damages that occurred.
- The Board unanimously agreed that the scheduling could be limited to try and avoid more than one rental per weekend when possible; but it would not be prohibited so special considerations can be made to accommodate residents and events.

15. Sign Orders

General Fund Account:

PR - #1914	Payroll for week ending 09-29-18	\$ 3,603.41
AP - # 1910	Accounts Payable 10-01-18	\$ 875.00
AP - # CC10 ACH	ACH Payment Online for Credit Card Purchases 10-01-18	\$ 35.22
Signed by the Board for the Treasurer to draw checks totaling		\$ 4,513.63

4. Coventry Fire District

- With Coventry Fire District Prudential Committee Member Jeanne Desrochers' arrival to the meeting, the Board unanimously agreed to address agenda item #4.
- Mike Marcotte stated that after the meeting on September 26th, 2018 where the Board accepted the request to appoint to fill a vacancy on the Coventry Fire District Prudential Committee; the office received questions regarding the legality of the vacancy noting that the member had still been conducting business. The Town Administrator, Amanda Carlson, temporarily retracted the notice until the information could be clarified.
- Mike stated that the minutes of the Coventry Fire District meeting of September 11, 2018 state that Prudential Committee member Marie Sloan submitted her resignation effective October 1st, 2018. Mike stated that the minutes confirm the vacancy is effective as of October 1, 2018 and the Prudential Committee Member is not longer authorized to conduct business for the entity.
- The Attorney's at the Vermont League of Cities and Towns Municipal Assistance Center were consulted and they confirmed that the resignation and Select Boards actions to proceed were all conducted in accordance with each entity's legal obligations.
- Mike Marcotte stated that the continued objections placed in front of the Fire District are costing money and delays for the group to implement the projects that have been designed. Mike stated that the Coventry Fire District did not create the challenges they face but are forced to correct them; and that the Prudential Committee has done well to secure funds to alleviate some of the burden on members. Mike urged members to try and work together and stop fighting the process resulting in unnecessary delays.
- The Select Board reviewed the revised Notice of Vacancy for Prudential Committee Member of the Coventry Fire District. The notice will be posted on local notice boards as well as a copy mailed to each of the registered voters within the district.
- Qualified candidates will be given until October 10th, 2018 at 4:00 p.m. to provide a statement of interest to the Select Board c/o the Town Administrator. The Prudential Committee will have

a chance to review all applicants and will provide a recommendation to the Select Board to make an appointment at the meeting on October 15th, 2018.

- Brad Maxwell made the motion to approve the Notice of Vacancy for Coventry Fire District Prudential Committee Member as written. Seconded by Mike Marcotte who signed the notice on behalf of the Board to approve for posting.

5. Cemetery Commission

- The Board unanimously agreed to address agenda item #5 and speak with the Cemetery Commission members present.
- David Barlow, Trustee of Cemetery Funds, stated that the process of completing the transition from Association to Commission is underway. David has been working with the Town Attorney on the required land records research to set up the necessary documents for legal transfer of land and assets.
- The Board will be updated on the progress and notified when transfers are complete and ready to be recorded in the permanent records of the Town.

Meeting adjourned at 5:25 p.m.

The next Select Board meeting will be held on Monday October 15th at 4:30 p.m.

Michael Marcotte / Chairman

Bradley Maxwell

Scott Briere

Amanda Carlson / Town Administrator