

MINUTES
SELECT BOARD MEETING
TOWN OF COVENTRY
MONDAY FEBRUARY 3RD, 2020 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 / Delinquent Tax Collector & Assessing Clerk

Phil Marquette / Planning Commission & Emergency Management Director

Guests:

Orleans County Sherriff Jennifer Harlow

Martha Sylvester; Leigh Curtis; Gary Poginy; Tim Lahar; Billy Holbrook

- 1. Chair Mike Marcotte called the meeting to order at 4:32 p.m.**
- 2. Approve the minutes of the January 27th, 2020 and January 30th, 2020 meetings**
 - Scott Briere made the motion to approve the minutes of the January 27th, 2020 and January 30th, 2020 meetings as written. Seconded by David Gallup and unanimously approved and signed by the Board.
- 3. Allow for public comment**
 - Emergency Management Director Phil Marquette stated that the State will be hosting an annual 'Flood Ready Seminar' at the Community Center this coming Friday February 7th, 2020 starting at 8:00 a.m.
- 4. Proposed contract from Sansoucy for additional services relating to appeals**
 - David Gallup expressed his concern over the wording in the proposed contract possibly leaving the Town responsible for unnecessary costs.
 - The Board unanimously agreed to have the Town Attorney review and advise prior to approving.

5. Review proposed Tax Sale Policy

- Delinquent Tax Collector Kate Fletcher provided the Board with two policies for review; *Delinquent Tax Policy & Tax Sales Rules*.
- Kate explained that as the process is more clearly understood it was evident that the rules and procedures needed to be clearly outlined for anyone coming to bid on a property.
- The Board unanimously agreed to approve the policies as presented.

6. Borderline Ridgeriders ATV Association

- Representing the Borderline Ridge Riders ATV Club, Tim Lahar stated that the Town of Coventry is the last remaining town in the area not to have all roads open for ATV travel which causes confusion with travelers passing through. It also prevents residents from accessing the official trails from their homes and are required to bring the ATV's by trailer to an access point.
- David Gallup stated that he was in support of opening up the roads to ATV travel on a trial basis in order to support recreational activities in the area.
- The Board discussed how best to proceed and unanimously agreed to work on a proposed ordinance that would set the rules and regulations and help protect the Town.
- Scott Briere made the motion to approve the application to the State of Vermont to connect the current ATV trail from the Village up Route 14 to the trail access point at the Town garage; and authorize Chair Mike Marcotte to sign on behalf of the Board. Seconded by David Gallup and unanimously approved by the Board.

7. Other Business

- Newly appointed Orleans County Sherriff Jennifer Harlow introduced herself to the Board offering to attend meetings on a more formal basis in the future to provide updates on activity in the area.
- David Gallup stated he did not feel the Town should be paying for speed patrols along Route 5 and Route 14 which are State highways.
- Sherriff Harlow agreed to limit patrols to Town owned roads with the exception of the section of Route 5 by the Coventry Village School which the Board unanimously agreed should be monitored for safety.
- Town Administrator Amanda Carlson stated that she received notice from the Community Center cleaner Stacy Nicoletti terminating her contract effective March 31, 2020.
- The Board authorized Amanda Carlson to prepare and issue an RFP for cleaning services for review at the next meeting.

- Town Administrator Amanda Carlson stated that information was received from the Town Attorney on several pending projects.
- The Select Board unanimously agreed in the finding that premature public knowledge of the items for discussion would be detrimental.
- David Gallup made the motion to enter into executive session in accordance with 1 V.S.A. § 313 (1) (f) to include the Select Board and Town Administrator. Seconded by Scott Briere and unanimously approved by the Board.
- The Board entered into executive session at 5:43 p.m.
- The Board exited executive session at 6:10 p.m.
- No decisions made by the Board.

Sign Orders:

ACCOUNTS PAYABLE ~ GENERAL FUND

Prior Warrant ending check #: 18940

CHECK #	WARRANT	ORDERS	CHECK DATE	AMOUNT
ACH	P20-31	PAYROLL - PE 01/27	1/27/2020	\$3,729.73
ACH	P01-27	ACCOUNTS PAYABLE - FED & ST TAX - PE 01/27	1/27/2020	\$1,335.27
18941-18958	20-25	ACCOUNTS PAYABLE	2/3/2020	\$14,859.15
ACH	P20-32	PAYROLL - PE 02/03	2/3/2020	\$3,697.94
ACH	P02-03	ACCOUNTS PAYABLE - FED & ST TAX - PE 02-03	2/3/2020	\$1,322.21
ACH	CC-08	ACCOUNTS PAYABLE - CC	2/3/2020	\$835.14
		TOTAL ORDERS		<u>\$25,779.44</u>
REAPPRAISAL RESTRICTED FUNDS TRANSFERS				
CHECK #		ORDERS	CHECK DATE	FY20 AMOUNT
BANK CHECK	3-Feb	George Sansoucy PE LLC	2/3/2020	\$ 3,712.50
		TOTAL ORDERS		<u>\$ 3,712.50</u>

8. Adjourn

Meeting Adjourned at 6:19 p.m.

The next Select Board meeting will be held on Monday February 17th, 2020 at 4:30 p.m.

Michael Marcotte / Chairman

Scott Briere

David Gallup

Amanda Carlson / Town Administrator