

MINUTES
SELECT BOARD MEETING
TOWN OF COVENTRY
MONDAY JUNE 1st, 2020 AT 4:30 P.M.

Board Members Present:

Scott Briere/ Chair; David Gallup; Phil Marquette

Town Officials Present:

Amanda Carlson / Town Administrator

Josh Griffes / Planning Commission Chair

David Barlow / Treasurer

Kate Fletcher / Assessing Clerk

Guests:

John Miller; Len Griffes; Jana Lovejoy; Cecilia Perry; Martha Sylvester; Rory Merrit; Rudy Percy; Jeffrey Kemp; Kelley Collins; George Linton

Press:

Megan Wayland / Barton Chronicle; Robin Smith / Orleans County Record

This meeting was held remotely by 'Zoom' video and telephone conference.

All participants identified themselves at the start of the meeting.

- 1. Chair Scott Briere called the meeting to order at 4:36 p.m.**

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

3. **ATV Ordinance – Voter Petition Received**

- Town Administrator Amanda Carlson read the petition received on May 27th, 2020 as follows:
 - *Petition of the Legal Voters of the Town of Coventry, Vermont to rescind the ATV Ordinance of April 20, 2020:*
 - *We the undersigned legal voters of the Town of Coventry, Vermont hereby petition the Town of Coventry to hold a duly warned Special Meeting of the legal voters of Coventry, Vermont to answer the question:*
 - *"Shall the legal voters of the Town of Coventry, Vermont vote to rescind the newly adopted ATV ordinance (April 20, 2020) pursuant to 24 V.S.A. §1973?"*
- An email was received from Town Clerk Deb Tanguay verifying that the voter checklist is currently 778 registers voters and the required number of signatures for a valid petition is 39.
- The petition received had been signed by 62 confirmed registered voters verified by the Coventry Town Clerk.
- Phil Marquette stated that the current building restrictions set by the Governor during the pandemic would not currently allow for a public hearing at the Community Center.
- Phil stated that it was important for residents to have an active discussion and did not feel this could be accomplished as well through an electronic meeting format.
- By Statute the Board has 60 days from the day the petition is received to schedule a Special Town wide Meeting which requires a minimum of 30 days' notice to the voters.
- The Board unanimously agreed to wait on setting a date of the special meeting to see if the public gathering restrictions will change to allow for an in-person meeting.
- The Board acknowledged that the petition would suspend the ATV Ordinance and ATV's were not permitted on any town roads not included in the original agreement with the local ATV association.
- Town roads that remain open to ATV travel are:
 - *Lane Road – 2.1 miles*
 - *Maple Ridge Road – 0.4 miles*
 - *Nadeau Park Road – 1.1 miles*
 - *Coventry Station Road – 3.7 miles*
 - *Pine Hill Road – 2.4 miles*
 - *Glenn Road – 1.8 miles*
 - *Upper Hancock Hill Road – 1.1 miles*
 - *Airport Road to Four Corners – 2.9 miles*
- All other town roads are closed to ATV traffic effective immediately which will be posted in the local newspapers and on the Town website.

4. Assessor's Office – Request for Grand List Extension

- Assessing Clerk Kate Fletcher explained that the grand list extension request was based on the delayed income tax due date. Homestead declarations received by the State affect the property tax bills and if bills are printed too early this will cause unnecessary revisions. Extending the grand list submission will mitigate some of the extra work.
- Phil Marquette made the motion to approve the 2020 Grand List extension request letter to the State Department of Property Valuation and Review; and authorize Chair Scott Briere to sign on behalf of the Board. Seconded by David Gallup and unanimously approved by the Board.

5. Community Center and Town Offices Public Health and Safety Precautions Update

- Emergency Management Director Phil Marquette stated that based on the new guidelines Town Boards and Committees may meet in the Town Offices to a maximum of 25 people provided social distancing is practiced and all participants wear masks and sanitize the area before and after use. Attendance at the Town Offices should be limited to the acting Board or Committee and necessary officials, public participation needs to continue to be offered by remote means.
- Phil stated that if on site meetings were not necessary then he encouraged all to continue meeting remotely when possible.
- On a request for Community Center use from an outside entity; David Gallup made the motion to allow Felines and Friends Foundation use of the Community Center on Saturday June 13th or Saturday June 20th, 2020 to hold a rescheduled clinic. Seconded by Phil Marquette and unanimously approved by the Board.
- Felines and Friends Foundation will be limited to volunteers and staff in the building only with no public access. Public will be met outside and all staff will be wearing appropriate protective gear. The spaces used will be sanitized with approved products.

6. Fall Festival Update

- Fall Festival Committee Member Brittany Marquette submitted an email request to postpone the scheduled event from September 12, 2020 to September 11, 2021 due to social distancing requirements.
- The Committee requested the fireworks continue as planned on September 12, 2020.
- Scott Briere explained that the Board would commit to including the fall festival in the proposed budget for Town meeting and it would be up to the voters to approve the expenditure for the new 2021 proposed date.

- The Board unanimously agreed to delay action on approving the fireworks display in September and will consider if this expense would provide an event available to all residents to participate in given the social distancing rules.

a. Appointment of Coventry Official to Serve as Representative on the NVDA Board of Directors

- Scott Briere made the motion to appoint Planning Commission Chair Josh Griffes as the Coventry representative on the NVDA Board of Directors. Seconded by David Gallup and unanimously approved by the Board.

7. Audit Engagement Letter Approval

- Phil Marquette made the motion to approve the Fiscal Year 2020 audit engagement letter with Pace & Hawley LLC; and authorize Chair Scott Briere to sign on behalf of the Board. Seconded by David Gallup and unanimously approved by the Board.

8. Other Business

- Town Administrator Amanda Carlson stated that she had a Zoom conference meeting set up for Wednesday June 3rd, 2020 at 10:00 am with representatives from the Preservation Trust of Vermont, and the State Village Designation Program office to discuss the next possible steps with the Church in the Village center and how to best approach renovations if/when the building is transferred to the Town.
- Town Clerk Deb Tanguay submitted a request to extend the Dog Licensing due date to July 31, 2020 to accommodate access to vaccinations.
- David Gallup made the motion to approve the dog licensing due date to July 31, 2020 as requested. Seconded by Phil Marquette and unanimously approved by the Board.

9. Meeting adjourned at 5:05 p.m.

The next Select Board meeting will be held on Monday June 15th, 2020 at 4:30 p.m.

Scott Briere / Chairman

David Gallup

Phil Marquette

Amanda Carlson / Town Administrator