

MINUTES
SELECT BOARD MEETING
TOWN OF COVENTRY

Monday January 16, 2017 at 5:00 p.m.

Board Members Present:

Michael Marcotte / Chairman; Bradley Maxwell; Scott Morley

Town Officials Present:

David Gallup/ Road Commissioner; Amanda Carlson/Select Board Clerk

Guests:

Joe Gay; David Barlow; Moe Jacobs; Stacey Therrier; Laura Dolgin; Jamie LeClair; Don Whipple; Isreal Sanville; Jeanne Desrochers

Press:

Elizabeth Trail / Barton Chronicle; Robin Smith / Orleans County Record; Laura Carpenter / Newport Daily Express

1. **Mike Marcotte called the meeting to order at 5:00 p.m.**

2. **Approve the minutes of the January 9th, 2017 meeting**
 - Bradley Maxwell made the motion to approve the minutes of the January 9th, 2017 meeting.
 - Seconded by Scott Morley. The Board signed and approved the minutes as written.

3. **Allow for public comment**
 - Jeanne Desrochers commented on last week's meeting stating that the Boards comments regarding the Fire Districts services costing all tax payers but only benefiting a select few felt divisive and could create an "us against them" atmosphere.
 - Mike Marcotte replied that the Board needs to consider fairness to the entire Town and needs to consider the financial well-being of the Town as a whole.

4. **Jamie LeClair from Newport Fire Department**
 - Jamie LeClair summarized the events of the house fire on Main Street from December 2016 including the need for the water supply and to have an excavator on site.

- The Board questioned Jamie on the procedure for ordering extra services and asked if the Fire Department should be billed for extra costs if those services were requested at their discretion.
- Jamie stated that after reviewing procedures with the City Manager, Laura Dolgin, that the best situation would be for all services to be billed directly to the Fire Department. This will assist the Fire Department in keeping track of total associated costs and can then bill the Town accordingly.
- Mike Marcotte asked Jamie about plans for servicing the Town's dry hydrants. Jamie LeClair stated that testing, pressure certification and routine maintenance is scheduled on all dry hydrants for June and July 2017. This is a planned annual event and the Town will be provided with a report on the results.

5. Joe Gay from Casella Waste Systems

- Joe Gay explained that the State has released new draft rules for solid waste management and implementation. He brought subchapter 4 to the Boards attention which would require all Towns to join a solid waste district.
- There are currently 9 towns independently managing their Solid Waste Implementation Plan including the Town of Coventry.
- Joe stated that there are advantages and disadvantages to joining a district, however; if the Town wishes to remain independent then they should offer comment to the State on the proposed changes.
- The Board agreed unanimously that they would like to stay independent.
- Joe Gay stated his intent to attend the informational meeting the following week. The Board asked that he relay the Towns concerns on their behalf.
- Joe was asked to report back to the Board after more information was obtained.

6. Deadline for receiving materials to be printed in Town Report.

- The Board agreed unanimously to extend the deadline for receiving materials from Town Officials to be printed in Town Report to January 23rd. Amanda Carlson will provide written notice to anyone who had not yet submitted reports to notify them of the requirement.
- Mike Marcotte stated materials not received by January 23rd, 2017 will not be printed in Town Report.

7. 2017 Town Meeting Warning Review

- Amanda Carlson reported that she had reached out to the School Board and Principal regarding the election of School Officials which must be done at school meeting and not Town meeting. She was unsuccessful in getting a response and would need confirmation if the School meeting was being moved to the same day as town meeting.
- The Board granted unanimous authority for Mike Marcotte to reach out to the School Board and ask that they please contact Amanda Carlson with the information requested.

8. 2017/2018 Budget Discussion

- Scott Morley made the motion to enter into executive session to discuss the proposed budget regarding personnel and wages. Motion seconded by Brad Maxwell
- The Board entered into executive session at 5:55 p.m.
- The Board exited executive session at 6:19 p.m.
- The Board stated there were no decisions to report. The budget will be reviewed at the next Board meeting.

9. Delinquent tax report requested from Delinquent Tax Collector. Report to include outstanding delinquent taxes due for all prior fiscal years.

- The Board reviewed the report provided by the Delinquent Tax Collector.
- The Board noted that the report only reflected delinquent taxes owing for the 2016 year. No prior years were listed. After comparing to the income report the Board stated that a payment for 2013 taxes was listed.
- The Delinquent Tax Collector was not present to comment.
- Scott Morley suggested that the Board speak with the Delinquent Tax Collector and review what was being requested.
- The Board granted Mike Marcotte unanimous authority to speak with the Delinquent Tax Collector regarding the Board's reporting requirements.

10. Request Treasurer's report to include detailed list of Town revenue for preceding calendar week including all source documents.

- The Board reviewed the income report provided by the Treasurer.
- The report showed a total income received for the week of January 7 to January 13, 2017 at \$470.09; \$387.36 in checks and \$82.73 in cash.
- The Board noted that the source documents detailing why money was received was provided; however, no source documents showing bank deposits were provided. There was also no account for cash kept in the office provided.
- The Treasurer was not present to comment.
- The Board will continue to request income reports with all source documents to be provided including proof of deposit to the bank.

11. Policies

- The Board agreed unanimously to table agenda item #11 and review policies at a future meeting.

12. Other Business

- Scott Morley reported the total cost of the audit and financial services provided by Graham & Graham to date as follows:

<i>Forensic Audit:</i>	<i>\$189,046.32</i>
<i>Financial Audit of 2015/2016:</i>	<i>\$ 75,168.25</i>
<i>Litigation Support:</i>	<i>\$ 22,884.81</i>
Total Cost up to January 9, 2017:	\$ 287,099.38

- Scott noted that there will be additional costs associated with Litigation support in the coming months.
- The Board signed and approved a Liquor License for John Fedele. This short term license will allow John to take back control of the business he was leasing out starting February 1, 2017. He will need to submit the yearly application due May 1, 2017.
- The Board reviewed court documents presented by the State’s Attorney with a pre-trial notice regarding Michael Collins and the damage inflicted on the ballfield.
- No comment and no action taken by the Board.
- Mike Marcotte reported to the Board that as a State Representative he introduced Bill H42 which will allow unchartered Towns to vote to allow the Select Board to appoint the position of Town Clerk and Town Treasurer.
- The bill includes language that would make the Town Treasurer and Delinquent Tax Collector incompatible offices.
- Mike stated that he has received a lot of support for this bill and is trying to have it passed this year.
- Robin Smith questioned if the offices of Treasurer and Delinquent Tax Collector were made incompatible, how this would affect current terms of office. Mike explained that it will allow for the current term to be finished before changes became effective.
- Mike Marcotte will continue to update the Board on the progress of the Bill.

13. Sign Orders

Accounts Payable	01/16/17 – AP#7	\$604.21
Payroll	Week ending 1/14/17	\$1,689.37
Signed by the Board for the Treasurer to draw checks totaling		\$2,293.58

14. Meeting adjourned at 6:57 p.m.

The next meeting is scheduled for Monday January 23rd, 2017 at 5:00 p.m.

Michael Marcotte / Chairman

Bradley Maxwell

Scott Morley

Amanda Carlson / Select Board Clerk