

MINUTES
SELECT BOARD MEETING
TOWN OF COVENTRY
MONDAY OCTOBER 7TH, 2019 AT 4:30 P.M.

Board Members Present:

Mike Marcotte / Chair; Scott Briere; David Gallup

Town Officials Present:

Amanda Carlson / Town Administrator

Kate Fletcher / Assessing Clerk & Delinquent Tax Collector

Phil Marquette / Planning Commission & 911 Coordinator

Sherry Bradley / SWIP Committee

Guests:

Richie Roberts; Amanda Effrig; Mark Effrig / NEK Python Wrestling Association

Todd Rohlen / Coventry Village School Principal

Martha Sylvester

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- 1. Chair Mike Marcotte called the meeting to order at 4:33 pm.**
 - 2. Approve the minutes of the September 16TH, 2019 meeting**
 - Scott Briere made the motion to approve the minutes of the September 16th, 2019 meeting as written. Seconded by Mike Marcotte and unanimously approved and signed by the Board.
 - 3. Allow for Public Comment**
 - No public comment noted.
 - 4. NEK Python Wrestling Association**
 - On behalf of the NEK Python Wrestling Association; Richie Roberts requested use of the Community Center gymnasium for the upcoming season.
 - The season will run from the first Tuesday in December through the third week in April on every Tuesday Thursday and Friday evening from 5:00 p.m. to 9:00 p.m.

- The Board unanimously agreed to allow the NEK Python Wrestling Association to use the gymnasium for the times requested consistent with the previous year's complimentary use agreement
- Rental agreements and certificate of insurance will be provided to the Community Center Coordinator, Amanda Carlson who will also confirm any dates conflicting with Town events.

5. Coventry Village School

- Item tabled. School representatives not yet present.

6. SWIP Committee

- Item tabled. SWIP Committee representatives not yet present.

7. Discuss Upcoming Tax Sale Properties

- Delinquent Tax Collector Kate Fletcher stated that there are currently three properties scheduled for the October 24th, 2019 tax sale starting at 11:00 a.m.
- Kate stated that the other properties originally listed had made payment arrangements to remove their names from the sale; it is possible the remaining ones will as well.
- After some discussion on how to proceed with delinquent taxes owed on un-landed mobile homes, the Board asked Kate Fletcher to research with the Town Attorney or discussion at the next meeting.

8. 911 Coordinator re road renaming

- 911 Coordinator Phil Marquette stated that he was waiting for required information from the State before he could proceed.
- Item tabled by the Board.

9. Solar feasibility study

- On request from the Board to contact the Public Utilities Commission, Phil Marquette stated that the PUC confirmed that they are currently open to smaller scale renewable energy projects in the area; larger scale are not being accepted at this time.
- At the previous meeting, Phil Marquette proposed a feasibility study be pursued by a consultant quoted at \$1,250. This study will research possible solar projects appropriate for the Town and School.
- The Board unanimously agreed that the Coventry Village School would have larger benefits from any solar project and should be included on any discussions and be responsible for half of the feasibility study cost.
- Phil Marquette will speak with the School Board.

10. Lady Bird Park

- Scott Briere made the motion to approve the Relinquishment Agreement made between the State of Vermont Agency of Transportation and the Town of Coventry, granting Town control over the land known as Lady Bird Park. Seconded by David Gallup and unanimously approved and signed by the Board.
- The signed and approved Relinquishment Agreement will be recorded in the land records of the Town.
- The Town will now have all responsibility to maintain the Lady Bird Park area for public use.

With the arrival of Coventry Village School Principal Todd Rohlen; the Board unanimously agreed to address agenda item #5.

5. Coventry Village School

- Principal Todd Rohlen provided the Board with an overview of the changes and initiatives implemented at the School in the past year.
- Todd stated that the many new behavioral correction techniques initiated were proving to be successful and a focus on literacy intervention was improving testing scores.
- The Board discussed the space limitations of the Coventry Village School building with its growing population.
- Todd spoke to the Board about the new temporary portable unit for the middle school and the School Boards discussions in considering a more permanent and long-term expansion to the building.
- The Board thanked Principal Rohlen for attending the meeting and providing an update.

With the arrival of Solid Waste Implementation Plan Committee Chair, Sherry Bradley, the Board unanimously agreed to address agenda item #6.

6. SWIP Committee

- SWIP Committee Chair Sherry Bradley stated that the Towns Year 4 SWIP reporting requirements had all been met and approved by the State.
- The Committee will be fulfilling an additional requirement contacting business in the coming months with information on general waste management.
- Committee member Margaret Maxwell continues to work with the School on various projects including wrapping up the calendar recycling challenge implemented this year.

- Sherry stated that Committee member Jessica Maxwell is no longer living in Town and a replacement will need to be found.
- The SWIP Committee will provide several suggestions of new members for the Board to make the appointment.
- The Board thanked Sherry Bradley and the SWIP Committee for all of their work keeping the Town in State solid waste compliance.

11. Review VLCT/PACIF Yearly Insurance Coverage Agreement

- The Board reviewed the 2020 VLCT/PACIF Insurance renewal documents.
- Town Administrator Amanda Carlson will make any updates and submit as required.

12. Other Business

- Mike Marcotte and Scott Briere completed Community National Bank signature cards for the two new voter approved reserve fund bank accounts – Flood Recovery and Mitigation and Community & Economic Development.
- Scott Briere made the motion to approve the Waiver of the 45-day Prefiling Notice to the Public Utilities Commission on behalf of Washington Electric Coop for the transmission line relocation at the airport; and approve Chair Mike Marcotte to sign on the Boards behalf. Seconded by David Gallup.
- Amanda Carlson reported that the Town Attorney found no formal documentation deeding Natural Hill Road to the Town in accordance with the decision made by the Select Board many years prior.
- After some discussion, the Board unanimously agreed to send a notification to all property owners on Natural Hill Road informing them of potential costs and process to formalize the road as a Class 3 Town maintained highway. Should land owners not agree to the survey and legal costs then the road will become private and the Town will no longer provide maintenance.
- Amanda Carlson will prepare a draft notice for the Board to review at the next meeting.

13. Sign Orders

ACCOUNTS PAYABLE ~ GENERAL FUND

Prior Warrant ending check #: 18668

CHECK #	WARRANT	ORDERS	CHECK DATE	AMOUNT
ACH	P20-13	PAYROLL - PE 09/23	9/23/2019	\$2,578.86
ACH	F09-23	ACCOUNTS PAYABLE - IRS PE 09/23	9/23/2019	\$1,012.92
ACH	S09-23	ACCOUNTS PAYABLE - VT PE 09/23	9/23/2019	\$146.48
18669	P20-13	PAYROLL - PE 09/23 CHECK	9/23/2019	\$568.88
ACH	P20-14	PAYROLL - PE 09/30	9/30/2019	\$2,789.25
ACH	F09-30	ACCOUNTS PAYABLE - IRS PE 09/30	9/30/2019	\$1,015.07
ACH	S09-30	ACCOUNTS PAYABLE - VT PE 09/30	9/30/2019	\$146.03
18670	P20-14	PAYROLL - 09/30 - CHECK	9/30/2019	\$407.18
ACH	CC-04	ACCOUNTS PAYABLE - CC	009/30	\$512.74
18671	20-08	ACCOUNTS PAYABLE - GEN	10/7/2019	\$262.83
18676-18706	20-09	ACCOUNTS PAYABLE - GEN	10/7/2019	\$60,555.24
ACH	P20-15	PAYROLL - PE 10/7	10/7/2019	\$3,737.15
ACH	F10-07	ACCOUNTS PAYABLE - IRS PE 10/7	10/7/2019	\$1,372.17
ACH	S10-07	ACCOUNTS PAYABLE - VT PE 10/7	10/7/2019	\$173.40
18672-18675	P20-15	PAYROLL - 10/7 - CHECK	10/7/2019	\$865.06
18707	20-10	ACCOUNTS PAYABLE - GEN	10/7/2019	\$2,434.95
		TOTAL ORDERS		<u>\$78,578.21</u>
REAPPRAISAL RESTRICTED FUNDS TRANSFERS				
CHECK #		ORDERS	CHECK DATE	FY20 AMOUNT
BANK CHECK		ACCOUNTS PAYABLE - BARLOW	10/7/2019	\$ 645.00
		TOTAL ORDERS		<u>\$ 645.00</u>

Meeting Adjourned at 6:17 p.m.

The next Select Board meeting will be held on Monday October 21ST, 2019 at 4:30 p.m.

Michael Marcotte / Chairman

Scott Briere

David Gallup

Amanda Carlson / Town Administrator