

MINUTES
SELECT BOARD MEETING
TOWN OF COVENTRY
MONDAY FEBRUARY 17th, 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:

Rory Merritt; Daniel Rondeau; Danielle Marcotte; Martha Sylvester

- 1. Chair Mike Marcotte called the meeting to order at 4:30 p.m.**

- 2. Approve the minutes of the February 3rd, 2020 meeting.**
 - Scott Briere made a motion to approve the minutes of the February 3rd, 2020 meeting as written; seconded by David Gallup and unanimously approved and signed by the Board.

- 3. Allow for Public Comment**
 - As Chair Mike Marcotte's last regular Board meeting; Martha Sylvester thanked him for all of his years of service to the community stating that it was a pleasure working with him.

- 4. Review proposed contract with Sansoucy**
 - The Board reviewed the list of recommended changes provided by the Town Attorney Brian Monaghan, to the proposed contract with Sansoucy for work relating to the utility appeals
 - Town Administrator Amanda Carlson stated that Sansoucy had received the proposed changes; however, they had not been accepted or the document revised as of yet.

- Scott Briere made the motion to approve the proposed contract with Sansoucy for extended work relating to the utility appeals with the amendments made by Attorney Brian Monaghan; and authorize the Chair Mike Marcotte to sign on behalf of the Board once the final contract was received. Seconded by David Gallup.

5. 2020 SWIP Grant Application

- The Board reviewed the 2020 Solid Waste Implementation Planning Grant application to the State of Vermont.
- The SWIP grant is to assist with the costs of mandatory household hazardous waste events held at the Coventry landfill. Last year the Town was awarded \$3,000.
- Mike Marcotte made the motion to approve the 2020 SWIP Grant application and authorize the Town Administrator Amanda Carlson to authorize and file the application with the State of Vermont. Seconded by Scott Briere and unanimously approved by the Board.

6. Update on Village Church Building

- Under the Boards unanimous authority for David Barlow to solicit quotes for land surveys for the Village Church building property; David stated that he received one response from George Rumery.
- Mike Marcotte made the motion to approve David Barlow to proceed with arranging the land survey of the Village Church building with George Rumery at a cost not to exceed \$2,000 to be expended from the Buildings & Maintenance Reserve Fund. Seconded by Scott Briere and unanimously approved by the Board.

7. Treasurers report of financials for the preceding month

- Treasurer David Barlow reviewed the January 2020 financial statements with the Board.
- David stated he had been looking into the Edmund Douglas Price funds that were gifted to the Town many years prior. David stated he would like to work on a plan to start utilizing these funds within the scope of the donor's stipulations.
- The Board asked Town Administrator Amanda Carlson to speak with the Town Attorney to understand how the Town can and should be legally expending these funds.
- The Board agreed that once any legal constraints are understood, they will discuss the best way to move forward in appropriating the funds.

8. Appeal to the State of Vermont Department of Property Valuation & Review

***anticipated executive session in accordance with 1 VSA 313 (f) (3) - Review of legal communications*

- The Board unanimously agreed that premature public knowledge of the subject would not be detrimental to the community at this time and therefore they would continue the discussion in the public meeting.
- The Board reviewed correspondence from the Town Attorney stating that after researching and speaking with the State PVR representatives, he did not see any legal outlet to continue the appeal on the increased CLA.
- The Board noted that unfortunately the change in CLA will cause some fluctuations of the tax rate over the next couple of years and asked Assessing Clerk Kate Fletcher to speak with the Coventry Village School Board so they understand how it will affect them and their future budgeting.
- David Gallup made the motion to withdraw the appeal submitted to the State of Vermont Department of Property Valuation & Review. Seconded by Scott Briere and unanimously approved by the Board.

9. Other business

- Amended Shared Services Contract with the Coventry Fire District was discussed with concerns on clarifying the insurance coverage requirements.
- The Board asked Amanda Carlson to research and the contract will be addressed at the next meeting.
- Resident Daniel Rondeau stated that he will be running for a seat on the Select Board at Town Meeting. Daniel stated his goal to become more active in the community.
- Scott Briere made the motion to approve the Census Bureau boundary line map and allow the Chair to sign on behalf of the Board subject to the map being verified by the Assessing Office and tax mapping company – CAI Technologies. Seconded by David Gallup.

Sign Orders:

ACCOUNTS PAYABLE ~ GENERAL FUND

Prior Warrant ending check #: 18958

CHECK #	WARRANT	ORDERS	CHECK DATE	AMOUNT
ACH	P20-33	PAYROLL - PE 02/10	2/10/2020	\$3,840.24
ACH	P02-10	ACCOUNTS PAYABLE - FED & ST TAX - PE 02/10	2/10/2020	\$1,358.05
18959-18973	20-26	ACCOUNTS PAYABLE	2/17/2020	\$10,130.25
ACH	P20-34	PAYROLL - PE 02/17	2/17/2020	\$3,707.03
ACH	P02-17	ACCOUNTS PAYABLE - FED & ST TAX - PE 02/17	2/17/2020	\$1,325.93
		TOTAL ORDERS		<u>\$20,361.50</u>

REAPPRAISAL RESTRICTED FUNDS TRANSFERS

CHECK #	ORDERS	CHECK DATE	FY20 AMOUNT
BANK CHECK	17-Feb Monaghan Safar Ducham	2/17/2020	\$ 1,923.00
	TOTAL ORDERS		<u>\$ 1,923.00</u>

Meeting Adjourned at 5:32 p.m.

The next Select Board meeting will be held on Tuesday March 3rd, 2020 – Town Meeting Day.

Michael Marcotte / Chairman

Scott Briere

David Gallup

Amanda Carlson / Town Administrator