

MINUTES
SELECT BOARD MEETING
TOWN OF COVENTRY
MONDAY JANUARY 27th, 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

Phil Marquette / Planning Commission & EMD

Guests:

John Harlamert / Newport City Fire Chief

Rory Merritt; Martha Sylvester

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1. **Chair Mike Marcotte called the meeting to order at 4:30 p.m.**
 2. **Approve the minutes of the January 13th and January 20th, 2020 Meetings**
 - Scott Briere made the motion to approve the minutes of the January 20th, 2020 meeting as written; and approve the amended minutes of the January 13th, 2020 meeting. Seconded by David Gallup and unanimously approved and signed by the Board.
 3. **Allow for Public Comment**
 - Newly appointed Newport City Fire Chief John Harlamert introduced himself to the Board stating that he was not planning on making any major changes to the department, but just to continue and improve as needed with the excellent crew he has in place.
 4. **Coventry Village Church Building**
 - The Board received an official letter from the United Church Conference offering the Village Church Building to the Town.
 - The Board discussed the legal steps needed for the transfer of property including a deed recreation and survey.

- Attorney John Monette had been working on the project with the late Dr Alan Feltmarch. The Board unanimously authorized David Barlow to speak with Attorney Monette to understand all that needed to be completed and the estimated time and costs.

5. FY2021 Budget Review and Approval

- The Board reviewed the fiscal year 2021 proposed budget noting the overall increase was due in part to uncontrolled costs associated with emergency services and service contracts; and in part to added funding for an annual festival to replace the former Coventry Day celebration.
- Scott Briere made the motion to approve the proposed fiscal year 2021 General Fund Budget at \$500,000 (9.6% increase from FY20); seconded by David Gallup and unanimously approved by the Board.
- Scott Briere made the motion to approve the proposed fiscal year 2021 proposed Highway Fund budget at \$253,000 (2.4% increase from FY20); seconded by Mike Marcotte. Road Commissioner David Gallup recused himself from the highway fund budget vote.

6. 2020 Town Meeting Warning Review and Approval

- The Board unanimously agreed to hold a special meeting on Thursday January 30th, 2020 at 9:30 a.m. for final approval of the Town Meeting Warning allowing time to amend the draft based on items up for discussion.
- The Board unanimously agreed not to include appropriations requests from: *Orleans County Fair; Joshua House; and Green Mountain Farm to School.*
- New appropriation request from Vermont Family Network will be considered when more information is received on the organization.
- The Board discussed the appropriations requests from the Coventry Town Foundation stating that they did not feel the Town Foundation had fulfilled the Board's requests to have a completed audit and establish policies and procedures to guide the organization.
- The Board unanimously agreed to include an article on the Town Meeting Warning asking voters to appropriate the sum of \$88,310 to the Town Foundation which reflects the amount spent by the Town Foundation in fiscal year 2019.
- The Board unanimously agreed to include an appropriation request to the voters for \$30,000 to be used for matching grant funds for historic preservation of the Village Church building if and/or when the Town should assume ownership.

7. Other Business

- David Gallup made the motion to approve an appeal letter to the State of Vermont Property Valuation and Review in response to the increased CLA/COD and allow Chair Mike Marcotte to sign on behalf of the Board. Seconded by Scott Briere and unanimously approved by the Board.
- The Board reviewed the proposed contract from Sansoucy for work required for the appeals resulting from the reappraisal of the utility properties.
- The Board expressed concern over the hourly rate and discussed how to monitor the expenses.
- The Board asked Town Administrator Amanda Carlson to speak with Assessor Bill Krajeski to determine how to best oversee the process.
- The proposed contract for Sansoucy will be reviewed by the Board at the next meeting.
- Mike Marcotte made the motion to authorize David Gallup to establish and oversee a Recreation Committee to plan a town wide event in 2020. Seconded by Scott Briere.

8. Sign Orders

- No orders presented for approval.

Meeting Adjourned at 6:44 p.m.

The next Select Board meeting will be held on Thursday January 30th, 2020 at 4:30 p.m.

Michael Marcotte / Chairman

Scott Briere

David Gallup

Amanda Carlson / Town Administrator