

**APPROVED Minutes**  
**West Fairlee Selectboard Meeting**  
**Monday December 1, 2014**

**Present: Bev Ash, Fred Cook, Marilyn Dresser, Delsie Hoyt**

The meeting was called to order at 4:30 p.m.

**Interviews of Town Clerk and Treasurer candidates**

4:30 Staci Sargent

**Executive Session -**

- Bev Ash moved to go into executive session for deliberation on appointments to vacant positions; Fred Cook seconded; passed. After they came out of executive session, Delsie moved to offer the Town Clerk and Delinquent Tax Collector positions to Staci Sargent pending her addition to the West Fairlee checklist and checking references; Bev Ash seconded; passed.

Bev Ash moved to approve the minutes of the November 24 Special Meeting as presented; Fred Cook seconded; passed.

**Review Treasurer's Financial Statements (emailed 11/25)**

- Development of 2015 Budget -- refinements of draft figures – All summer road work expenses have been submitted and are reflected in the year-end projections. Discussion continued on adjustments which may be required for personnel. As the year finishes we can see where additional refinements are required.
- Scheduling of FY2014 outside audit – The annual outside audit is scheduled for Jan 26-28; Rhonda has stated that she will be available if they need her.

**Roads**

- Completion of Crossroad Bridge project/submission of grant requisition – The guardrails are in, and by planning ahead we were able to install used guardrails which saved \$2000. The grant paperwork needs to be assembled and submitted. If there is quick turn around from the bank and the State, reimbursement may come in before the end of the year improving the bottom line.
- Fred Cook reported that the required 18" culvert has been installed on the Rosensweig property for access to the planned logging project there.

**Public Safety/Ordinance Enforcement**

- Dog issues – A certified letter is going out to Miranda Moore regarding her dog barking in the night time. Hoyt delivered the first warning in person.
- Sheriff Bill Bohnyak couldn't make the meeting, he will be rescheduled.

**New Business**

- Approval of year-end check run – Fred Cook moved to approve a year-end check run; Bev Ash seconded; passed.
- Rental space – Delsie measured the rental space; the two offices on the end are about 17%, the next one with the bath is about 21%, and the large one about 45% of the space. This information will help set leases for individual offices; the hallway will be considered

common space. The rent of this space, which includes heat and power, is due for an increase. A schedule of rental amounts will be considered at the next regular meeting.

- Appointment to new Treasure Island Advisory Council – The Town of Thetford is seeking a West Fairlee representative to their new Treasure Island Advisory Council. Any resident interested in serving in this capacity is encouraged to contact the Selectboard

**Other Business/Agenda Items** (to be acted on at next regular meeting)

**Upcoming Events -**

- Feb 5th Tri-Town Ompompanoosuc Watershed Basin Informational Meeting

The meeting was adjourned at 6:11 p.m. – BA – FC – 6:11pm