

APPROVED Minutes
West Fairlee Selectboard Special Meeting
Monday December 8, 2014

Present: Beverly Ash, Cory Austin, Fred Cook, Delsie Hoyt

The meeting was called to order 5:00 p.m.

Minutes: Fred Cook moved to approved Minutes of November 10 Special & December 1 Regular Meetings; Cory Austin seconded, approved.

FY2015 Budget Development and discussion of options/strategies for filling Treasurer's position:

Development of 2015 Budget

Acknowledging that completion of the FY2015 budget is directly linked to strategies for filling the Treasurer's position, discussion continued on options and advice received from VLCT; the outside auditing firm , Sullivan & Powers; and Town Attorney, Paul Gillies. A draft Charter provided by Attorney Gillies and the process for presenting the document to the voters for approval was reviewed. Two public hearings will be required prior to a vote by Australian ballot. Cook suggested that the Selectboard pursue the second "scheduling" option outlined by Gillies which would provide additional time for disseminating information to the community and holding the two required hearings. Based on the notification requirements, an initial hearing would be held in early February, a second hearing in mid-March, and voting on March 17th.

Discussion continued on the more immediate issue of conducting the Town's business in the interim. The increasing complexity of the Treasurer's job requires strong accounting skills and experience; options include contracting with a current or former Town Treasurer in the area or entering into a "bulk time" contract with NEMRC. Action was deferred until the next regular meeting when additional information and cost estimates from NEMRC can be considered.

FY2015 Projected Cash Flow Certificate: Deferred until final draft of budget is completed

Roads

Cross-training on procedures for grant funds requisition for Crossroad Bridge project was deferred until the next regular meeting. Hoyt received a report that a gate has been erected on Brown Road which constrains another landowner from accessing his property. The matter requires further investigation to determine whether this is legal; and what action, if any, can or should be taken by the Town. The issue will be taken up at a future meeting.

Old Business

Appointment of Town Clerk: Following further discussion including confirmation that the applicant has been added to the checklist, Fred Cook moved to appoint Staci Sargent to the position of Town Clerk, effective January 1, 2015; Cory Austin seconded; approved.

Appointment of Delinquent Tax Collector: Delsie Hoyt moved to appoint Staci Sargent to the position of Delinquent Tax Collector effective January 1, 2015; Beverly Ash seconded; approved.

Appointment to new Treasure Island Advisory Council: The Selectboard was reminded that Thetford is seeking a someone to represent West Fairlee.

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

Contract with Vermont Appraisal Company: Hoyt reported that she had spoken with Lister, Janet Austin who indicated that the scope of the technical support contract with Vermont Appraisal was sufficient. Action on renewal of the contract was deferred until the next regular meeting.

Painting of renovated area in Creative Spirit: Owner Sheila Bedi, wishes to repaint the entire classroom, and has proposed that the Town reimburse \$100 toward paint and labor to cover repainting the area renovated with the window installation. All agreed that this arrangement would be less costly to the Town than hiring our maintenance person or another contractor to do the job.

The meeting was adjourned at 6:40 p.m.