

**Approved Minutes
West Fairlee Selectboard Meeting
Monday June 1, 2015**

Present: Fred Cook, Delsie Hoyt, Steve Malinoski

Visitor: Bruce Durkee

The meeting was called to order at 5:30 p.m.

Fred moved to approve the minutes of the May 18th Regular Meeting; Steve seconded; passed.

Visitors/ Hear and act on reports of Town Officers and Committees

- Health Officer, additional rental housing issues – Delsie had another visit to a rental property with water quality issues, did interview survey, hope to gain the cooperation of the landlord and not have to proceed with an emergency health order.

Review Treasurer's Financial Statements/Journal Entries (1st mtg. of month)

- Financial statements – On June 15th Sullivan Powers, our external accounting firm, will be here to review financials to date and assist with adjustments if necessary. NEMRC provides us with bookkeeping services, but doesn't have the capability for some of the accounting adjustments that need to be made. The midyear report will be reviewed at the July 1 meeting, which will tell us how we're doing.

- Journal Entries: two were reviewed: application of interest to General Fund, and line of credit transfer to general fund.

Roads

- Paving/reclamation plan for Wild Hill/ bidding – Jonathan will mark reclaim area so pavers can bid accurately.

- Moving the gate Brown Road – Discussion of discontinuation was deferred; Fred will follow up with Richter.

- Private work in ROW at Blake's – This project to replace the barn foundation will require work in Town ROW. Blakes would like to temporarily shift the road to allow more room and install Jersey barriers to protect both public and workers. The proposal as well as signage will be reviewed by VTRANS District IV and/or VT Local Roads.

- Bear Notch – Bruce Durkee of the Westshire ATV Club reported that the group has done grading and freshened water bars on Bear Notch Road out to the landing/trail head. Durkee explained that the Club periodically renews permission to use the roads (and private lands); coverage is requested through 2018. Hoyt emphasized that the local Club is insured through VASA, the state-wide ATV organization, for its members to undertake trail maintenance. She also noted that the volunteer work done by the club on Class IV roads included in the trail system saves the Town a significant amount of money keeping these roads passable by State standards; and thanked the Club for its community-centered activities including Green-up day and Maintenance of Southworth Park. The Club is asking permission to make improvements on the Middlebrook side of Robinson Hill Road. It was suggested that volunteer activities be coordinated with the Blakes as significant washouts will require additional material. Steve Malinoski moved to sign the permission for ATV use of designated Town roads as per the ATV Ordinance; and allow the Westshire ATV Club to undertake ditch and drainage work on Robinson Hill Road; Fred Cook seconded; passed. Malinoski will coordinate with Jonathan Blake and be the liaison to the Selectboard.

Public Safety/Ordinance Enforcement

- Trash Ordinance enforcement, Beanville Road – Bev is working on this, so it was deferred until she was back.

- Local Hazard Mitigation Plan – Committee formation – Two Rivers Regional Planning will want the Town to get going on this shortly. New members are needed for the Planning Commission which has a role in developing this plan.

- Delinquent dog list/ dog warden (animal control officer) job description – The Town Clerk will be turning over the delinquent dog list; we should be able to act on it at the next meeting. A draft job description the animal control officer was reviewed. Kenneling fees and other charges must be set by the Selectboard annually.

Old Business

- Status: Appointments to Treasurer search committee – Fred moved to appoint Roland Kuchel to the search committee; Steve seconded; passed. The organizational meeting will probably be on June 8th or 10th.

- Status: Community Building energy audit/improvements – Fred is arranging for insulation contractors to see the building, possibly on Wednesday night. To qualify for Efficiency Vermont rebates of up to \$5,000, the building must be under 10,000 square feet; they also provide \$100 towards the energy audit.

- Status: Community Building signage – Steve presented a couple of choices for the sign lay-out, and discussed options for protecting the posts from rotting. He will do further research on costs.

New Business

- Review Creative Spirit lease – As the Selectboard has made incremental increases over the past four years to bring the lease closer to market rates, Delsie moved to keep the Creative Spirit lease at the current rate for the coming year; Fred seconded; passed.

- EC Fiber upgrade/bundled services – Al Pfeifer reported via email that EC Fiber needs more information to be able to give us a quote.

- Licensing for CAMA – Fred moved to renew the licensing agreement with Marshall and Swift for the Lister's CAMA software package; Steve seconded; passed.

- Post-Town Meeting "Tune-Up" - Annual appointments: We need to approach people about serving on the Planning Committee.

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

Fred moved to sign the orders; Steve seconded; passed.

Review Correspondence

The meeting was adjourned at 6:31 p.m.