

**Approved minutes
West Fairlee Selectboard Meeting
Monday June 15, 2015**

Present: Bev Ash, Fred Cook, Delsie Hoyt, Steve Malinoski, Al Pfeiffer

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

Additions to the Agenda – liquor license Middlebrook Market

Bev moved to approve the minutes of the June 1, 2015 Regular Meeting; Al seconded; passed.

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

- TriTown Lake Fairlee Dam – Deed work is being completed; contractor is ready to start working.

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

– Delsie reported that the external auditor from Sullivan & Powers came today; we've been five reconciled months without a treasurer. There were two of transactions that required the auditor's expertise; but he also audited the first five months since we've been without a Treasurer. Other than a couple tiny adjustment of interest, everything looked correct and up to date. NMRC is doing a great job!
– Journal entries – There were several routine journal entries which were examined and discussed. Steve moved to approve the journal entries; Fred seconded; passed.

Roads

- VT Local Roads circuit rider – He will meet with Delsie and Fred Thursday morning at 8:30 to go over the plan for Wild Hill and the signage for the construction in the ROW and shifting of the road by Blake's barn.
- Brown Road: discussion of discontinuance/gate – Fred will talk to Richter about the gate. Delsie researched hearings and other procedures required to throw up a portion of a Town road, but this is something that can be put on the back burner while more urgent issues (the dam and the Treasurer) are dealt with.
- Complaint on Scrutton Hill – the Parkers, next to the cemetery, said that a culvert was gone and was washing out the road; Jonathan will look at it and get back to us. The ATV Club may be able to coordinate with the Blakes on this.

Public Safety/Ordinance Enforcement

- Trash Ordinance enforcement, Beanville Road – Bev looked at the ordinance, and felt the Selectboard should review it and make changes as needed. It will be reviewed at the next meeting; it needs to be enforced uniformly.
- Review Emergency Management Local Training Needs Assessment – Summary Report – The recommendations for training were reviewed. Delsie encouraged everyone to take the Incident Command 402 designed for Selectboards and administrators.
- Local Hazard Mitigation Plan – Committee formation – There's been nothing from Two Rivers yet, but what it boils down to is that we need to fill out our Planning Commission.
- Delinquent dog list/ dog warden job description – Staci has turned over the unlicensed dog list, along with the letter she's already sent.

Old Business

- Status: Charter/Treasurer search – The Treasurer Search Committee met last Monday. It was a productive meeting. The group reviewed and merged available job descriptions and Delsie will draft a

unified document. Committee member, Brenda Blair, who works in human resources, offered to write the advertisement and had several suggestions for free postings..

- Status: Community Building energy audit/insulation proposals – Two estimates received for cap insulation were reviewed and discussed. Bev moved to award the bid to Superior Spray Foam; Al seconded; passed. Delsie will check on day care vacations. Fred will contact Superior.

- Status: Community Building signage – Steve Malinoski reported that the refurbished town office sign is done and looks great. He is price shopping for posts; and his goal is to install them before the end of the month. The sign with the new hours will be done shortly. A big thank you to Johnny Johnson and Lisa Ordway, who offered to refurbish the Welcome to West Fairlee signs at each end of town for us at no charge.

- EC Fiber bundled services – Al is waiting to hear from them; possibly with a proposal and will then set up a site visit.

- Planning Commission – Possible new members were discussed.

New Business

- Lake Fairlee Dam Replacement

Action Item: Preliminary agreement with Kingsbury Construction – Fred moved to sign the preliminary agreement with Kingsbury Construction; Steve seconded; passed. The TriTown group and Town Attorney Paul Gillies are finalizing the deed work, but the agreement allows Kingsbury to line up sub-contractors.

Review draft Construction Agreement - (to be sent by Dubois & King) – This hasn't come through yet, so it is deferred.

Bond Financing – The bond process is moving forward. The 19th is the final day of the rescission period; and public comment on the permit expires shortly thereafter. Because we're using our municipal bank, a bond sale notice must be published five days prior to our signing the financing, so it would go into the JO on the 24th of June. We need to have a meeting on the 29th just to sign the financing.

Action Item: Special Meeting June 29 to sign financing – Bev moved to warn the Special Meeting for June 29th at 5:30 p.m. for processing the bond and other related paperwork for the Lake Fairlee Dam Project; Steve seconded; passed.

Action Item: Appointments to Tri-Town Commission – Fred agreed to continue for one year; Delsie will ask Skip Brown to continue. Steve Malinoski offered to serve if another interested community member wasn't identified. Appointments will be made at the next regular meeting.

Liquor License – The Middlebrook Restaurant submitted a liquor permit application for “Middlebrook Market” for retail sales. They have a first class restaurant license, and this application is for a second class, periodic one. Bev moved to approve the application; Fred seconded; passed.

Bev moved to sign the orders; Al seconded; passed.

The meeting was adjourned at 7:11 p.m.