

**Approved Minutes
West Fairlee Selectboard Meeting
Monday, January 21, 2019 6pm**

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

Clerk: Nina Schwartz

Visitors: Bridget Brennan

The meeting was called to order by Delsie Hoyt at 6:00 pm.

Minutes of the January 7th meeting were reviewed. Bev made motion to approve minutes, as corrected. Steve seconded the motion; unanimously passed.

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

- Town Health Officer re: status of Jennings Road rental:
 - Bridget Brennan (Town Health Officer) reported to DEC in September 2018 that gray water system bubbling up from ground. DEC representative did inspection Dec. 2018 NOAV (Notice of Alleged Violation) to be sent to SB. Delsie to contact DEC permit specialist to follow up with compliance
 - Still classified as primitive camp and not permitted to be rented. Up to DEC for enforcement
 - Civil action being taken by landlord for eviction
 - Bridget and Steve to schedule an on-site visit to reassess current status of rental checklist violations.
- Planning Commission: reviewed Transportation chapter of Town Plan. Question if the revised Highway Access and Driveway Ordinance, as adopted July 2018, can be uploaded to website. Delsie to follow up.

Review Treasurer's Financial Statements/Journal Entries

- Corrections to FY2019 working budget:
 - Rider insurance policy currently in place for Bean Hall not necessary, as confirmed through PACIF. (Decreased expense)
 - Grounds maintenance to be adjusted to \$8,500 reflecting actual costs (Increased expense)
 - FICA and Medicare adjustments needed (increased expense) for payroll
 - Overall, approximate \$21k increase in budget from last year

Roads/Land

- Hearing of discontinuance segments of Preserve Rd./Tebbitts North Rd.: awaiting Dept. of Forest and Parks comments
- Sub-recipient annual report for Better Roads Grant: received and needs to be responded to, along with Certificates of Insurance for submission
- Annual Highway Weight Limit report:
 - Received; Delsie to review
 - Scruton Hill: previous bridge removed long ago and replaced with two culverts. Delsie to respond

Public Safety/Ordinance Enforcement

- Public water supply/compliance process for Community Building:

- Steve reports only one bid received to date from Northwoods Excavating
- Steve to inquire with Nate about any grant assistance, thoughts about quotation and additional insight
- Action deferred for more information
- Speed enforcement collaboration with Thetford:
 - Discuss inter-municipal police agreement: Draft shared via email with SB.
 - Delsie suggests clarification from Thetford Police Chief on evaluating court time, extra time, etc. mid-contract for adjustment to coverage schedule
 - Speed limit ordinance: shared with SB via email and upon discussing state roads are adequately covered, local roads will need to be further reviewed in the Spring

Old Business

- Revising town website: deferred
- Community Building maintenance and upgrades:
 - Carpeting installation completed
 - Baseboard molding needed
 - Recommended fire alarm system upgrades (letter from Steve Fifield): motherboard is outdated and cannot be replaced. Replacement dispatch panel will be needed in the near future
- Bean Hall: roof leak. Randall Hoyt of Tunbridge estimate pending
- Delsie spoke with the VT Housing Conservation Board re: possible funding support for expansion of Brushwood Community Forest

New Business

- Compilation of Town Report:
 - Special Selectboard meeting for 1/28, 6pm, for the purpose of warning the 2019 Town Meeting and reviewing the Town Report. Steve made motion to hold the special meeting as, proposed, for the purpose indicated. Bev seconded the motion; unanimously approved
 - Still awaiting some reports from committees and commissions
 - Suggested article amendment: Conservation Commission is requesting a Conservation Fund. The current Brushwood Community Forest Fund is such a fund. It's intended for conservation of land for stewardship of the forest, as well as expansion, the description is vague. It is suggested an article be put before the voters to amend and clarify the purpose and use of that fund to be more inclusive and for other land conservation within the town. Wording to be developed further and approved as part of the Town Meeting Warning at the 1/28 meeting
 - Review content, format and deadlines : discussion on revisions/condensing of content to better accommodate formatting
 - Selectboard Report draft: discussion on suggestions/ideas of report content. Input provided by SB members. Delsie to work on draft
- Excess Weight Permits: Bev received one to process

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

Sign Orders

- Delsie noted that two additional checks will be added:
 - LaValley's for balance of carpet replacement
 - Key Communications for a deposit on telephone system upgrade

Bev made motion to sign orders; Steve seconded the motion; unanimously passed.

Review Correspondence

Upcoming Events

Bev made motion to adjourn meeting, Fred seconded; unanimously passed. The meeting was adjourned at 8:02pm.