

**Approved Minutes
West Fairlee Selectboard Meeting
Monday, February 5, 2018 6pm**

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

Clerk: Nina Schwartz

Visitors: Jonathan Blake, Barry Larsson, Jen Shatney, Doug Sonsalla

The meeting was called to order by Delsie Hoyt at 6:03pm.

Minutes of the January 15th regular meeting were reviewed. Bev made motion to approve minutes, as amended; Al Pfeiffer seconded the motion; unanimously passed.

Organizational

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

- Conservation Commission: Peggy Willey communicated via email requesting an ordinance to restrict access to motorized vehicles to the French property/Brushwood Forest. The SB clarifies the restriction requested is at the beginning at the access point to the French property, off of Blood Brook Rd. Fred believes possibly already mandated by the State in the easement, while Delsie believes it's discretionary of the SB; to research and advise findings for further action
- Barry Larsson, water system operator: introduced himself to the SB and explained his role with coming into compliance for Community Building. Barry to regularly handle sample collections for testing, and to work alongside with Ruggles Engineering and the State. Reviewed breakdown of testing schedule for estimated annual cost, which has already been considered in the upcoming budget. Test results will be automatically sent to the SB and the State for review. Town account to be set up with Endyne Labs for convenience for testing. Barry to check into liability insurance requirements and will report back to Steve. Delsie to email Barry some additional information on the Town's liability insurance. Barry directed the SB to state website for info on what to expect from a water operator (Drinking Water and Groundwater Protection Division). Meanwhile he does not require key at present to the Community Building and will contact Steve if entry needed. Monthly billing at \$50/hr.
- Sheldon Miller Fund: Jen Shatney presented estimate for purchase of skis and snowshoes for Westshire Elementary and for construction of ski storage bin (estimate \$200). The SB in support of this purchase; expenditure of Sheldon Miller Fund restricted to projects at Westshire Elementary. School to cut PO and submit to SB for reimbursement, as previously done.

Financial/Journal Entries

Roads/Land

- Jonathan Blake/winter roads: presented analysis on historical spend on salt and provide further insight between Blake and the SB in an effort to provide safe roads and be mindful of expenses. Sand vs. salt: 2 loads of sand to cover roads \$550, 5-6 tons salt used for roads \$529; 13th year of Jonathan maintaining roads. Sand requires maintenance of ditches after winter, which is an added expense, as well as increase in pavement wear on road over the decades, which contribute to maintenance cost. Quality of sand is also an issue. He has used magnesium chloride mix used on

private properties. Works much more efficiently. Jonathan suggested the Board take a course offered on winter road maintenance to better understand pros and cons.

- Municipal Roads General Permitting (MRGP):
 - Delsie shared details with SB the timeline for implementation via email; seems to be on schedule.
 - Better Back Roads grant working along, expected update at the end of the month
- Pending driveway access approvals: Ed Morelli/Jennings Rd.: deferred

Public Safety/Ordinance Enforcement

- E911 re: Robinson Rd: Nina obtained data from tax maps about property boundaries and will formally present details at the next meeting
- Public water supply/Community Building: covered by Barry Larsson's briefing
- Trash ordinance enforcement/ticketing/Bergholm property: deferred

Old Business

- Development of Memo of Understanding (MoU) with West Fairlee Historical Society (WFHS) re: Bean Hall fundraising
 - The SB requires next steps from WFHS w/refinement of proposed action steps
 - Milestones need to be established by both parties to assess progress/continuance
 - Jen distributed packet of information to the SB
 - The SB to combine data/intent from WFHS into the Town's draft on the MoU to be further reviewed and discussed by both parties.
- Town website revamp: further action deferred
- PACIF Loss Protection 'audit' recommendations: completed, follow up report requested
- Community Building snow plowing/mowing contract renewal with Billy Hodge: pending
- Development of Town Report:
 - All electronic reports for appropriations received
 - Rough draft of Selectboard report to be circulated

New Business

- Nina Schwartz suggested setting up a 'community involvement' informational table for Town Meeting/Town Voting day, in an effort to stimulate community volunteers. Discussion followed on rules/guidelines regarding what is allowable within the polling place. The SB supports an 'interest form' available at those events, made up by Nina, which is permissible and for interested residents
- Town Meeting Warning: SB reviewed and motion requested for Saturday, March 3rd at 10am at Community Building. Bev made motion, Fred Cook seconded; unanimously approved
- Town Report materials: reviewed by SB and discussion had on ways to improving mailing to maximize receipt by residents.
 - Also discussed was Annual report submitted by West Fairlee Public Library. There are concerns centered around the fact that during the past year, there has been no active Board of Trustees to oversee the Library's activities and finances. While Librarian Viola Farrar organized several events and programs during the past year, the Library's viability is dependent on community involvement, including oversight of an active Board of Trustees, to evaluate patronage and programs; and develop the Library as a vibrant community asset in the future. The Selectboard budgeted for the Library's general operations, but declined to grant a \$1,000 appropriation increase for FY2018 until such time as Trustees are either elected or step forward to be appointed.

- Informational budget meeting: Request to set date/time for Monday, 3/5 at 7pm at Community Building. Fred made motion to approve, as noted; Al seconded; unanimously approved

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

Sign Orders

Bev Ash made motion to sign orders; Al Pfeiffer seconded the motion; passed.

Review Correspondence

- Email re: Prouty bike route through West Fairlee, July 13, 2018

Bev made motion to adjourn meeting, Fred seconded; passed. The meeting was adjourned at 8:13pm.