

**Approved Minutes  
West Fairlee Selectboard Meeting  
Monday March 7, 2016**

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

**Visitors: Sheriff Bill Bohnyak, Treasurer Joe MacPherson**

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

**Election of Chair -- Organizational Meeting --**

- Fred moved to elect Delsie as Selectboard Chair; Bev seconded; passed unanimously.
- Review vacancies in elected/appointed positions, posting/timeline for appointments – Delsie had made a flyer to post for the vacancies in elected positions; under Statute, vacancies must be posted for 10 days to allow people to step forward. She included vacancies on the Planning Commission whose membership has been depleted, in part, by long-standing members moving from town.

Bev moved to approve the minutes of the February 1, 2016 Regular Meeting as presented; Al seconded; passed.

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

- Update Tri-Town Lake Fairlee Dam Committee – Steve/Fred – Steve noted that it is expected that a contract with Hebert Construction will be signed on Thursday.

**Executive Session** as required re: legal update/settlement with Kingsbury – Fred moved to adjourn to an Executive Session to handle pending legal matters at 6:15 p.m; Steve seconded; passed. The Executive Session ended at 6:30 p.m. Steve moved to appoint Fred to represent the Town's interests in the upcoming mediation sessions; Bev seconded; passed.

- Review and discussion of proposal to expand Brushwood Forest Special Treatment Area – The revised proposal was received by mail from the Conservation Commission, Peggy Willey will attend the next meeting to answer questions before action is taken.

**Review Treasurer's Financial Statements/Journal Entries**

- Approve Scope of Service Agreement with Sullivan & Powers re: audit – Fred moved to approve the Scope of Service Agreement with Sullivan & Powers and send it back to them; Steve seconded; passed. The contract is for \$10,700; no increase over last year.
- Discuss annual update of vendor files -- agreements/certs. of insurance – Delsie will work with Joe on these updates.
- Journal entries were reviewed and discussed.

**Roads**

- Status lease with VTrans re: salt shed property – Delsie has been following up on this; VTrans facility folks at the State level had not communicated with District #4.
- Follow-up on Jennings Road driveway access – Steve has been in contact with the homeowners, and will report on progress after meeting with them at the site about specifications.
- Begin preparation of annual highway grant application – Deferred. Delsie will get an estimate for engineering costs of Godfrey Road culvert/bridge to include in a structures grant proposal. An estimate for guard-rail replacement on the culvert below Beebe's pond has been received and will also be rolled into the Structures Grant request.

**Public Safety/Ordinance Enforcement**

- Sheriff Bill Bohnyak provided his annual update on patrolling issues. The Selectboard will continue to communicate areas of concern with OCSD as they arise.
- Update of Local Emergency Operation Plan - Al reported on his progress and new areas of emphasis.

### **Old Business**

- Review/Approve Community Building furnace proposal from ARC – The ductwork damper and thermostats replacement proposal from ARC and a ductwork cleaning and sealing proposal from Vent -Tech were reviewed. It was decided to defer a decision on the Vent-Tech proposal for the time-being; the building would have to be vacant for the work to be done; and damper replacement was priority. In addition, ARC is working from its own 1988 blueprints; another company would expect to draw up their own "existing conditions" blueprints, a significant added expense. Steve moved to go ahead with the ARC proposal, without the four additional duct branches and dampers, for a total of \$22,800; Fred seconded; passed.

### **New Business**

- Approve/process overweight truck permits – Steve moved to approve the overweight permits; Bev seconded; passed.

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

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

### **Upcoming Events**

- VLCT Selectboard Institute March 12

The meeting was adjourned at 7:42 p.m.