

**Draft Minutes – Subject to Amendment
West Fairlee Selectboard Meeting
Monday April 20, 2015**

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

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

Bev Ash moved to approve the minutes of the April 6, 2015 Regular Meeting with corrections; Al seconded; passed.

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

- Community questions and comments on Lake Fairlee Dam replacement/bond vote - none

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

- Financials – The first quarter financials were discussed at length. An updated Cash Flow Certificate demonstrated that it would be prudent to have a Tax Anticipation Note set up and ready through Merchants Bank.

Roads

- Highway grant process/planning for summer roads – Jonathan will be at the next meeting.
- Middlebrook guardrail quote – An estimate was received from Vermont Recreational and will be included in a Structures Grant request. Chris Bump from District 4 will soon schedule a visit to discuss our highway needs and plans for the year.
- Driveway permit, Bloodbrook - Site visit scheduled for next week.

Public Safety/Ordinance Enforcement

- Revisions to Local Emergency Operations Plan (LEOP) – Updates for Town Officials were made; Delsie will return it to TRORC tomorrow. A final draft will be ready for approval at the next meeting.
- Discuss update of Local Hazard Mitigation Plan – Broader community involvement is now required for development of this document and should include representatives from the Selectboard, Planning Commission, and community members. Like the LEOP, the incentive is an additional 5% in emergency relief funds in the event of a future disaster. The Planning Commission's work on the Flood Resilience Chapter for the Town Plan should inform this, and Two Rivers will sit down and help us pull this together. After discussion, it was decided that a representative from the Fire Department should be involved. Delsie will ask Kevin or Cory for a suggestions, and she noted that Lisa Ordway was a tremendous asset with her involvement in the recent Emergency Training survey. Fred will also seek a representative from the Conservation Commission.

Old Business

- Status: Charter/potential appointments to search/interview committee – The Charter will be going from House to Senate tomorrow; it'll probably be a couple more weeks before the Charter goes through. We should start approaching people to serve on the interview committee and looking for job descriptions and ads for Treasurer, CFO and similar jobs. As soon as the Charter passes, we need to get busy.
- Status: Community Building energy audit/improvements – Fred is playing telephone tag w/Lee Vormelker; the energy audit may happen this Friday. We will try for 1p.m. Friday, and Delsie and Fred will go.
- Auditor's Management Letter Response – Delsie will circulate the response.

New Business

- Post-Town Meeting "Tune-Up" (as time allows)

- Additional annual appointments/ Appointments to vacancies in elected positions

Planning Commission – The Planning Commission is in desperate need of additional members. They will begin development of the next Town Plan very shortly. It was suggested that the Planning Commission post a "job description" on the listserv to outline their responsibilities and upcoming projects.

Conservation Commission -- other than a question about one member continuing to serve, positions are filled and the group is extremely active with a variety of programs.

GUVSW – More changes are being implemented on the Solid Waste law, and GUVSW is anxious for WF to have a representative at the table .

Cemetery Commission – Brittany Cray is interested in being appointed to the Cemetery Commission vacancy; Fred moved to appoint her; Steve seconded; passed.

- Overweight permits – They are done, they just need to be sent.

- Mowing contract – Delsie will check with Bill Hodge; he also mows for the Cemetery Commission. The SB discussed synchronizing the Cemetery and Town mowing contracts.

- Community Building signage – The Town Clerk sign needs to be changed (the hours), and the sign that still says Upper Valley Pediatrics should be changed to direct people to the Town Offices. Steve will look at options, and get bids from Russ Priestly, Andy Moore, and any other sign makers he can identify.

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

-Census Boundary Annexation Survey (BAS) -- Al Pfeiffer is looking into confirmation of Census boundaries and other indicators.

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

Review Correspondence

-Tipping Waiver for Green Up Day –Tipping Waiver with Lebanon landfill was signed and returned. Hoyt noted that Casella is no longer donating hauling of Green Up trash; this will need to be included in next year's solid waste budget.

Upcoming Events

May 11 -- 7 p.m. hearing on Bond and Interlocal Contract for Lake Fairlee Dam Repair

May 19 -- Special Town Meeting, Bond Vote

The meeting was adjourned at 6:55 p.m.