

**Approved Minutes
West Fairlee Selectboard Meeting
Monday, June 17, 2019 6pm**

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

Clerk: Nina Schwartz

Visitors: Jenn Shatney

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

Minutes of the June 3rd regular meeting were reviewed. Bev made motion to approve minutes, as noted, Fred seconded; approved.

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

- West Fairlee Historical Society:
 - Jenn Shatney visited to clarify status on historical survey; Delsie confirmed that was last decided the WFHS to handle
 - Roof at Bean Hall: still pending, trying to find a contractor
- Cemetery Commission: asking for RFP for fence replacement

Review Treasurer's Financial Statements/Journal Entries

- Water source protection system:
 - Capital improvement note from Community Bank, NA for \$45,000 at 3.5% interest. Full documents circulated to SB member via email prior to meeting for full review. Steve made motion to approve and sign borrowing note, Bev seconded; unanimously approved
 - Resolution of Public Interest and Necessity: Fred made motion to approve and sign, Steve seconded; unanimously approved
 - Tax certificate for capital improvement note: Bev made motion to approve and sign, Steve seconded; unanimously approved
- Sullivan Powers auditors:
 - Contract/scope of services for 2018 audit: \$11,800 (\$800 increase) Bev made motion to approve and sign, Fred seconded; approved
 - 2018 audit questions/copies of 2017 audit circulated to SB members for review

Roads/Land

- Grant In Aid:
 - Town awarded \$8,100, with a 20% match from Town for project(s) total of \$10,125
 - Letter of intent to participate in Grant in Aid from TRORC: Fred made motion to sign letter, Bev seconded; approved
 - Equipment purchase program now connected with Grant-in-Aid Program. Several towns have teamed up to make strategic equipment purchases to share. After discussion the SB is interested in doing the same when West Fairlee is eligible to qualify
 - Patrick Ross (stream engineer) visited and determined Beaver Meadow culvert (near town line) is intermittent, not perennial stream and beyond his jurisdiction. Manley Hill Rd same thing, but will assess and sign off on documentation for reference to proceed with Grant-in-Aid program
- 'Dead End' sign for Stevens Rd: resident's request. Steve made motion to approve, Bev seconded; approved

- Reclamation quote for Middlebrook between Blood Brook and Bear Notch Roads: Jonathan Blake obtained quote from All-State of \$5k, to possibly join together with grading and improvement of subbase and 3" base course, to top coat next year
- RFQ for paving: (Middlebrook Rd) Bid deadline at or before 5:30pm, 7/15/19, by mail or in person

Public Safety/Ordinance Enforcement

- E911: Nina Schwartz reports an email was sent to WFVFD to suggest possible E911 fundraising drive at their upcoming 'Touch a Truck' event and offer support, if needed. To date, no reply

Old Business

- Disposition of tax sale properties:
 - King Hill property: tax sale to be posted to the Journal Opinion, Paul Gillies has reviewed/approved
 - Beanville property: pending. Delsie to inquire about wastewater engineer from VT DEC to make site visit/assessment
- Revising town website: preparations ongoing, Cat Spaulding working on updating meeting minutes on website (as requested by auditors); further action deferred
- Status: water source protection system/Alliance contract for Community Building:
 - Steve heard from Nate; job is anticipated to start within the next 1-2wks
 - Clarification pending on who will clear out room in Community Building and time frame of water to be unavailable; Delsie to find out from Sheila at Creative Spirit
- Estimate Bean Hall roof leak Community Building cupola repair: seeking alternate contractors
- Community Building capital projects and general cleanup: in progress
- Brushwood Forest property acquisition: deal fell through. SB would like to commend Ann Stevens for her commitment with pursuing throughout the entire process

New Business

- VT Appraisal Co. Assessment Assistance Contract renewal: fee and arrangement the same as previous May 1, 2019 – April 30, 2020. Bev made motion to approve and sign renewal, Fred seconded; approved
- Request from Library to display 'open' banner, SB supports this request
- Excess Weight Permits: none

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

- Review lease for Creative Spirit
- Community Building septic system: Steve and Bruce plan to run dye test to check curtain drains

Sign Orders

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

Upcoming Events

- June 22nd 1pm, Tea Party: West Fairlee Historical Society and West Fairlee Community Club - West Fairlee Union Meeting House
- June 29th, 'Touch a Truck' West Fairlee Volunteer Department – Village Green
- July 12th-13th, The Prouty, route to run through parts of Routes 113 and 244

Bev made motion to adjourn meeting, Fred seconded; unanimously passed. The meeting was adjourned at 7:10pm.