

Approved Minutes
West Fairlee Selectboard Meeting
Monday, September 18, 2017 6pm

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

Clerk: Nina Schwartz

Visitors: Dustin Burnett

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

Minutes of the September 4, 2017 meeting were reviewed. Bev Ash made motion to approve the minutes, as noted; Steve Malinoski seconded the motion; unanimously passed.

Organizational

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

- Dustin Burnett: owner at 840 Robinson Rd. (class 4 road), has question regarding the responsibility for winter maintenance (snow plowing), both in execution and associated costs. Responding to an unfamiliar document presented by Burnett as interpretation of Statute; the Board deferred review with Paul Gillies, Town Attorney, for clarification on this issue and will respond to Mr. Burnett via email. There was also a question about who randomly sanded Robinson Rd. on one occasion last winter; such random acts of kindness have been known to anonymously occur throughout town by unknown parties and are not scheduled or managed by the Town.
- TriTown Commission (TTC): the Treasurer had some questions about upcoming payment soon due for engineering expenses. Steve reviewed and explained breakdown, which clarified the question. Delsie will relay information to proceed with payment.
- Conservation Commission (CC): hosting a 'Caterpillar Education Program' together with the Thetford CC in October. Will be spending a bit more than planned and advising the Board.

Financial/Journal Entries

- FY2016 audit draft and management letter: response acknowledges recommendations/comments:
 - Segregation of duties is challenging due to limited staffing, however the SB will strive for continuous improvement.
 - Joe McPherson (Treasurer) still unclear about what the auditors felt was missing as due from the school district; to be investigated.
 - File now created for general journal entries, as recommended.

No further comments/changes requested from the SB. Delsie to submit to Sullivan Powers.

Roads/Land

- Grant In Aid Program: pending
- DEC Water Encroachment Permit for bank stabilization Middlebrook Rd: in process. Unknown if any additional permits will be needed from Wetlands. Will likely be deferred until summer 2018.
- Agency of Natural Resources (ANR): public notice re: municipal roads/general planning. Information distributed and suggested for review, as it will likely be deferred for the Town Plan with certain aspects and for budgetary planning purposes.

- Salt quote: salt is purchased at the state level, price varies minimally. Delsie reviewed options/quotes, will get more info to share with the Board.
- Back Street Bridge: Delsie received a call regarding state/safety of bridge. Latest state inspection summarizes in 'fair condition: should be rehabbed soon', but no imminent danger. Discussion followed on options; Delsie to speak with Johnathan to look at more carefully.
- Signage: certain areas of concern. Blood Brook Rd. has a private sign 'Capstan' added to the municipal pole at the lower end of Blood Brook Rd. Discussion followed on signage and permissibility of such.
- Pending driveway access approvals: deferred

Public Safety/Ordinance Enforcement

- Compliance with 'public water supply' for Community Building: Delsie sent Steve email with more information on this topic. Steve to investigate to ensure all is in compliance and what actions are needed, if any.
- E9-1-1: Nina Schwartz reported on her brief telephone training provided by the E9-1-1 State Board and asked for guidance from the Board on any pending issues to look into/act on. Discussion followed on various areas of question to be worked on. Delsie to forward Nina some contacts/resources to help move forward.

Old Business

- Discussion: potential Selectboard tasks Vis a Vis Bean Hall
 - Response of auditors to questions regarding West Fairlee Historical Society fundraising for Bean Hall was discussed. Concerns about control (or lack of) with messaging and approach; but acknowledgement that WFHS is an independent organization and may fundraise as it sees fit. Town cannot give "permission".
 - Trigger point on funding discussed briefly; auditors used the phrase "substantially in place and in house".
 - Liability on structural safety for the town; under lease, town would still be owner and would have to comply with PACIF occupancy requirements.
 - Questions for Paul Gillies were refined: leasing vs. selling (reduce liability and ongoing expense to Town); Delsie to pursue.
 - Conflict of interest between BHSC and WF Historical Society memberships may need to be acknowledged.
- Source to Sea refuse clean-up, September 22-23rd:
 - IBEX to do cleanup on this stretch of the Ompompanoosuc.
 - Justin will take refuse.
 - Tires will go to Big Trash/Tires day, October 14th

New Business

- Middlebrook Cemetery: fence damaged from car accident/uninsured motorist. Insurance claim submitted for further guidance/action.
- Website revamp/update: Delsie spoke to Gov Office with services and features they have available.

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

Oct 2nd SB meeting: warn Nov 6th special town meeting for renewal of WFVFD tax exemption

Sign Orders

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

Upcoming Events

- Community meeting on Town Plan: Sunday, September 24th, 3:30-5:30pm at Westshire Elementary School
- Big trash/tires/fluorescent bulbs: Saturday, October 14th (NOT usual trash day!)

Bev made motion to adjourn meeting, Al seconded; passed. The meeting was adjourned at 7:45pm.