

**Approved Minutes
West Fairlee Selectboard Meeting
Monday, November 6, 2017 6pm**

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

Clerk: Nina Schwartz

Visitors: Doug Dresser

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

Minutes of the October 16th regular meeting and October 23rd special meeting were reviewed. Bev Ash made motion to approve minutes of both meetings, as noted; Steve Malinoski seconded the motion; unanimously passed.

Organizational

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

- Doug Dresser presented the SB with an issue on his tax bill. It was paid on time, yet two days after due date he received another bill stating he owed additional monies, hand written in. Contacted the Treasurer, who deferred Mr. Dresser to the Lister. He left message for the Lister and to date has not received a return call. Delsie to contact Peggy Burden to respond to this issue.
- Tom Baccei has offered to be the WF representative to GUVSWD. Fred Cook made motion to approve, Bev seconded; unanimously passed.

Financial/Journal Entries

- Discuss/plan FY2018 budget development:
 - Joe McPherson will have information to share at the November 20th meeting for review/planning.
 - Capital budget planning: Delsie provided the Board some background information on various funding for review to help in advance with planning/consideration as well as a high-level overview of expenses incurred for YTD FY2017. Delsie also compiled a summary of capital improvements made to the Community Building over the last several years to share with the Planning Commission.
- Treasurer vacation, November 30th – December 12th

Roads/Land

- Sign approved 2017-2018 Highway Maintenance Contract
- Update/temporary logging access Middlebrook Rd/Lee Clark: Steve advised all was approved as of October 17th; project start is pending with contractor.
- Status: Grant In Aid Program/Robinson Rd.: Rita Seto of TRORC took site pictures and Delsie assembled required documents for funding requisition.
- Discussion: 2018 Municipal Roads General Permitting/Strategy for FY2018 highway grants projects:
 - Better Roads grant proposal: ready to be submitted for funding.
 - Pending driveway access approvals:
 - Ed Morelli/Jennings Rd.: no further action taken. Steve has alerted Lister as landowner is now building a garage.

- John Morelli: pending

Public Safety/Ordinance Enforcement

- Compliance with ‘public water supply’ for Community Building:
 - Steve contacted and received list of credentials from Barry Larson, which includes water operator for Fairlee, North Thetford and Lake Morey Resort and several state certifications.
 - Aldrich & Elliot not interested in taking on our requirements. Referred to Ruggles Engineering, who will work with us. Ball-park estimate \$2-3k, consultation/engineering, permitting approx. \$800, and \$5-10k for construction, but is dependent on what is found upon site visit. Possible grants available, through Vermont Bright Futures.
 - Steve to obtain/provide to Ruggles information on existing well (sanitary inspection) to engineer system, oversee installation and inspect upon project completion.
 - Bev Ash made motion to contract professional services with Ruggles Engineering; Steve seconded; unanimously approved.
- Trash ordinance enforcement/ticketing/Bergholm property: pending.

Old Business

- Bean Hall: Town attorney advises against selling, as it would relinquish control of parking, septic, etc. He recommends an agreement (either short or long term), with conditions that would trigger progression or dissolution of the lease, with memo of understanding. The SB would be the one to enforce such conditions. The BHSC would like to further discuss at the November 20th meeting.
- Town website revamp: pending
- Update/review of PACIF insurance coverage: Delsie waiting for the insurance agent to provide determination whether additional liability policy on Bean Hall is redundant.
- Status/Dead River propane tank removal: old tank removed, new one installed without issue.
- Results of tax sale: Steve purchased all properties on behalf of the town, except for two.

New Business

- Renewal of Community Building snow plow contract with Billy Hodge. Dick Dutton unable to do walkways; Delsie to see if Billy Hodge could include walkways in his contract; to be revisited.
- Renewal of Community Building mowing contract with Hodge – deferred.
- PACIF loss protection ‘audit’ findings and recommendations:
 - several emergency exit signs in the Community Building need to be fixed/replaced. Steve will contact Tilden Electric/Steve Fifield to remedy. Bev suggested contacting Cramer Electric if Tilden unable schedule work.
 - Closet needs to be cleaned up (Viola), food pantry needs some reorganization to comply.
 - Improved "at your own risk" signage needed with playground.

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

Sign Orders

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

Upcoming Events

Bev made motion to adjourn meeting, Fred seconded; passed. The meeting was adjourned at 7:00pm.