

Minutes of West Fairlee Selectboard Special Meeting January 25, 2010

Present from the Selectboard: Bonnie Cray, Beverly Ash and Doug Sonsalla

Visitors: Doris Honig, Chris Aquino, Andy Petersen, Delsie Hoyt, Roger Bailey, Jim McDade

The meeting was called to order at 7:00 pm at the Community Building multi-purpose room.

Review Proposed Budget

The Orange County taxes have increased by approximately \$2,000 to \$15,800, and the Town proposed budget for 2010 will need to be modified to include the adjustment. The First Response Team has also requested \$3,049. The end of year balance from last year is \$9,045 for the First Response Team. The board discussed the requested use of the reserve funds for equipment. The proposed budget was reviewed. The budget request may have been submitted prior to realizing that there is a surplus. Due to the Town's financial situation, the additional requested funds may not be granted given the surplus. Sonsalla suggested contacted the First Response Team to discuss the budget request. The membership and training of the First Response Team were discussed. Sonsalla discussed the benefit of the service provided by the Team and suggested discussing the budget with them to ensure that they are not under-funded. Cray moved to ask the First Response Team to use the reserve funds for the 2010 fiscal year and to request additional funds next year if necessary. Ash seconded the motion and the vote passed unanimously. Cray moved to establish the proposed budget for 2010 at \$335,350. This budget includes less funds to be raised by taxes than were requested in last year's budget; however, the total also includes line items that are off set by income other than taxes (i.e. grants, etc). Sonsalla seconded the motion and the vote passed unanimously. A referendum on mailing the Town Report was discussed and it was decided not to include the referendum in the Town meeting warning or Town report.

Town Meeting Warning/Town Report

Tabled for review during a working session at the end of the meeting. The board clerk requested that funds be approved for the 50% payment required for the printer to begin work on the Town reports. Sonsalla moved to approve the payment issuance for the Town Report printing prior to the next board meeting. Ash seconded the motion and the vote passed unanimously.

Relocation of Town Offices Construction Manager

Cray indicated that she feels uncomfortable signing the agreement with Mink Brook Management due to the current phase of the project. Hoyt indicated that there is a standard process of engaging the community in order to come to a decision on the project and that the utilization of a construction manager this early on in the process would be premature. Hoyt indicated that the decision is very important and should be given due process. The board clerk urged the board and community to utilize the construction manager to review the estimates obtain to ensure their accuracy and to give guidance to

the Town throughout the decision making process. Cray suggested placing it on the agenda for the next meeting.

Locating grants for the project was discussed. Ash suggested moving forward with the community project discussion and suggested setting up a meeting with Rural Development. Hoyt suggested charging the Community Development Commission with the project process. Bailey discussed the project progress and estimates. Bailey suggested a meeting of the Community Development Commission on February 2, 2010. Sonsalla indicated that estimates completed to date on the project would be provided to the CDC. Sharing the estimates with the community was discussed as well as the process that Rural Development will be implementing with the community. The estimates given thus far will be provided to the CDC for discussion with Rural Development.

Election Site Grant RFP Review/Approval

Will be reviewed at the end of the meeting. Cray has drafted a request for proposals for the services associated with updating the Community Building for election site access. Sonsalla will review the document and provide feedback. The Town Clerk has offered to complete the grant application.

Community Building Repairs/Painting

The vinyl siding has been purchased to repair the exterior of the Community Building. Cray also has a volunteer willing to paint the multi-purpose room if the Town will purchase the paint. Cray moved to move forward with the painting and the siding repairs. Ash seconded the motion and the vote passed unanimously.

Motion by Sonsalla, at 9:20 pm, to adjourn the meeting. Ash seconded the motion. The vote was unanimous in favor.

Respectfully submitted,

Holly Lewis-Poulin
Selectboard Clerk