

Minutes of West Fairlee Selectboard Regular Meeting July 5, 2010

Present from the Selectboard: Bonnie Cray, Nate Pero, Jim Brigham, David Butch Moore, Sharon Petersen

Visitors: John Blake, Jonathan Blake, Peter Moore, Andy Petersen, Fred Cook

The meeting was called to order at 6:00pm at the Community Building multi-purpose room.

Visitors: *Peter Moore, Marsh Hill Road*

David Butch Moore performed a site visit of the culverts along Marsh Hill Road and identified a plugged culvert. The road crew will flush the culvert. Peter Moore discussed road maintenance issues with Marsh Hill Road including emergency access to properties on the road. Peter Moore indicated that portions of the road are impassible and that emergency vehicles may be directed to the wrong access side of the road in an emergency. Delivery vehicles also complain that the road is impassible. Peter Moore suggested changing the names of the two halves of the road. Cray suggested contacting the 911 dispatch to ensure that emergency services are aware of the issue. Blake indicated that there are other roads in Town with similar issues and suggested assigning directions to the road names (east, west, etc) for clarity. Issues with GPS unit directions were also discussed. Cray will follow up with dispatch. Blake clarified that portions of Marsh Hill Road are Class 4. Peter Moore asked about the process for having ditches installed along Marsh Hill Road. Cray indicated that a permit would be required for work in the Town right of way and that the paperwork is available on the Town website. Cray indicated that insurance is required for subcontractors. Pero indicated that he has received four phone calls for Class 4 road maintenance issues and that his response clarified that there is no budget for maintaining the roads beyond the culverts and bridges. Pero suggested that residents who would like to see additional funds for Class 4 road maintenance get involved in the Town's budget and policy process. Pero also discussed issues with road damage during the mud season.

Minutes: Motion by Brigham to approve the minutes of June 22, 2010 as amended by Doug Sonsalla and Cray. Pero seconded the motion. The vote was unanimous in favor.

Hear and Act on the Reports of Town Officers and Committees:

Potential Brushwood Forest Expansion:

Corey Paye of the Conservation Commission provided the board with additional information on the Bradford property currently under consideration for inclusion in the Brushwood Community Forest. The information will be posted on the Town website and reviewed by the board. Cray indicated that her only concern is covering the Town's income lost to taxes. Pero visited the property with Fred Cook and reviewed the potential timber sales. Pero indicated that the property is accessible and would be a great contribution to the Town for its recreational value. The management of timber harvesting on the property and the future use/maintenance of the property were discussed. Cray suggested a separate informational meeting to discuss the potential inclusion of the land in the Brushwood forest. Cray will contact Paye to set up a meeting.

Blair contacted Moore regarding access to the Brushwood forest and unauthorized access to the Blair property for that purpose. The road is currently maintained with private funds and a request was made for contributions from the Town. The Town will follow up to discuss a parking area and signage.

Sarah Blanchard Recommendation for Holly Austin to the First Response Team:

Cray moved to appoint Holly Austin to the First Response team. Moore seconded the motion and the vote passed unanimously.

Roads:

Highway Speed Limit Ordinance:

Pero provided a description of the speed limit changes across the State Highways in West Fairlee (244 and 113). The draft ordinance will be reviewed at the close of the meeting.

Wild Hill Slide Update/VTrans Grant Status:

Blake indicated that the Town paving grant application was not approved. The application determination for structures has not been established. The Wild Hill slide will be fixed with Town funds. Petersen asked if the Town has funds to perform the work. Cray indicated that the Town cash flow will need to be considered to determine whether there are funds for the work. The Blakes reviewed current road projects and their processes. Moore requested that the Blakes provide the Town with a list for cash flow calculations. Petersen asked for a list of necessary work and a second list of lower priority work. Blake suggested that the Town submit a Better Back Roads grant to help with some of the costs. Cray will look into it. Additional road issues were discussed including the Class 4 road policy on ditch maintenance and financial issues with meeting the Town's maintenance responsibilities on all roads.

The "Dangerous Intersection" signs have been posted at the request of Alibozek.

Old Business:

Review Orange County Sheriffs Department Contract Renewal

Cray reviewed the document. The contract establishes the same pay rate at \$35.00 per hour and the contract can be terminated with appropriate notification. Cray suggested that the board sign the contract. Blake asked if a log is provided with the bill on where and when patrols were made. Cray indicated that it is and suggested that phone calls for service should be made to the Sheriffs department instead of the State police or Thetford. Petersen suggested posting that suggestion for public notification. Pero moved to sign the contract renewal. The motion was seconded and the vote passed unanimously.

Financial/Fraud Policies

Tabled

New Business:

Town Cash Flow:

Andy Petersen provided the board with calculations on the Town cash flow and indicated that the Town will be \$10-15,000 short from August to when taxes are collected in October. Cray indicated that early payment of taxes may help. Andy Petersen suggested taking a short term

loan for \$25,000 to help cover potential additional costs for road work to be paid back in October upon receipt of taxes. The capital fund was discussed. Cray indicated that capital funds will not be available until after taxes are paid. Cray suggested additional loans in the future if funds are necessary for grant work. Andy Petersen indicated that the Town Treasurer will maintain the cash flow document for future progression. Cray thanked Andy Petersen for his assistance on the cash flow calculations. Pero discussed the implications on the next year's cash flow for paying back the \$25,000 loan. Blake clarified that the funds are a cash flow issue and that at the end of the cycle, the Town should still break even.

Listers' Computer:

Although the budget includes enough funds for a new computer, the Town cash flow issues have delayed the purchase. The total cost will be \$1,250 including software and data transfer. Brigham moved to approve the purchase once the tax money has been received for cash flow purposes. Pero seconded the motion and the vote passed unanimously.

Tax Sale

The delinquent tax collector requested that the Town be present to bid on properties/mobile homes that may not have any bidders. The board discussed and elected not to bid on unwanted properties/mobile homes.

Sign Orders: Brigham moved to sign orders. The motion was seconded and the vote was unanimous in favor.

Correspondence:

The Basic Emergency Operations Plan has been signed by the board and updated by emergency response personnel to include an additional emergency shelter location. Moore suggested contacting Rivendell School District to include Westshire School for following plans. Cray concurred. Pero moved to accept the plan. Brigham seconded the motion and the vote passed unanimously.

Financial Statements:

The financial statements for June 2010 will be reviewed at the next regular meeting.

Agenda Items for Next Meeting: Seasonal Class 4 Road Closings, Better Back Roads Grant, Animal Control, Setting the Tax Rate, Brushwood Forest Informational Meeting, Town Cash Flow, 250th Anniversary of the Founding of Fairlee Celebration, Road Signs

Upcoming Events:

Town Office Permanent Location Information Meeting, Community Development Commission: July 13, 2010 at 7:00 pm at Westshire Elementary School Gymnasium

The board urges residents to respond to the Town Plan survey recently sent out to all Town residents in whole or in part.

Motion by Moore, at 7:33 pm, to adjourn the meeting. Brigham seconded the motion. The vote was unanimous in favor.

Respectfully submitted,

Holly Lewis-Poulin
Selectboard Clerk