

Minutes of West Fairlee Selectboard Regular Meeting - August 16, 2010

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

Visitors: John Blake, Andy Petersen, Mary Brigham, Tig Tillinghast (Thetford Selectboard)

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

Visitors: Tig Tillinghast, Thetford Selectboard

Tig Tillinghast introduced himself as a representative of the Thetford Selectboard and expressed the Selectboard's desire to work with the Town of West Fairlee on issues including solid waste and policing. Cray thanked Tillinghast for coming.

Minutes: Motion by Brigham to approve the minutes of August 2, 2010 as amended by Geoffrey Gardner and Sharon Petersen. The motion was seconded by Pero and the vote was unanimous in favor.

Hear and Act on the Reports of Town Officers and Committees: Cray noted that the Planning Commission accepted Sally Hull of the Town Rivers Planning Commission as their Grand Administrator.

Roads: *Grants*

Cray received verbal notification that the structures grants have been approved for the Town and expects correspondence regarding the grant shortly.

Wild Hill Slide

Blake reported that the work is in progress and, aside from minor repairs, close to completion. Pero has heard from UVM that Willow trees will help to stabilize rocky embankments and he will continue to research the potential applications in West Fairlee.

Blood Brook Road Culvert

The board has discussed replacing an old culvert on Blood Brook Road to aid in drainage issues associated with the unauthorized work on the culvert on Blood Brook Road. The resident requested that the Town contribute to the costs of redirecting the culvert discharge. Cray indicated that because the road work was performed without a permit, the Town cannot pay for a portion of the work as the work would not need to have been done. Pero discussed issues with road materials running off Blood Brook Road.

Marsh Hill Road Culverts

Cray asked Blake if the culverts had been repaired. Blake indicated that some of the culverts have been repaired and the rest of the work has been postponed until the Town has more funds for road maintenance. Material has been added to the roads by a resident.

Robinson Hill Road

A resident contacted the board to notify them of a drainage washout on the road. Moore performed a site visit and suggested grating the road unless it would cause issues. Petersen expressed concern that it would set a precedent. Petersen indicated that if it is a ditching issue,

the work could be performed by the Town but that grating is the responsibility of Class 4 road residents. Moore suggested cleaning out the ditches and providing the removed material to residents to be used for grating. The board requested that Blake perform a site visit and Blake agreed to look at the issue. Petersen suggested that it could be a water bar issue. Moore indicated that water bars were hand installed by the resident. Cray asked Blake to install a water bar during ditching work. Blake agreed.

Seasonal Class 4 Road Closing

Pero asked for guidance from the State on closing select Class 4 roads and described the requirements for closing the road to the board. The roads may be posted and barricaded with saw horses and signage. Pero also researched the application of State Statute and found no issues with closing roads as long as the Town has an ordinance. Pero read documentation on the court proceedings on Class 4 road maintenance with washouts. Moore indicated that the highway guidance manual also stated the same information. Cray asked Tillinghast whether Thetford closes Class 4 roads. Tillinghast indicated that although the Town has had issues, they do not close the roads. Tillinghast discussed road closing examples in Norwich.

Cray reviewed correspondence on training opportunities on roads and maintenance and offered the opportunity for board members to attend the workshops if interested. Blake and Cray discussed the seminars they had attended last year.

Old Business:

Bradford Forest Potential Inclusion in the Brushwood Forest

Cray read correspondence from the board to the Trust for Public Land expressing interest in acquiring the Bradford Forest for inclusion in the Brushwood forest. Petersen moved to send the letter. Pero seconded the motion and the vote passed unanimously. Cray suggested checking in with the Town committees to see if there is interest in setting up a Committee on the forest. The item will be added to the next agenda.

Permanent Town Office Relocation

The board received a recommendation to move forward with the Community Building from the CDC and suggested moving forward with a building committee. Moore indicated that he had received interest from the community. Petersen suggested making the decision official with a vote. Brigham moved to use the Community Building multi-purpose room as the permanent town office location. Moore seconded the motion and the vote passed unanimously. Petersen suggested discussing dividing the space and the vault installation. Petersen discuss the vault construction with Kevin Dexter of G.R. Porter and Sons who suggested meeting with a structural engineer to look at the proposed vault location. Cray suggested contacting engineers for costs prior to scheduling site visits as the site visits themselves may incur fees. Brigham discussed the necessity of putting the project out to bid once the plans are drawn. Funding the project was discussed. The "Town Office Relocation" budget line item has limited funds available that could be used to draw up the plans. Cray asked if a building committee meeting should be scheduled. Petersen suggested moving forward with the vault first. Petersen indicated that the Town Clerk had contributed to a draft layout for the space that does not include dividing the space. The process for putting out requests for proposals was discussed.

Town Cash Flow

Cray discussed the Town cash flow with the treasurer and indicated that the projected flow is being closely monitored.

Financial Policy

Cray provided the board with a copy of the financial policy for the board to sign. Cray moved to adopt the policy. The motion was seconded by Brigham and the vote passed unanimously. A copy of the policy is available at the Town offices or on the Town website (www.westfairleevt.com).

Bidding on Tax Sale Property

Cray asked the board to re-discuss the Delinquent Tax Collector's request that the board bid on all properties with delinquent taxes that are set for tax sale that do not receive any other bids. Cray explained that the lot rent for mobile homes will not need to be paid by the Town if ownership of mobile homes is obtained. Moore moved to bid on properties up for tax sale not bid on by anyone else. Pero seconded the motion and the vote passed unanimously. Petersen asked who would be attending the tax sale. Pero offered to be present.

Solid Waste Disposal

An interested party for solid waste disposal services will be attending the collection event on Saturday. Tillinghast discussed options for solid waste disposal and discussed the role of the Solid Waste District in performing hazardous waste collection events and establishing a new solid waste landfill. The income potential of the landfill was discussed and the timeline for opening the landfill was discussed by Tillinghast. The benefits of the landfill to West Fairlee as well as to Vermont were also discussed by Tillinghast. Pero asked if the landfill was approved by Act 250 and built to address concerns with the close proximity of the landfill location to surface water. Tillinghast indicated that the landfill is permitted and discussed the quantities of surrounding property purchased as a buffer. Emergency planning was discussed with Tillinghast and Pero.

New Business:

Selectboard Clerk Resignation

Cray read the board clerk's resignation and suggested that the board meet with the clerk to review the tasks that will need to be performed. The job posting was reviewed. Cray moved to approve the funds to post the job listing in the Journal Opinion. The motion was seconded by Brigham and the vote passed unanimously. Tillinghast indicated that they had recently hired a new selectboard clerk in Thetford and suggested contacting those applicants who did not receive the Thetford position for West Fairlee. The board concurred.

Next Board Meeting

The next board meeting falls on Labor Day and will be moved to Tuesday, September 7th at 6:00 pm in the Community Building Multi-Purpose Room.

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

Correspondence:

The board received and signed the drainage easement between the Town and a Town resident for the discharging of water onto private property on Jennings Road.

The board clerk provided the board with letters to sign on Beebe Road for the State and property owners/abutters. The hearing on the potential reclassification/discontinuation of Beebe Road is scheduled for September 18, 2010 at 9:00 am meeting at Beebe Road and will be posted around Town.

The computer, programs and backup for the listers will be ordered and is estimated at \$1,200.

Cray asked if members of the board would be interesting in counting votes for the upcoming primary elections. Several members of the board volunteered.

Cray read a letter drafted to the historical society regarding Bean Hall ownership. Drafted letters to the Attorney General and Trust for Public Land discussed at the last board meeting were also read by Cray.

Financial Statements: Financial statements were reviewed by the board. Costs for road sealing was discussed with Blake. Plans to focus on Crossroads and Middlebrook were discussed. Moore moved to perform road crack sealing as necessary utilizing two days of time beginning on Crossroads and proceeding up Middlebrook as time allows. The motion was seconded by Brigham and the vote passed unanimously.

Agenda Items for Next Meeting: Solid Waste Disposal/Recycling, Selectboard Clerk Position, Constable Resignation, Community Building Vault, Brushwood Forest Committee, 250th Anniversary Celebration

Upcoming Events: The next regular board meeting will be held on **Tuesday**, September 7, 2010 at 6:00 pm in the Community Building Multi-Purpose Room.

The 250th Anniversary Celebration is planned for July 3-5th, 2011 in Fairlee including a fourth of July parade and many other events. Pero invited anyone interested to contribute.

Neighborhood Watch: September 8, 2010 at 6:30 pm at the West Fairlee Community Church

Motion by Moore, at 8:00 pm, to adjourn the meeting. Brigham seconded the motion. The vote was unanimous in favor.

Respectfully submitted,

Holly Lewis-Poulin
Selectboard Clerk