

**Minutes of West Fairlee Selectboard Regular Meeting  
April 19, 2010**

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

**Visitors:** Mary Daly, Adam Akers, John Blake, Jonathan Blake

**The meeting was called to order at 6:05 pm at the Community Building multi-purpose room.**

**Visitors:** *Adam Akers, Constable: Civil Ticket Process/Ticket Issuing Officials*  
Akers reviewed the civil ticket process with the board and provided the board with documentation for filling out tickets. Cray, Moore, and Akers are the designated ticket issuing officials.

*Mary Daly: Candidate for the House of Representatives*

Daly introduced herself as a candidate for the House of Representatives. Daly is from Fairlee and is a retired nurse. Daly discussed issues including the future of Vermont Yankee and taxes. The board thanked Daly for coming.

**Minutes:** Motion by Pero to approve the minutes of April 5, 2010 regular meeting and April 12, 2010 special meeting. Moore seconded the motion. The vote was unanimous in favor.

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

*Conservation Commission:* Cray contacted the Vermont Trust for Public Land regarding the Brushwood Forest land (currently owned by Bradford). Cray requested that the board be given more time to discuss the potential purchase of additional land before a meeting is held to address the proposal.

*Planning Commission:* A grant application was received and signed by the Board.

**Roads:** *VTrans Grant Application:*

The grant application is still in progress and is not ready for signatures yet. Cray and Moore discussed estimates for work by J&J Blake Excavating with the Blakes to be included in the application. The portions of highway for repaving were discussed with the Blakes. Jonathan Blake suggested relying on Steve Gerome for additional information. Cray indicated that the board will contact Gerome for a meeting and that the board will contact Blaktop and Pike for a new refined estimate for paving work. Petersen has contacted the State regarding the placement of material from the Wild Hill slide.

*Godfrey Road Drainage Update/Review and Sign Letter*

The board clerk provided a draft letter for the board to review to the responsible party requesting payment for services to perform repairs due to unauthorized work on Godfrey Road. J&J Blake Excavating have performed the repairs as requested by the board and

provided the board with an invoice to forward to the responsible party. Moore and Pero thanked J&J Blake for their repairs.

#### *Crossroads*

Cray indicated that a loose limb hanging over Crossroads and asked the Blakes to address it if it is located in West Fairlee. Moore discussed additional road-side brush issues. The Blakes will address the issues.

#### *Road Reclassification Determinations: Slaughterhouse Road/Heatherfield Road*

The board clerk provided the board with draft letters to announce the decision to throw-up the Town right-of-way and Class 4 classification on Slaughterhouse Road and to formally classify Heatherfield Road as a Class 3 road. The length of Heatherfield Road was discussed for inclusion in the letter. Residents will have 60 days to petition the board.

#### *Wastewater System Repairs:*

The Town septic tank was pumped and repaired. The board discussed issues with vehicle access in the vicinity of the Town septic tank to prevent vehicles from traveling over the tank. Cray suggested putting up a barrier. The Blakes will perform the work.

#### **Old Business:** *Update on the Board of Adjustment*

Several Planning Commission members: Jonathan Blake, Geoff Gardner, and Brigid Reilly have all expressed interest in positions on the Board of Adjustment. There are two open positions. The process followed by the Board of Adjustment was discussed. Brigham moved to appoint Blake and Reilly to the board with Gardner as an alternate. The motion was seconded and the vote passed unanimously.

#### *Update on the Outside Audit*

The audit has been completed. A draft will be submitted to the Town offices on May 1<sup>st</sup> and a final version will be release May 14<sup>th</sup>.

#### *Proposal for Exemption to Disabled Veterans*

Pero presented information regarding an increase in the tax exemption for disabled veterans to \$40,000 for those disabled greater than 50% and eligible spouses. Pero indicated that the Town is reimbursed for the first \$10,000 and contributes an additional \$10,000 exemption. This information will be checked with the Town Clerk. Pero provided documentation representing the potential savings for those eligible for the exemption and impacts on the Town. Pero encouraged the board to approve the proposal to allow the Town to vote on the issue. Pero expressed a desire to thank the veterans for their service. Pero moved to include the proposal in the Town Report and as an article for vote by the Town's people. The motion was seconded and the vote passed unanimously.

#### *Mowing RFP*

Moore discussed the mowing request for proposals with four people and the Town has received three proposals. The proposals were opened and read by the Board. The

proposals included per occurrence cost and hourly rates for additional work. The proposals ranged from \$65 to \$100 per mowing and \$20 to \$25 per hour for additional work. Moore moved to accept the lowest bid. Brigham seconded the motion and the vote passed four in favor and one abstained (Pero due to relationship to the bidder).

#### *Clean Up Day*

The Town Clean Up Day is scheduled for this Saturday. The board discussed volunteer coordination.

#### *Purchasing Policy*

The auditors reviewed the purchasing policy and suggested that the Town utilize the policy. Cray suggested putting the policy on the agenda for next meeting for additional discussion. Moore discussed the implications of not utilizing the policy. The board reviewed the road work contract and identified that the contract covers both summer and winter road work.

#### **New Business:**

##### *Lister/Town Office Temporary Location*

A special meeting was held on April 14, 2010 regarding the location of the Listers given that their current work in the temporary Town Offices limits the space available for work. Cray indicated that the discussion also lead to questioning the currently location of the Town Offices and suggested moving all offices into the Community Building as a temporary space until the Town building issues are resolved due to poor ventilation and cramped space in the mobile unit. Cray indicated that the Community Building offered storage options for the Town records similar to those currently utilized in the mobile unit. The food shelf will be relocated in the Community Building. Several members of the board offered to assist in moving the food shelf. Cray moved to temporarily relocate all of the offices to the Community Building and remove the temporary office mobile unit. The motion was seconded. Cray discussed the options with the Town Clerk who agreed to relocate temporarily. Cray calculated that the Town would save \$3,700 by relocating. A 30-day notice is required to remove the temporary offices. Cray suggested temporarily relocating the offices by the end of May. The temporary relocation timeline was discussed. The motion was approved unanimously.

##### *Road Sealing*

Pero reviewed the roads with a contractor from Nicom for estimates to seal the roads. The estimate for the work is approximately \$4,000/day at 1.5 miles/day and suggested that repaving may be a better option in some areas. Pero discussed severely deteriorated roads. Middlebrook, Bloodbrook, and potentially a few other sections of road could be completed. The contractor will provide the Town with more detailed pricing. Pero reported that the seals are good for approximately 7 years. Road resurfacing was also discussed. Cray suggested calling a special meeting to complete the grant with all of the estimates following a discussion with Steve Gerome. Cray indicated that road sealing can be included in the paving grant application.

*CDC Appointment*

Moore moved to appoint Delsie Hoyt to the Community Development Commission. The motion was seconded and the vote passed unanimously.

**Sign Orders:** Motion by Moore to sign orders. Brigham seconded the motion. The vote was unanimous in favor.

**Review of Correspondence/Town Financial Statements:** The board signed the Nott Judicial Letter and Beebe Road Hearing Notification Letter as drafted by the board clerk. The board reviewed correspondence and the Town financial statements. Cray indicated that the Town cash flow is currently sustaining the Town needs. Excess weight permits were signed by the board.

**Agenda Items for Next Meeting:** Wild Hill Road Slide, VTrans Grant, Trust for Public Land – Potential Purchase of Land from Bradford for Brushwood, Community Building Leases, Update on Town Office Relocation

Clean up Day is scheduled for April 24, 2010 at 9:00 a.m. Lunch will be served. The board encourages participation of students in the event for community service hours.

**Motion by Moore at 8:10 pm to adjourn the meeting. Pero seconded the motion. The vote was unanimous in favor.**

Respectfully submitted,

Holly Lewis-Poulin  
Selectboard Clerk