

Minutes of West Fairlee Selectboard January 3, 2011 Meeting

Present for the Selectboard: Bonnie Cray, Jim Brigham, Sharon Petersen

Visitors: John Blake, Mary Brigham, David Cogger, Andy Petersen, Delsie Hoyt, Rhonda Cook, Terry Cook, and John Benjamin

The meeting was called to order at 6:00pm by Bonnie Cray

- Visitors
- Approve minutes of December 20, 2010 regular board meeting.

With minor edits to the minutes Brigham makes a motion to accept the minutes for the December 20th regular scheduled meeting, Cray seconded the motion, and the motion passes unanimously.

- Hear and Act on the Reports of Town Officers and Committees.

- Building Committee Update

No action items as of now, the main focus now is the Town budget and putting a list of questions together for the architects.

Corey Paye would like to set up a public meeting on the Bradford Forest (as discussed at the Dec. 6th Selectboard meeting) for Thursday, February 10th at 7 p.m. in the multipurpose room of the Community Building. Based on previous discussions it is understood that this will be a public information meeting only and not a town vote. It is also understood that the Selectboard will use the information from this meeting decide whether or not to accept making Bradford Forest part of Brushwood Forest.

This date and time is acceptable by the Selectboard, however they recommend that the meeting be held at the school, whereas, the interest in this topic may bring more people that the community building can hold.

- Roads

- Road Ordinance

Hoyt downloaded Ordinances from the Vermont Local Roads Model Highway Ordinance. The Town is covered with all the previous ordinances that are in effect.

- Austin Road

Cray spoke with the people on Austin Road and according to Blake the turnaround has been clear the last few times the road crew has been out.

- Old business

- Post Office Box Kiosk/Location

Both the Post Office and B&B have been contacted.

Brigham makes a motion to have the Kiosk placed at B&B, Petersen seconds the motion, and the motion passes unanimously.

- New Business

- Selectboard appointment

- Cray read a resume letter from Delsie Hoyt .

Cray makes a motion to appoint Delsie Hoyt to the Selectboard, Brigham seconds the motion, and the motion passes unanimously.

- Town Report

Rhonda Cook has been very helpful to get the Town Report together and the Selectboard has made a plan to do a work session to check all report and other documents to make sure everything is in order for the Town Report.

The selectboard plans to finalize the budget at it's regular meeting on 1/17/11. In addition, the selectboard has scheduled a special workshop meeting for 1/20/11 to finalize the Town Report for delivery to the printer.

- Fraud Policy

The purpose of the policy was read aloud.

Brigham makes a motion to accept the Fraud Policy, Petersen seconds the motion, and the motion passes unanimously.

- Appointment Town Agent to do inspection and provide necessary paper work for release of (VTA) Funds to Topsham Communications.

John Benjamin would like to be appointed as the Town Agent.

Cray makes motion to appoint John Benjamin as Town Agent to inspect and approve the completed work done by Topsham Communications fiber optic network and to provide the treasurer with the necessary paperwork for the Selectboard to release the VTA grant funds, Petersen seconds the motion, and the motion passes unanimously.

- The process of moving money from Citizens Bank to Merchants.

Rhonda Cook will be moving funds as of January 4th.

Cray makes a motion to allow Rhonda Cook to take \$25,000 out of the Credit Line to pay checks in the new Merchants account, Brigham seconds the motion, and the motion passes unanimously.

- Change payroll & A/P check run from the 3rd to sometime between 1/4/11-1/14/11

Brigham makes a motion to Change payroll & A/P check run from the 3rd to sometime between 1/4/11-1/14/11, Petersen seconds the motion, and the motion passes unanimously.

- Other business to be presented to the board that will be acted on at the next regular meeting

No business was brought to the board.

- Sign orders

Cray makes a motion to sign the orders, Brigham seconded the motion, and the motion passes unanimously.

- Review Correspondence

Luncheon for the Chief of Police Vermont Association

Preservation Trust of Vermont

- Review Town Financial Statements

The Financial statements were reviewed.

- Action-items and Agenda Items for Next Meeting

Private Road Signs

Budget

- Up Coming Events

- Building Committee- Wednesday Jan. 5, 2011 7:00 p.m. Historical Society Room

- Adjourn

Brigham makes a motion to adjourn at 6:51, Petersen seconds the motion, and the motions passes unanimously.

Respectfully Submitted,

Meredith Hartshorn, Selectboard Clerk