

Minutes of West Fairlee Selectboard

April 16, 2012, Meeting

Present for the Selectboard: Delsie Hoyt, Fred Cook, Beverly Ash

Visitors: Peggy Willey, Geoff Gardner, Mark Bannon, David Paganelli

The meeting was called to order at 6:00pm by Delsie Hoyt

- Minutes: Ash makes a motion to approve the minutes of April 2, 2012 regular board meeting, Cook seconds the motion, and the motion passes unanimously.
- Hear and Act on the Reports of Town Officers and Committees.
 - Brushwood Forest Fund Policy

The policy was discussed in length to get the final details in place.

Cook makes a motion to accept the management of the Brushwood Forest Fund Policy as revised, Ash seconds the motion, and the motion passes unanimously.
 - Timber Sale Contract

Dave explained what his job was and how he can assist the town. Dave can assist with all the aspects of the timber sale, however, he won't do anything without the boards approval. He can and will assist with the marking of the trees and the dealings with the timber sales.

Dave brought in a map of the forest and explained the parameters of the timber cut location and why he recommends the logger that had already started back in 2008, Dave also explained the other locations that require cutting. Dave further explained the contract that he provided and that if the board approves it then he can move along the cutting.

Cook makes a motion to sign the contract on the parcel north of Knobloch North Timber Cut with Mike Clark, Ash seconds the motion, and the motion passes unanimously.

Cook makes a motion to allow Dave Paganelli to negotiate a contract for the Hemlock Hill parcel, Ash seconds the motion, and the motion passes unanimously.
- Review of Town Financial Statements and Journal Entries

Hoyt printed out the Cash Flow Certificate to get an idea of how funds are spent and how funds come in. This gives an idea of how the money will be dispersed until taxes start to come in.

The financials were reviewed at the last regularly scheduled meeting.
- Roads
 - Marsh Hill Bridge – preliminary plan

Bannon explained to the board how the box culvert will be installed and how he generally puts projects like this out to bid. Bannon also asked various question

regarding property boundaries, rights-of-way, and possible locations in which the potential contractor could use as a work area.

➤ Driveway Culverts/Ordinance re: Beanville

Hoyt discussed drainage along Beanville Road, with Bannon, to start getting an idea of what work should be done and what work wouldn't be beneficial.

The idea is to prep various roads this year for reclamation of the pavement in 2013.

➤ Prioritize summer road work

To be further discussed after Beanville Road is more clearly summarized.

Hoyt looked up information on what different towns do with the maintenance of culverts after the initial one is put in. It is going to be further researched to see what the neighboring towns do.

• Old business

Brief Updates: All positions remain open

Action Items

➤ Town Plan Review/set schedule

Hoyt explained that a meeting has to be set prior to June 30th in order to meet the 30 to 120 day period that is required.

Ash makes a motion to set a Selectboard Hearing on the proposed Town Plan on May 21st at 6 p.m., Cook seconds the motion, and the motion passes unanimously.

➤ Green-Up/Tipping Waiver

This was discussed with Peggy and she will check on this, and then will get back to Hoyt when she knows further.

➤ PACIF Grant

Corey Austin got some quotes that qualify under the PACIF Grant. Various items were discussed of what is needed, as well as what is reasonable to spend.

Ash makes a motion to include 50 traffic cones and four road closed signs to be submitted in the PACIF application, Cook seconds the motion, and the motion passes unanimously.

➤ Edit Model Investment Policy

Hoyt reviewed the investment policy and explained her edits to the policy. Hoyt will pass the reviewed policy to Rhonda Cook, Treasurer, to get her input on it prior to making a motion to accept the policy.

➤ Review revisions to Purchase Policy

Hoyt explained that this policy was almost finished, Hoyt also expressed her thought that any project \$10,000 or above should be defined as a large project and be put out for bid into a local paper.

Hoyt makes a motion that we raise the ceiling for major purchases to \$10,000 or more and adjust the regular purchases from \$1,000 to \$9,999 and to add on the new section to the policy on contracting for services, Cook seconds the motion, and the motion passes unanimously.

- 911 Coordinator: There is a need for new 911 numbers and Rhonda Cook has said that she would keep up with the new requests for numbers; however, there is still a need to fix the existing numbers.

- New Business

- Future of Community Building use and renovations

There has been an interest expressed for the former Barnyard Quilting area.

Hoyt discussed the need for a town office for the selectboard, the listers, and when they are here the persons coming in to do the reappraisal.

- Review Community Building Energy Audit

The energy audit persons are requesting a little more information and have provided a draft of what they did find out. It was discussed to send it back and wait for a final recommendations.

- \$25,000 from our LOC to the general fund: Ash makes a motion to transfer \$25,000 from the Tax Anticipation Note from the LOC to the general fund, Cook seconds the motion, and the motions passes unanimously.

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

- Sign orders

Ash makes a motion to sign the orders, Cook seconds the motion, and the motion passes unanimously.

- Review Correspondence

Letter from a Contractor interested in the Marsh Hill Bridge

- Action-items and Agenda Items for Next Meeting

Emergency Operations Plan and LEPC rep

Model Investment Policy

Revisions to the Driveway Ordinance

Summer Road Work

Green Up/Tipping Waiver

Untagged Dogs Letter

Community building use

- Up Coming Events

Town Plan Hearing ~ May 21st at 6:00 PM

- Adjourn

Cook makes a motion to adjourn at 8:07 PM, Ash seconds the motion, and the motion passes unanimously.

Respectively Submitted, Meredith Hartshorn, Selectboard Clerk