

**Minutes**  
**West Fairlee Selectboard Meeting**  
**Monday December 17, 2012**

Present: Beverly Ash, Cory Austin, Fred Cook, Delsie Hoyt

The meeting was called to order at 6pm

**Minutes:** Cook moved to approve minutes of the December 3, 2012 regular selectboard meeting as presented; Ash seconded; approved.

**Brushwood Forest:** Cook updated the Board regarding the theft of lumber in Brushwood Forest. Cook and Guy Wilson who had both witnessed evidence of the thefts met with VT State Police Trooper White to provide details about the incidents and a truck seen leaving the scene at a suspiciously high rate of speed. VSP will follow up on the information. If the perpetrator is positively identified, Trooper White suggested the Town could issue a writ of no trespassing against the individual which, if violated, would be prosecuted by the States Attorney. Cook will follow up with VSP.

**Roads:**

A complaint was received regarding the plowing of Heatherfield Road. The resident continues to dispute the way in which the road was classified by the Selectboard in 2009. The Board reviewed the file containing the documentation of the history and hearing process which led to that decision.

**Old Business:**

Community Building Renovations Plan/Contract: Via email, Town Attorney Gilles affirmed the legal wording of an article regarding financing of the renovations to be warned for Town Meeting. He will also review the forthcoming contract with G.R. Porter and suggested language be included that clarifies that the contract is contingent upon approval by the voters. For its part, G.R. Porter will include a contingency regarding materials costs which were quoted in the bid through the first of the year.

FY2013 Budget: Following a final review of the numbers, Ash moved to approve the proposed FY2013 warned budget of \$474,520; Austin seconded; approved unanimously.

Violation of Junk and Junk Vehicle Ordinance: Ash will have the letter to a Stevens Road resident specifying violations and referencing pertinent portions of the ordinance ready for signatures at the January 7<sup>th</sup> meeting.

**New Business:**

Year-end check run: Cook moved to authorize the Town Treasurer to do an extra check run on December 31<sup>st</sup> to close out the year; Austin seconded; approved unanimously.

FY2013 Anticipated Cash Flow: In preparation for the FY2013 Tax Anticipation Note (TAN) with Merchants Bank, Hoyt presented the Cash Flow Certificate which reflects anticipated changes to cash flow in the coming year. Because of the holidays and the Town's positive cash balance entering the new year, Merchants will prepare and forward the documents for the FY2013 TAN for signing at the January 7<sup>th</sup> meeting.

Outside Audit: Due to a mailing glitch, the Letter of Engagement from Sullivan & Powers did not arrive; action was deferred until the January 7<sup>th</sup> meeting. The audit is scheduled to begin on January 14<sup>th</sup>.

Census BAS Annual Survey: Members had not accessed the link for on-line review; the item was deferred until the next meeting.

Bean Hall liability insurance renewal: Austin moved to renew the liability insurance policy on Bean Hall; Ash seconded; approved unanimously. Hoyt will sign and return.

Community Building Maintenance: Hoyt circulated a letter from tenant Upper Valley Pediatrics regarding ongoing problems with light fixtures in the hall and office. Tilden's Electric assessed the problem to be related to improper installation. It would be more cost efficient for the fixtures to be replaced with energy efficient fixtures; a recommendation echoed by Efficiency Vermont's energy audit of the building. Hoyt moved that the most problematic fixtures be replaced with properly installed energy efficient models; Cook seconded; approved. Hoyt will contact Tilden.

Ash moved to sign the orders; Austin seconded; approved unanimously.

Correspondence: The Town received notification of a Certificate of Public Good for the installation of a wireless antenna by VTel on a Middlebrook Road silo; no action is required at this time. VTrans asked the Town to identify significant events scheduled along the VT Route 113 corridor so engineers may plan the summer paving project. Hoyt provided VTrans with contact information for the June Iron Man/Triathlon and August Fire Department Barbeque.

Cook moved to adjourn the meeting at 6:55 pm; Austin seconded; approved.