

Minutes
West Fairlee Selectboard Meeting
Monday May 5, 2014

The meeting was called to order at 5:00pm.

Bev Ash moved to approve the minutes of the April 21, 2014 regular meeting; Fred Cook seconded; approved.

Review Financial Statements:

Year to date financial statements provided by Treasurer Rhonda Cook were reviewed. While a few expense line items are trending above expectations – largely due to the severe winter weather – thus far, the overall budget is on target.

Discussion and response to Sullivan & Powers Management Letter (emailed by TC 5/1) - The outside auditors found absolutely no problems with Town Treasurer, Rhonda Cook's FY2013 financial accounts. The auditors did cite minor concerns – “weaknesses” -- with the Selectboard's oversight and documentation of internal controls. This continues to be a work in progress; several suggested policies have been established but must be utilized more consistently. Selectboard minutes should more clearly reflect risk management practices and other reviews. Journal entries need to be reviewed more consistently; and will be added to the agenda along with reviewing financial statements.

Roads

Cory Austin moved to sign the annual renewal of the lease with VTrans for the salt shed/recycling property on Crossroad; Fred Cook seconded; approved and signed. While the lease is for 25 years, a renewal must be signed and submitted each year.

Permission was requested by the West Fairlee Church via Bonnie Cray to put hardpack over the culvert between the green and back of the church; there is an event this weekend and the green will be needed for additional parking. All agreed this would be good for both properties; and Hoyt will contact Cray to give the go ahead.

Old Business

Review bids for Community Building window replacement – Estimates obtained from LaValley's (which would provide all contractors and materials) and one from Oakes' Brothers and contractor John Renfrew were reviewed. While windows prices from both sources were competitive, labor and materials quoted by Renfrew was lower. Beverly Ash moved to accept the quote from Oakes/Renfrew to do the window replacement; Fred Cook seconded; approved.

Options for Lister vacancies: Vershire Lister, Deb Kingsbury has offered assessment services to the Town fill the current vacancy. However, the Town has already contracted with Vermont Appraisal Company for technical support to assemble the Grand List for 2014, and at the suggestion of Property Valuation and Review is exploring a more extensive technical assistance contract and expect to hear back shortly.

Repaint of Welcome signs – Russ Priestly has been asked to provide an estimate. The project will not be inexpensive, and since money was not budgeted for the current year, it might be best to put it in the budget for next year.

Lighting: Re-balasting in upper hall & stair well – An additional estimate should be obtained from Tildens’.

Green Up Day was a huge success! A big thank you to Julie Paye who pulled it all together, and a special recognition to Westshire ATV Club for their assistance all over town.

New Business

Transfer funds from Federal Reserve Joint Custody Account – Fred Cook moved to transfer \$21,056 from the joint custody account to the building capital fund for the window replacement project; Cory Austin seconded; approved.

Fred Cook moved to approve that Rhonda cut a check to the Department of Public Safety for \$115.81 to cover the building permit for the windows, separate from the outside work; Bev Ash seconded; approved.

Creative Spirit lease – After discussion and review of past year’s rent increases, Fred Cook moved to raise Creative Spirit's lease 3%; Marilyn Dresser seconded; approved.

E911 progress - As part of the Enhanced 911 work that Janet Austin is undertaking, there are private roads that may need names. She will provide a list shortly.

Guy Wilson and the Planning Commission circulated a draft Flood Resilience Element for the Town Plan and are seeking comment from the Selectboard as well as State and Regional officials. The PC has been working on this for several months. Adoption of the policy will require future informational meetings and, eventually a special town meeting; possibly at the November election.

Confirm/reschedule September GUVSW metal/tires event – Buzz will be asked if he’d work another Saturday in September (Sept. 13); otherwise there are no other dates available in September or October.

While the Local Emergency Operations Plan has been submitted, Regional Planning has asked Towns to submit a new element which identifies fire department and heavy equipment assets available to the Town. Cory is working on the Fire Department portion, and Delsie will ask Jonathan Blake to assist with the heavy equipment portion.

Contact point for Orange County Sheriff: Last year, Sheriff Bohnyak suggested that the Selectboard keep officers apprised of any problem areas in Town so that patrols could be scheduled accordingly. Bev will be contact point, and Delsie will add a “public safety” agenda item that would be reviewed at least monthly.

Local residents have lodged concerns regarding bonfires and open burning in the village which looks dangerous. It was suggested that Fire Warden, Jim Hafford should be contacted on this for enforcement.

Other Business/Agenda Items (to be acted on at next regular meeting)

Discuss changing regular meeting time to 5 or 5:30 p.m.

Bev Ash moved to sign the orders; Fred Cook seconded; approved.

Review Correspondence –

We received a rebate from Efficiency Vermont for \$300 on outdoor LED fixtures installed with the Community Building renovations.

Two Rivers Regional Planning wants a Selectboard representative for Transportation Advisory Committee.

The meeting was adjourned at 5:42pm.