

**Minutes**  
**West Fairlee Selectboard Meeting**  
**Monday May 20, 2013**

**Present:** Beverly Ash, Corey Austin, Fred Cook, Delsie Hoyt, Cat Spalding

**Visitors:** none

The meeting was called to order at 6:00 pm.

**Minutes:** After minor corrections, the minutes of the May 13, 2013 meeting were approved.

**Roads:**

Town Highway Maintenance Contract: Final revisions to the draft contract were reviewed; the fuel surcharge schedule should be revised. At Hoyt's suggestion, Corey Austin moved that the contract be reviewed by Town Attorney, Paul Gillies, before sending it out for bids: Beverly Ash seconded; approved.

Specifications/Bid process for Class II Road grant (paving): The site visit is tomorrow; it can be Wednesday if it's raining.

Update: driveway access King Hill Road – Corey Austin attended the site visit to discuss access point; it will need a culvert. The homeowner, contractor, and John Blake were also involved.

**Old Business**

Update re: transition of recycling location –there was discussion about how to prevent dumping of trash and how to make the site safer. The berm between the dumpsters was intended for pedestrians, not vehicles. A padlock will be installed on the gate shortly and it was suggested that marking posts be installed.

Update: Building Renovation Plan – keys, access, signage – The contractor will begin moving in equipment next week There will be no access or parking at the lower level during construction. Keys will be needed for the door on other side of the building; and Hoyt will prepare a short note to tenants about work and parking. Signs will be ordered for Town Clerk and health center so people can find them.

Annual review/update Basic Emergency Operations Plan –Few changes are needed this year. Hoyt is working on shelter initiative with the school; and Austin wants to incorporate new guidance for active shooters.

**New Business**

Update re: Community Building accessibility: Delsie Hoyt updated the Selectboard on the site visit by representatives from Help Americans Vote, VT Fire/Safety, and Red Cross Shelter Initiative. She and Town Clerk Rhonda Cook answered questions and showed the group Town Office renovation plans which include handicap accessible entrances. Grant funding of additional building improvements was discussed during the site visit and we can expect a report from them shortly.

**Other Business/Agenda Items:**

Hoyt updated the Selectboard about procedures for the non-permitted septic systems.

Fred Cook moved to sign the orders; Corey Austin seconded; approved.

The meeting was adjourned at 6:50 pm.