

Approved Minutes
West Fairlee Selectboard Meeting
Monday, June 5, 2023, 6 pm

Present: Beverly Jo Ash, Fred Cook, Bruce Durkee, Delsie Hoyt, Steve Malinoski

Visitors:

Clerk: Nina Schwartz

The meeting was called to order by Delsie Hoyt at 6 pm from the Town Office.

Minutes of the May 15, 2023, regular selectboard meeting were reviewed. Bev made a motion to approve meeting minutes, as corrected; Fred seconded; unanimously approved.

Visitors/Hear and act on reports of Town Officers and Committees

- Susan & Jason Johns, re: placement of “Little Free Library” they have built. SB is amenable to placing it and a discussion was had on possible sites; thank you!
- VAST/Stuart Bacon re: landowner permission form. Steve made a motion to approve and sign the form for the property along Southworth Park. It is valid for one year. Bev seconded; unanimously approved.

Organizational

Review Treasurer’s Financial Statements/Journal Entries – emailed by Treasurer, circulated to SB members via email prior to the meeting

- Steve raised a question on the water system. Budgeted vs. what was spent is different, with spending significantly up. Error in billing? budgeting? Delsie clarified that the amount recorded is higher than what was budgeted to satisfy the loan interest for the final payment.
- Discussion had on the procedure for the sequence of check-writing to clarify how the Treasurer processes and the checks and balances in place to assure compliance. Voided checks are retained by the Treasurer.
- Winter Equipment Hired budget needs to be reviewed, to assure that approved invoices were expensed to the correct budget line item. To be addressed at the next meeting.
- Capital Budget Planning, refine 5-year plan, especially Highway & Community Building – deferred

Roads/Land

- Small Scale Highway Safety Improvement Grant - Wild Hill, 10-35K
 - Submission deadline 6/15. Funds can be used late 2023-Spring/Summer 2024
 - Jonathan Blake is working on getting estimates for blasting of the ledge, which is likely the largest part of the project expense.
 - Culvert is also needed, as well as grading
 - Request signage for safety (chevrons)
 - Bruce made a motion to apply for and submit paperwork for the grant, Steve seconded; unanimously approved
- Grant in Aid (GIA): \$35k+ approved for Brushwood & Jennings Road work.
 - \$23k Jennings/Wild Hill section
 - \$13k for Brushwood (ditching and culvert)
- Route 113 closure 7/8-9 (tentative date): EMS/mutual aid/public safety meeting 6/16 @ 9 am

Public Safety/Ordinance Enforcement

- Generator vs. Powerwall: estimates, for EOC functions - deferred
- Town recycling center:
 - Battery safety kit is now in place at the town recycling center
 - Fire extinguisher/first aid kit: suggestion made to have them. Delsie to work on acquiring.

Old Business

- Town Plan adoption:
 - status of text/map edits-Pete Fellow working, approval by TRORC pending until September
 - Discussion on publication approach, and municipal planning grant funds available. The consensus is that apart from a few copies at the Town Office “publication” should be electronic i.e. on the website.
 - To review at the next meeting
- Village Center Designation: submitted, Downtown Development Board meeting 6/26
- Community Building/grounds:
 - Accessibility Modification Grant (for bathrooms): status of documents/drawings, submit pre-app, due next week. Delsie received some additional information on grant requirements which appears we would not likely qualify with the scope of the project. SB would like to still proceed with the project on a limited scope and use capital funds and ARPA money.
 - Public Water Supply permit amendment: per Steve, in progress. Nate (engineer) questions permit amendment for wastewater. Nate to contact Erin at DEC to collaborate on the project. Steve requested a continuance of permit amendment for 50 people, and SB agrees with the decision.
 - Municipal Energy Resilience Program (MERP): return grant agreement/collaboration with Dartmouth. Delsie has a preliminary meeting w/Dartmouth to construct a community outreach plan. Aug/Sept provide a more informed proposal for community outreach. Grant agreement \$4k received. Steve made the motion to sign and accept the grant, Bruce seconded the motion; unanimously approved.

New Business

- Appointment of Fire Warden: discussion had on availability for residents seeking burn permits, and communication w/Fire Dept. A candidate has expressed an interest in the position. Fire Chief has communicated to SB to express their desire to have someone communicative and responsive. The SB would like to interview candidates. Delsie to contact the state fire warden.
- Community Building: faulty detector outside the furnace room, triggering an alarm on 6/3. Steve Fifield needs to replace.
- Two new footings at the trailer park on West Fairlee Rd. Vermods are being installed, with two more planned in a few months.
- Excess Weight Permits: none

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

- Lake Fairlee Watershed Action Plan (final): June 20, 10 am via Zoom
- E911 Name/signage: private drive off Beanville (subdivision) & on Austin Rds. E911 Coordinator actively working on this

Review correspondence

Sign Orders

Bev made a motion to sign orders, and Fred seconded the motion; unanimously approved.

Upcoming Events

- EPA update on Ely Mine Superfund site – June 13th in Vershire
- Regional Shelter Training-VEM/TRORC: TBA

Bev made a motion to adjourn the meeting, and Bruce seconded; unanimously passed. The meeting was adjourned at 7:35 pm.