

**Approved Minutes
West Fairlee Selectboard Meeting
Monday, December 7, 2020 6pm**

Present: Fred Cook (*via Zoom), Bruce Durkee, Delsie Hoyt, Steve Malinoski

Clerk: Nina Schwartz (*via Zoom)

The meeting was called to order by Delsie Hoyt at 6:00pm from the Town Office via Zoom video/tele-conference.

Minutes of the November 16th meeting were reviewed. Bruce made motion to approve minutes as corrected, Steve seconded; unanimously approved.

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

Review Treasurer's Financial Statements/Journal Entries – emailed by Treasurer

- 2021 draft budget: was provided by Treasurer; continued initial review and discussion done to review any categories of specific concern
 - Tri-Town Commission budget: - insurance included-? Delsie to clarify with Joe. Should be categorized under this category accordingly (\$1,111)
 - Steve reported prior discussion had on creating a 'maintenance type' fund for Tri-Town (dam) Commission. VLCT to have attorneys update and include in inter-local agreement. Discussion had, with determination made it will be a specific, reserve fund, that needs to be voted on by town residents
 - Website overhaul/upgrade: Delsie circulated via email to SB members proposal from Gov Office
 - Discussion had with details provided, and general support received
 - Bruce made motion to approve and accept Progressive package, Steve seconded; unanimously approved
 - Based on the website overhaul approval, website administrator position will no longer be needed, and funding (\$1,530) will be available to offset expense
- Cyber security/storage options: Delsie obtaining quote from VC3 tomorrow. Preliminary thoughts are too costly at this point. Perhaps All Access can provide such service at a more favorable price? To be investigated
- Road maintenance: Snow plowing contract: Johnathan Blake requests \$5k increase to \$80,900
- Capital Funds: Library Commission has not met, Planning Commission has not met
- Conservation Commission: requesting Brushwood Forest fund and general commission fund
- Cemetery Commission: submitted level-funded request
- Overall: in this draft anticipated budget decrease approximately \$7k from last year
- Delsie to ask Joe to update to then review second draft
- Public Water Supply: Steve reports \$2k budgeted on target after verifying with Barry Larsen

Roads/Land

- MRGP: amendment deemed complete
- Logging done on Middlebrook Rd (Sanborn): repairs to ditch are all completed as agreed
- Better Roads grant: funding date uncertain, probably implement 2022
- Waiting on confirmation on Grant In Aid status

Public Safety/Ordinance Enforcement

- Town Meeting 2021 planning/absentee voting:
- Information meeting can be held virtually, but Town Meeting cannot be done exclusively remotely
- Town Reports will be hardcopy
- State funding will likely not provide absentee ballot mailing, but rather absentee ballot to be done via request
 - Appropriations lump together (common practice) with Town Report providing itemization. Discussion followed, with majority support to do so
 - Possibly up to 9% education/property tax increase expected
 - Voting to be done by Australian ballot
 - Motion to have all warning articles to be voted by Australian ballot. Steve made motion for appropriations and line items to be voted on as one subject (instead of itemize), Fred seconded; unanimously approved
- General discussion COVID-19 response:
 - unmet needs: none known
 - Less than 6 active cases in West Fairlee at present
- Fire alarm panel: Steve Fifield to schedule Jan 2021 to replace

Old Business

- Public Wi-Fi hotspot installed: by VT Public Service, on the side of the Community Building, alongside parking area
- Community Building maintenance projects:
 - ARC Mechanical did maintenance on furnace & has been tagged
 - Neutralizing tubes needed replacement

New Business

- Gov Office website proposal (see above)
- Nate Pero delinquent taxes:
 - Will likely have to go through Board of Civil Authority, not Selectboard
 - Pero submitted receipts of USPS certified mail when taxes were sent, mailed on 10/14, however post-marked 10/16
 - It is the Treasurer's decision to rescind and discuss with Delinquent Tax Collector
- Creative Spirit Lease renewal: Discussion had with thought that in lieu of a rate increase (because of COVID), SB to instead ask her to cover costs to install CO detectors for this year. Future incremental rate increases inevitable. Perhaps can cover partial water source permitting which is now required due to daycare occupancy? Delsie to review lease in detail
- Excess Weight permits: none

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

Sign Orders

Steve made motion to sign orders, Fred seconded the motion; unanimously approved.

Review Correspondence

Bruce made motion to adjourn meeting, Fred seconded; unanimously passed. The meeting was adjourned at 7:26 pm.