

## **Minutes of West Fairlee Selectboard April 4, 2011 Meeting**

**Present for the Selectboard:** Bonnie Cray, Jim Brigham, Beverly Ash, Delsie Hoyt, Sharon Petersen

**Visitors:** John Benjamin

**The meeting was called to order at 6:00pm by Beverly Ash**

- Visitors

Benjamin came to discuss the Governor's plan to have wireless service throughout the entire state of Vermont including tough to reach areas like ours referred to as "doughnut holes". At the request of the Chair, Benjamin had followed up with the consultant for the Vermont Telecommunications Authority in regard to the potential of putting a tower on Town or private property to bring wireless service to this area.

- Approve minutes of March 21, 2011 regular board meeting.

Cray makes a motion to accept the minutes for the March 21, 2011 regular board meeting, Hoyt seconded the motion, and the motion passes unanimously.

- Hear and Act on the Reports of Town Officers and Committees.

- Building Committee Update

To facilitate clear lines of communication and good planning, the Board discussed having all communication with the design team go through the Selectboard or be presented to the entire group in the context of Selectboard or Building Committee meetings.

- Roads

- VTrans Grant

The board is trying to set a date to meet with Trevor Starr from VTrans.

Hoyt contacted the Blakes and they would like to be here for the next meeting to plan for summer road work.

Cray brought to attention the missing yield sign at the junction of Blood Brook, Middlebrook, and Wild Hill Roads, As this is a dangerous intersection with limited lines of sight in all directions it was suggested that the yield sign be replaced with a stop sign. Cray makes a motion to put a stop sign at the intersections of Blood Brook, Middlebrook, and Wild Hill Roads, Brigham seconded the motion, and the motion passes unanimously. The Board will review the Traffic Ordinance and make revisions to reflect this and any other necessary changes.

VTrans is still in the development stages of both the VT 244 and VT 113 projects referenced below. Currently VTrans plans to advertise for construction of the VT 244 later this spring and construction work would not begin until at the earliest, late July 2011. The majority of the work would be completed late summer and fall with the remainder of the work being completed in the spring of 2012. As for VT 113, the current schedule is to begin construction in summer 2013 on the section from the limits of the 2010 project in Vershire extending roughly to the Thetford town line. The remainder of VT 113 in Thetford would then be scheduled to follow at a later date.

During the construction on Rt 244 VTrans will be maintaining thru traffic. The road will not be closed.

- Old business

- Dog complaints and copy of ordinance

Letters were sent and return receipts were received by the Town Clerk

- Mobile Home Park

As Treasurer and Tax Collector, Cook followed up with Property Valuation Review regarding delinquent taxes on a mobile home removed from the trailer park. In this particular case, the only remedy was to hold a Board of Abatement Meeting which was held March 28<sup>th</sup> please refer to those minutes for further information.

- Cold Springs Trailer Park

A letter will be sent to Cold Springs Trailer Park addressing concerns of compliance with 9VSA 2602 & 2606 which requires that owners get properly endorsed mobile home bills of sale from the Town Clerk before moving mobile homes.

- Upper Valley Ambulance

In response to correspondence between Hanover Dispatch and Upper Valley Ambulance the Town has reviewed financial records and clarifies that all bills have been paid on time.

- Dumpsters

Morewaste Solutions quoted \$70 a month for three totes (equaling the dumpster out side community building).

Petersen makes a motion to go with three totes from Morewaste Solutions replacing the dumpster from Northeast Waste at the same cost for Community Building trash starting the 7<sup>th</sup> of May, Brigham seconds the motion, and the motion passes unanimously.

- New Business

- 911 coordinator position

Lister Rosalie Towle has turned down the 911 Coordinator position; she wants to focus her efforts on updating the Grand List. This topic is tabled until the next meeting to try to find an interested candidate.

- Green-Up Container

Ash to contact Peggy Willey regarding this container.

- Junk Car (Eastman Property)

Cray will send a letter to the new owner of the Eastman Property to request clean-up of the premises and include a copy of the Town's Ordinance regarding Outdoor Storage of Junk and Junk Vehicles and enforcement provisions.

➤ Heating Data Report

Cray drafted and sent this release to Two Rivers Regional Planning regarding consumption of fuel for Town buildings.

➤ Audit Report/Management Response Letter

The Audit Report and Management Letter from Sullivan and Powers were reviewed by the Board. Strategies to address the auditor's recommendations for improving the Board's implementation and documentation of its fiscal oversight procedures, risk assessments, and policies were discussed.

- Other business to be presented to the board that will be acted on at the next regular meeting

Computer for the Selectboard

Work orders for Maintenance person (Toilet and siding)

Tickets: Ash is appointed as a ticket writer for Ordinance violations, Lisa Ordway Constable and Cary also can write tickets.

Cray makes a motion to shut the main breaker off at Bean Hall to reduce electric costs, Brigham seconds the motion, and the motion passes unanimously.

- Sign orders

Ash makes a motion to sign the orders, Cray seconds the motion, and the motion passes unanimously.

The board filled out and signed the weight permits.

- Review Correspondence

Letter from the Census Bureau

- Review Town Financial Statements

The town financial statements were reviewed briefly. Brigham was nominated to conduct a monthly review of the Treasurer's Journal Entries recommended by the outside auditors. The statements will be fully reviewed at the next meeting.

- Action-items and Agenda Items for Next Meeting

- Summer Roads Plan
- Stop Sign (Blood Brook, Middle Brook, and Wild Hill Roads Intersection)
- Building Committee
- VTrans Grant
- Letter to Cold Springs Trailer Park

- Review of Journal Entries
- Set separate meeting for policies and ordinances (Traffic Ordinance)
- 911 coordinator position
- Letter regarding Junk Ordinance (Eastman Property)
- Response to Sullivan & Powers' Management Letter

- Up Coming Events

Building Committee Meeting Wednesday April 6, 2011 at 6PM

- Adjourn

Brigham makes a motion to adjourn at 8:32PM, Petersen seconds the motion, and the motion passes unanimously.

Respectively Submitted,

Meredith Hartshorn, Selectboard Clerk