

**MINUTES**  
**West Fairlee Selectboard Meeting**  
**Monday October 17, 2011**

Present: Bonnie Cray, Jim Brigham, Fred Cook, Delsie Hoyt  
Visitors: Senator Joseph Benning, Roger Krussman, Gene Lotman, Julie Paye, John Blake, Jonathan Blake, Andy Petersen, Peggy Willey

Vice Chair Cray called the meeting to order at 6 pm

**VISITORS**

**Senator Joseph Benning** addressed the meeting to solicit community concerns for the upcoming legislative session, particularly reapportionment. He was glad to see paving of Route 244 underway, but cautioned that many planned State highway projects, such as the repaving of Route 113 next year, would be reconsidered.

**Brushwood Forest** -- Peggy Willey introduced Roger Krussman from the Trust For Public Lands who provided a brief overview of the process to expand the original Brushwood Community Forest with the addition of the 580 acre Bradford Forest. In anticipation of the transfer of the property to the Town of West Fairlee, Krussman outlined the “due diligence” reviews and reports which have been completed by TPL including appraisals, title review and an environmental assessment. The content of the Conservation Easement for the Forest, now being reviewed by the State, will be identical to Phase I except for an environmentally sensitive wetland area on which there will be no timber harvest; and rather than a separate Stewardship Plan, the old one is being updated to include the new property. All documents will be reviewed by Town Attorney Gillies, prior to the closing on the property is tentatively scheduled for mid-November. Hoyt requested that the Selectboard also have documents for review prior to the November 7<sup>th</sup> Selectboard meeting.

**King Hill Road** -- Gene Lotman, a resident of King Hill Road, reported that planned private work on the road had been discussed at a site visit with Selectman Cook and Jonathan Blake. Limit of Town responsibility for Class IV road work was discussed. Hoyt will talk with residents at 1515 King Hill regarding fixing driveway drainage currently eroding the road. Brigham moved that the Town freshen culvert entrances and waterbars on King Hill Road in compliance with Town Class IV Road Policy, Cook seconded, and the motion passed unanimous.

**MINUTES**

Cook moved that the minutes of October 3, 2011 Selectboard Meeting be approved as written, Hoyt seconded, and the motion passed unanimously.

**BUILDING COMMITTEE** -- No action taken

**ROADS**

**FEMA Update** – Hoyt reported on meeting and site visits with new FEMA Project Specialist Joseph Combes on storm-related damage. Assessment was positive and similar to previous FEMA representative including scaling back of repair plan for the first washout on **Beanville**

**Road** which is being developed by the engineer. Repairs have been completed on the two larger **Beanville Road** washouts and await scheduling of asphalt and guardrail contractors. The RFP for permanent repairs of **Roberts Road** has been distributed to contractors and the bid opening scheduled for Monday October 24<sup>th</sup> at 6pm. Hoyt and Cray provided an overview of the **Hazard Mitigation Grant Program** available to Towns for a limited time. The issue will be discussed further at the November meeting; an initial Letter of Interest would have to be filed by December 30.

**Salt Shed Door** – Richard Chase will undertake this repair. Leftover salt in the shed soaked by flooding will be removed and mixed with the sand pile.

**Marsh Hill Bridge** – Engineer Mark Bannon has begun surveys of the site and is completing a comparative analysis of replacement options.

**Roadside Mowing Contract** – The Board discussed whether this task should go out to bid or was part of summer road work. It was agreed that the current road contract's scope of services is far too vague, but cannot be corrected until it is re-written in 2013. Cook stated that roadside mowing had not gone out to bid in prior years of the current road contract and should be handled in the same way.

**Other Road Business** -- Cray received a phone call from Brad Phelps of **Jennings Road** requesting work on his driveway in exchange for work done several years ago to what was then believed to be a Class IV section of Jennings Road. Hoyt said research with previous Selectboard members revealed that this issue was resolved when the ancient roads were researched about three years ago and the Class III section was extended from the sand pit to Phelps' driveway. Jonathan Blake reported that a poor driveway drainage at 3344 **Bloodbrook Road** was causing erosion to the town road. Landowner will be contacted. Hoyt reported that NICOM had completed asphalt crack sealing on a section of **Middlebrook Road**. Recently completed culvert and ditch work on **Wild Hill and Bloodbrook Road** is to be mulched or lined according to 2011 Highway Codes and Standards.

#### **OLD BUSINESS**

**Maintenance Work** – Tilden's have repaired Community Building outdoor and storage room lights.

**Grounds Mowing** -- Cray reported that the RFP for Grounds Mowing has been distributed to potential lawn-care contractors and posted around Town.

**Winter Shoveling** -- Cray presented a draft of a winter shoveling RFP. Merits of per storm billing versus season prices were discussed, and specifics for start time and availability were suggested. The document will be redrafted for future review.

#### **NEW BUSINESS**

**2011 Line of Credit** – Prior to the meeting, Treasurer Rhonda Cook informed the Selectboard that tax receipts were now sufficient to consider paying off the current municipal line of credit.

Hoyt moved that the Selectboard approve payoff of the 2011 Line of Credit with Merchants Bank in the amount of \$100,000, Brigham seconded, and the motion passed unanimously.

### **OTHER BUSINESS**

Cray plans to attend the Local Emergency Planning Council meeting Thursday evening in Bethel. A topic for discussion will be what Towns would do differently faced with a future disaster. Hoyt suggested that the Selectboard revisit its Emergency Operations Plan and assure that all sections are complete. Cray noted that Vermont Emergency Management advised that the Emergency Coordinator **not** be a “first responder” – i.e. fire or rescue volunteer – since their protocols and concerns may differ from the needs of the municipality.

**Sign Orders** – Brigham moved to sign the orders, Cook seconded, passed unanimously

**Correspondence** – Hoyt reviewed recent correspondence, most was storm- or FEMA-related.

**Financial Statements** – An in depth review of the budget will occur when the Budget Committee convenes shortly, but a cursory review shows year-to-date expenses and revenues are in line with what had been budgeted. Cash flow has been smooth throughout the year, and property tax receipts have been normal.

**Adjournment** – Brigham moved the meeting be adjourned at 8:15 pm, Cook seconded, and the motion passed unanimously.