

Minutes
West Fairlee Selectboard Meeting
Monday June 4, 2012

Present: Beverly Ash, Fred Cook, Cory Austin, Delsie Hoyt

Visitors: Candy Malinoski

The meeting was called to order at 6:00 p.m.

Minutes of May 21, 2012 Selectboard meeting: Ash moved to accept the minutes as presented; Austin seconded; and the motion carried unanimously.

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

- **Cemetery Commission:** Candy Malinoski, Treasurer of the Cemetery Commission appeared to discuss the outside auditor's recommendations for changes in handling of Cemetery funds. Hoyt explained that the Cemetery Commission would still much as it does now; however, as with the Conservation Commission, the funds would be held in the Town reserve account and an annual workplan would be submitted to the Selectboard. The conversion would not take place until the fall. Establishing a new reserve account would need town-wide approval at a Special Town Meeting scheduled for the general election when the Town Plan will also be voted on; and current CD's mature in November.

Roads

- **FEMA Reimbursement:** The Town has received an additional 5% reimbursement for Tropical Storm Irene damage in the amount of \$7,700.
- **Transportation Enhancement Grants:** Grant guidance was reviewed and possible competitive projects discussed. It was acknowledged that many of these projects are designed for major commuter route and Federally funded highways and may not be suitable for West Fairlee. Hoyt will investigate the "scoping study" option which would enhance our standing for future funding.
- **Marsh Hill Bridge:** The project still awaits final permit sign-off by the Wetlands Division of the Agency of Natural Resources. The project is slated to go out to bid in June.
- **New Emergency Equipment Grants:** Hoyt will investigate requirements for the emergency radio and generator grants recently announced.
- **Other Road Issues:** Road grading is underway in problem areas.

Old Business

- **PACIF Emergency Equipment Grant:** The Town's grant request was approved; Austin will follow up with ordering the equipment outlined in the grant award.
- **Basic Emergency Operations Plan:** Candidates interested in serving on a very short-term/ad hoc committee to update were discussed. In addition to updating the BEOP, the group will be asked to make recommendations regarding shelter options, additional emergency equipment needs.
- **Community Building Leases:** copies of the new leases have been distributed to tenants.

- **Deterring illegal burning:** Austin will contact VLCT for assistance in establishing an illegal burning ordinance which would enable the Town to levy \$500 civil fines through the Vermont Judicial Bureau.
- **Building Maintenance Position:** Three applications were received. After reviewing the resumes and discussion, Ash moved to offer the position to Joseph Sampson of Bradford; Austin seconded; and the motion carried unanimously. Hoyt will contact Sampson to set up a time to tour and familiarize him with the facility and immediate needs.

New Business

- **Audit Management Letter:** Hoyt will draft the response; incorporating the planned change in handling of Cemetery Commission funds.
- **Letter re: Fines for untagged/unregistered dogs:** The Town Clerk has turned over a list of unregistered and untagged dogs to the Selectboard for follow-up and action. Ash will draft a letter.
- **Delivery of Preliminary Tax Maps:** A preliminary public review will be deferred until recent property transfers have been incorporated into the maps.

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

Library/Office move

BEOP and generator

Untagged dogs -- fines

Illegal burning

Timeline for warning Special Town Meeting for Town Plan/Cemetery Reserve Fund

Public Meeting

Sign Orders: Ash moved to sign the orders; Cook seconded, approved unanimously

Review Correspondence: Two Rivers has requested the Town outline its technical assistance needs. Hoyt is currently working with TRORC's Seto to revise a highway department spreadsheet to track road work and infrastructure fixed assets. Another TA need is planning/funding for the village center.

Upcoming Events

- AOT Audit July 17th

Adjourn: Ash moved to adjourn at 7:00 pm; Austin seconded; approved unanimously.