



2014 TOWN OF FAIRFAX

**SELECTBOARD MEETING
MONDAY DECEMBER 1, 2014
7:00 PM**

The drafted minutes presented below are unapproved subject to corrections and/or additions at the next Selectboard meeting. Those corrections and/or additions will be written to an amended version of the minutes, which will also be made available to the public.

Selectboard Members Present: Randy DeVine, Leebeth Ann Lemieux and Peter King.

Public Present: Carl Jones, Deb Woodward, D. Jay Leach, Katrina Antonovich, John Cushing and LCATV videotaped the meeting.

Call to Order: The meeting was called to order at 7 pm.

The first order of business was to nominate an acting Vice-Chair. Randy made the motion to nominate Peter King, acting Vice-Chair; seconded by Leebeth. The motion carried with a vote of 3-0.

Minutes:

11.17.14: Randy made the motion to approve the minutes as written; seconded by Leebeth. The motion carried with a vote of 3-0.

11.19.14: Randy made the motion to approve the minutes as written; seconded by Leebeth. The motion carried with a vote of 3-0.

Orders & Payroll: Peter reviewed the Order & Payroll warrants for the town as well as the Utility Department - which were in order and approved.

Public Comment & Correspondence: No public comment. An email from John Leddy, Northwest Solid Waste District, was reviewed. A question was asked about paying for recycling. Randy will contact John tomorrow for clarification.

Agenda Items:

D. Jay Leach, Road Foreman

D. Jay presents to the Board this evening to discuss the highway worker position and the interviewing process. We are in our third round of interviews with two interested candidates; interviews will be setup accordingly.

12.01.14 Minutes - D. Jay Leach, Road Foreman, Cont.

D. Jay has been working on regular equipment maintenance as well as preparing the trucks for winter. Randy asked D. Jay about the ¾ ton truck, in which D. Jay replied, was working well. We received a call from a resident on Nichols Road as their mailbox had been hit. D. Jay will fix the mailbox. A question was asked as to whose responsibility it is to make sure that recommendations made on an access permit are followed through. We will check with zoning and follow-up with a letter to the resident. Leebeth asked D. Jay about Chaffee Road and what's being done there. D. Jay stated that they widened the road out and will remove the snow fence. The guardrails will be put back accordingly.

Randy DeVine, W/S Superintendent

Randy handed out a sewer discharge - 12 month average report as well as Vermont Wastewater Permit Program - Operations Report Aerated Lagoons report. The Board by consensus approved Peter to sign the report. There was a communication failure between the computer at the water control building and the water source at Wheezy Way. Randy called in a service technician to fix the problem which turned out to be a chip malfunction. The service tech told Randy that the computer board is obsolete. A new board would cost \$15,000, if this one fails. Randy will get a cost on the new board for possible purchase at a later time. There was also a problem with the Reznor heater at the water building. A technician was called in who found that the CO2 relay had to be manually reset when it was triggered. He said there was a negative pressure in the building which was not allowing exhaust to be ventilated out. Randy and Paul cleaned the airlines in the lagoons as a regular fall maintenance procedure. Working Dog is scheduled tomorrow for the bi-yearly clean of the sewer wet wells. Lot MA1126, on the agenda, was not discussed as Randy would prefer that Amy Sears, Utility Manager and Tom Fontaine, Chair, be involved in the conversation. Randy has the snow-blower ready for winter.

Katrina Antonovich, Recreation Director

Katrina presents this evening to discuss the Baptist building. She handed out a proposed four phase timeline of improvements as well as a proposed cost sheet. The Board reviewed the materials and asked questions as to who would be responsible for the cost of the improvements. Katrina stated that the town would be responsible for approximately \$5,000.00 per year. She also handed out an accessibility guideline for historic buildings in relation to the needs of the Baptist building.

The Board asked Katrina to furnish a profit and loss statement for special accounts, which she did. A review took place of the statement.

Katrina submitted her resignation effective 2.6.15, which the members of the board accepted.

12.01.14 SB Minutes Cont.

John Cushing, Town of Milton Treasurer

John was asked to come in this evening to discuss the transformation of going from a calendar year to a fiscal year. John gave an overview of Milton changing over to a fiscal year. He suggested setting a timeline, an eighteen month budget and collecting payments three times a year. He also suggested not charging a penalty on the first two installments. The tax year will go from July 1 to June 30. Cash flow was discussed using the information from NEMRC to create the program so you know what you have for cash and whether or not you are going to need money. Deb stated that Ernie has set this up for her. John said that we should contact our auditing firm to see how they would like to audit during this eighteen month period of time. There was a discussion regarding articles that will need to be written for the voters to approve/disapprove the eighteen month budget as well as the dates of collection. He also suggested that the town's attorney review the articles prior to going to the printers.

Other Business:

1. Employee Policy: Changes made to the employee policy were reviewed. We will wait for Tom to return for further input.
2. Line of Credit: Deb stated that she needed the information for the line of credit today as in two weeks the paperwork will need to be signed. Deb thought that the same amount as last year would be appropriate, which the Board agreed.

Adjourn:

8:42 PM: Randy made the motion to adjourn seconded by Leebeth. The motion carried with a vote of 3-0.

The minutes were respectfully submitted by Stacy Wells, Adm. Asst. to the Selectboard.

Peter King, acting Vice-Chair
Fairfax Selectboard
PK/sw

The minutes are a synopsis of what took place during the meeting. You are welcome to attend Selectboard meetings, or view a recording of the meeting at: [LCATV.org Meeting/Selectboard/Fairfax](http://LCATV.org/Meeting/Selectboard/Fairfax) and click on the date.