2014 SELECTBOARD AGENDA – TOWN OF FAIRFAX

MONDAY, FEBRUARY 17, 2014
NEW TOWN OFFICE – 12 BUCK HOLLOW ROAD
7 PM.

Agenda:

7:00 PM	Call to order Minutes: January 23rd and February 3, 2014 Orders & Payroll Public Comment/Correspondence
7:15 PM	Amy Sears, Utility Department
8:00 PM	John Mitchell/Brett Philips Water District

Other Business:
Town Meeting Presentation
Senior House meter reading
Legal Settlement-Fund distribution
Adopt Town Road & Bridge Standards

February 19 at 7 pm: Steve Bessette, Emergency Management Coordinator, will be hosting a meeting at the Fire Station regarding the December ice storm.

The times listed are tentative.

Goals – Short & Long term: Weight Ordinance, Social Media Policy, Capital asset list/GASB/Calendar year to Fiscal Year, Forming a Water District and WWTF expansion.

SELECTBOARD MEETING
SPECIAL MEETING "BUDGETING"
THURSDAY, JANUARY 23, 2014
6:00 PM

The 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 the original minutes. If you, the viewer, wish to personally see those changes, you will need to go to the Fairfax Town Office to view those changes as written on the original paper copy.

Selectboard Members Present: Randy DeVine, Chair; Tom Fontaine and Leebeth Ann Lemieux.

Public Present: Stacy Wells, Adm. Asst.

Call to Order: Randy called the meeting to order at 6:10 pm.

A review of the 2014 budget continued with revenue, budget and payroll being finalized.

Other Business:
1. Develop a road schedule for 2014 with D. Jay Leach, Road Foreman.

Adjourn:
The meeting was adjourned at 9:25 pm. with Tom making the motion and Leebeth second. Motion carried with a vote of 3-0.

The next regularly scheduled Selectboard meeting will be held on Monday, February 3, 2014 at 7:00 pm.

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

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Randy DeVine, Chair
Town of Fairfax Selectboard

RLD/sw

SELECTBOARD MEETING
MONDAY, FEBRUARY 3, 2014
7:00 PM

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Selectboard Members Present: Randy DeVine, Chair; Chris Santee, Vice-Chair, David Shea and Leebeth Ann Lemieux.

Public Present: Skip Taylor, ZA; Pat McNall and Toni Jiwatram, Library Trustees; Amy Sears, Utility Department; Deb Woodward, TC & Treas.; Gabe Handy, Senior Housing.

Call to Order: Randy called the meeting to order at 7:05 pm.

Minutes: January 13, 2014 - Ann made the motion to approve the minutes as written; all in favor.

Minutes: January 14, 2014 - Ann made the motion to approve the minutes as written; all in favor.

Minutes: January 15, 2014 - Ann made the motion to approve the minutes as written; all in favor.

Minutes: January 20, 2014 - Chris made the motion to approve the minutes as written; Ann second; all in favor.

Minutes: January 21, 2014 - Chris made the motion to approve the minutes as written; Ann second. Dave abstained. Randy, Chris and Ann are in favor.

Minutes: January 23, 2014 - Tabled.

Orders & Payroll: David went over the Utility Department. The topic of discussion was the number of hours a part-time person is working. According to the employee policy anyone working an average of 32 hours per week is considered full-time and is eligible for health benefits and VMERS. Ann has requested a report of the hours the employee worked in 2013.

Leebeth is working on the office orders and payroll.

Public Input/Correspondence: Pat McNall and Toni Jiwatram are here as representatives for the Library Trustees. The payroll on their proposed budget was not what they received. Dave Shea, SB member, asked what the discrepancies were. Toni stated that the discrepancies had to do with adding additional hours for the Program Planner and Town Librarian and the percentage of pay raise for the Librarian. It states in "The Law of Public Libraries" the Selectboard/Town manager may not set the librarian's salary, determine the hours of operation for the library or direct how the library's money is to be spent. Deb Woodward, TC & Treas., stated that the deadline has passed to make changes to the budget.

Opening of bids for 20 year bond - New Town Office:
One bid was received; the sealed bid was opened. The bid was from the Union Bank which was reviewed by the Board.
*Dave made the motion to accept the bid from the Union Bank for the financing of the new town municipal office. The amount is up to 1,070,000.00, for a term of 20 years at 3.75% fixed interest rate. Chris seconded the motion. The motion carried with a vote of 4-0 - all in favor.
*Chris made the motion to approve the public building improvement bond of $950,000.00, between the Town of Fairfax, State of Vermont, County of Franklin, with interest on the unpaid principle balance from the date hereof at a rate of 3.75% per annum principle payable annually in installments of $47,500.00 each, commencing February 10, 2015 through February 10, 2034, and interest at the above specified rate payable in 40 (forty) consecutive semi-annual installments on August 10 and February 10, commencing August 10, 2014 through February 10, 2034, at which time all sums due hereunder shall be due and payable in full. Dave seconded the motion. The motion carried with a vote of 4-0. The documents were signed by the SB.

D. Jay Leach, Road Foreman
D. Jay stated that the sand pile was holding up and that they were slowly getting more salt in. An access permit application from CH0227 was reviewed as well as the pictures provided.
*Dave made the motion to approve the access permit for CH0227 with the conditions outlined on the permit; Ann second. The motion carried with a vote of 4-0.

D. Jay stated that they were presently cutting brush and using the wood chipper. He talked to the Board about obtaining a blue tooth for his cell phone. He was advised, by consensus of the Board, to go ahead and purchase the blue tooth as it was a safety measure. A 2014 anticipated paving schedule was generated which the Board reviewed. We will be submitting an expense cost sheet to FEMA for damages from the December ice storm. Stacy will be attending a FEMA workshop on Thursday, February 6th in Hyde Park.

Gabe Handy - Senior Housing

Mr. Handy comes in this evening to discuss w/s meter reading for the senior housing complex. He referred to a letter written by him to the Board in September of 2012, asking the Board to consider continuing with the same arrangement as the settlement with one water charge and one sewer charge. He stated that he never received a response. On January 23, 2014, he called Randy. Randy said he would fax over the changes to the Water & Sewer Ordinance, dated March 18, 2013. He would like to continue with the same set-up as the last four years. He also discussed the utility bill from January 2, 2013 through March 31, 2013. Mr. Handy asked the Board to waive the bond payment until the Board can render a decision.

*Chris made a motion to have Tom Fontaine contact the town attorney to explore any and all possibilities for a resolution amicable to all parties. Randy asked for a discussion prior to contacting the attorney. The motion did not receive a second and therefore failed.

Amy Sears, Utility Manager, asked that Mr. Handy put what he's asking for in a letter. Mr. Handy stated that he has already done that. Ann asked for all invoices in a presentation format with current and potential numbers that he's showing so it's on one piece of paper with any other input that he may have.

GOAL: Before the due date of his next quarterly bill, we will have an answer for Mr. Handy on how we're going to handle this as far as waiving the additional fee for this quarter until a determination is made by the attorney that we all agree on. We will reply back by a letter as well as a phone call to Mr. Handy by April 1st.

The Chair was turned over to Chris Santee, Vice-Chair for the following report.

Randy DeVine, W/S Superintendent

Randy handed out his activity report for January. Pump #2: Randy thinks there's a dead spot in the armature and he thinks it will have to be pulled. Manhole log inspection information was provided by Randy and reviewed. Dave asked Randy what a reasonable timeframe was for finishing the manhole inspections. The priority list for Vermont Clean Water State Revolving Fund - State Fiscal Year 2014 Pollution Control Priority List from Dubois & King reviewed. Randy will contact D&K to update the information on the list.

Dave wanted it to go on the record, once again, that it's very frustrating, that it's an injustice that the SB Chairman is also the W/S Superintendent. He thinks it's unfortunate that we've asked for the condition of manholes, how many there are, for over the last two years that he's been on the Board and only at the very last meeting before he leaves they're being produced. There's no indication of any failures, he can't produce how many have been done. We don't really know what they are, there are no pictures of anything here. We've been told to go on trust by a department that's been fiscally mismanaged for years. How can I trust a department that loses money year after year, that hasn't had an increase in customers in years, that's also increased their labor numbers?

Chris turned the Chair back to Randy DeVine.

Other Business:

1. An Open House for the New Town Office will be held March 8th, Saturday, from 10 am. to 2 pm.
2. LCATV - taping at Town Meeting day discussed.
3. Vermont Food Venture building safety reviewed. The building is scheduled to be torn down.
4. Mileage log: *Dave made the motion to approve the mileage log commencing March 1st ; Ann seconds the motion. The motion carried with three votes for the log; Ann, Chris and Dave; Randy voted against the mileage log.

Chris wanted to take this time to thank the Board and town's people of Fairfax for their tremendous support during his recent illness and it's good to be back.

Adjourn:
Dave made the motion to adjourn the meeting at 10:21 pm. The motion was seconded by Ann. The motion carried 4-0.

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

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Randy DeVine, Chair
Town of Fairfax Selectboard

RLD/sw