



2014 TOWN OF FAIRFAX

SELECTBOARD MEETING
MONDAY, FEBRUARY 17, 2014
7:00 PM

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This is the first Selectboard meeting at the new town office.

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

Public Present: Marshall Bushey, Boy Scout; Buddy Meuller, LCATV; Katrina Antonovich, Rec. Director; Amy Sears, Utility Department; John Mitchell and Brett Philips, residents; Deb Woodward, TC & Treasurer.

Call to Order: Randy called the meeting to order at 7:02 pm.

Minutes: January 23, 2014 - Tom made the motion to approve the 1.23.14 minutes as written, seconded by Leebeth. The motion carried with a vote of 3-0, with the three members present at that meeting being Randy, Tom and Leebeth.

Minutes: February 3, 2014 - Chris made the motion to accept the minutes of 2.3.14 with amendments; seconded by Dave. The motion carried with a vote of 4-0. Tom was absent from that meeting.

Orders & Payroll: **Office:** Leebeth stated the payroll was done and that the orders would be coming in later. **Utility:** David stated that the Utility Department looked normal as ever.

Public Input:

Marshall Bushey, Boy Scout: Marshall is here this evening to talk to the Board about making two benches for the Town Office. He's working towards earning his Eagle Scout badge. He handed out the building plan for the benches. The Board asked questions about the construction, materials and finish of the benches. He stated he's been a Boy Scout since 2001. He has two weeks to finish his project as he will be turning eighteen. Tom felt that one bench would be sufficient especially taking into consideration the timeframe involved of two weeks. It will be a 4' bench made with pressure treated lumber.

2.17.14 Minutes Cont.:

*Dave made a motion to approve Marshall's Eagle Scout project for one bench outside the Town Office. The motion was seconded by Tom. The motion carried with a vote of 5-0.

(Dave left at 7:12 pm. to bring Marshall home and returned at 7:20 pm.)

Katrina Antonovich, Rec. Director:

Katrina filled out an application for a credit card which was approved in November with a \$1500.00 monthly limit. She talked to Diana at the Union Bank about her expenses. It was felt that a \$3,000.00 monthly limit would be more practical which would come out of the "Special Account".

*Tom made the motion to approve the credit card with a \$3,000.00 monthly limit. The motion was seconded by Chris. Discussion: Chris asked Deb if there was any reason not to allow the \$3,000.00 limit. She stated that as the limit was initially written up for \$1500.00, she didn't want to go forward until the Board approved the new limit. The motion carried with a vote of 4-0. (Dave was still out of the meeting. See note above.)

Katrina asked about presentations for town meeting and if there was going to be time set aside for the Board to review the rec. presentation. A meeting time was set for Wednesday, February 19th at 7:15 pm.

Deborah Woodward, TC & Treas.:

Deb comes in this evening with two letters she would like the Board to approve and sign. A letter from A. M. Peisch regarding the audit of the financial statements they performed for the town and a letter from Deb regarding her going to a salary position. A discussion ensued for both letters. By consensus of the Board all five members approved signing the letters.

The Chair position was turned over to Vice-Chair Chris Santee at this time to conduct a discussion with Amy Sears, Utility Department.

Amy Sears, Utility Department:

A few weeks ago Amy was asked to be the manager of the Utility Department. She would like some detail on what the job description would be. The Board asked her to generate a job description of what she feels would be involved in the job. Dave would like better tracking of the financial expenses as well as track hours where inefficiencies exist to condense or reduce staff. Tom agreed with this as well. Amy asked if quarterly reports would be sufficient as billing is quarterly; the Board concurred. The goal is to obtain data of water usage from quarterly billing so that it can be submitted to Ken Yelsey thus achieving accurate numbers for calculating allocations. We are way under demand of what the state requires.

OA0015 - Amy stated that we charge this address for one unit instead of the 47 units. In doing so, basically the W/S Dept. has lost \$26,000. It breaks down to \$6,551.00 per year, or \$12.00 per month per unit. We can't afford to keep letting this go. Chris polled the Board on what direction the Board would like to take. The consensus was to seek legal advice. Tom will call Attorney Stitzel and a decision will be made at the meeting Wednesday night February 19th.

2.17.14 Minutes Cont.:

John Mitchell and Brett Philips

Introductions: John and Brett are in this evening to address with the SB the idea of forming a Board of Water Commissioners. Brett stated that the users of the water system should have some oversight into the operations. There are a number of system customers that have offered to serve on such a board. John and Brett would like to work with the SB to help form such a board. (The VLCT SB Handbook recommends that if a town has a municipal water system, it may vote to have a board composed of commissioners to supervise the system. The term of the commissioners is three years, staggered to begin with.) John stated that they (the water users) have had a couple of short meetings to discuss the forming of a commission. John recalls during his tenure on the SB the amount of time dealing with w/s issues. Tom stated that time has been spent considering restructuring the Utility Department. John felt that it would be beneficial to everyone to have the commission.

We will make a time on the March 17th meeting agenda for further discussion on this topic.

Chris relinquished the Chair seat back to Randy for the remainder of the meeting.

Other Business:

1. The town meeting presentation will be reviewed Wednesday night February 19th.
2. Legal settlement distribution - various options were discussed.
3. Adopt Town Road and Bridge Standards, Town of Fairfax, Vermont. Tom made a motion to adopt the Vermont Town Road and Bridge Standards. Leebeth Ann seconded the motion. The motion carried with a vote of 5-0.
4. Compensation for selectboard members discussed. Dave recommended that when a new person comes in on the SB that there should be a document constituting how SB members are compensated. Chris felt that it was a good idea.

Adjourn:

Dave made the motion to adjourn the meeting at 9:05 pm. The motion was seconded by Tom. The motion carried 5-0.

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

Randy DeVine, Chair
Town of Fairfax Selectboard

RLD/sw