



2014 TOWN OF FAIRFAX

SELECTBOARD MEETING
MONDAY, MARCH 24, 2014
7:00 PM

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

Public Present: Pat McNall, Robin Chapman, Listers; W. Greg Heyer, Planning Commission; Toni Jiwatram, Library Trustee; Skip Taylor, ZA; Katrina Antonovich and Amy Plog, Rec. Department. LCATV videotaped the meeting.

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

Minutes:

3.10.14 - Randy motioned to accept the minutes as written seconded by Peter. The motion carried with a vote of 5-0.

Orders & Payroll: Tom and Leebeth reviewed the orders and payroll.

Planning Commission:

Greg Heyer is here on behalf of the Planning Commission. The PC made changes to accessory structures and structural alterations on the fee schedule. They are in the process of developing language for a permit to address added living space made to an existing home which affects the assessed value. Skip stated that tax revenue is lost when the Lister's are unaware of such an improvement as well as the current level of appraisal is affected by the sales study performed by the state. He stated that it's a common practice in town's to have such a permit. The Board gave their input on the permit. Tom gave the PC the go ahead to proceed with building the permit language which will be presented to the Board at a later date.

Skip wanted to address the Board about their mapping budget. He stated that by the time Avitar finished the work for last year, \$841.00 wasn't invoiced until after the first of the year, which wasn't included in this year's budget.

Skip had a punch list for the new town office, which he went through with the Board.

3.24.14 Minutes Cont.:

Skip also received a call from Mr. Handy regarding the Food Venture building and the w/s allocations. There were allocations for the three, two bedroom apartments. Mr. Handy was sent a letter a year or two ago indicating a very small amount of w/s allocated for the building. However, there were allocations for the apartments as well. He would like a modified letter to include the additional allocations.

He asked the Board about appointing Martha Varney to the Development Review Board. She's currently an alternate as well as being a member of the Planning Commission. Skip checked with Regional Planning to make sure it was alright for someone to be on both the DRB and PC - which they stated it was. *Peter made the motion that we accept Martha Varney's appointment to the DRB to finish out the term left vacant; seconded by Randy. Motion carried with all in favor 5-0.

Library Trustees:

Pat McNall and Toni Jiwatram are here this evening to discuss the Library's budget. Due to a discrepancy in the wages for the library staff, a discrepancy in the budget was created. A letter was given to Pat and Toni to review of what their budget should reflect. They agreed to the letter, which was signed by Tom. There's also a discrepancy with the number of hours that the Town Librarian works which should be thirty-five and not thirty four. (She works four days, 8.75 hours per day.) Also, the employee was supposed to have 19 hours of sick time rolled over into 2014's sick time that never was. She actually has more sick time on her paycheck than she should have - which needs to be fixed as well as the vacation and floater accrued amount is off. Chris will look into this with Deb. The Library's Employee Policy was changed to reflect her hours.

Katrina Antonovich & Amy Plog - Recreation Department:

Katrina is here this evening to discuss a letter she sent to the SB, dated 3.18.14. She requested a change in her work schedule beginning March 25, 2014 until April 25, 2014. She would like to share the Director's current 25 hours per week with an Assistant Recreation Director, Amy Plog. The position has been discussed at length with Amy as well as the requirements it would entail. Tom asked why in general she needed the three weeks. Katrina stated that she was offered a three week teaching position at BFA Fairfax. *Pete made the motion to accept Amy to fulfill Katrina's position for three weeks; seconded by Leebeth. The motion carried with a vote of 5-0. Amy was given an employee handbook and will fill out the appropriate paper work for wages with Deb, TC & Treas. She was given a key to the building as well as the rec. office.

Katrina would like to know what steps should be taken regarding the recount still a tie. She was advised to get the 165 signatures from registered voters. The voting needs to take place prior to the tax rate being set, (which is mid-July - August).

3.24.14 Minutes Cont.:

Other Business:

1. A catering request was received from Ryan Smith, Monkey Hospitality, LLC, DBA Monkey House, for a wedding reception to be held at 117 Highbridge Road. The hours stated for the catering are 3 pm to 10 pm. April 5, 2014 for approximately forty-two people.*Chris made the motion to approve the catering request; seconded by Peter. The motion carried with a vote of 5-0.

2. Three tobacco and alcohol applications were presented to the Board for review and approval: Minor's Store, Nan's Mobil and Adam's Quick Stop. *Chris made the motion that we accept the three license renewal applications for liquor and tobacco from Minor's Country Store, Nan's Mobil, DBA KS Enterprises, LLC. and Adam's Quick Stop. Leebeth seconded the motion. The motion carried with a vote of 5-0.

3. AT&T Notice to construct a cell tower at the Country Pantry location: The Planning Commission has looked at the application and asked for public comment. Tom's going to add to the public comment as well. The Board members should feel free to comment.

4. Purchase Policy: The document was again reviewed. *Leebeth made the motion to approve the Purchase Policy; seconded by Chris. The motion carried with a vote of 5-0.

5. A tax sale will take place at the town office on April 7th at 10 am for property located at CF0103. *Chris made the motion to have Peter King represent the SB at the sale with authority to act on the sale if necessary. The motion was seconded by Randy. The motion carried with a vote of 3-0. Peter and Leebeth abstained from the vote.

6. A netgear prosafe 24port gigabit Ethernet rackmount switch will be ordered from Staples, which should improve the speed of the computers. We will notify Tony when the part comes in.

7. A Rabies Clinic will take place on Friday, March 28th from 4:30 - 5:30 pm at the Town Garage. Dr. Stephens, from Morrisville, will be the presiding veterinary.

Adjourn:

*Pete made the motion to adjourn the meeting at 9:30 pm.; seconded by Randy. The motion carried with a vote of 5-0.

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

Tom Fontaine, Chair
Town of Fairfax Selectboard
TKF/sw