



## 2014 TOWN OF FAIRFAX

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**SELECTBOARD MEETING  
MONDAY OCTOBER 6, 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:** Tom Fontaine, Chair; Chris Santee, Vice-Chair; Randy DeVine, Leebeth Lemieux (7:05 pm) and Peter King.

**Public Present:** Barbara Murphy, Carl Jones, Maureen Rosesco and LCATV videotaping.

**Staff Present:** Deb Woodward, TC & Treas., Amy Sears, Utility Manager, D. Jay Leach, Road Foreman and Skip Taylor, Z.A.

**Call to Order:** Tom called the meeting to order at 7:00 pm.

**Minutes 9.29.14:** \*Chris made a motion to approve the minutes with three amendments; seconded by Peter. The motion carried with a vote of 4-0. Leebeth had not yet arrived.

**Orders & Payroll:** Tom reviewed the warrants for orders and payroll, which were in order and approved.

**Public Comment:**

1. Barbara Murphy asked about social service requests and if the Board would be handling them the same way as last year. She inquired if she would have to get a petition for the Franklin County Home Health. Tom stated that the social services would be handled the same way as last year. Barb will check back at the end of the year.
2. Carl Jones comes in to discuss the way the Board handles donations for social services. Carl stated that the town use to have the voter's vote on each organization and how much they wanted to give. As time went on the Board made the decision as to what organizations were granted monies and how much. Carl stated that in all fairness the voters should have their voice on each of the organizations. Carl would like the Board to set aside some time for the public to come in to voice their opinions on this matter. Tom feels that the Board is headed back in that direction by having the voters voice who and how much is given to social services.

10.06.14 Minutes Cont. - Public Comment

3. Molly Rosesco, who resides at BC0203, came in to discuss the fine she received due to her dogs running loose and going on the neighbor's property. The neighbors have complained about the dogs on several occasions as well as taped footage of the dog's behavior. Peter reviewed the history of the situation to Molly. He also discussed the action that needs to be taken prior to the deadline of the ticket which is twenty days from the date of issue. The Board by consensus upholds the ticket.

**D. Jay Leach, Road Foreman:** D. Jay informed the Board that he has had two parties interested in the full-time highway maintenance worker position. The road crew is still drawing sand and installing guardrails. D. Jay has purchased new street signs and hidden drive signs. D. Jay responded to two letters received last week regarding a culvert and fixing the end of a driveway. Chris talked to D. Jay with a concern of speed on Wilkins and Buck Hollow Roads. \_\_\_\_\_

**Skip Taylor, Zoning Administrator:** Revisions have been made to the "Fee Schedule" to correspond with the Zoning Regulations. The changes were summarized under Zoning Permits; Accessory apartments were distinguished from other apartments with a \$100.00 fee which clarified that accessory structures under 101 square feet do not need a permit; created a category for structural alternations (also under a 101 square feet do not need a permit) to the regulations. There are also some footnotes to go along with the new fees. \*Peter made a motion to adopt the new fee schedule as written; seconded by Randy. The motion carried with a vote of 5-0.

Skip informed the Board that they have received a MPG (Municipal Planning Grant) to study providing a pedestrian connection across the river. All the billing is going to come to us from NWRPC. The NWRPC and our PC have hired a consultant who has Summit Engineering working with them. The NWRPC has given us an agreement for services contract in the amount not to exceed \$14,935.00 to commence on June 1, 2014 and run through June 16, 2015, unless otherwise amended.

**Amy Sears, Utility Manager:** Amy has been working on a master list of water users and allocations. The results of the list will be made available to the Board at a later date. MA1126 Food Venture building - The owner has a question as to how many allocations he has as it differs from the Utility Department. Randy and Amy researched the history of the building. Amy stated that initially the building had 187 gallons, of which 150 gallons were transferred from MA1126 to property owned by the same owner to a unit on Huntville Road, leaving a balance of 37 gallons. The history of the property located at MA1126 was discussed and how the allocation amount came to be. In 1983, the building was used as a food processing plant. The question is when the building was restructured as a food processing plant (a change of use) and no longer housed apartments. Tom will look into this further and return to the Board with the information.

10.06.14 Minutes Cont.:

Peter brought to the Board's attention that a person came in to pay a water bill and was given a receipt. A clerical error was made on the receipt, as it was made out for \$100.00 more than what was actually received. Realizing the mistake immediately after the person left, the mistake was documented. The money received was given to another person for verification. Amy asked the Board, as Water Commissioners, how they wanted the discrepancy to be handled. \*By consensus of the Board a \$100.00 credit will be issued to the user's account.

**Deb Woodward, TC & Treas.:** Deb is here asking the Board for verification and approval for payment of a legal invoice received. \*By consensus of the Board the invoice was verified and approved for payment.

Steve Bessette, Emergency Management, has asked Deb if his stipend could be made in monthly installments. Deb is asking the Board for approval of this request. \*By consensus of the Board, it was approved to pay the stipend monthly.

Deb brought up the weekly vs. biweekly payroll. She was informed by Tom that this topic is only in the discussion phase and a decision has not yet been made.

Deb asked the Board if they could use the Meeting Room on November 3<sup>rd</sup> as she would like the Conference Room open to setup for the elections. \*The Board by consensus approved.

**Randy DeVine, W/S Superintendent:** Randy will no longer be submitting an "Activities Report". The flushing of the water system has been completed. Everything came out really good. They have found that they are not getting much out of the system in the form of discolored water or sediment; it's a pretty tight system. He's considering going back to flushing once a year. He has been working with Amy on the Utility budget. He's looking for money to put the waterline down on Goodall Street. David Raymond is in training to cover at the plant every other weekend. Peter asked if this would put him into OT as he's already a town employee. Deb will look into this. Water meter readings are currently taking place. —

**Other Business:**

1. David Raymond has submitted two letters regarding stipends, one for the Health Officer and one for IT of the town's website. The Board by consensus approved the letters for payment of the stipends.
2. Deb asked the Board to keep in mind the employees approaching hours that may make them eligible for VMERs.
3. Errors & Omissions letter from the Listers, dated September 30, 2014, regarding property located at CO0054F and CO0054E. \*By consensus of the Board approval was given to make a change to the 2014 Grand List correcting errors and omissions.
4. Class 4 roads - Chris will contact a resident on the procedure to remove a Class 4 road from the map.

10.06.14 Minutes Cont.:

**Selectboard Comments:**

Randy: A Sewer Allocation Application has been received requesting 3300 gallons which Randy feels is incorrect. Randy contacted Ruggiano Engineering as well as Green Mountain Engineering for calculating and infiltration factors. He will follow-up on this application.

Peter: Crime prevention and home security measures will be placed on the town's website. Sheriff Norris will be on the agenda for the October 20<sup>th</sup> SB meeting at 8 pm. The public is invited to attend.

Chris: Transitioning into a fiscal year - Chris talked to Bill Hall who is willing to attend a meeting. Deb stated that John Cushing from Milton would also be willing to come in to talk to the Board regarding the transition. Chris asked that we purchase a 4 x 6' white erasable board for the Conference Room.

**Adjourn:** \*Peter made the motion to adjourn the meeting at 9:34 pm.; seconded by Leebeth. The motion carried with all in favor 5-0.

The Board will hold a budget meeting on Monday October 13, 2014 at 6 pm.

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

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Tom Fontaine, Chair  
Town of Fairfax Selectboard  
TF/sw

The minutes are a synopsis of what took place during the meeting transcribed by the SB Adm. Asst. 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.