



2016 TOWN OF FAIRFAX

**SELECTBOARD MEETING
MONDAY SEPTEMBER 19, 2016
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, Lauri Fisher, Randy DeVine, LeeBeth Ann Lemieux and Duane Leach.

Staff Present: Amber Soter, Zoning Administrator, Amy Sears, Utility Department Manager, David Raymond, Battalion Chief and Tom Snyder, Chief Fairfax Fire Department.

Public Present: Mary Beerworth. LCATV videotaped the meeting.

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

Minutes:

9.3.16: Lauri moved that we approve the minutes with one amendment, seconded by Duane. Motion so moved, vote 5-0.

Accounts Payable & Receivable Warrants: Randy reviewed the town's PO's and Duane reviewed the Utility Department PO's. Randy had a question in regards to an amount charged by Lincoln Financial. The explanation given was that the town had not been billed for an employee enrolled in the short-term disability insurance program for a year. The warrants were approved by the Board for payment.

Public Comment: N/A

Correspondence:

The Board reviewed action taken on correspondence discussed at the 9.6.16 SB meeting in regards to a dog complaint. The owner was sent a letter and a copy of the Fairfax Dog Ordinance included. The owner has been in to license her dog.

A resident, who resides on the corner of Main Street and Rocky Ridge Road, came in with a complaint of too many totes being left at the end of Rocky Ridge Road. Casella was contacted in regards to traveling up Rocky Ridge Road. Casella replied that they will not be traveling the private road.

9.19.16 Minutes Cont.

Amber Soter, Zoning Administrator

Amber is here this evening to update the Board on potential projects, permit summary and DRB & PC projects.

Zoning Regulations - Amber has the final document of the Fairfax Development Regulations. She is looking for the Board to approve and adopt the bylaws. The document has been formatted with no changes made.

*Motion to Adopt: Lauri moved to adopt the Fairfax Development Regulations amendments, dated today 9.19.16, as presented in 84 pages. LeeBeth seconded. The motion so moved 5-0.

Amber has been working on a bylaw "Establishing Screening Standards for Ground-Mounted Solar Electricity Generation Plants". The goal for this bylaw is to preserve the natural, cultural and historic features and activities which define the rural character and scenic beauty of Fairfax as well as conserve energy and encourage the use of renewable resources.

*Motion to Adopt: Lauri moved that we accept the bylaw "Establishing Screening Standards for Ground-Mounted Solar Electricity Generation Plants", effective 9.19.16. Duane seconded. The motion so moved 5-0.

Amber and David Raymond are working on updating the current Access Permit Application. The section of the application (second page), where the Road Foreman and Fire Department's comments, recommendations and signature section, is being formatted to fit the type of access needed and who needs to sign off on the permit. The SB also signs off on the permit.

A letter has been received asking the Board to approve reappointment of Jason Heyer to a three year term to the Development Review Board.

*Lauri moved that we reappoint Jason to the DRB for a term of three years. The motion was seconded by LeeBeth. Motion so moved, vote 5-0.

Amy Sears, Utility Department Manager:

Amy is here this evening for a monthly department update. Amy asked Lauri if she would review legal invoices received for July through September. Amy feels that the fees charged pertain to the town and not the UD. It was concluded that \$1065.00 of the charges were in fact the town's and not the UD. Amy will notify Deb Woodward, Treasurer, of the decision and have her make the adjustment.

Amy was asked by the Board to check into the amount of money going into the water bond account. Amy reports a total of \$43,187.30, made in four installments is paid each year. However, the amount set aside equates to approximately \$48,000, with an overage of approximately 4,812.70 each year. Over the past sixteen years there will be approximately \$60,000.00 sitting in the account after the payment has been made for this year.

Lauri will research the conditions of the bond and find out if the overage can be used to make improvements to the water system as well as maintenance and repair.

Amy will be attending a class for Vermont Water Systems October 4th.

9.19.16 SB Minutes Cont.

David Raymond, Battalion Chief and Tom Snyder, Chief Fairfax Fire Department:

David updated the Board on the status of the tanker purchase from St. Albans. The tanker is currently getting some work done and will go for painting after that. David will obtain the title and get it registered.

David presented a Building Inspection, Code Enforcement and Fire Safety Ordinance for review by the Board. The purpose of the civil ordinance is to reduce the hazards to persons and property within the Town of Fairfax through the enforcement of Vermont Fire & Building Safety Codes. A discussion took place on enforcement, who would be responsible for new construction and existing construction, the state or town, and if there will be a database or portal for information.

Action: A public hearing will be scheduled for October 17th at 7 pm. at the town office.

David is upgrading the town's website, previously approved by the SB. A sample of what the webpage would look like once they are done which was passed around to the members.

Other Business:

1. Event Ordinance - Lauri is working on an application to be used in accordance with the ordinance.
2. Access Permit Application - The application was received for WK0215, Jason Stoddard. Board reviewed the pictures and recommendations.
*Lauri moved that we approve the access permit application for WK0215 as submitted by Jason Stoddard. The motion seconded by Randy. Motion so moved, vote 5-0.
3. Colin Santee, Parks & Recreation Department Director, submitted a 2016 Maintenance Position job description for the Board to review.
4. Reimbursement Policy. The town doesn't have a reimbursement policy however; the town pays for education classes that pertain to their job.
5. Lauri questioned paying an employee, who is a member of a professional organization, spending their work day or part of their work day, on projects for that professional organization. She feels that a payroll audit needs to be performed. LeeBeth expressed a need to review and rewrite the Employee Policy.

Adjournment:

9:00 PM: LeeBeth motion to adjourn at 9:00 PM, seconded by Lauri. The motion so moved.

The next scheduled SB meeting will be held on Monday, October 3, 2016.

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

Tom Fontaine, Chair
Fairfax Selectboard