



## 2014 TOWN OF FAIRFAX

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**SELECTBOARD MEETING**  
**MONDAY, MAY 5, 2014**  
**7:00 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:** Tom Fontaine, Chair; Chris Santee (arrived at 7:23 pm), Vice-Chair; Randy DeVine, Leebeth Ann Lemieux and Peter King.

**Public Present:** Ron Hoague, resident; LCATV, videotaping the meeting.

**Staff Present:** D. Jay Leach, Road Foreman, Skip Taylor, ZA and Randy DeVine and Amy Sears, Utility Department; Stacy Wells, Adm. Asst.

**Call to Order:** Tom called the meeting to order at 7:01 pm.

**Minutes 4.21.14:** Randy had a question regarding a reference made about existing structures in the development regulations as well as a motion made out of context of the minutes. The questions were discussed and corrections to the minutes made.

\*Peter made a motion to approve the minutes as amended, seconded by Randy. The motion carried with a vote of 4-0.

**Orders & Payroll:** Tom reviewed the orders. He had a concern regarding an employee's hours and a highway line item being overspent. The concerns were addressed and a satisfactory explanation given.

**Public Comment:** Mr. Hoague is here this evening to discuss a problem with uncontrolled dogs with aggressive behavior on Brick Church Road. The 2<sup>nd</sup> Constable and the Animal Control Officer were contacted and action will be taken according to the Town of Fairfax Dog Ordinance.

**Correspondence:** See Public Comment. \_\_\_\_\_

**D. Jay Leach, Road Foreman:** D. Jay is here this evening for a monthly update of the highway department. He has ordered culverts, which will be here next week, as well as ordered chloride for use on the roads this summer. Pat will be filling in for D. Jay starting tomorrow. Don will be on-call if the Highway Department needs his help. There are two Access Permit Applications for review: Gabe & Diane Handy, Huntville Road. Skip Taylor, Z.A. stated that the application meets all requirements. D. Jay reviewed the application, visited the site and noted his recommendations.

5.5.14 Minutes Cont. Road Foreman:

\*Randy made the motion to accept the Access Permit Application for HV0004; seconded by Peter. The motion carried with a vote of 5-0. Due to the changes made from a road to driveways at the location, Clokey Road will no longer exist.

Maeghan Irish submitted an Access Permit Application for Goose Pond Road. D. Jay reviewed the application, visited the site and noted his recommendations.

\*Chris made the motion to approve the APA for GP Road from Maeghan Irish; seconded by Randy. The motion carried with all in favor 5-0.

The Access Permit Application form was discussed with some changes made to the type and size of culvert. The changes will be made and given to the Zoning Department for use.

Chris asked D. Jay about the blacktop deteriorating on the roads. D. Jay stated that the roads are in rough shape. We will contact NWRPC to conduct traffic studies on the town roads.

**Executive Session:** The Board entered into executive session at 7:45 pm. for a personnel issue with the Road Foreman. Pete made the motion which was seconded by Chris. The motion carried with all in favor 5-0.

**Exit Executive Session:** The Board came out of executive session at 7:55 pm. with Pete making the motion seconded by Chris. The motion carried with all in favor 5-0. *No action taken.*

**Katrina Antonovich, Recreation Director:** Katrina handed out an activity sheet of upcoming events and updates. The fields are open and being used. The rainy weather has been hard on the fields. The pavilion and restrooms are due to start construction this week. The use of the "Conference Room" at the town office was discussed. Katrina would like a report of all her accounts, which she will address with Deb Woodward, TC & Treas. Katrina would like to discuss impact fee money at a later date. Katrina talked to the Board about CLG's (grants) available to establish an advisory board which would address the historical integrity of the growth center. Katrina asked the Board if Duffy's could pick up garbage collected from the recreation park. She will contact Joe Trask at Duffy's.

**Amy Sears, Utility Manager and Randy DeVine, W/S Superintendent:** A Sewer Allocation Application permit was received for a subdivision located at HV0008. The Board reviewed the permit - all conditions for preliminary and final approval are met.  
\*Pete made the motion to accept all five Sewer Allocation Application/Permits which includes the subdivision, 2 Huntville Road, units 101 & 102 and 4 Huntville Road, unit 101 & 102. The motion was seconded by Chris. The motion carried with a vote of 5-0. The original subdivision permit was signed by all Board members for preliminary and final approval.

#### 5.5.14 Minutes Cont. Utility

Amy is in the process of updating the sewer allocation application permit. The Board would like a section added to the form for projects that do not need to go in front of the DRB, but states that the project is allowed, it does meet the requirements as well as setbacks, with a signature block stating that the project does conform to the zoning bylaws of the town.

Amy handed out a preliminary draft of her new job description as Manager of the Utility Department.

The Board would like Amy to prepare a report documenting the quantity and quality of water found at Amoskeag as well as the cost of that project to date. The Board would also like the same information in a report on the well located on Wheezy's Way depicting the same information and the money spent on that well to date. The Board would also like an estimate of what it will cost to get the well ready for hook-up to the system.

**Randy DeVine, W/S Superintendent:** Randy handed out his Activity Report for the month of April - which was reviewed by the Board. A failed pump (#2) was removed from the Buck Hollow Road booster station, which was rebuilt and re-installed. Randy will gather water allocation information for property located at MA1126. Randy talked about the flooding from the heavy rains with ongoing adjustments at the sewer plant to avoid an overflow. Randy and Amy will chart the amount of water being used compared to last year.

#### **Other Business:**

1. Mowing RFQ's: Rainville's Custom Lawn Care was awarded the contract. Tom will talk to Mark. (Only one RFQ was received.)
2. .Gov email addresses - tabled.
3. The SB poll for compensation was discussed. We are still compiling the response.
4. 2<sup>nd</sup> Constable: Peter stated that this will be his last year as 2<sup>nd</sup> Constable for the Town.
5. A Payroll & Order review schedule was set through June 9th.
6. A spring and fall leaf collection - per Duffy's contract was discussed. Tom will talk to Joe Trask at Duffy's.
7. Tom will meet with Paul Bean, Hergenrother Const. to review the final punch list for the new town office.

**Adjourn:** \*Leebeth made the motion to adjourn the meeting at 9:35 pm.; Peter seconds the motion. The motion carried with a vote of 5-0.

The next meeting will be held May 19, 2014 at 7 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  
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