



## 2015 TOWN OF FAIRFAX

---

**SELECTBOARD MEETING**  
**MONDAY, MARCH 2, 2015**  
**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, Peter King, Vice-Chair, Randy DeVine, Leebeth Ann Lemieux and Lauri Fisher.

**Public Present:** Rene Jette, Attorney Brian Hehir, Terry Harris, Harris Surveyors, LLC

**Staff Present:** Robbie Rodimer, Deb Woodward, TC & Treasurer, Stacy Wells, Adm. Asst., D. Jay Leach, Road Foreman. LCATV videotaped the meeting

Tom called the meeting to order at 7:03 p.m.

**Minutes:**

2.16.15 - Randy wanted it noted in the minutes that Tom reviewed the Utility Department accounts payable and payroll warrants.

\*Lauri made the motion to accept the amended minutes, as noted above, seconded by Randy. The motion carried with a vote of 3-0-2. Peter and Leebeth abstained as they weren't present for that meeting.

**Orders & Payroll:** Tom reviewed the accounts payable and payroll warrants, which were then approved by the Board.

**Public Comment/Correspondence:** Lauri wanted it to be acknowledged that she received correspondence from Mr. David Shea after town meeting Saturday.

**D. Jay Leach, Road Foreman:**

D. Jay may need to obtain more sand depending on the severity of the storm predicted for Wednesday. Insurance money has been received for the claim to the WesternStar, which occurred on 12/11/14. The money will be placed in the maintenance line item where the cost to repair the truck was taken from. D. Jay handed out a brochure on a new loader for the Board to review. He stated that the current loader has transmission problems, tires and wheels need to be replaced, hydraulic controls need to be repaired and the universal drive shaft needs to be serviced. Tom would like a cost estimate to fix the loader before any decisions are made.

SB Meeting 3.2.15 Cont.

Questions arising out of town meeting: The Board inquired as to how the cost of paving the fire department parking lot and Goodall Street was determined (\$60,000.00). D. Jay stated that \$30,000.00 was estimated for the prep work and \$30,000.00 for paving. Putting the project out to bid was discussed. D. Jay was asked to prepare a "scope of work", an RFQ will be generated, and the project will be put out to bid.

SB Minutes 3.2.15 Cont.

D. Jay was asked how he determines which roads are paved each year. He stated that it depends on how much maintenance is needed to keep the road up as well as the amount of traffic on a road.

**Randy DeVine, W/S Superintendent:**

Randy has spent a lot of time with snow removal at the various w/s locations. He spent time during the month of February trying to find a leak, which was located and repaired. The leak generated 20,000 gallons of water to be dispersed per day above the normal for this time of year. He's received one complaint of frozen pipes, which the customer repaired. Randy said this was the first year that the lagoons have tightened up from the prolonged cold weather.

The Board feels that due to the number of questions at town meeting regarding the utility department, Amy Sears, Utility Manager will be notified to come into the SB department head meetings being the first meeting of every month.

It was discussed that the Utility Department hold meetings with the users, and anyone else who wanted to attend, twice a year to address questions pertaining to that department in an effort to avoid this being an issue at town meeting.

**Rene Jette, Attorney Brian Hehir and Terry Harris, Surveyor:**

Introductions were made. Mr. Jette is here tonight to discuss access to his property which is located in Fairfield through Bessette Road in Fairfax. (Please see SB notes from 8.18.14 and 9.15.14.) Mr. Harris referenced VSS, Title 19 - Protection of Highway, §1111 - Permitted use of the R.O.W. Mr. Harris stated that ever since the state began its process of granting state aid and inventory of roads began, Bessette Road all the way to the town line has been listed as a town highway. The upper portion of Bessette Road is a Class 4.

\*Lauri made a motion to accept Mr. Jette's access permit application. Randy felt that more discussion was needed. Tom asked who would bear the burden of making the connection as well as maintenance of it; Mr. Jette stated that he would be responsible. Peter seconded the motion. The motion carried with a vote 5-0.

The access permit application along with a \$30.00 check was received from Mr. Jette. The APA will be submitted to the Road Foreman, D. Jay Leach for his written recommendations and concerns. Once we receive the APA back from D. Jay, a discussion will ensue on approving or not approving it at that time.

SB Meeting 3.2.15 Cont.

**Other Business:**

1. SWIP Standard Grant Agreement. Tom signed on behalf of the Board
2. Payroll schedule - Postponed until 3.16.15.
3. Road Closure Policy - Postponed 3.16.15 for review.
4. Access Permit Application revision: \*Peter made the motion to make the change adding the fire department signature to sign off on the access permit; seconded by Randy. The motion carried 5-0.
5. Insurance Premium Policy - Postponed
6. Liquor & Tobacco licenses - Three liquor license renewals have been received as well as two tobacco license renewals. Deb informed the Board that she has received the appropriate checks for these renewals.  
\*Lauri moved that we approve the 2015 Liquor and tobacco license renewal application for Steeple Market, dated 2.20.15; seconded by Peter. The motion carried - vote 5-0.  
\*Lauri moved that we approve the 2015 Liquor license renewal application for Fairfax House of Pizza, dated 2.28.15; seconded by Peter. The motion carried with a vote of 5-0.  
\*Lauri moved that we approve the 2015 Liquor and Tobacco license renewal application for KS Enterprises, LLC, and dated 2.23.15; seconded by Peter. The motion carried with a vote of 5-0.  
(Of note, the license year begins on May 1, 2015 ending April 30, 2016.)
7. Purchasing Policy - The policy will be postponed until the next SB meeting on March 16, 2015.
8. The Nichols Road and King Road intersection was discussed with D. Jay. It was decided to have a stop sign placed at the end of King Road in the spring. D. Jay will talk to the landowner regarding trees in the R.O.W.
9. RCIS provided the Board with a quote for IT service. Lauri briefed the Board on the quote.  
\*Peter made a motion to accept the quote/services from RCIS, seconded by Lauri. The motion carried with a vote of 5-0.
10. Town Meeting: The Board went over the events of town meeting. Due to the number of questions asked regarding the Utility Department, the Board felt that Amy Sears, Utility Manager, should be on the agenda for the first SB meeting of each month. It was also felt by the Board that Amy should hold two informational meetings through the year so that the users, and anyone else that has questions pertaining to the Utility Department, has an opportunity to express their questions/concerns.

**Adjourn:**

9:21 PM: Lauri made the motion to adjourn; 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  
Fairfax Selectboard  
TF/sw