



## 2015 TOWN OF FAIRFAX

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**SELECTBOARD MEETING**  
**MONDAY SEPTEMBER 21, 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, Lauri Fisher, Vice-Chair and Randy DeVine.

**SB Members Absent:** Leebeth Ann Lemieux and Keith Potvin.

**Public Present:** Robby Rodimer, Keith Gallup and Belinda Gardner, David and Kiernan Shea, Robert Dearborn, Jeffrey King and Derrick Sloan. LCATV.

**Staff Present:** Amy Sears, Utility Department Manager; Skip Taylor, Z.A., Amber Soter, Zoning Assistant and Mark Kane, PC.

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

**Minutes:**

The minutes of 8.31.15 were tabled until 10.5.15.

**9.3.15 - Community Outreach Meeting**

Lauri: I move that we approve the minutes of 9.3.15 as written. The motion was seconded by Randy. So moved 3-0

**9.8.15 - Regular Selectboard Meeting**

Lauri: I move that we approve the minutes of 9.8.15 as written. The motion was seconded by Randy. Motion so moved 3-0.

**Warrants: Payroll and Orders:** Tom reviewed the payroll and orders which were approved. He has one thing that he has to look at which is the Duffy's last few bills.

**Public Comment:** Jeffrey King, along with other members of Boy Scout Troop 853, is here this evening to observe a Selectboard meeting. The Boy Scouts are working on a merit badge for communication. One of the requirements for earning the badge is to attend a Selectboard meeting. Kiernan Shea is working on his Eagle Scout project. He would like to plant trees around the town hall in the fall. Tom will reach out to Leebeth to see where she's at with the landscaping plan. We will get back to Kiernan with the site plan.

**Correspondence:**

1. A letter of interest has been received from Peter King asking for consideration to the office of First Constable.  
\*Randy made the motion to accept Pete King's request in becoming the First Constable for the Town of Fairfax. Lauri seconds the motion. So moved 3-0.
2. A letter of interest has been received from Kyle A. Metayer, expressing an interest in being appointed as a Trustee to the Fairfax Community Library. No action was taken at this time.
3. Error and Omissions - Listers  
\*Lauri moved that we accept the E&O change to EA0016E, as outlined by the Listers. Randy seconds the motion. So moved 3-0.
4. A First/Second Class Liquor License and Tobacco application has been received from Linda's Vermont Deli, LLC. A discussion on the change of the name of the restaurant from the previous application ensued.  
\*Lauri moved that we approve Linda's Vermont Deli, LLC application, doing business as Erica's American Deli, at the 951 Main Street location, noting that the previous application received for the same property, which was forwarded to the state, was for a different operator at the same location. So based on what we have in front of us, I move that we accept the license application. Randy seconds the motion - so moved 3-0.

**Amy Sears, Utility Manager:**

On Friday, 9.18.15, Amy attended a class at the Vermont Rural Water Association. The topic of discussion was on rates and budgets. Amy asked to go into executive session to discuss a legal matter. (Lauri explained to the Boy Scouts in attendance the meaning of executive session and the procedure to follow to enter into executive session in compliance to the open meeting law.) Due to the nature of the subject it was not felt it was necessary to go into ES. A sewer application was submitted in June, 2014. The property has sold twice since the preliminary application for sewer for eight units was received. The application states that the applicant cannot transfer this approved preliminary allocation to any other persons for connection.

Amy generated a "Request to Terminate Water Services and Surrender of Water Allocation" letter for the Board's review. She also handed out a Profit & Loss Budget vs. Actual as well as a W/S checkbook breakdown.

Lauri asked Amy if she holds public meeting with the users, which she stated she does not. Robby Rodimer felt that it was a good idea to hold a meeting with the users. Tom felt that an annual meeting was a good idea. Lauri and Tom felt that the Utility budget should be included in the town report. Randy stated that a CCR (Consumer Confidence Report) is sent out to the users yearly.

Amber Soter, Zoning Assistant and Mark Kane, Planning Commission  
Amber is here this evening with Mark Kane, from the P.C., to present a proposed municipal grant application to the Board. The title of the grant is, "Fairfax Route 104 Village Gateway Enhancement Study". Mark read the requirements of the grant. Tom will be the M/AO (Municipal Authorized Official) on the grant with Lauri as the alternate.

\*Lauri moved to accept the resolution, as just read into the record, and have Tom sign off accordingly. Randy seconds the motion - so moved, vote 3-0.

09.21.15 Minutes Cont.

The PC has been working on siting standards for solar arrays. A discussion with NWRPC on developing an ordinance that relates to the siting of solar arrays within our town, has taken place.

A member of the DRB term is expiring. Skip said that the person would like to be appointed for a one year term while the DRB searches for another candidate. Skip stated that there's also an alternate who needs to be reappointed as well.

\*Lauri made the motion to reappoint Mr. Hayes as an alternate and Mr. Heyer for a one year appointment, as suggested. Randy seconded the motion - so moved, 3-0.

Zoning Administrator's Job Description as a full-time position. At the 8.17.15 meeting, the Board asked Amber to return in a month with her salary requirements, proposed hours of operation, protocol on sick and vacation time and a new consolidated job description. Amber submitted the proposal to the Board for their review prior to the meeting.

\*Lauri made the motion to consolidate it to one person, based on the info that Amber presented, excluding the money discussion at this point, to follow through with one person seems fiscally sound, makes sense on coverage and provides additional coverage for other areas in the town office. A second was not voiced. We will revisit this topic at the 10.5.15 meeting when there's a full Board.

**Other Business:**

1. Lauri met with Deb Landauer, Town Librarian and Patricia Gallant, the new library trustee. They got Lauri up to speed with what the debate is with the school board. She will be meeting with Scott Mitchell and Jasen Boyd in October. The school board is asking the library town employees to conform to school policies as well as the patrons. The school board is telling Lauri that they are only suggesting that the security policies be followed during school hours. The debate is whether or not the policies will apply to town employees vs. school employees. Lauri's trying to narrow down how much restriction that the school is looking for. Lauri received an email from Jasen Boyd. There's some development project with the entrance into the school with changing the front of the building. A joint meeting between the trustees and the school board is taking place in November. Lauri's trying to meet with Jason and Scott prior to that meeting.

2. Delinquent dog letter. A letter has been generated and will be mailed out to delinquent dog owners. Randy stated that there's a municipal ticket process where if the licenses are not renewed the owners will have to go to court. Randy stated that now that we have a constable he has the authorization to issue the tickets.

\* Lauri made the motion to send out the letters to the 20+ people on the list. Randy seconded the motion - so moved 3-0.

09.21.15 SB Minutes Cont.

3. Emerald Ash Borer - Emails have exchanged between a resident and the Board with a concern of damaged trees and if the EAB is to blame. The resident contacted Gwen Kozlowski, Vermont Urban & Community Forestry Program, UVM Extension. Josh Halman, Forest Health Specialist, Vermont Department of Forests, Parks & Recreation inspected the trees and concluded that the trees were not dying from EAB.

**Adjourn:**

\*Lauri made the motion to adjourn the meeting at 9:20 pm., seconded by Randy. The motion carried with the vote 3-0.

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

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Tom Fontaine, Chair  
Fairfax Selectboard

TF/sw

For a more complete view of the meeting please go to LCATV.