

# **Town of Fairfield Select Board Minutes**

March 14, 2022

In Attendance: Tom Howrigan, Gavin Ryan, David Persons, Ronald Bocash and Brian Dubie

Road Foreman: Maurice Jettie

Town Clerk: Linda Hodet

Town Administrator: Cathy Ainsworth

Secretary: Melissa

Visitors: via Zoom Marlena Valenta NRPC, and NWATV

1. Marlena Valenta, Energy and Climate Planner for NRPC came to introduce herself and her window dresser program.
2. Moe said they are working on holes. Truck is ordered. Sand pile is holding up.
3. Asked MM to send a message to State of VT/District 8 regarding complaints received about the maintenance on Route 36 with lack of salt.
4. North Road culvert grant received for \$225K. Hydraulics study secured, permitting being completed. Cathy asks if we want to use a less expensive culvert. Original grant was for a concrete box culvert at \$75K but it's now \$142K or \$185K depending on if it is 4 sided or 3 sided. Less expensive poly coated culvert is \$67.5K. Estimated construction cost is \$125K. Get bids on both options. No decision until we have real numbers from bidders. Have Randy Reed create the bid docs. No easement yet. Cathy to see if the State will increase the grant amount. David to see about the easement and Stream Alteration General Permit signatures from property owners when ready from Cathy.
5. Both Paradee and Chester Arthur bridges are on the TAC list. Priorities will be set at the April meeting.
6. Juaire Road project – we need to reach out to 3 people/companies for a construction engineer. Randy Reed is interested. Reach out to Cross and Trudell Engineers. Contract has been signed with St. Onge to do the work. David and Cathy are working on the easements.
7. Concern from someone in East Fairfield about a vehicle parking in the Town ROW on a curve. MM to do a letter
8. Tree wardens are all of the SB members
9. Vacancy for lister and auditor. SB needs to appoint someone. Put on FB and FPF
10. Fairfield Market liquor license signed.
11. Issue with JD's last check for his stipend. Amount incorrect. Discussion followed about whether we still need him for another quarter. Pay JD any expenses incurred and ask him to come to the meeting on 3/28 to discuss his next quarter.
12. Library issue with \$3780 surplus in 2021. It is as a result of their insurance not being reimbursed to the Town when the Town paid it. Should have been charged and was not. Carry over the surplus and then charge them now.
13. Community Center Pavilion. NRPC is coordinating the grant. MOU signed. Sealed bids need to come from the SB. Have community center/NRPC look at the bid docs. NRPC is paid fully by the grant.
14. HUD audit – Cathy still working on the insurance documents
15. We don't have all of the policies required for the grant for the community center. Need to work on those.

**These minutes exist in draft form until approved by the Select Board.**

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16. Discussion re cemetery mowing. 9 cemeteries and the Town office. 2 bids received unsolicited. Put out to bid for the next meeting.
17. Sand/Plow bill for the school? Is it done? Cathy to follow up with Moe.
18. David presented a potential use agreement for the Common School. We will finalize on 3/28
19. Northwest Fiberworks – no details yet on how long they would need to store cable reels or their plans for connecting locations.
20. Energy Audit? Do we want to prioritize the items on the list? Brian will try put a statement of work together that Cathy can put numbers on. The thermal audit of the Common School should be a priority. Other priorities include the windows, concrete pillar refacing at the old Town Clerk Office.
21. Fund balance handling. Cathy looked at other communities to see how they do it and it differs depending on the fund. How does the SB want to handle it? We will discuss during next budget season.
22. IRS issue is still unresolved. We did meet the second deadline but they won't return calls to say if we're okay now.
23. Matt Bouchard, our tech advisor, says we should update our firewall and network. There is a one-time cost of \$6260. Could be covered by ARPA funds. Update the cost. Brian asks Cathy to find out what the municipal obligation is regarding internet security. Ask VLCT.
24. Dog issue. MM to email VSP and ask them how to deescalate the situation. In the future, all dog letters should go certified.
25. Issue with trash at a rental property. MM to send a letter with the State statute regarding responsibility.

**Brian made a motion to approve the warrants. David seconded. All in favor.**

**Gavin made a motion to approve the minutes. Ron seconded. All in favor.**

**David made a motion to enter Executive Session. Gavin seconded. All in favor.**

**Tom made a motion to adjourn. Gavin seconded. All in favor.**