

# **Town of Fairfield Selectboard Minutes**

July 28, 2025

In Attendance: Tom Howrigan, Ron Bocash, Brian Dubie and David Persons

Roads: Maurice Jettie

Town Clerk: Absent

Town Administrator: Cathy Ainsworth

Secretary: Melissa Manson

Visitors: NWATV, Emily Kloft

**Tom made a motion to amend the agenda to include an executive session to discuss a contract. Ron seconded. All in favor.**

1. Emily Kloft, NRPC updated the Selectboard (SB) on the zoning bylaws review process and proposed changes. Details are available on the town and NRPC websites.
2. Maurice said the Lapland Rd ditches and road repairs, funded by Grants in Aid, will start tomorrow. Ditching on Duffy Hill Rd is being donated by Magnan Brothers. Maurice has had no word yet on the status of the new truck or when paving will happen. No deposit is required for the grader, which should be ready in about 3 months. The RFP for Fairfield Center School winter plowing was released and bids are due August 11.

**David made a motion to enter executive session. Ron seconded. All in favor.**

**Brian made a motion to exit executive session. Ron seconded. All in favor.**

3. In and out testing at the town garage, which is required by Efficiency Vermont's insulating reimbursement program, is scheduled.
4. Opening of bids for 277 Barrywilde Rd. Eric Persons \$28,001. Aaron & Amanda Forbes \$15,000. Larry Naylor \$10,000. David Persons recuses himself from the discussion/vote.

**Brian makes a motion to accept the high bid from Eric Persons. Ron seconds. All in favor except David who recuses himself.**

**Brian makes a motion that the Selectboard approve the resolution to authorize the Town Administrator, Cathy Ainsworth, to sign the deeds for the following Fairfield properties, on behalf of the Town of Fairfield: Parcel #062-1175000 (1175 Romar Rd), Parcel #073-0169000 (169 Sherman St), Parcel #P13-0277000 (277 Barrywilde Rd), Parcel #S1N-4142000 (4142 North Rd). Ron seconds. All in favor except David who recuses himself.**

**Brian makes a motion to approve the minutes of July 14, 2025. David seconds. All in favor.**

5. \$14,189 Excise Tax reimbursement received from IRS, in response to Cathy's filing earlier in the year for 3 previous years.
6. Tax Anticipation Loan will be needed after the next AP. Current rate is 2% through People's Trust Company.

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7. Cathy completed the VLCT Compensation and Benefits survey.
8. Cathy will attend the Vermont Evaluation of Rural Technical Assistance (VERTA) focus group starts tomorrow at 10am.
9. PACIF Senior underwriter will attend next SB meeting for an insurance discussion. We have achieved over 50% of the improvements recommended so we are now eligible for grants. We will review the remaining items at the next meeting and make an action plan. PACIF Reappraiser will be visiting Monday- Cathy will escort to properties. Clarification/discussion of worker's comp issue with library- should be less than a \$50 increase. Should the library pay for their worker's comp?
10. Cathy will be away 8/15-8/20. Town Clerk office will be closed 8/11-15.
11. Discussion re moving the road in front of the beach at Fairfield Pond. Could we put out an RFP for a scoping consultant to look at moving Pond Rd, in front of the beach, 20 feet north. There is a grant due in December that could pay for this scoping study. The issue is the use of the wetland to move the beach. Anticipated cost \$150K. Huge safety issue. Brian to follow up with Secretary Flynn.
12. Friends of Lake Champlain will come on August 25.  
  
**Brian made a motion to enter executive session to discuss a personnel issue. David seconded. All in favor.**  
  
**Brian made a motion to exit executive session. Ron seconded. All in favor. No decisions.**
13. Our lawyer advises that an Ethics Policy is required. Cathy suggests merging Ethics and Conflict of Interest policies. Cathy presented the municipal code of ethics.  
  
**Brian made a motion to adopt the recent municipal code of ethics. David seconded. All in favor.**
14. Cathy has confirmed, and received certificates of completion of the State of VT's mandatory ethics training from all board and department heads except for four. David will coordinate tech. barriers with final individuals so they can complete the training and get certificates of completion to Cathy.
15. Common School planning group met and have an RFP out for Architectural Planning Services.
16. Hazard Mitigation Plan has expired. Cost to update could start at \$9K- an RFP for services would need to be posted. This would make us eligible for FEMA funds, Mitigation grants and ERAF funding. Brian and David will review and return with a recommendation.
17. David expressed some concern about the AMCARE contract. Fire Department is going to talk with them about reduced services since we signed a contract for an annual 4% increase in cost.

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18. Food truck discussion. Has never had a situation like this- it is possible that food trucks have gone to the SB for approval rather than Zoning. There is nothing specifically written in bylaws about food trucks. Cathy to call insurance to see about liability.

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

**Brian made a motion to adjourn. Ron seconded. All in favor.**