

# **Town of Fairfield Selectboard Minutes**

April 28, 2025

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

Roads: Maurice Jettie

Town Clerk: Linda Hodet

Town Administrator: Cathy Ainsworth

Secretary: Melissa Manson

Visitors: NWATV

1. Linda says the Town Clerk's office need shelving for land records in the vault. Have been putting it off for years. Cost is \$4233.32. Cathy suggests this be paid from 2023's \$9326 unspent money in the building's capital improvement line, which was transferred into the capital improvement fund CD. The Selectboard agreed

**Gavin made a motion to transfer \$4233.32 from the capital fund CD to pay for the shelving. Tom seconded. All in favor.**

2. Linda advises that in February 2023 there was a permit request from Daniel and Helen Branon submitted after they had already built a new house on West Street. After-the-fact permits are charged at double the fee. The payment submitted at the time did not include the after-the-fact doubled cost. Because only half the amount was submitted, the checks were never cashed by the Town and letters were sent to the applicants by Zoning administrators and the Selectboard. Applicant never corrected the payment. There is now title search happening which cannot be resolved until the permit cost is paid in full. Applicant to be advised again, in writing, from the SB. No Certificate of Occupancy can be issued until the fee is paid in full.
3. Moe presents a grader quote from CAT. Model 672 \$342.5K with \$85K trade in value applied. Brian says an Enosburg SB member reached out and suggested a share arrangement. Gavin will reach out to the road foreman in Enosburg and see what they have in mind.
4. Moe reports that they have started grading/chloride of roads. Gavin suggests that Rugg Rd is going to need added material and we should plan for that.
5. Cathy will bring an updated outline of expected future replacement expenditures to the next meeting.
6. Cathy sent the 2025 paving bids, which will be opened at the May 12 meeting. Agreement with Tyler Billingsley to engineer the North Road culvert has been completed.

**Brian made a motion to approve the minutes of 04/14/25. Gavin seconded. All in favor.**

7. Flood plain mapping update did not add any new properties to the flood plain. 64 properties were removed. Changes are not yet official. There will be a public comment period in the future. Municipal leadership feedback is due in May, but SB has none.
8. Cathy is working on the annual Workman's Compensation insurance audit of 2024, after our first full year with our new insurance, PACIF. More paperwork than years past.

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

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9. No bids received on the town properties for sale yet. Abutter letters sent, all properties listed and posted. Bids are due Wednesday June 4<sup>th</sup>, and will be opened/ reviewed during the selectboard's June 9<sup>th</sup> regular meeting.
10. Weight permits signed.
11. Traffic ordinance signed by members absent at the original meeting.
12. Cathy reviewed the CD's currently held by the Town, along with and their respective interest rates, and suggested changes. One month rate 3.68%. Six-month rate 3.75%. Savings Rates 1.98%. SB reviewed and discussed proposed changes.

**Brian made a motion to change the terms of Zoning, Lister and Computerization CDs to 6-month terms. David seconded. All in favor.**

**Brian made a motion to close the savings account for Small Truck Fund and open a 6-month CD with the balance. Gavin seconded. All in favor.**

**David made a motion to close the savings account for Common School CD and open a 3-month CD with the balance. Brian seconded. All in favor.**

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

**Brian made a motion to enter (and then exit) executive session to discuss a legal issue. David seconded. All in favor.**

**Tom made a motion that the Town will agree to the stay, requested by 837 Church LLC, in their Environmental Court Appeal while they present a new application to the town. Gavin seconded. All in favor.**

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