

Town of Fairfield Selectboard Minutes

November 10, 2025

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

Roads: Absent

Town Clerk: Absent

Town Administrator: Cathy Ainsworth

Secretary: Melissa Manson

Visitors: Tyler Billingsley (via Zoom), Greta Brunswick, NWATV

1. Tyler Billingsley attended on zoom to show his engineering designs for the proposed North Road culvert project. It's very similar to the last one we replaced on North Road- precast concrete design, deep dig, possible blasting. Tyler explained the process and gave a site plan overview. Cathy will write a structures grant for a portion of this project.

Tom made a motion to approve the minutes of 10.13.2025. Gavin seconded. All in favor.

2. Cathy spoke on behalf of Andrew Douglas who owns all of the land surrounding Sherman Road, classified by the state as a 0.17 mile, Not-Up-To-Standard, class 3 dead-end owned by the town. Mr. Douglas would like the Town to throw up the road. The selectboard discussed whether there would be any long-term benefits to keeping the road vs. throwing it up.

Gavin made a motion to begin the proceedings necessary to throw up Sherman Road. Ron seconded. Brian, Gavin, Ron and Tom in favor. David opposed. Motion carries.

3. Cargill salt quote is up 3.3% from last year. No other options. Contract signed and returned.
4. Cathy reviewed portions of AP. Ledgetech invoice for \$12K was for specialized services required, which Gavin discussed with the Town Administrator prior to the work. All agree that they did a great job. AP also includes the first invoice for the Common School Planning Grant and the last invoice for the vault shelving.
5. Cathy is working on year-end accounting in preparation for budgeting.
6. 2024 Audit is complete. Cathy reviewed the process. The Auditors will be at the November 24th meeting to answer any questions the Selectboard may have.
7. PACIF has indicated that their appraisal of Fairfield's town properties this year shows their values have increased by 112% from the valuation by our previous company. Cathy will have more information soon about how this will affect our premium. If this change drastically increases the premium, we need to reach out to other companies for a comparative quote. Cathy will see if PACIF can change or readjust the values.
8. Greta attended the meeting on behalf of NRPC to continue a tabled discussion of whether the Town wants to opt in to the Act 250 Tier 1B. She reminded them that this would give an exemption for Act 250 permitting in housing projects in village centers for 10-50 units on 10 acres or less. Greta's professional position is that this is a good thing for the Town. The Selectboard discussed whether or not they want to loosen building restrictions and how Tier 1B may affect development.

Brian made a motion to opt in. Motion fails for lack of a second. We are not taking action at this time.

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9. Hazard Mitigation Plan Update by Cathy: The biggest change by FEMA for the 2025 plan is that they now require actions to fall under one of four categories, with some actions falling under more than one. Sheldon has done a good job organizing their draft. The categories are:
- Structures and Infrastructure
 - Natural Systems Protection
 - Local Plans and Regulations
 - Education and Awareness Programs
10. Meeting schedule reviewed for upcoming holiday season- 2025 budget meeting scheduled for 12/17/25 from 9-12. Cathy distributed 2026 meetings/ payroll/ holidays schedule and asked the Selectboard to decide how they want to handle meetings that fall on Holidays, when staff are not scheduled. They would like the meetings to remain on the 2nd and 4th Mondays of the month, even if there is a holiday scheduled, but staff are not required/ expected to attend.
11. Review of CDs. Do we want to stay with People's Trust. Yes. All CDs reviewed as to rates and duration.

**Ron made a motion to do the following with the CDs. Gavin seconded. All in favor.
After making any required year-end transfers, at their next maturity dates:**

- **Close the Zoning CD and move money into the General Fund**
- **Continue with a 26-week CD for the Computerization fund;**
- **Change the Small Truck Equipment Fund into a 4-week CD.**
- **Continue with a 26-week CD for the Lister Reappraisal fund CD.**
- **Change the Morey Cemetery Fund into a 26 CD.**
- **Change the Cemetery Fund into a 26-week CD.**
- **Change the Paving Fund into a 26-week CD.**
- **Continue the Equipment Fund as a 4-week CD.**
- **Change the Capital Project fund into a 13-week CD.**
- **Change the Common School CD into a 26-week CD.**

David made a motion to move the money from property sales into it's own "Property Sales" 26-week CD. Gavin seconded. All in favor.

12. Budget review. We are on track.

Gavin made a motion to approve the warrants. Tom seconded. Gavin, Tom, Ron and Brian in favor. David holding until he sees the Common School invoice. Motion carries.

13. David reviewed the Common School's engineering invoice.

Gavin made a motion to adjourn. Ron seconded. All in favor.

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

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