

Town of Fairfield Selectboard Minutes

March 9, 2026

In Attendance: Tom Howrigan, Brian Dubie, Ron Bocash, Damian Branon, and David Persons
Roads: Maurice Jettie
Interim Town Clerk: Linda Hodet
Town Administrator/ Secretary: Cathy Ainsworth
Visitors: Demetrius Bolduc, Jerry Dubie, Matthew Hughes, Charles Mudgett, Robin Yates, NWATV, Michael (on Zoom)

Meeting Called to order at 7:01pm

Brian made a motion to amend the agenda to include an executive session to discuss a legal matter, after the executive session for personnel. Ron seconded the motion. All in favor.

Ron nominated Tom as chair and Brian as vice chair of the Selectboard. Damian seconded the motion. All in favor.

1. Brian formally welcomed Damian to the Selectboard.
2. Matt Hughes requested that the Town Clerk Committee Formation be moved up on the agenda. The Selectboard declined the request because the agenda was posted, so some community members may not plan to attend until later in the meeting, for this matter.
3. Maurice reported that the International truck is back in service, but the Freightliner had to be returned to the shop. A sensor on the loader needs to be replaced and this labor will be done in-house. The part was ordered but the grader will not be back in service for a couple of weeks. The road crew began grading. They are keeping an eye on spring flooding. There was a report of a tree backing up the culvert by St. Rocks, but it dislodged before the road crew needed to act.

David made a motion to appoint Linda Hodet as Interim Town Clerk. Ron seconded. All in favor.

4. The Selectboard signed the Grand List supplied by Linda. Linda said people with delinquent taxes have been properly notified and requests that the Selectboard grant authority for her to proceed.

Brian made a motion to give Linda Hodet the authority to collect delinquent taxes using whatever means necessary including hiring an attorney for the purpose of tax sale for delinquent properties. David seconded. All in favor.

Ron made a motion to approve the minutes of February 23, 2026. David seconded. All in favor.

5. Cathy and Linda discussed the CAI Tax Map Maintenance contract renewal with the Selectboard. This company provides the Town with professional mapping services, as outlined in the contract, for \$3000 per year. The Selectboard asked whether a different company should be considered. Linda said this is a specialized service and CAI has been doing a good job.

Ron made a motion to authorize Cathy to sign and return the CAI contract. Damian seconded. All in favor.

6. David asked whether the Allegiance Truck service invoice should be covered by the truck's warrantee. Cathy agreed to look into this.

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7. Cathy reported that the Agency of Natural Resources dam registration is complete and a dam inspection is scheduled for July 21. Jake Campbell agreed to be available if the inspectors need anything, but ANR said they normally do not require support during inspections.
8. Cathy distributed a draft of a new lease for the Community Center, as the previous one just expired. This draft reflects a suggestion from legal counsel regarding discontinuance and two suggestions from the Community Center regarding outdoor spaces. The rest remains unchanged. The Selectboard will review the draft to discuss at their next meeting.
9. Tom signed the overweight permits.
10. Brian recapped the Town Meeting's motion for additional townspeople, not only Selectboard members, to be included on the Town Clerk search committee. He explained that the Town Clerk's responsibilities are directed by state statute, with the Selectboard supervising and managing in-office collaboration. They discussed wanting to follow their established hiring process with the committee, to fill the Town Clerk position. All of the Selectboard members are willing to join, depending on the number of people who volunteer. Ron suggested applicants for the position be vetted during regularly scheduled Selectboard meetings. Matthew Hughes, Linda Hodet and Charles Mudgett volunteered to be the additional townspersons on the committee. Matthew reiterated that it's configuration should be as moved during town meeting (# of townspersons who are not Selectboard members should be one less than the # of Selectboard members on the committee). He asked how the process will prioritize local applicants for the position. Cathy provided the current Job Description and a draft of the job's advertisement. She pointed out that both encourage familiarity with the Fairfield community as required experience. There were no suggestions for changing these documents. Charles requested clarification about the hiring process. Cathy suggested a timeline for advertising, collecting resumes, reviewing resumes and interviewing. The Selectboard and townspersons on the committee agreed with this proposed timeline. Demetrius asked how privacy will be upheld during the hiring process. Brian explained that resumes can be reviewed by the committee members during executive sessions of the Selectboard. Cathy will run the ad and the committee will reconvene at the next Selectboard meeting to review resumes.
11. Brian recapped work that has been done to date on the Hazard Mitigation Plan. He stressed that having an up-to-date plan is important, pointing out that if there were an emergency declared during this flooding season, FEMA funds would not be available to the Fairfield because this plan has expired. Brian has done a significant amount of work with revising and Cathy has agreed to work on the plan now that Town Meeting has passed. This process is being done in-house, because grant funds to contract out the work are no longer available to pay for support.

David made a motion to approve the warrants with the exception of the Allegiance invoice until it is verified to not be covered by the truck's warranty. Ron Seconded. All in favor.

Ron made a motion to enter executive session to discuss a legal matter and a personnel matter. David seconded. All in favor

Ron made a motion to exit executive session. David seconded. All in favor. No action was taken during executive session except to exit executive session. Discussion only.

Ron made a motion to adjourn the meeting. David seconded. All in favor.

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