

# **Town of Fairfield Selectboard Minutes**

November 25, 2024

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

Roads: Maurice Jettie

Town Clerk: Linda Hodet

Town Administrator: Cathy Ainsworth

Secretary: Melissa Manson

Visitors: Sean Howrigan, Robert Howrigan Jr., Julia Callan, Peggy Howrigan, David Howrigan, Lynda Ulrich, Jacob Campbell, Robert Karmin

1. Comment not related to the agenda: Julia Callan expressed interest in serving on the Planning and Zoning Board
2. Linda Hodet reports that delinquent taxes were \$266,736 (\$172,716.59 in 2023) As of today, \$144,082.36. Payments coming in at a similar rate to previous years.
3. Linda asks if the SB wants a catered lunch for the budget meeting on 12/18 as in previous years. Linda was asked by SB to create the menu with the caterer.
4. Cathy updated the Selectboard on remaining ARPA funds, which can be used to pay for garage lights, furnace, pressure washer and Duffy Hill match.

**Ron made a motion to use ARPA funds to pay \$8,689.72 as the match for Duffy Hill project, \$5,269 for garage lights, \$5,565.62 for the pressure washer, \$9,980.30 for the garage furnace leaving the ARPA funds at zero. David seconded. All in favor.**

5. Cathy reviewed the Road Reclassification procedure for Menard Road. She said that state statutes require a motion from the Selectboard, and a 30 day notice for a site visit and hearing. Certified mail with the dates and times are required to be sent to surrounding property owners. Menard Rd is 2.6 miles long. From the south, it is .015 of class 3, followed by .059 miles of class 4. From the north, it is 1.37 miles up to class 3 standard, followed by .49 miles of class 3 road not up to class 3 standard. This is the segment under reclassification consideration be become class 4. standard. Cathy showed the VT State Roads Map individually to community members and Selectboard members who wanted to see these measurements.
6. David Howrigan stated his concern that the TOF Town Plan's primary goal is to support agriculture and suggested that this is not happening if we are reclassifying this segment of road. Gavin says that the SB thought that it was always a class 4 road. Historical records do not show any changes, however, so their intention to make it a class 4 does not seem to ever been finalized.
7. Discussion regarding when we can visit the road segment before it snows. 11/29 at 1pm identified as a meeting time at the road segment. Cathy clarifies that this visit does not meet the requirement of 30 days notice so will only be posted as a Special Meeting of

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

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the Selectboard at the location. An official site visit, with the statutory notices, will still need to be planned.

**David made a motion to reclassify .49 miles of Menard Road to a Class 4 road. Gavin seconded. All in favor.**

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

**Ron made a motion to exit executive session. Gavin seconded. All in favor. Discussion only.**

**Ron made a motion to appoint Robert Karmin to the position of Zoning Administrator, contingent on his agreement to an offer letter from the Selectboard. Gavin seconded. All in favor.**

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

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

8. Local State Representatives coming to the next SB meeting. December 9<sup>th</sup>. SB requests that Cathy determine if they can be rescheduled for 6:30pm. Discussion followed about what to talk to them about.

9. St. Albans Dispatch contract received for FY 2025. \$27,900.

**Gavin made a motion to approve the Dispatch Contract for 2025. Ron seconded. All in favor. Contract Signed.**

10. Cathy's Performance review scheduled during the SB's December 18<sup>th</sup> meeting.

11. Update on Zoning. Melissa reports that backlog of Zoning paperwork is now up to date.

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