

Town of Fairfield Selectboard Minutes

September 28, 2026

In Attendance: Brian Dubie, Ron Bocash, Damian Branon, David Persons
Town Administrator/ Secretary Sub: Cathy Ainsworth
Town Clerk: Demetruis Bolduc
Road Foreman: Maurice Jettie
Visitors: NWATV, Julie Wolcott

Meeting Called to order at 7:02pm

1. Selectboard consensus to amend the agenda to add “to discuss a personnel issue” with the Executive Session item and to add “bereavement discussion” to New Business.
2. Julie Wolcott provided updates about the Fairfield Community Center Association (FCCA). She requested a letter of support for their Building Communities grant- letter signed by Selectboard. She talked about FCCA events, staffing, summer activities, and facility improvements. David asked about community meals and participation. Julie provided a charted report that included Community Meal participation rates (30-40/Tuesday) and volunteer rates (35-40). She explained collaborations for groceries, produce, programs, sponsorships and organizational visioning services and thanked the town for continued financial support. David asked how the parking arrangement, in their lot, for Rail Trail visitors is going. Julie confirmed that the parking has provided good exposure. Brian thanked her and FCCA’s staff and volunteers for their efforts.
3. Mo reports that the new mower tractor was delivered and will be used for some brush removal before the snow. All trucks are inspected. The crew is ditching and crowning roads. Culverts will be replaced on West, Bradley and Rugg roads. Soon, truck hitches will go back for winter prep.
4. David gave an update about damage at the fire station next to the town garage. There is rot in the roof, fascia boards, and plywood, most likely from a venting issue/ trapped moisture. Cathy will contact insurance to request an inspector assess the damage, before determining next steps.
5. Mo said he has reached out to Lafayette regarding the North Rd. guard rails. Cathy clarified that the grant requirements for this project are very specific and will need to be communicated to whoever is chosen for the project.
6. Cathy reports she submitted the Certificate of Compliance to the Army Corps for the McKenzie Rd. project and submitted the report/requisition for the grant funds to the state. The total project cost was \$83K, with \$60K anticipated from the grant. She also submitted the Grants-in-Aid Report/ requisition. The total project cost was \$62K and the grant funds expected are \$42K.
7. Cathy heard back from Lafayette, who said the safety lights system for the Chester A. Arthur and North Rds intersection are not working because the coils were damaged/ ground up in Fairfield’s paving projects. The correction is estimated at about \$7k. Cathy will bring the Selectboard the report/ estimate when she receives it.
8. Cathy reports that the PACIF Loss Control Consultant will be scheduling their routine safety visit for next month. She will connect with people and ensure access to the buildings.
9. Mumley Engineering is contracted for the Garage Stormwater Permit renewal. Cathy says she has been included in these discussions. Mumley requests an additional \$650 to complete unanticipated requirements from the state: to include both the Town Garage and Fire Station on a single site plan with the designed/installed Stormwater Infrastructure. The Selectboard agreed to proceed with Mumley’s request.

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10. The garage's WIFI is now completely installed separately from the Fire Station. Cathy says the next step is for Matt (IT) to meet with James about next steps for technology- printer, etc. this upgrade was budgeted for this year.
11. Demetrius says he received a request for abatement of back taxes of property in East Fairfield and will begin the Board of Civil Authority process for this.
12. Demetrius reports tax money steadily coming in and reminds taxpayers that the deadline to pay taxes is the first Friday of November (11/6). The Selectboard verified, and tax bills included notice, that payments sent by mail need to be postmarked by the post office by 11/6- metered stamps do not constitute a postmark. Going into the post office to request a postmark is suggested, so there is no delay between putting it in the mail and getting it postmarked.
13. Ballots were mailed from the State so Demetrius has unlocked the outdoor ballot box. He says that warnings will be posted and election requirements are up to date.

David made a motion to approve the minutes of 9/14. Ron seconded. All in favor.

14. Fairfield's appointed representative, Jane Williams, is stepping down from the Missisquoi Valley Rail Trail (MVRT) Council. Cathy ran an ad for this for two weeks on Facebook and on the website. Leisl Ulrich-Verderber responded with her interest and qualifications.

Ron made a motion to appoint Leisl Ulrich-Verderber to the MVRT Council. Damian seconded. All in favor.

Brian requested that people appointed to NRPC councils/ committees should report to them with an update at least every 6 months.

15. Cathy said the state suggests Fairfield NOT enter into a \$0 lease for just mowing the "pause place" at the Rail Trail in East Fairfield. The Town should only lease if we want to change it to connect/ integrate it with the Town. They offered to increase mowing to two times per month. She relays that Craig feels that their mowing offer does not go far enough. The selectboard extended gratitude to Craig for his help with the space. They decided to move forward with the state's offer of increased mowing and will continue to monitor the situation.
16. Cathy reports that the Friends of Northern Lake Champlain's (FNLC) engineer for the beach/ boat launch project has completed the site survey and can advance to the 90% final design. FNLC will connect with Ron then attend the next meeting of the Selectboard. David reiterated that he would not be in support of adding stone to the boat launch area.
17. Cathy is working on quarter end taxes and reporting and submitted this year's Sam.Gov entity registration. She also notes that April 2028 is the deadline for compliance with a new Federal Rule that requires Municipal Website accessibility-Selectboard directs her to wait and see what other towns do and take no action at this time.
18. The Hazard mitigation plan will be presented at the second meeting in October.
19. The Selectboard agreed to honor the passing of Linda Hodet's brother, John Yates.

Brian made a motion to enter executive session to discuss a personnel matter. Ron seconded. All in Favor.

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

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

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