

# **Town of Fairfield Selectboard Minutes**

March 4, 2024

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

Roads: Absent

Town Clerk: Linda Hodet

Town Administrator: Cathy Ainsworth

Secretary: Melissa Manson

Visitors: Emily Biron, Torrey Crossman, Doug Grant, Rene Jettie, Vanessa Kittell, Lynda Ulrich, Chuck Verderber

1. Oaths were given by Linda Hodet to swear in the new Selectboard members.

**Brian made a motion to organize the board in the same way as previously: Tom as Chair, Gavin as Vice Chair, David as Clerk. Ron seconded. All in favor.**

2. Town Clerk needed the minutes signed by Gavin, but he was not in attendance. Linda advises that the Department of Taxes rendered a decision on the reappraisal appeal – the Town decision was upheld.
3. Doug Grant has served the Town on NRPC Board of Commissioners for 2 years and appeared to the Selectboard to resign for health reasons. Doug will tender his resignation to NRPC tomorrow. Doug advises that the meetings are held via Zoom on the last Wednesday of each month. Melissa to research appointment terms. There are two interested parties in the vacant seat. Emily Biron and Torrey Crossman both spoke of their experience and interest in the position. The other seat is held by Chuck Verderber. Cathy to do an ad for NRPC vacancy on FB and FPF. Appointment at the next meeting.

**Brian made a motion to approve the minutes of 02/26/24. Ron seconded. All in favor.**

**Brian made a motion to approve the minutes of 03/04/24. Ron seconded. All in favor.**

4. Sandra Roby started recently as the new assistant clerk/data entry person. Doing well so far.
5. Moe and Cathy scoped out a plan for McKenzie Rd, which will be improved with the help of Grants-in-Aid.
6. Highway compliance signed.
7. Certificate of Highway mileage signed.
8. Cathy has requested hydrological studies for McKenzie Rd and South Rd (near Buck Hollow) for Grants in Aid. There is an erosion issue on the South Road bridge that needs investigating. Tyler Billingsley is working on this. Brian says that the Friends of Lake Champlain are working on a project on McKenzie Rd and could collaborate. Grants are due the third week of April.

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9. David agreed to be in touch with Jason Barnard about looking at septic options for the Common School.
  10. Northeast Fiberworx signed the lease for the old Town Clerk building. James Guilmotte will be giving an estimate on an ADA accessible ramp. Torrey Crossman offers the use of a temporary ramp owned by the Historical Society. Thanks to Brian for helping with touchups in space.
  11. Tax Anticipation loan paperwork complete and it is deposited.
  12. Cathy will be gone for two weeks, so checks need to be signed early. Cathy needs two SB members to sign warrants on Wednesday next week. She will complete the worker's comp audit before leaving. MM and Steven True will post minutes and agendas. MM will get a list of things Cathy needs her to do while she's away. AP is now supported by File Clerk, so returning should go smoothly. Time cards/ payroll processing will be early (bank will still deposit pay on the normal day) but this will allow Cathy to do early quarter-end tax/ retirement, and month-end processes before she leaves.
  13. Brian asks that in April, we have a discussion on the real estate issues that need closure.
  14. Paving bid is ready to post, with bid opening April 10 and bidder chosen April 22.  
Paving one more mile on Chester Arthur Rd. Paving work must take place after the RT 36 road closure, so it isn't done before or during increased traffic on Chester Arthur Rd.
  15. Discussion about needing someone to represent Fairfield on the Transportation Advisory Committee (TAC) at NRPC. Chuck said he sees advocacy missing without Fairfield at the table. Linda Ulrich says she's willing to serve in that position.
- Ron made a motion to appoint Linda Ulrich as the Fairfield representative to TAC. Tom seconded. All in favor.**
- Brian made a motion to approve the warrants as adjusted, with EJ Prescott invoice omitted as this is a fire department expense. David seconded. All in favor.**
16. David addressed Animal Control issues- nobody has stepped forward for the Animal Control Officer appointment yet. The role includes responding to complaints (about dogs, etc.), mediating between animal owners and their neighbors, and helping people understand animal treatment as well as applicable state statutes. There is no leash or animal control ordinance in Fairfield. The Selectboard should discuss a plan, ordinance, or enforcement. Cathy to bring examples to the Selectboard.
  17. The Town thanks Doug Grant for his service.
  18. Chuck, as appointed NRPC Commissioner, reports that NRPC is updating FEMA flood plain maps which haven't been revised in many years.

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

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