

Town of Fairfield Selectboard Minutes

January 08, 2024

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: NWATV, Lynda Ulrich, Josh Menard, Albert Menard, Dawn Menard, Rusty
Branon, Cathy Branon, Don Wells, Julia Callan, Sara Basiliere, Torrey Crossman, Chuck
Verderber, Kathryn Montagne, Vanessa Kittel, Steven True, Kelly Knoteck

Ron made a motion to amend the agenda to include an executive session regarding a grievance. Brian seconded. All in favor.

Brian moved that the Selectboard make the specific finding that premature public knowledge of a grievance would put the municipality or a person involved at a substantial disadvantage. Ron seconded. All in favor.

Brian moved that the Selectboard enter executive session to discuss a grievance that is not related to a tax grievance with Albert and Dawn Menard. Gavin seconded. All in favor.

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

Tom made a motion to enter executive session to discuss a personnel issue with Steven True. Brian seconded. All in favor.

Tom made a motion to exit executive session. Brian seconded. All in favor.

Tom made a motion, seconded by Brian, to appoint Steven True as interim Zoning Administrator. All in favor

Brian made a motion to enter executive session with Northwest Fiberworx to discuss a real estate issue. Ron seconded. All in favor.

Brian made a motion to exit executive session. Ron seconded. All in favor. Town Administrator is directed to enter a lease agreement with Northwest Fiberworks regarding the old Town Clerk building.

Brian made a motion to enter a discussion with a public official, Charles Verderber. Ron seconded. All in favor.

Brian made a motion to exit executive session. Ron seconded. Discussion only.

1. Kelly Knoteck, PACIF, came to present their quote for insurance for 2024. Minimal change. We will contact her when the other quote comes in if we have questions. A new year of coverage must be ready for February 1st.

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

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2. Public to be Heard: Torrey Crossman would like to withdraw his application for Zoning Administrator. Torrey asked for clarification of the number of people on the Zoning Board and the process for becoming a member. Gavin says the precedent set has been 5 for many years. Torrey suggests the board be expanded to nine people. Cathy says that if the selectboard ever considers changing they may want to think about whether a hearing is in process, the number of people interested and any precedents. She said appointments/ reappointment of Planning & Zoning board members, take place with new terms starting January, on the calendar year, in alignment with the town's fiscal year. A person can provide a letter of interest at any time for the Selectboard to have on file, so they may consider them when terms are expiring, or people decide to step down. Torrey would like to change how members are appointed. Torrey asked for an update on the planning grant that would have provided funding for Technical Assistance to update the bylaws. We did not receive the Municipal Planning Grant. To a question about how to get on the warning, Cathy explained a petition process that takes place through the Town Clerk's office. 5% of registered voters of Fairfield must sign the petition and any petitions should be in to the Town Clerk by January 18, in 2024. It is best to speak with the Selectboard and Town Clerk ahead of time. Torrey asks about the zoning violation at 837 Church Rd. This will be handled by the interim Zoning Administrator. Cathy explains that a new board appointment does not take place if someone decides to recuse themselves from an agenda item- recusal means that the person recusing may only speak as a community member for that item, and does not vote on the item, but may continue with the meeting as a board member for the other agenda items.

Brian made a motion to approve the minutes of 12/18. David seconded. All in favor

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

3. Cathy says we did not receive the MPG and asks the selectboard whether to utilize other funding sources if we want to pursue prior to 2025. Cathy to follow up with NRPC and see how to strengthen our grant for the next round.
4. Auditors are coming on Wednesday and Cathy is busy getting ready for that.
5. Cathy says Linda informs that the warning for Town Meeting needs to be signed by the Selectboard at their next meeting. The Town Report will go to print on Jan. 30.
6. No road crew report. They had a busy weekend.
7. Chuck said two trees near the town clerk still look rough. Road crew has been advised.

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