

Select Board Meeting Minutes

June 11, 2019

Select Board (SB) Members: Jared Cadwell (Jared) and Mike Jordan (Mike)

Select Board Assistant: Patti Lewis (Patti)

Road Foreman: Stuart Hallstrom (Stuart)

Minutes Recorder: Lisa Koitzsch (Lisa)

Guests: John Weir (John), Zoning Administrator; and Craig Snell (Craig), Emergency Management Coordinator

Jared called the meeting to order at 5:17 p.m.

1. Jared made a motion to approve the minutes of May 28, 2019. Mike seconded, no further discussion, all in favor, motion approved.
2. Crean Subdivision: This subdivision is located off Slide Brook. A new buyer wants to modify the building envelope of Lot #2 by moving the well, currently at the bottom of a 20% slope, to an existing clearing. John reviewed the matter and found that under Condition 10 from the Crean Settlement Agreement, single family homes may only be constructed within existing building envelopes. John consulted with Willem Jewett who didn't think it would be an issue if the DRB approved the change, which they have done. The new well site would be farther away from another landowner and from deer yard and bear habitat. Jared asked if the SB needed to make a motion. Mike said it would probably help the homeowner with a bank loan, otherwise the new location would not be following the settlement agreement. Jared made a motion that the Town agrees to the change in the building envelope, as presented by Todd Hill (Engineer) for Lot 2 under Condition 10 of the Crean Settlement Agreement and subject to the consent of Bob Crean.
3. Craig Snell reported the State has reviewed the Fayston Emergency Management Plan and it is now ready to be signed. Craig asked for two signatures and Jared and Mike signed the Plan. Jared thanked Craig for taking care of the matter so promptly. Craig will send a final copy to Patti for the Town files.
4. Road Foreman Update: The Sassi camp has been demolished and the trees have been removed. One or two more days are needed to strip the topsoil and then gravel production can begin. Mike Quenneville has started mowing and Tony is on vacation for a couple of weeks starting tomorrow. The crew will spend the rest of the week in the gravel pit and then will focus on culvert replacements on Big Basin Road and on Kew Vasseur. Ditching has been completed to the top of the blacktop on Bragg Hill and some work will be done on ditches on the dirt portion. John mentioned a commercial grade leaf blower that can help clean out ditches and will reach out about a grant to possibly help purchase one for the Town. Stuart said this was a nice machine and the cost would be approximately \$5,000. Patti asked about the Roads Grants-in-Aid Program and Stuart said he will be working on Randell Road. Jared made a motion to sign the Grants-In-Aid Intent letter for the \$13,000 grant. Mike seconded, no further discussion, all in favor, motion approved.
5. Horseshoe Road Erosion Issue: John Weir will do a little research on the matter to see if there is a Homeowner's Association on Horseshoe Road. Stuart said the culvert definitely should be replaced as it has completely collapsed.

6. Financial Management Questionnaire: Patti, as Treasurer, is required by statute to give a copy of the questionnaire to the SB. For items that Patti checked Yes AND No, Mike suggested they should just be marked No. Jared asked if there was a line item that covered Ed Read signing checks over \$5,000. Patti suggested adding an item: Double signatures required for any check written for over \$5,000. Jared asked Patti if she saw any other procedures that could be useful. Patti said that no one in the office signs their own checks and Jared asked that this be added as a line item as well.
7. Request to Cater: American Flatbread at Knoll Farm on 6/21/2019 for a wedding. The SB gave Patti permission to sign.
8. CVRPC Stormwater Participation: In reference to a letter the Town has received from CVRPC asking for the Town's involvement in stormwater projects with private landowners, Mike asked if Patti knew where there was a site with three acres of impervious surface in the town. CVRPC could not release property owner names or locations at this time. Mike told Patti he thought the Town should agree to be involved but could reserve the right to say no later in the process. Jared agreed and Patti will convey this to CVRPC.
9. Other Business: Lister laptop purchase: This item is currently listed under budget account 5606. The approximate cost for the laptop is \$1,000. The SB authorized Patti to move forward with this purchase.
Mail Chimp expenses: Patti asked the SB which budget line item she should use for these expenses. Jared asked Patti if she anticipated more expenses for the project. Patti replied she was not sure. Mike will determine the correct account and get back to Patti.
Patti told the SB the Property Tax rate will be set at the next meeting and tax bills will be mailed July 19th with a due date of Monday, August 19th. Patti reported that there have been some changes to the tax bill format.
10. The SB read mail and signed orders.
11. Jared moved to enter Executive Session at 5:55pm pursuant to VSA Title 1 §313(a)(1)(E) regarding pending litigation. Mike seconded. No further discussion, all in favor, motion approved. At 6:17pm, Mike moved to come out of Executive Session. Jared seconded, no further discussion, all in favor, motion approved.

Action Taken: The Town of Fayston agrees to share 40/60% split (Fayston/Waitsfield) for legal fees for the Waitsfield/Fayston Fire Department on a matter that had not previously been budgeted. Mike made the motion and Jared seconded. No further discussion, all in favor, the motion was approved.

At 6:20 p.m. Jared made the motion to adjourn the SB meeting. Mike seconded, no further discussion, all in favor, motion approved.

The next SB meeting is **June 25, 2019 at 5:00 p.m.** at the Robert Vasseur Municipal Building.

Respectfully submitted,

Lisa O. Koitzsch

Approved: Jared Cadwell