



**Selectboard Meeting Minutes**  
**Final**  
**Town of Fairlee Town Hall**  
**Monday, March 10, 2025**

**CALL TO ORDER:** Ryan Lockwood, Town Administrator, called the meeting to order at 6:00 PM.

**PRESENT**

**Selectboard Members:** Peter Berger, Chair; Lance Mills, Vice Chair; Miranda Clemson  
A quorum was met.

**Town Administrator:** Ryan Lockwood

**Town Clerk:** Georgette Wolf-Ludwig

**Minutes Taker:** Patty Tompkins, absent

**Visitors in person:** Bill Nourse, Jeremy Greeley, Wayne Briggs

**Visitors on ZOOM:** Moriah Ludwig

**SELECTBOARD REORGANIZATION**

Lockwood asked for nominations for Selectboard Chair.

**MOTION:** Lance Mills/Miranda Clemson moved/seconded the motion to nominate Peter Berger as Selectboard Chair. The motion passed unanimously.

Lockwood asked for nominations for Selectboard Vice Chair.

**MOTION:** Lance Mills/Peter Berger moved/seconded the motion to nominate Miranda Clemson as Selectboard Vice Chair. The motion passed unanimously.

**AGENDA APPROVAL AND MODIFICATIONS**

**MOTION:** Lance Mills/Miranda Clemson moved/seconded the motion to approve the agenda as written. The motion passed unanimously.

**PUBLIC AND STAFF COMMENTS/REPORTS**

**Moriah Ludwig**

Ludwig came to inform the Selectboard that she will be running as a write-in candidate for the Fairlee School Board position. Mark Avery will not be running again after his term expires.

**Police Chief Wayne Briggs**

Chief Briggs presented his February 2025 report.

### **February 2025 Fairlee Law Enforcement Activity Report**

The month of February Fairlee had a total of 61 calls broken down as follows:

Fairlee Police Department: 43 incidents consisting of:

23: Traffic stops.

7: Directed patrols.

5: Agency assist.

3: Paring issues (All involving skaters).

1 ea. Motorist assist, Animal complaint, Welfare check, Traffic hazard,  
Crash, none reportable.

Vermont State Police: 18 incidents consisting of:

4: Traffic stops (3 on I-91).

3: Motor vehicle complaints (2 on I-91).

2: Traffic hazard (Both on I-91).

2: Agency assist.

1 ea. Welfare check, Crash, Suspicious. Sexual assault, Theft, Alarm, Family fight.

### **Zoning Administrator's Report**

The Selectboard reviewed Brimmer's report.

### **Town Administrator's Report**

Lockwood presented his report and gave updates on the following:

- VTrans has finally approved and issued the 1111 permit for Phase I of the Stormwater Project.
- The Aquatic Nuisance Grant application will be submitted this week. This grant supports the Greeter Program.
- The .gov domain will be renewed. It must be renewed manually each year.
- Rooted Entertainment would like to host their open mic Listening Room weekly event at the auditorium on Thursday nights. This is a free event, but he understands that there are cleaning costs.
- A weekly karate class held in the auditorium will start at the end of March on Tuesdays for 6 weeks. If it is successful, they are interested in holding it on a seasonal basis.
- Lockwood has a meeting scheduled with Jane Cadwalader, from the Vt State Archives and Records Administration, to talk about grant funding awards from the National Historical Publications and Records Commission. Lockwood has the vault project in mind for this grant.

### **NEW BUSINESS**

#### **Admin Building Project Kickoff Meeting – w/ Bill Nourse and Jeremy Greeley**

Bill Nourse kicked off the meeting by asking questions about the scope of the project and how the facility would be used. He asked how many offices were envisioned and whether a lobby would be needed.

Discussion centered on the following needs:

- Structural reinforcements and insulation
- Doors and windows
- Secure area for the police
- A storage area approximately eight-by-ten in size
- An HVAC system

#### Next Steps

Nourse and Greeley will measure the existing building and produce a drawing. With the drawing and tracing paper, different options and layouts will be shown.

#### **2025 Appointment Slate Discussion (Requires Motion)**

**MOTION:** Lance Mills/Miranda Clemson moved/seconded the motion to make the Chief of Police position a three-year term. The motion passed unanimously.

**MOTION:** Lance Mills/Miranda Clemson moved/seconded the motion to appoint Wayne Briggs as Chief of Police for a three-year term. The motion passed unanimously.

**MOTION:** Lance Mills/Miranda Clemson moved/seconded the motion to appoint Dan Ludwig, Town of Fairlee, as First Constable for the Town of Fairlee, Vermont, for the ensuing year. The motion passed unanimously.

**MOTION:** Lance Mills/Miranda Clemson moved/seconded the motion to approve the 2025 Appointment Slate, except for the Collector of Delinquent Taxes and the Treasurer. The motion passed unanimously.

#### **Appointed Town Treasurer Discussion**

Jess Chase will be working on the signatories tomorrow. As of now, Lisa Hinsley is still the official Fairlee Town Treasurer.

#### **OLD BUSINESS**

#### **Transfer Station Layout Discussion**

Measurements were taken to determine the length of space available for a concrete pad and compactor.

Clemson asked if pricing for other trash services will be looked at as a responsibility of the Selectboard.

#### **Town Highway Discussion**

Berger has a map that breaks Lake Morey Road into sections. Mike Wright has a paving/drainage plan for each section. There are a few other Town roads where the pavement is breaking up.

#### **ORDERS & CORRESPONDENCE**

Completed.

#### **APPROVAL of March 03, 2025, Draft Minutes**

**MOTION:** Lance Mills/Miranda Clemson moved/seconded the motion to approve the minutes from 03-03-25 as written/amended. The motion passed unanimously.

## **ACTION ITEMS/ASSIGNMENTS/AGENDA**

- Prepare articles for the newsletter.
- Discuss beach passes at the next meeting.
- Discuss the Treasurer appointment at the next meeting.

## **EXECUTIVE SESSION**

**MOTION:** Lance Mills/Miranda Clemson moved/seconded the motion to open the Executive Session for legal reasons. The motion passed unanimously.

Opened: 7:34 PM

**MOTION:** Lance Mills/Miranda Clemson moved/seconded the motion to come out of the Executive Session. The motion passed unanimously.

Came out: 7:36 PM

**No action taken.**

**NEXT SELECTBOARD MEETING: Monday, March 17, 2025.**

## **ADJOURN**

**MOTION:** Lance Mills/Miranda Clemson moved/seconded the motion to adjourn the meeting at 7:36 PM. The motion passed unanimously.

Attest: Patty Tompkins, Minutes Taker