



Selectboard Meeting Minutes
Final
Town of Fairlee Town Hall
Monday, June 09, 2025

CALL TO ORDER: Peter Berger, Chair, called the meeting to order at 6:01 PM.

PRESENT

Selectboard Members: Peter Berger, Chair; Miranda Clemson, Vice Chair; Lance Mills
A quorum was met.
Town Administrator: Ryan Lockwood
Town Clerk: Georgette Wolf-Ludwig (via Zoom)
Finance Manager: Jess Chase (via Zoom)
Minutes Taker: Patty Tompkins (via Zoom)
Visitors in person: Peter Guest, Arlene Guest, Laura Tucker, Bob Wertheimer
Visitors on ZOOM: None

AGENDA APPROVAL AND MODIFICATIONS

Add Liquor license renewal for Samurai under Orders and Correspondence

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

PUBLIC AND STAFF COMMENTS/REPORTS

Police Report

Chief Briggs was present to report on the following:

- There will be a ‘No Kings’ Rally on the bridge this coming Saturday. The organizers obtained a permit, and Chief Briggs is expecting the crowd to be well-behaved.
- The Prouty Bicycle Ride is planning to use Route 5.
- The permits are in place for the Fairlee Fourth of July parade.

Next, Chief Briggs gave the May 2025 PD Activity report.

May 2025 Fairlee Law Enforcement Activity Report

The month of January Fairlee had a total of 72 calls broken down as follows:

Fairlee Police Department: 53 incidents consisting of:

- 14 Property watches.
- 13 Traffic stops.
- 6 Medical calls.
- 4 Animal complaints.
- 3 Agency assist.
- 3 Citizen assistance.
- 2 Vin checks.
- 1 each: Directed patrol, Traffic hazard, Trespassing, Accident with injuries, Ordinance violation, Littering, Alarm and Motorist assist.

Vermont State Police: 19 incidents consisting of:

- 4 Motor vehicle complaints (3 on I-91).
- 3 Crashes (All on I-91).
- 3 Agency assistance.
- 2 Disabled vehicles (Both on I-91).
- 1 each: Trespassing, RFA service, Alarm, Traffic stop (I-91), Noise complaint, Fireworks and Traffic hazard (I-91).

Zoning Administrator's Report

The Selectboard reviewed Brimmer's report.

Town Administrator's Report

Lockwood presented his report and gave updates on the following:

- He attended a community solutions conference in Reading VT, hosted by the Preservation Trust of Vermont.
- The Town staff agreed that the Town should utilize a bulletin board Facebook page.
- An RFQ for a Road Maintenance Contractor was placed in local news sources and social media, as well as word of mouth.
- Paving on Route 5 should begin on 6/16/25.
- Elizabeth Emmons from Dufresne will meet with the Water Operators on 6/25/25 to review her findings concerning the asset management system for accuracy and then finalizing the work.
- Lockwood attended a hearing for the Bridge + Main project last week.
- He reviewed a new emergency sign with many interesting features and a camera.

NEW BUSINESS

Due Process and Constitutional Rights Resolution Discussion

Discussed.

Water Policy Discussion

Discussed.

The Treasurer's Department wanted to make the Selectboard and Water Commissioners aware that there are thirteen delinquent accounts in Town.

Conservation Commission Discussion

A draft of the new bylaws was submitted. The Board would like to see what the administration needs of the Conservation Commission are and the interaction between the Town and the Town budget.

The formation of the Commission must be voted for by the Town. The vote is scheduled to take place at the 2025 Town meeting.

Peter Guest requested that the group receive a list of required tasks to ensure success.

The Selectboard, Peter Guest, Arlene Guest, and Laura Tucker will meet again in August.

Work in the Right of Way Permit Application (requires motion)

The land in the Right of Way permit application is in a family dispute.

The Selectboard would like to have an attorney review it and get involved in the decision.

Selectboard Priorities Discussion

The Selectboard would like to revisit their outstanding projects and prioritize them.

Tax Bill Insert Messaging Discussion

The Selectboard would like to include a few messages when the tax bills are sent out, on topics such as:

- The Fairlee Focus
- Emergency Vehicles
- Road Commissioner
- Water Policies

The Tax bills will be going out in August.

OLD BUSINESS

Transfer Station Layout Discussion

Clemson and Wolf-Ludwig will be updating the bulletin board at the Transfer Station soon.

Town Highway Discussion

Orange spray paint may be used to designate the speed hump locations around Lake Morey before the speed humps are installed.

Town Communications Discussion

The Town employees would like to have a Facebook bulletin board page to announce Town happenings. The goal is to have the same message spread throughout multiple media sources such as the JO, Valley News, Listserv, and Fairlee Focus.

ORDERS & CORRESPONDENCE

Completed.

MOTION: Lance Mills/Miranda Clemson moved/seconded the motion to approve the 2025 liquor license renewal application for Samurai Soul Food for a first-class liquor license. The motion passed unanimously.

APPROVAL of June 09, 2025, Draft Minutes

MOTION: Lance Mills/Miranda Clemson moved/seconded the motion to approve the minutes from 06-09-25 as amended. The motion passed unanimously.

ACTION ITEMS/ASSIGNMENTS/AGENDA

- Create a list of required tasks for the Conservation Commission members.
- Review the Due Process and Constitutional Rights Resolution.
- Try to obtain Asset Management data.

EXECUTIVE SESSION

None.

NEXT SELECTBOARD MEETING: Monday, June 16, 2025.

ADJOURN

MOTION: Lance Mills/Miranda Clemson moved/seconded the motion to adjourn the meeting at 7:59 PM. The motion passed unanimously.

Attest: Patty Tompkins, Minutes Taker