



**Selectboard Meeting Minutes**  
**Final**  
**Town of Fairlee Town Hall**  
**Monday, August 18, 2025**

**CALL TO ORDER:** Miranda Clemson, Vice Chair, called the meeting to order at 6:00 PM.

**PRESENT**

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

**Town Administrator:** Ryan Lockwood

**Minutes Taker:** Patty Tompkins (via Zoom)

**Visitors in person:** None

**Visitors on ZOOM:** None

**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**

**Zoning Administrator's Report**

The Selectboard reviewed Brimmer's report.

**Town Administrator's Report**

Lockwood presented his report and gave updates on the following:

- Phase 1 Stormwater Project Update: Two official bids were received. Both came in well over the initial budget that would be covered by the grant: \$416,668 and \$294,447 respectively, on a grant that is for \$140,000 to cover all aspects. He is reaching out to other resources to see what options we have for proceeding.
- Lockwood met with Jonathan Blake and toured the lower portion of the transfer station and discussed his needs for the area moving forward. He would like permission to clear out all of the overgrowth to get more usable space, remove all the random piles of mixed materials and wait until snow falls to burn a majority of the brush. To address the water drainage issues, he would like Alan Rowell to dig a ditch that directs water away for the shed and then build a stone filled area to catch overflow and silt from escaping down to the river. We have the money to address the overgrowth plan but not for the water issues plan. Both things really need to be done.
- Highway Bi-weekly update: Blake has been filling potholes, devising a plan to address Terry Hill, and touring the roads to familiarize himself. He is creating a list of needs and a timeline for our Grants in Aid and HSIP grant funded projects, and looking into pricing

for winter/spring materials. The remainder of the Town highway budget is pretty lean. With Blake's estimates, it will give a picture for what is needed next season.

- Lockwood signed up for the VLCT Town Fair and the ANR Municipal Day events in October and September.
- Lockwood met with Wes from Blackhill Electrical to look at the current generator at the EMS building and give recommendations for a replacement. He is experienced with generator installations. He commented that the current generator is not sized properly and that the model is typically used for small residences rather than 24/7 emergency services.

## **NEW BUSINESS**

### **Short Term Rental Fines and Penalties**

There is a Fines and Penalties section written into the Short-Term Rental Ordinance. Lockwood found that it stated the Town may fine up to \$800 per day.

### **Authorized Rep Signing for Asset Management Reimbursement (requires motion)**

**MOTION:** Lance Mills/Miranda Clemson moved/seconded the motion to remove Tad Nunez and Lisa Hensley as authorized representatives and appoint alternative authorized representatives of Ryan Lockwood and Jessica Chase. The motion passed unanimously.

### **Phase 1 Stormwater Construction Bids**

The bids received outperform the amount available through grants.

## **OLD BUSINESS**

### **Lake Morey Rd Camper Removal Follow Up Discussion**

The Town has paid expenses totaling \$4800 to have the camper removed. Lockwood has been in touch with the owner of the camper. The owner feels it is not fair that he must pay the \$4,800 bill. The Board will consult a lawyer.

### **Selectboard Newsletter Discussion**

Clemson distributed a draft for review. She would like to receive more contributions for future newsletters.

### **Selectboard Priorities Discussion**

A workshop will be scheduled in September.

### **Transfer Station Layout Discussion**

The Board discussed cutting brush and burning it instead of shredding it.

They discussed the pros and cons of running a brush pile, either weekly, or just a few times a year.

## **ORDERS & CORRESPONDENCE**

Completed.

## **APPROVAL of August 11, 2025, Draft Minutes**

**MOTION:** Lance Mills/Miranda Clemson moved/seconded the motion to approve the minutes from 08-11-25 as written. The motion passed unanimously.

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

- Clemson will start to write a 'How-to' procedure for people who want to rent the auditorium with catering options.
- Mills will review the newsletter draft.

## **EXECUTIVE SESSION**

None.

**NEXT SELECTBOARD MEETING: Monday, August 25, 2025.**

## **ADJOURN**

**MOTION:** Lance Mills/Miranda Clemson moved/seconded the motion to adjourn the meeting at 6:50 PM. The motion passed unanimously.

Attest: Patty Tompkins, Minutes Taker