



**Selectboard Meeting Minutes**  
**Final**  
**Town of Fairlee Town Hall**  
**Monday, September 08, 2025**

**CALL TO ORDER:** Peter Berger, Chair, called the meeting to order at 6:02 PM.

**PRESENT**

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

**Town Administrator:** Ryan Lockwood

**Town Treasurer:** Jess Chase (via Zoom)

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

**Visitors in person:** None

**Visitors on ZOOM:** Lisa Avery

**AGENDA APPROVAL AND MODIFICATIONS**

*Strike Selectboard Newsletter Discussion under Old Business*

**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**

**August 2025 Fairlee Law Enforcement Activity Report**

The month of August Fairlee had a total of 122 calls broken down as follows:

Fairlee Police Department: 71 incidents consisting of:

- 48: Traffic stops.
- 6: Directed patrols.
- 3: Motor vehicle crashes.
- 2: Parking problems
- 2: Special details.
- 2: Motorist assist.
- 2: Court order services.
- 1 ea. Animal complaint, Welfare check, Illegal dumping, Unlawful Mischief, Found property, and Motor Vehicle complaint.

Vermont State Police: 51 incidents consisting of:

- 28: Traffic stops (25 on I-91).
- 4: Motor vehicle complaints (1 on I-91).
- 4: Suspicious (2 on I-91).
- 3: Traffic hazards (2 on I-91).
- 2: Alarms.
- 2: Directed patrols (both on I-91).
- 1 ea. Citizen dispute, Citizen assist, Family fight, Agency assist, Disabled vehicle (I-91), Noise complaint, Theft and Property damage.

## **Zoning Administrator's Report**

The Selectboard reviewed Chris Brimmer's report.

## **Town Administrator's Report**

Lockwood presented his report and gave updates on the following:

- Stormwater Phase I Update: Chris Rivet, from Dubois & King, has been assisting in reviewing bids.
- Stormwater Phase II Update: A Field Naturalist from D&K will conduct their initial review of the project site on Tuesday. An environmental resource investigation is required for all projects to get the required permitting approved.
- Asset Management Update: Elizabeth Emmons, from Dufresne, has made a second pass at fulfilling the State's requirements on the project. The State will review the second version. Cheryl Choge, from the State, said a 3-month extension is possible to avoid defaulting on the grant.
- Highway Update: Jonathan Blake and crew have been hard at work reclaiming the overgrown spaces around the transfer station and shed. Lockwood requested a quote to put down calcium chloride on Bragg Hill.
- Water System Capacity Update: The Town Office and RCAP are working together to determine the water system capacity. A report is expected from RCAP this week.
- Town Reservoir Update: Both tanks have now been cleaned by M&K diving. The inspections were favorable, and they recommend: a five-year cleaning schedule, replacing the interior ladder, and landscaping around the tanks to get rid of overgrowth. There were several trees down both across the access road and at the tanks, including a tree that had fallen on the metal tank. There was no damage. Longto Tree Services was hired to clean up the area.
- Transfer Station Power Update: Lockwood met Green Mountain Power at the transfer station to discuss putting in another pole to get power to the proposed site of the compactors. He will give the Town a quote this week.

## **NEW BUSINESS**

### **Tobacco & Liquor License Approval: Arandas Mexican Cuisine (requires motion)**

**MOTION:** Lance Mills/Miranda Clemson moved/seconded the motion to approve the 2025 liquor license application for Arandas Mexican Cuisine LLC Sunoco Gas Station for a second-class liquor license, tobacco license, and tobacco substitute endorsement. The motion passed unanimously.

### **Indus Road Work Agreement Signing (requires motion)**

The Selectboard agreed to the work and Berger signed the agreement. The Board would like to create a map of roadwork done over the years. They would like the map to show when roads were paved, culverts replaced, and cracks filled.

## **OLD BUSINESS**

### **Selectboard Newsletter Discussion**

Struck. The Selectboard approved the content, and the newsletter was sent out earlier in the day.

### **Selectboard Priorities Discussion**

The Board is continuing to look at energy assessments of the Town buildings and ways to lower energy costs. Chase asked about the solar credits being used for the pump house. Solar credits will be discussed at a future time.

### **Transfer Station Layout Discussion**

Lisa Avery would like to set up a re-use area at the Transfer Station with volunteers. All agree that rules and guidelines need to be established.

## **ORDERS & CORRESPONDENCE**

Completed.

## **APPROVAL of August 25, 2025, Draft Minutes**

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

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

- Follow up with the Fairlee Inn activity.

## **EXECUTIVE SESSION**

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

Opened: 6:50 PM

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

Came out: 7:08 PM

**No action taken.**

## **NEXT SELECTBOARD MEETING: Monday, September 15 , 2025.**

## **ADJOURN**

**MOTION:** Lance Mills/Miranda Clemson moved/seconded the motion to adjourn the meeting at 7:09 PM. The motion passed unanimously.

Attest: Patty Tompkins, Minutes Taker