



Selectboard Meeting Minutes
Final
Town of Fairlee Town Hall
Monday, November 3, 2025

CALL TO ORDER: Peter Berger, Chair, called the meeting to order at 6:00 PM.

PRESENT

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

AGENDA APPROVAL AND MODIFICATIONS

Add Report on Conversation with The Federation of Vermont Lakes and Ponds under Public and Staff Comments.

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

PUBLIC AND STAFF COMMENTS/REPORTS

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: Project details need to be reviewed with Jonathan Blake and Chris Rivet from Dubois & King.
- Stormwater Phase II Update: Still waiting for the 1111 permit to be approved by the State so that test pits can be dug in the project areas in the Rt 5 ROW. Phase II of the sidewalk project is being worked on at the same time.
- Highway Update: The Terry Hill project is completed. The road had to be raised a bit higher than normal due to the ledge beneath it. There are some concerns about the depth of the ditches, which can be filled in with crushed rock at a later date.
Jonathan Blake will next work on the Highway Safety Improvement Program, which is a series of chevrons and curve signs that need to be installed by November 30, 2025.
- Water System Capacity Update: Still waiting for the final report from RCAP.

- Transfer Station Power Update: Still waiting for a quote from Green Mountain Power. It is expected to be more than \$10K.
 - Workplace Safety Update: The town's insurance company, PACIF, sent a safety inspector to the town owned properties in July 2025. A report was just received stating issues found at the library, beach, water department, and town hall. Most of them are minor issues. Once the issues are taken care of, a report will be sent to PACIF.
- Staffing Update: Two promising candidates submitted applications for the custodian and maintenance positions. Interviews are taking place.
- Ludwig endorsed Ward Paronto, the man applying for the maintenance position.

Conversation with The Federation of Vermont Lakes and Ponds

Berger attended the VECAN symposium. There were many energy committees present. Berger would be interested in starting an energy committee in town to take advantage of available funding.

Berger had a lengthy conversation with Laura Dlugolecki about the wake sports on Lake Morey. His concern is that the propulsion systems can stir the sediment on the bottom up to 35 feet.

NEW BUSINESS

Access Permit Application (requires motion)

MOTION: Miranda Clemson/Peter Berger moved/seconded the motion to accept the Access Permit application for Don and Mary Davenport at 764 Terry Hill Road. The motion passed unanimously.

2026 Fireworks Display Discussion

Lockwood contacted the company that did the fireworks last year and found that they were bought out by a larger corporation. Last year the Town paid \$12.5K. This year, for the same display, they will charge \$20K.

Ludwig suggested that the Town ask the Aloha Foundation if they would like to collaborate on a fireworks display.

Snow Maintenance Job Description

Lockwood wrote up a job description for review.

Selectboard Newsletter Discussion

The Board discussed articles to include such as: road improvements, the department budgets, the new fire engine, the food pantry, and the state-wide drought.

OLD BUSINESS

Statewide Drought Discussion

The State of Vermont remains in a drought.

Conservation Commission Discussion

Berger will have a draft of the bylaws in a week or two.

Transfer Station Layout Discussion

Chase contacted Tyler Hagan about quotes he gave in January 2025 and to see if there would be any change.

The Board continues to look at operational options.

ORDERS & CORRESPONDENCE

Completed.

APPROVAL of October 27, 2025, Draft Minutes

MOTION: Miranda Clemson/Peter Berger moved/seconded the motion to approve the minutes from 10-27-25 as amended. The motion passed unanimously.

ACTION ITEMS/ASSIGNMENTS/AGENDA

- Berger will follow up with the custodian and maintenance positions.
- Clemson will work on the newsletter.
- Lockwood will install the security cameras this week.

EXECUTIVE SESSION

None.

NEXT SELECTBOARD MEETING: Monday, November 10, 2025.

ADJOURN

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

Attest: Patty Tompkins, Minutes Taker