



Selectboard Meeting Minutes
Final
Town of Fairlee Town Hall
Monday, September 09, 2024

CALL TO ORDER: Lance Mills, Vice Chair, called the meeting to order at 6:01 PM.

PRESENT

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

Town Administrator: Ryan Lockwood

Finance Manager: Jess Chase

Town Clerk: Georgette Wolf-Ludwig

Minutes Taker: Patty Tompkins

Visitors in person: Wayne Briggs

Visitors on ZOOM: None

AGENDA APPROVAL AND MODIFICATIONS

Table Newsletter Discussion under Old Business

Table Vault Engineering Discussion under Old Business

Table Ordinance and Procedures Discussion under Old Business

Add FCA Fall Fest request under Old Business

MOTION: Miranda Clemson/Lance Mills 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 Brimmer's report. The following topic was discussed:

- At a recent Planning Commission meeting, there was a conversation about forming a Conservation Commission.

Town Administrator's Report

Lockwood presented his report and gave updates on the following:

- An application was submitted to VTrans to have Rita Seto of Two Rivers Regional Planning Commission be the Municipal Project Manager on the next phase of the Route 5 Stormwater Project.
- The first round of reimbursements toward the Alum project was submitted.
- The Town offices met to discuss this year's budget workflow calendar.

- There was a meeting to discuss the details of the Bridge + Main project. Duties and responsibilities were assigned. Lockwood will be the town point of contact for the project.
- A meeting took place to review the Town projects and determine how to organize the project documents.
- Lockwood met with EC Fiber to plan a switchover of services from the current provider to EC Fiber.
- Lockwood received a license to use Microsoft Planner, a project management software package.

Police Report

The Selectboard reviewed Police Chief Briggs' monthly report for August, 2024.

Briggs and the Selectboard discussed a quote for a new police cruiser.

August 2024 Fairlee Law Enforcement Activity Report

The month of August 2024 had a total of **75 calls** broken down as follows:

Fairlee Police Department: 54 incidents consisting of:

26 Traffic Stop
 7 Direct patrols
 5 Agency Assist
 3 Abandoned Vehicle
 1 Parking Problems
 5 Suspicious Person/Circumstance
 4 Animal Complaints
 1 Each... Citizen Assist, Found Property, Welfare/Suicide Check

Vermont State Police: 21 incidents consisting of....

Traffic Stops (on I-91 & Alan Lane)
 Traffic Hazard (on I-91)
 Vehicle Complaints (1 on I-91, Lake Morey Rd, & US RT 5)
 2 Crash - Property (1 on I-91 & US RT 5 N)
 2 Alarm
 2 Suspicious
 2 Mental Health
 1 each Auxiliary Data Entry, Abandoned Vehicle,
 Death Investigation, Sex Offense,
 Lost Property, Fire Investigation

NEW BUSINESS

Blacktop Paving Proposals

The Selectboard reviewed a paving proposal. One more proposal should arrive soon.

Transfer Station Info Sheet Draft

The Selectboard reviewed the info sheet and made a few modifications. The draft modifications will be sent to Wolf-Ludwig.

FCA Fall Fest

The Fairlee Community Arts (FCA) has requested the use of the Town Common on Saturday, September 21, 2024.

MOTION: Miranda Clemson/Lance Mills moved/seconded the motion to allow FCA to use the Town Common on Saturday, September 21, 2024. The motion passed unanimously.

OLD BUSINESS

Newsletter Discussion

Tabled.

Vault Engineering Discussion

Tabled.

Town Projects Strategic Planning

It was noted that this topic was covered in the Town Administrator's report. All agreed that the use of SharePoint is highly beneficial.

Ordinance and Procedures Discussion – Street Naming, ATV, Festival

Tabled.

ORDERS & CORRESPONDENCE

Completed.

APPROVAL of August 26, 2024, Draft Minutes

MOTION: Miranda Clemson/Lance Mills moved/seconded the motion to approve the minutes from 08-26-24 as amended. The motion passed unanimously.

ACTION ITEMS/ASSIGNMENTS/AGENDA

Mills: Continue to work on updating the ordinances.

Clemson: Work with Jenn to enter police report data into Excel.

EXECUTIVE SESSION

None.

NEXT SELECTBOARD MEETING: Monday, September 23, 2024.

ADJOURN

MOTION: Miranda Clemson/Lance Mills moved/seconded the motion to adjourn the meeting at 7:00 PM. The motion passed unanimously.

Attest: Patty Tompkins, Minutes Taker