

## TOWN OF FAIR HAVEN, VERMONT

Selectboard, Water & Sewer Commissioners, Liquor Commissioners, Cemetery Commissioners  
**REGULAR MEETING -- Tuesday, January 24, 2023 -- 7:00 PM**

**Zoom Meeting Link:** <https://us02web.zoom.us/j/87609105563>

**Phone: 1 929 205 6099 | Meeting ID: 8760 910 5563**

### **UNAPPROVED MINUTES**

**Members Present:** Glen Traverse, Bob Richards, Chadd Viger, Jay Brown, Rich Greenough

**Others Present:** Town Manager Joe Gunter, Recording Secretary Claire Stanley, Peg TV

**Call to Order:** Chairman Bob Richards called the meeting to order at 7:00 p.m. and led the assembly in reciting the Pledge of Allegiance to the Flag.

**Amendments to the Agenda:** Mr. Traverse **made a motion** to add "Transit Oriented Planning Grant" to NEW BUSINESS; seconded by Mr. Viger and passed unanimously.

**Approval of Minutes:** Mr. Traverse **made a motion to approve** the minutes of the January 10, 2023 meeting; seconded by Mr. Greenough and passed unanimously

**Approval of Minutes:** Mr. Traverse **made a motion to approve** the minutes of the January 19, 2023 meeting; seconded by Mr. Viger and passed unanimously

**Five Minutes for Public Comment:** None

**Department Head Reports:** Manager Gunter reported:

- \* Have started the **Pet Mayor** election process; applications are available at Fair Haven Grade School and the Municipal Office
- \* **Police Dept.** reported 108 Municipal violations
- \* 18 warnings
- \* 2 crashes
- \* 1 overweight permit
- \* Revenue of \$15,109; \$8,000 of that being School Resource Officer (SRO) reimbursement
- \* **Sewer Dept.** intern Eli Charlton will be taking the Wastewater Treatment Plant Operator test
- \* Chief Operator Carrie LaFond has taken her Water test; is now qualified to run the Water Plant
- \* Manager Gunter reported the staff is cross-training, able to do other than their job. Most in the office staff can do payroll
- \* The **Water Dept.** chemical tanks are installed. Mr. Greenough reported a good job was done
- \* Nathan Jones is new intern at the Water Plant
- \* **Dept. of Public Works** is maintaining equipment; taking care of roads
- \* Manager Gunter reported driving from Middletown Springs, he notices our roads are in better shape than any other on the way
- \* The Bus Stop is being carefully plowed

- \* Chairman Richards reported there have been comments from folks about the large branches down in the Cedar Grove cemetery, will take some time to clean up
- \* The **Municipal Office** is on schedule for Town Meeting; budget, warning are done
- \* Town report out to print
- \* Have permission from Fair Haven Grade School to hold Town Meeting there
- \* Have postponed the Green Mountain Mobil Home Park tax sale to warmer weather
- \* The State monies are to be released on schedule to start construction of Lights in the Park project

**OLD BUSINESS** -- None

**NEW BUSINESS**

**Mileage Certificate Approval:** Mr. Traverse commented that in the past, a whole process was done including, information meetings, public hearings to get Munger Road recognized as a Class 4 road. What more does Montpelier need to get it recognized. Mr. Brown stated that Munger Road was always a Class 4 road, until it was gated; it should not be closed. There are no changes -- 36.4 miles. Mr. Traverse **made a motion to accept the Mileage Certificate**; seconded by Mr. Brown and passed.

**Transit Oriented Planning Grant:** Manager Gunter explained that this is a “no match” grant to develop plans for future business district growth. Mr. Brown questioned the need for this -- the grant would help planning traffic patterns and access to future businesses. Mr. Traverse **made a motion to sign the Transit Oriented Planning Grant**; seconded by Mr. Viger and passed 4 – 1, with Mr. Brown dissenting. Members signed the document.

**Policy Review -- Burial Expense Reimburse Policy:** Manager Gunter noted no changes were made; he has no recommended changes. Mr. Brown **moved to accept the Burial Expense Reimburse Policy** as written; seconded by Mr. Traverse and passed unanimously. Members signed the document.

**Around Town:** There will be a **Meet the Candidates** event at the Library on February 25th; \*an **Elvis Tribute** concert will be held at the Castleton Legion on January 28th; \* a **pancake breakfast** will be held at the Castleton Legion on January 29th sponsored by the Castleton Fire Department; proceeds will be donated to the Gilmore fund; \* a **Pot Luck Supper** will be held at the Fair Haven Legion on February 4th, proceeds going to the Gilmore fund; \* The Fair Haven Legion will host a **Blood Drawing** on January 31st.

**Parking Lot:** Chairman Richards reported the Zoning Regulation Updates grant has been received. All changes are made to the regulations; will meet with Ed Bove on February 15th; Town Plan to follow.

**Board Roundtable:** Mr. Greenough reported continuing to tell people about the need for a new Town barn -- it is important -- DPW needs an adequate facility to work. He thanked the crew and commended them for the excellent job done during the last two storms.

Mr. Brown questioned why the Economic Development Committee Revolving Loan is advertising for applications again. He expressed concern that someone applied with all necessary papers and on time to meet the deadline for applications, and is refused. Mr. Traverse explained the committee wanted to make sure everyone is aware that this is available, and applications are being received. He detailed the

process of selection and that no one has been refused; there is no deadline for application. Manager Gunter said Lorraine came to the office inquiring about the Revolving Loan and was told to submit her application in January. Mr. Brown expressed frustration stating, things don't change, to forget it and that Mr. Traverse needs to stop being assistant Town manager.

Mr. Viger stated, you say things don't change and yet every time we talk about making an investment for the future, you say, no. Mr. Brown commented that there are projects we could do now with grant match money spent for future projects years down the road. Mr. Viger said, 4 – 5 years down the road, project cost will be more. Mr. Viger thanked the Dept. of Public Works for their excellent job keeping our roads in the best shape possible. He also gave a shout out to the Rec basketball program -- doing a good job. Good things happening.

Mr. Traverse noted that after a snowstorm some merchants do a good job cleaning sidewalks, and some are not done. Who's responsibility is it to remove snow; where is the liability. Mr. Greenough noted that some cities issue tickets to merchants that do not remove snow. Chairman Richards asks to research if there might be a policy floating around someplace.

Chairman Richards commented that the printing co. might be able to label and mail Town Reports directly; it is a matter of electronically sending the mailing list. \* He stated the Town may be visited by the Champlain Valley Electric line that was slated to be installed following Rte. 22A and through Fair Haven. If this happens, it is a source of income for the Town.

**Review of Financial Reports:** The **checkbook status** is, \$1,212,048.38.

Mr. Traverse **moved to pay the Payroll Warrant, \$43,818.87**; seconded by Mr. Viger and passed.

Mr. Traverse **moved to pay the General Fund Warrant, \$105,210.43** seconded by Mr. Greenough and passed

**Executive Session:** Mr. Traverse **moved the Board and Town Manager Gunter, into executive session** at 7:45 pm to discuss Personnel 1 VSA ¶ 313 (a)(1); seconded by Mr. Viger and passed

The Recording Secretary was excused at this time.

The Board came out of executive session at 8:05 p.m.

Mr. Brown moved to **adjourn**. Meeting **adjourned** at 8:06 p.m.

Respectfully submitted: Claire Stanley

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Glen Traverse, Board Clerk