

TOWN OF FAIR HAVEN, VERMONT
Selectboard; Water & Sewer Commissioners, Liquor Commissioners, Cemetery
Commissioners

MUNICIPAL BUILDING

Tuesday, April 19, 2022 - 6:30 PM - Regular Meeting
Zoom Meeting Link: <http://us02webzoom.us/j/81701007014>
Phone: 1 929 205 6099 | Meeting ID: 817 0100 7014

DRAFT Minutes

Members Present: Chris Cole - Chair, Glen Traverse - clerk, Robert Richards, Jay Brown, Rich Greenough

Others Present: Town Manager Joseph Gunter, Recording Secretary Jennifer Jackson, Jim Britt of Peg TV, Keith Whitcomb of the Rutland Herald, Health Officer John Lulek, Superintendent of Public Works Aaron Kerber (via phone), Police Chief William Humphries, Town Clerk Dani Roberts, Department of Public Works Chief Officer Mike LaDuke, Chip Greeno of C&C Fireworks, Deborah Laiacona, Arthur Laiacona

1. **Call to Order and Pledge of Allegiance:** The meeting was called to order at 6:30pm and the pledge of allegiance was recited.
2. **Executive Session - Personnel Discussion - VSA § 313(a)(3):** The board entered executive session for a personnel discussion.
 - a. Mr. Traverse **motioned to exit the executive session at 7:12 pm.** The motion was seconded by Mr. Brown. All were in favor and the motion carried.
3. **Amendments to the Agenda:** Manager Gunter asked for an addition of Selectboard letter of Support for Adams Street Bridge to New Business. Health Officer Lulek would like an executive session added to the agenda. **Mr. Richards made a motion to make an amendment to the agenda to add New Business g. Letter of Support for the Adams Street Bridge and An Executive Session legal for the Health Officer to the Executive Session section.** All were in favor and the motion passed unanimously.
4. **Approval of Minutes of April 5, 2022:** Mr. Greenough **motioned to approve the minutes of the April 5, 2022** meeting as written; seconded by Mr. Traverse and passed unanimously.
5. **Five minutes for Public Comment:**

Mrs. Laiacona - Wanted to make a few comments as a resident and voter after the discussion held last meeting concerning the Town Clerk and her compensation package. She understood the \$37, 000 being paid but did not understand why the board hadn't thought to consider a yearly raise. Most people get regular raises. She believes that most voters would not assume that a raise wouldn't be part of an employment package. Mrs.

Laiacona supported Mrs. Roberts' many years of service to the town and took offense to the comment made by a selectboard member "You don't start at the top." Mrs. Laiacona believes the salary offered to the Town Clerk is an entry level salary, and Mrs. Roberts isn't new to working with the town. Having no sick pay or benefits is not acceptable and believes that the offer is a slap in the face to the Town Clerk and the previous Town Clerk, especially in a year when inflation is at a high. Mrs. Laiacona stated she didn't understand why the Board thought the Town Clerk's salary was "on track to be the highest paid job in the town". She then went on to read the salaries, listed in the Town Report, of town employees making more than what was offered to the Town Clerk. She told the Selectboard if the town wants to attract and keep capable people they need to be paid accordingly and given the respect they deserve. She believed maybe the Selectboard offered such because the town clerk job is traditionally filled by women and that the woman's work wasn't valued as highly by some people. Ms. Laiacona values the Town Clerks job.

6. Department Head Reports:

- a. Police Chief William Humphries reported: The Police Force have been busy the last few nights.
 - i. No arrests
 - ii. 59 traffic tickets and/or municipal violations
 - iii. 18 written warnings
 - iv. 1 parking violation
 - v. 4 crashes
 - vi. 4 overweight permits - March 31 deadline
 - vii. 16 sets of civilian fingerprints
 - viii. Junk Letter Ordinance to 4 Washington St. for a pile of tires in the yard; hasn't heard back yet.
 - ix. Saturday there was a possible arson on Bigelow Hill Rd. Still under investigation.
 - x. 1 intoxicated Person
 - xi. 1 Suicidal Person on West St.
 - xii. Welfare Check on Appletree Lane
 - xiii. 130 calls for service in the past 2 weeks

Mr. Richards asked what the ordinance for tires was in the town. Police Chief Humphries stated he was hoping to have a conversation with the homeowner when they call back, but that the ordinance was open to interpretation by the selectboard. The ordinance says no tires. Mr. Lulek said that people often use them for raised beds, but that these tires, on Washington St, aren't being used for that purpose and are full of standing water that is mosquito breeding ground. Mr. Brown asked if there were any plants in these tires. There are not.

PC Humphries stated that upon talking with Washington Street and 4th the household will reduce build up of snowmobiles. 5, 7, and 9 Maple Street are working together to clean up garbage and junk.

- b. Department of Public Works - Superintendent Kerber is on vacation so Manager Gunter will report along with the Town Manager Report.

7. Town Manager Report & Communication: Joe Gunter reported:

- a. Recognise **Jenny Bertrum**. Her last day of work was April 16th, after 14 years of service, she has retired. Manager Gunter wrote a letter thanking her for her service and would like the Selectboard to sign the letter. She has been an exemplary public servant and was steadfast in wanting to make the books correct and right every time and Manager Gunter believed she did just that.
 - i. Mr. Traverse read the letter to the Board and they all signed the letter.
- b. EV Stations are up and running again. They will be completed this year, last year they had supply chain issues. They are coordinating with Hillary and the StormWater Survey to make sure they don't cause any flooding in the area. There will be two stations.
- c. DPW knows about the yield markings from the last meeting and are planning on implementation.
- d. Green Road had two culverts replaced and cleaned up.
- e. Adams St Bridge grant submitted to the Federal Government again with a \$2.3 Million request. Same match just asking for more money.
 - i. Rep. Welch's office was also asked for money for the bridge and Town Hall.
- f. Hydro grant letter of intent for \$2 million was submitted this morning.
- g. The Budget for the year is back on track. The 010 budget was frozen last week to get back on track. Inflation is causing materials to be more expensive.
- h. Salt Shed RFP was released. The deadline is April 29 for return.
- i. Playground equipment date pushed back to May 2. Issues with materials being available to be shipped.
- j. Clark Probate house on the hill by the tracks is closed.
- k. Wing; 4th and Mechanic is coming to a close
- l. Trailer Park - Manager Gunter reached out to Homeless Prevention and another State Agency (which helps convert trailer parks from community owned parks to individual owned plots) to try and help the people living in the park if it needs to be closed. The agencies are going through their processes now.
 - i. The Trailer Park owes \$42,000.00 in water and taxes to the town.
- m. Letters went out to those households who still need their water meters to be changed. There has been a good response with understandable reasons for not scheduling appointments. People are calling back and being cooperative.
 - i. Deadline is June 1 to replace the meters.
- n. Town resident Charlotte gave a thankyou card to the DPW for removing a tree. She and her brother had a fun time watching the tree removal.

Mr. Greenough stated he had been out to check on Green Rd and that the crew have been doing a GREAT job. He was impressed.

Mr. Richards asked about the EV Station and if Manager Gunter had checked on moving its placement to the proposed Free Parking area. Manager Gunter will check on it. Mr.

Traverse stated that we need the EV Station, the Free Parking isn't slated to be complete for 2 years, we should just let it go back where it has been so people are able to use it sooner rather than later.

8. Old Business

a. Town Clerk compensation package:

Chair Cole stated that the budget was planned for single plan health insurance and a vision plan for 1 member. Mrs. Roberts stated that if she had been newly hired would they just have ignored her husband? Mr. Richards stated that this is what was voted on, there is no choice in what is given its what we have. Mrs. Roberts stated that is not what you would do for a brand new employee. She is looking to be treated fairly - who will come to this job if we don't give them a livable salary? In Mr. Richards opinion the Town Clerk position is not a staff position, it's an elected position: for the good of the community, not for pay. He also asked what is the difference between a one person plan and a 2 person plan? Mngr Gunter stated its double and that he had to go to his office to get the actual figures. Mr. Brown stated we need to find where (in the budget) to get this money from. Mngr Gunter read the monthly cost of the plans; a one person plan is \$637.05 and a two person plan is \$1,274.10. \$509.00 would be the monthly cost for the town for the one person plan, doubled for the 2 person plan. Mrs. Laiacona stated that people who are hired get healthcare for their spouses. Mrs. Roberts stated that she is asking for this because she was hired by the town. Mr. Traverse said he saw two issues; 1. The benefits for the rest of this fiscal year from Susan Dechame were 1 person medical and 2 person vision - should this be applied to Mrs. Roberts? 2. What do we do after June 30th. Mr. Traverse **motioned to pay the Town Clerk 2 person benefits through June 30, 2022.** The motion was seconded by Mr. Brown. Mr. Greenough asked why Mrs. Dechame has 1 person benefits. Mrs. Roberts responded that Mr. Dechame was past age 65. All were in favor of the motion and the motion carried. Mr. Traverse **motioned after July 1, 2022, for the next fiscal year, that the board include 2 person health care benefits for the Town Clerk.** Motion was seconded by Mr. Richards. Mr. Brown asked where the money was coming from; stating that it is a good thing, just which budget? Mngr Gunter stated there are so many pluses and minuses in the budget. Mr. Greenough said, the pot grows and shrinks, we need to do better at budget time. All were in favor of the motion and the motion carried.

Mrs. Roberts thanked the Selectboard from the bottom of her heart.

Mr. Richards addressed Mrs. Laiacona's accusations from Public Comment, stating they cut deeply. Sexism doesn't happen in this town.

b. Capital Budget Discussion:

Manager Gunter explained that he requested from the department heads a list of projects, which he shared with the Selectboard members. The list is the big ticket items the staff would like to purchase in the future.

Mr. Brown stated that the Board had decided no vehicles should be purchased this year or next year.

Mr. Traverse asked about the Rec Funds requests. He asked if there was money in their budgets to do the things they were requesting and if they were just looking for an OK from

the Selectboard. He thought if they have money in their budget that they should just go ahead and do the projects they had listed. If you need money from elsewhere, come ask the Board.

Mr. Greenough asked about the need for a pickup truck for the wastewater station. Mngr Gunter stated they use the truck for the pump stations and basic stuff. Mr. Traverse stated he wanted to see how bad the truck was if they were actually needing it to be replaced. Mr. Brown stated once again the *need* to take better care of Town equipment that we currently own.

Mr. Greenough agreed that the chemical tanks should be taken care of. Mngr Gunter explained that there is \$282,000 sitting in a water care account. DPW Chief Officer Mike LaDuke stated the electrical board is getting random signals at random times that shouldn't be occurring; phantom electrical signals. The electrical work needs to be replaced, it can be changed in phases, but they need to be prioritized.

Mr. Richards asked Mngr Gunter about a brush cutter that was available via online auction. Mngr Gunter said he did not look into it. Mr. Richards responded that finding one means that they are out there used for us to find. Mr. Brown and Mr. Greenough were not in favor of the type of brush cutter Mr. Richards located.

Chair Cole asked Mngr Gunter if he had enough feedback? Mngr Gunter said he heard that the chemical tanks were a go, all else was to be put on hold. Mr. Richards said to do the electrical as needed at the water plant. Mngr Gunter said he'd need a motion to spend the money. Mr. LaDuke guessed it would cost \$100,000 based on estimates from before. Chair Cole asked Mr. LaDuke and Mngr Gunter to get better estimates.

Mr. Richards would like Mngr Gunter to schedule a talk with a Fire Department person about their needs for a fire truck.

Mr. Greenough asked about the Police Departments request for new carpeting. Chief Humphries stated that the carpet put in is 20 years old and very worn. He is hoping to put in carpet squares that can be replaced as needed and are easier to clean and maintain. Mr. Greenough suggested that the PD look into new laminate as he saw that as a cleaner better choice than carpet.

c. ARPA List:

Mngr Gunter gave the Board a list of ARPA suggestions and asked them to trim the list back to its top priorities and e-mail their lists to him so he can condense the lists. Once a short list is created they can score for project funding.

9. New Business

a. Fireworks Permit Approval:

Mngr Gunter introduced C&C Fireworks again. He stated that they have waited patiently, they have filled out their paperwork, they have provided the \$1,000 fee, they have provided proof of their insurance with the town of Fair Haven, and they have also received their zoning permit. All that remains is for the Selectboard to approve their permit with hopefully a date of May 1st to begin.

Mr. Traverse **motioned to approve the fireworks sales permit.** Mr. Greenough seconded the motion, all were in favor and the motion passed. The members then signed the contract. Mngr Gunter explained he would mail the contact to C&C as soon as possible. Mr.

Greeno was very appreciative.

b. Coin Drop Requests:

- i. The deadline to request a coin drop was April 16th. Mngr Gunter has received 4 requests.
 1. Castleton Community Center
 2. FurHaven Dog Park
 3. Knights of Columbus FairHaven Council 810
 4. Catholic Daughters
- ii. Mr. Richards **motioned to approve the applications for coin drop.** The motion was seconded by Mr. Traverse.
 1. Mr. Brown asked that a stipulation be put on the approval that all coin drops be sure to have the proper signage and vest wear - that they follow the policy on facilitation coin drops..
 2. Chief Humphries asked that the dates for the coin drops be mailed to him.
 3. All were in favor of the motion and the motion passed.

c. Loan Application for Water Line Upgrade:

- i. Superintendent Kerber explained that there are plans to replace the waterline under Main St. From Main Street Hill south towards River Street, across River Street to Prospect St. onto Adams Street. The loan, for \$17, 000.00 has forgiveness from the State. The loan's purpose is to do the preliminary engineering for the replacement. Mr. Kerber would like this to be completed before the repaving of Main Street in the 2024 fiscal year. Chair Cole asked if the town had money in reserve to pay for this or if the town needed to take a loan and how confident the Manager was that it would be forgiven. Mngr Gunter stated he was very confident that the loan would be forgiven upto 50%. Mr. Traverse asked if the town was given the loan and we only got 50% forgiveness, could we pay it off? Mngr Gunter said he didn't see why we couldn't.
- ii. Mr. Traverse **made a motion to sign the loan application for the water line upgrade for Main Street going South from Rivers to Adams Streets.** Motion was seconded by Mr. Brown. All were in favor and the motion carried.

d. Paving Plan:

- i. Mngr Gunter passed out the estimate from Pikes for the paving of Furnace, 4th and Union Streets. The plan is to pave all of Swamp Rd, Furnace Street, and Union Street and to prepare Scotch Hill for paving next year. It isn't guaranteed, but the town hopes to receive a class 2 grant for paving this year.

Mr. Brown stated that the Pikes Estimate is missing Swamp Rd. Mngr Gunter stated that the contract to pave all of Swamp Rd is already signed. Last summer the preparations took

place. Superintendent Kerber stated that 4th St. isn't on this year's paving plan. The plan is to pave Furnace and Union and with the remainder of money prep Helm and start the Scotch Hill Project. It will be two fiscal years out to complete all the planned paving. Mr. Traverse asked if Scotch Hill has already some preparation work? Mr. Kerber said yes, but that there is still a lot of work to complete; culverts, ditching, brush work. Mr. Brown asked if the town was still planning on paving 4th St. Mngr Gunter stated that Pikes estimate is for giving 4th St a shim. Mr. Kerber stated that the money was planned on Scotch Hill. Mr. Brown stated we can't hold off on Scotch any longer. Mr. Greenough said if we get the water to go back down catch basins and shim 4th St. we could get a few more years out of it. There are things the town and homeowners could do to make the road better.

Mr. Kerber stated it really is a question of where does the town want to spend the money. There isn't enough to do all four roads. Mr. Brown said that 4th St really needs to be fixed, with all the school traffic it is getting dangerous. Mr. Kerber stated that the town should spend good money on good roads, Swamp is still a good road, Scotch and 4th are not good any more. Chair Cole stated that this should be added to the ARPA list. Mr. Kerber said that if he had more money he could fix all the roads. Chair Cole asked Mr. Kerber to get pricing for 4th St. Mngr Gunter and Mr. Kerber should get together to plan for funding. That the town should move forward with Furnace and Union, and bring different possible ideas for 4th St. Keep Scotch Hill on for spring 2023.

e. Dog Hearing - Propose a date for special meeting:

- i. PC Humphries stated the town has a nuisance dog issue on Scotch Hill Rd with which he'd like to schedule a hearing before the Selectboard. The issue would most likely require a special meeting. The issue has been developing since last August and both parties are asking to speak before the Selectboard. Mr. Traverse suggested an off week for the special meeting.
- ii. **Meeting is set for the 10th of May at 6 pm.**

f. Liquor Licenses Approvals:

- i. First Class liquor Licenses:
 1. Mr. Traverse **motioned** to approve the first class liquor license to Ieremias Family Enterprises DBA Fair Haven Inn. Mr. Brown seconded the motion, all were in favor and the motion passed.
 2. Mr. Traverse **motioned** to approve the first class liquor license to American legion Fair Haven Post 49. Mr. Richards seconded the motion, all were in favor and the motion passed.
 3. Mr. Traverse **motioned** to approve the first class liquor license to Eagles, Fair Haven Aerie 3907 F.O.E. Inc. Mr. Brown seconded the motion, all were in favor and the motion passed.
- ii. Second Class liquor Licenses:
 1. Mr. Traverse **motioned** to approve the Second class liquor license to Ieremias Family Enterprises DBA Fair Haven Inn. Mr.

Greenough seconded the motion, all were in favor and the motion passed.

2. Mr. Traverse **motioned** to approve the Second class liquor license to American legion Fair Haven Post 49. Mr. Richards seconded the motion, all were in favor and the motion passed.
3. Mr. Traverse **motioned** to approve the Second class liquor license to Eagles, Fair Haven Aerie 3907 F.O.E. Inc. Mr. Greenough seconded the motion, all were in favor and the motion passed.

iii. Outdoor consumption permit:

1. Mr. Traverse **motioned** to approve the outdoor consumption permit to Eagles, Fair Haven Aerie 3907 F.O.E. Inc. Mr. Brown seconded the motion, all were in favor and the motion passed.

The board signed the licenses.

g. Letter of Support for the Adams Street Bridge:

- i. Mngr Gunter is still trying to get the Adams Street Bridge on a State List for assistance.
- ii. Mr. Traverse **motioned to sign the letter in support of Adams Street Bridge to RRPC.** The motion was seconded by Mr. Richards, all were in favor and the motion passed.

10. Parking Lot:

Meter Changes	Adams Street Bridge replacement
Downtown Designation	Zoning Regulation Update
Town Plan	Purchasing Policy Update

Mr. Traverse asked Mngr Gunter to go through the Purchasing Policy.

11. Board Roundtable:

- a. Mr. Greeno:
 - i. Emphasized the need to do drainage before roads were paved.
 - ii. He also again stated what a *great* job the town has done on Green Rd. They are going in the right direction.
- b. Mr. Brown:
 - i. As called because the Bus Stop Info Booth wasn't plowed with the last snow. People were falling on the ramp. Please make sure the area is being attended too.
 - ii. Another call was received concerning water bills for 64¢. Mngr Gunter said Mr. Brown answered the question in the correct way, the bills are generated with a computer system and if people had issues they should call the office.
 - iii. There was a request from the IBC for funds for Friday Night Events.

1. Mngr Gunter stated there was \$80 or \$90 available and he will make sure they have some money.
- c. Mr. Richards:
- i. A hastily put together Hydro Grant was turned in. Asked for \$2 million. They stated they wouldn't spend any money until a decent bond was issued.
 - ii. He'd like to understand how someone can work 40 hours in 4 days. He doesn't want the Town Clerk to have to work weekends. It seems like a lot of work and doesn't want either job to slack.
- d. Mr. Traverse:
- i. With all the rain that is happening now might be the time to make sure sweeping of the roadways is happening.
 1. Mngr Gunter stated that the guys were out sweeping.

12. Review of Financial Reports:

a. Expenditure/Revenue Reports:

Mr. Richards **motioned** to approve the payroll warrant for \$36, 476.34; seconded by Mr. Brown. Motion carried with one abstention from Mr. Traverse.

Mr. Richards **motioned** to pay the general fund warrant for \$107, 801.19; blue cross and blue shield big payout, \$14, 200 and water treatment \$50, 219. Seconded by Mr. Brown. Motion carried with one abstention from Mr. Traverse.

b. Checkbook status: \$505, 406.67

13. Executive Session: Mr. Traverse **motioned** to enter Executive Session with the Health Officer and for Personnel Discussion - VSA § 313(a)(3) and Labor Relations Agreement VSA § 313(a)(1); seconded by Mr. Brown, passed unanimously and the motion carried.

- a. Recording secretary was excused at 9:34pm.
- b. Board came out of executive session at 10:45

14. Adjournment: Motion to adjourn by Mr. Traverse Adjourned at 10:46 pm

Upcoming Meeting Schedule: May 3rd, 17th, 31st

Auxiliary aids and reasonable accommodation shall be made upon request. A two-week notice may be required for some requests.

Respectfully submitted,

Jennifer Jackson
Recording Secretary

Glen Traverse, Board Clerk