

TOWN OF FAIR HAVEN, VERMONT

SELECTBOARD; Water and Sewer Commissioners; Liquor Commissioners; Cemetery Commissioners
Municipal Building, May 18, 2021 -- 7:00 P.M. -- REGULAR Meeting
Zoom Meeting Link: <https://us02web.zoom.us/j/86890653741>
Phone: 1 929 205 6099 | Meeting ID: 868 9065 3741

APPROVED MINUTES

Members Present: Glen Traverse Chris Cole, Jeff Sheldon, Rod Holzworth, II, Carol Egan

Others Present: Town Manager Joseph Gunter, Recording Secretary Claire Stanley, William Chmielewski, Peg TV, John Lulek, Johnathan Billewicz, Department of Public Works (DPW) Superintendent Aaron Kerber, Mike LaDuke, Peter Laramie, Carrie LaFond, Chief Operator, Wastewater Treatment Plant.

Call to Order: Chairman Chris Cole called meeting to order at 7:00 p.m. and led the assembly in the Pledge of Allegiance to the Flag.

Amendments to the Agenda: None

Approval of Minutes: Mr. Traverse moved to approve the minutes of the May 4, 2021 meeting as written; seconded by Mr. Holzworth. CORRECTION. Mr. Billewicz' name is misspelled. The motion passed unanimously.

Five Minutes for Public Comment: Mr. Billewicz reported seeing an unauthorized vehicle doing police business; an incident of a police car with fully concealed lights.

Health Officer Mr. Lulek reported the sewer system at the Green Mountain Mobile Manor is now fully functional and working properly.

Department Head Reports: Dept. of Public Works Aaron Kerber reported:

- * Working on dust control; filling pot holes
- * Water line flushing scheduled for 1st week in June
- * The Water Treatment Plant is running smoothly
- * Ryan Muratorri, Intern for the Water Dept. started work last week
- * Construction has started at the Wastewater Treatment Plant
- * Located and fixed a couple of sewer blockages
- * Green Mountain Pipeline will be doing rehab work on four manholes that DPW is not qualified to do; Mr. Kerber explained the problem(s) and repair; funds are in the budget

Town Manager Joe Gunter reported:

- * The Police Dept. have been mostly quiet
- * Continue downtown patrols; vandalism in the park
- * Made highway stops; ticketing for speeding

- * Pushing for clean-up; working with Adams St. and Green Mountain Mobile Manor owners
- * Spending extra time training, learning to use the new on-line ticketing process
- * Many volunteers have been working on re-hab of baseball field(s); re-built dugouts
- * Restroom broken glass is repaired
- * Hydrant flushing begins June 1st
- * Meeting with Dubois and King re: downtown projects; park lights
- * The salt shed project is going along
- * Cedar Grove Cemetery pond fish removal: Met with Agency of Natural Resources; that area is classified a class II wetland; were given a permit to clean up the pond; there is a question of ownership of the pond. If the pond is not owned by the Town, does the Board still want to pursue removing the Koi? Before going any further, need to make sure of ownership. Manager Gunter will contact the owner.
- * Starting in July, Consolidated Communication will be installing 27 miles of fiber optic cable in Fair Haven
- * Have signed the contract with MHG Solar; met with their local rep and we walked the site
- * There will be a wine and bourbon tasting on October 15; mailings have gone out to vendors
- * V-Trans is closing Rte. 30 for the month of June to replace 2 culverts in Sudbury; detour will go through Fair Haven
- * Talked with Rachel Meigs re: no smoking on sidewalks. There are two ordinances; one for the Park and one for the Playground; none covering sidewalks. Contacted VLCT who said it is legal to restrict smoking on sidewalks. They will send verbiage from Burlington ordinance. Members feel this will be a large issue; should get feedback from public; hold a public hearing before starting. Manager Gunter will reach out to building owners to try to fix the problem without legislating.
- * Scotch Hill Brewing requests outside seating (in the triangle); requires Select Board approval
- * Applefest requests to hold the event September 18, 2021 in the Park
- * Have received complaints re: the camper parked on Washington Street. No laws are being broken where it is now parked; Chief Humphries has spoken with the owner; has been an on-going issue
- * Expect to be going for legal action re: complaints of rats and skunks on the property, corner of Fourth and Mechanic Streets; have spoken with owner several times

OLD BUSINESS

Town Accountant Job Description -- Final Review: Draft in members' packets. Members reviewed the changes including the job title that better reflects what the job is; the document was approved as presented.

NEW BUSINESS

Zoning Board Administration (ZBA) -- Appoint Full Member: The ZBA is a five member Board with two alternates. Mr. Traverse **made a motion to appoint Patrick Frazier as a full member for a three year term**; seconded by Mr. Holzworth. Mr. Frazier has been serving as alternate. The motion carried unanimously.

Equipment Purchase Authorization: Mr. Kerber reported the DPW is looking to purchase a 36", Zero-turn mower for cemetery use. Mr. Sheldon **made a motion to purchase from Young's Farm Equipment, a Scag 36", zero-turn mower not to exceed \$4500 with the caveat that such purchase(s) be in the Capital Budget in the future;** seconded by Mr. Traverse. Discussion was: riding mowers don't last for cemetery use; benefits of 36" over larger mowing deck; funds are in the budget. The motion carried with Mr. Holzworth dissenting.

The DPW is looking to purchase a mulch head for the excavator. Supt. Kerber stated this would be more efficient and safer for employees cutting brush; it would open up roads to allow roadside mowing to be more efficient; there is a Raptor 30H available at Champlain Valley Equipment in New Hampshire for \$14,300. Mr. Holzworth expressed concern that working on pavement would tear up the road and excavator track(s). Discussion included: is there any other equipment purchase planned for the near future? The Board does not support this purchase, feeling there are better uses for the money.

Sewer Abatement Request -- Green Mountain Mobile Manor: Heard from owner Debbie Eddy this afternoon who stated the Mobile Home Park has not pumped sewer to the Fair Haven Treatment Plant since August, 2018; she requests sewer abatement of \$31,666. Manager Gunter noted the Town helped them apply for and receive a \$10,000 grant. He is not prepared to discuss this issue at the present time. The matter was tabled.

Cemetery Deeds: Mr. Sheldon **made a motion to grant** the sale of cemetery lot 77 in Section 11 as requested by Paul and Kim Howard; seconded by Mr. Traverse and passed unanimously. Members signed the document.

Paving Discussion: Manager Gunter reported the Town is in year two of the paving plan. The vision was to use the \$175,000 grant (not received) and all the allotted paving funds to do Scotch Hill, a class 2 road. Absent the grant, the plan now is to address the drainage issues and pave Furnace Street, Fourth Street edges, Swamp Road, Union Street and half of Airport Road -- the other half next year.

Water / Sewer Budget; First Discussion: Draft copies of the water budget are in members' packets. Members reviewed the water budget line by line. Mike LaDuke stated the budget was kept to very near zero % increase. They are down to about 50 more new meters to install. As soon as folks feel comfortable with the Pandemic guidelines to have him in their homes, he will finish the installation(s). The apprentice Ryan Muratorri started last week. Mr. Sheldon noted that budget cuts are mostly in future planning, and feels the need to add to reserve funds. Manager Gunter noted that every \$10,000 adds 26¢. The plant is running smoothly; there are a few cosmetic items to address including painting -- prep work and painting, approximately \$5,000.

Draft copies of the sewer budget are in members' packets. Members reviewed the sewer budget line by line. There was discussion re: DPW salary allocation. When DPW works on sewer lines, the salaries are billed to the sewer budget; there was a lot of time spent working on sewer lines last year. There is an increase cost for disposal of Bio-solids; the upgrade

construction has started. Manager Gunter is asked to provide clarification of the DPW salary allocation; reserve fund totals; and Capital budget sheets.

Parking Lot: Mr. Traverse reported a group of different committee members started discussion re: **Resident of the Year**. Poultney Chamber of Commerce has been doing this since 1990; they feel it is a positive idea; will do more research and report back.

Board Roundtable: At Mr. Cole's inquiry, Emily Stockwell is spearheading an organized non-profit group effort for a new marker in the Memorial Park dedicated to Hometown Heroes from Viet Nam to today. Manager Gunter said he understands the criteria to be no matter where from or where living for inclusion.

Review of Financial Reports: The checkbook status is \$283,335.10

Mr. Sheldon **moved to approve payment of the Payroll warrant for \$29,908.51**; seconded by Mr. Holzworth and passed unanimously.

Mr. Sheldon **moved to approve payment of the General Fund Warrants of \$597,741.64**; seconded by Mr. Traverse. This amount includes both the bond payment and school allocation. The motion carried unanimously.

Mr. Traverse moved the Board and Town Manager into **executive session** at 9:09 p.m. to discuss -- 1 VSA ¶313 (a) (1), pending civil litigation; seconded by Mr. Holzworth and passed.

The Recording Secretary was excused at this time.

Out of executive session at 9:40; no action taken

Mr. Traverse made a motion to **adjourn**; seconded by Ms. Egan

Board **adjourned** at 9:41

Respectfully submitted,
Claire L. Stanley


Jeff Sheldon, Board Clerk