

TOWN OF FAIR HAVEN, VERMONT
Selectboard, Water & Sewer Commissioners, Liquor Commissioners, Cemetery Commissioners
Tuesday, July 12, 2022 – 7:00 PM Agenda
Zoom Meeting Link: <https://us02web.zoom.us/j/82331939026>
Phone: 1 929 205 6099 | Meeting ID: 82331939026

UNAPPROVED MINUTES

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

Others Present: Mike Murphy, Charles Delancy, Keith Whitcomb, Rutland Herald, Robert Workman, Devon Neary, Rutland Regional Planning Commission (RRPC), Jim Britt (PEG TV), Police Chief William Humphries

Call to Order: Town Manager Joe Gunter called the meeting to order at 7:00 p.m. and led the assembly in reciting the Pledge of Allegiance to the Flag.

Manager Gunter reported that Chris Cole has resigned from the Board for personal reasons and accepted nominations for Chairman of the Select Board.

Mr. Brown nominated Bob Richards for Chairman of the Select Board; seconded by Mr. Traverse; Mr. Richards is Chairman

Appointment with RC Flyers: The Board heard from Club representative Mike Murphy who reported they held a meeting on June 12, 2022 where it was decided that the Club would be flying at the Air Park only three days a week -- Tuesday, Saturday and Sunday as they had originally requested. Mr. Brown had expressed concern that he felt the Club was taking advantage; he feels taxpayers should have first choice of time to use the runway. Mr. Murphy stated the club is expecting several out of the area flyers with campers that will be attending this weekend's three day event -- only registered flyers are allowed with campers, no public camping. It was noted that the RC Flyers do a very good job with maintenance and cleanup.

Appointment with Devon Neary – Downtown Improvement Discussion: Mr. Neary Rutland Regional Planning Commission (RRPC), reported they are in the very early stages of working on the Downtown Pedestrian Improvement project hiring a consultant for engineering, working the design from scoping done in 2019. Mr. Neary has worked with Manager Gunter and Mr. Traverse to determine what is the intention. The upgrade would address narrowing of travel lanes to slow traffic, shortening of crosswalks for pedestrian safety and replacement of deteriorating sidewalks. There followed discussion with members offering ideas for design including, if at all possible, to continue the sidewalk improvement beyond Durfee's store down the hill to the Auto Supply store. The downtown design replaces the sidewalk the same width as is current and includes street lights. Mr. Neary stated the design must meet all State and Federal regulations; will be submitted to VTrans for review for construction expected by 2025; hopefully (maybe) 2024. Members thanked Mr. Neary for his report.

Amendments to the Agenda: None

Approval of Minutes of May 17, 2022: Mr. Brown moved to **approve the Minutes of the June 28, 2022** meeting; seconded by Mr. Traverse and passed

Mr. Brown moved to **approve the Minutes of the July 5, 2022** special meeting; seconded by Mr. Traverse and passed

Five Minutes for Public Comment: Mr. Bob Workman said he has bought 9 Main Street and expressed concern that there is a large amount of truck traffic through the Town. Has the Board considered diverting trucks either on Prospect Street or Swamp Road to Rte. 4. Mr. Richards explained that these trucks are mostly local carriers; that Prospect Street involves a sharp turn and Swamp Road is not designed to handle heavy loads. Mr. Brown noted the proposed downtown improvement plan will make a difference and certainly slow down the traffic speed. Members thanked Mr. Workman for his interest.

Department Head Reports: Police Chief Humphries reported:

- * Josh Markie has got back his vehicle that was stolen last year. He was on a website looking to purchase vehicles for his business and surprisingly found it as an impounded vehicle. It was located in Detroit where Mr. Markie retrieved it.
 - * One assault
 - * A stolen car
 - * 32 finger printings
 - * The camper is gone from the Park and Ride
 - * Ticketed underage alcohol consumption downtown -- not associated with Scotch Hill Brewery
- Mr. Greenough thanked the Police Dept. for the coverage at Thursday's Concert in the Park

Town Manager Joe Gunter reported:

- * A letter was received from Dodge House thanking the Town for \$745 received from Concerts in the Park
- * Ms. Rachel Meigs has expressed interest in serving on the Economic Development Committee. Mr. Traverse said there are two openings on the committee. Mr. Traverse **made a motion to add Ms. Meigs to the EDC**; seconded by Mr. Greenough and passed. Anyone interested in the open position is asked to contact the Town office
- * The EDC committee has started work on Business Grant applications
- * **Dept. of Public Works (DPW)** has made repairs on Green Road -- acknowledge a bump; expect it to level out
- * Have done some hot mix patching on Scotch Hill
- * Expect grinding for paving work to start next week
- * Thinking to maybe using part of the paving budget to put a shim coat on Scotch Hill. Still plan to pave Fourth and Furnace Streets. Mr. Greenough stated doing some ditching along with the shim work would be helpful
- * Have rented a crack sealing machine for use in September
- * Water line flushing is on hold pending resolution of Green Mountain Mobil Home Manor issues. Manager Gunter stated that Chuck Delancy found the leak and repaired it; there is a dramatic drop in the park water flow

- * The water plant tank bids will be reviewed at the next Board meeting
- * A meeting with Aldridge on the 20th re: water line replacement on Main Street. Meet with Aldridge re: sewer plant upgrade which is substantially done
- * The elevator is here; waiting for the electrical component delivery to install
- * The last budget audit found a purchase without purchase order. Are now doing a blanket P.O. for small items
- * The first sewer plant bond payment was made this week
- * Revenues are up by \$70,000; mostly from Town Clerk, Police Dept. and option tax
- * Business grant applications will be reviewed by the Board August 9

OLD BUSINESS: None

NEW BUSINESS

Trailer Park Discussion -- Deadline for Water Payment

Manager Gunter reported he sent an email to Champlain Valley Office of Economic Opportunity (CVOEO) and they replied quickly. The representative stated they are working with the Park and owner to make payment to the Town. Mr. Brown inquired, what about the next quarter? Will they continue to work, or will the process stop after one payment is made. There is an 18-month process -- the holdup is with the Court. The Park is getting a pink slip. Mr. Delancy has talked with CVOEO; there are 20 spaces in the park -- it could be a nice Park; hoping the State will continue the work so folks can get caught up. Mr. Brown said he wants to get something in writing. Mr. Brown **made a motion that if payment or a payment plan is not received by August 31, 2022, water will be shut off.** The motion was seconded by Mr. Traverse and passed.

Administration of the Park: Manager Gunter said he feels that the only way the Trailer Park issue will get done is to petition the Court to change the ownership to the Town for administration. Mr. Brown said it is not the Town's responsibility and you, Manager Gunter have enough on your plate. Mr. Traverse said there is no way the Board wants to administer the Trailer Park. Mr. Richards stated the Park is a private organization and theirs to administer. He feels the State should come to the Board, invite Park residents, and discuss the Park future so everyone knows what is going on -- Park residents don't know where their tax money goes.

Permits for Food Trucks: The Zoning Board says there is nothing in their regulations to cover Food Truck permitting. It is within the Select Board's authority. Mr. Richards stated that if it is in the Board's purview, we need to come up with an ordinance/policy to govern permitting of Food Trucks. There was discussion re: where they can set up; under what circumstance(s); would they be in competition with local businesses; inside/outside the park.

Policy Update: Policy for Appointments with the Select Board

As part of the on-going Policy upgrade, the Board reviewed the "Selectmen's Policy on Appointments". The current one was approved in March of 1990. Mr. Traverse explained the minor changes, from 10 to 15 minutes for presentation; and from one to two weeks for the Board to review before decision. Mr. Brown **made a motion to accept the Selectmen's Policy on Appointments with stated changes;** seconded by Mr. Traverse and passed.

Parking Lot: There is not much different in the **Town Plan**; are waiting for the State to reply to is there anything new from them that is not included. Need to add **Food Truck Policy**. Should be hearing in a month or so about the **Adams Street Bridge Replacement Grant**. Need the grant to do the project -- it is too expensive (multi-millions); the Town cannot do the job alone. **Zoning Regulation Updates** is on hold until they have a printout; it will then come before the Board for approval

Board Roundtable: Manager Gunter reported the State recommends the Town update Salt Shed numbers and reapply for a grant; the cost has doubled, is now at \$700,000. Mr. Greenough said there is a local contractor that is tearing down a building that can be bought for \$25,000; do we want to take a look? Mr. Richards said, "we would be stupid not to"; to start the ball rolling to see what needs to be done to do it ourselves. There is \$60,000 in the Town Garage account for both salt shed and garage. Have to get the salt away from where it is (near the river). Mr. Brown said that high cost is ridiculous; have been spinning our wheels for three years. Mr. Traverse stated he does not want to reapply and there is no way he will pay \$700,000 for a salt shed. It is suggested to do some homework and re-visit the matter at a later date.

Mr. Brown said the bushes at the Memorial Park need to be trimmed. He expressed concern re: amount of overtime; will be in to discuss it with Manager Gunter

Review of Financial Reports: Mr. Brown **moved to pay the General Fund Warrant, \$179,146.77**; seconded by Mr. Greenough. This includes elevator payment. The motion carried with Mr. Traverse abstaining.

Mr. Brown **moved to pay the Payroll Warrant, \$42,512.58**; seconded by Mr. Greenough and passed with Mr. Traverse abstaining.

The **checkbook status** is, \$454,724.78

Executive Session: Mr. Traverse **moved the Board and Town Manager into executive session** at 8:55 pm to discuss Personnel: Labor Relations, 1 VSA ¶ 313 (a)(1); seconded by Mr. Brown and passed.

Manager Gunter will advertise for the open Select Board position

The Recording Secretary was excused at this time.

Out of **Executive Session** at 9:35 pm

Mr. Brown **moved to adjourn** at 9:36; seconded by Mr. Traverse and passed

Respectfully submitted: Claire Stanley

Glen Traverse, Select Board Clerk