

**TOWN OF FAIR HAVEN, VERMONT**  
**SELECTBOARD; Water and Sewer Commissioners; Liquor Commissioners;**  
**Cemetery Commissioners**  
**REGULAR Select Board Meeting**  
**Municipal Building, Fair Haven, VT -- July 14, 2020 -- 7:00 P.M.**

**UNAPPROVED MINUTES**

**Members Present:** Jeff Sheldon (via conference call), Bob Richards, Glen Traverse, Carol Egan

**Members Absent:** Jay Brown

**Others Present:** Town Manager Joseph Gunter, Recording Secretary Claire Stanley, Peter Laramie, Nate Saxton, Sean Galvin, Linda Barker, Pet Mayor Murfee, Erik Alling (via zoom meeting link).

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

Chairman Richards introduced Peter Laramie who is retiring after 36 years working for the Town of Fair Haven. Manager Gunter noted Peter served in many capacities beginning in the Town garage after his military service. He took on the position of Waste Water Plant Chief Officer in 1993 and served there to retirement. Along the way, Mr. Laramie received an Excellence Award from the U.S. Environmental Protection Agency and Excellence in the Wake of Hurricane Irene from the Green Mountain Water Environmental Association. Manager Gunter commented on Peter's enviable work ethic noting his knowledge, expertise and pleasant attitude -- he makes working at the Wastewater Treatment Plant "exciting". "I could not have worked with a better man". Mr. Laramie was presented with a plaque. Also the gift of a Peter Huntoon water color print of downtown Fair Haven and a 3 day weekend stay in Lake Placid. The Board offered him congratulations and good luck.

**Bike and Pedestrian Grant PUBLIC HEARING:** Chairman Richards opened the Public Hearing by introducing Erik Alling who reviewed the history of the Bike and Pedestrian grant scoping work done. He noted that 3 proposals were presented at a public hearing last August -- all were equally unpopular -- this is a 4<sup>th</sup> alternative to be considered. This option focuses only on pedestrian travel and not bikes; it includes crosswalk placement, bumpouts, grassy areas. There followed lengthy conversation exchanging ideas, possible loss of parking, noting areas of risk, need for sidewalk repair, ways to direct foot traffic to existing crosswalk and not crossing at the top of the hill. This 4<sup>th</sup> alternative is preferred by Board members and is the lowest cost as it includes less construction work. It focuses on the west side of Main Street. Mr. Traverse commented to include sidewalk repair on the east side as well, doing it all at one time using grant funds. Changes will be made to option 4 scoping alternative and be presented at a hopefully better attended Public Hearing in four weeks. Mr. Alling asked that any further ideas / changes be forwarded to him to be included. The Public Hearing was adjourned.

**Amendments to the Agenda:** Mr. Traverse **moved to add to New Business**, request for Transfer Station credit account; received tax rate numbers from the State; seconded by Ms. Egan and passed.

**Approval of Minutes:** Mr. Traverse made a **motion to approve the minutes of the June 30, 2020 meeting**; seconded by Ms. Egan and passed.

**Five Minutes for Public Comment:** The Board heard from Sean Galvin who was appointed to the Rescue Squad Board of Directors last fall. He reported that someone quit without notice shortly after his appointment, and the Board asked him to take on that position as well finding a completely different point of view from each position. He found procedures lacking -- no vehicle maintenance or replacement plan, no training, no supply inventory, revenue was not covering expenses. With Covid-19, call volume decreased and billable revenue dropped dramatically. Mr. Galvin has implemented improvements including a plan to do transfers; has hired staff including a paramedic; hired an outside firm to handle the complicated medical/insurance billing (that has made a huge positive difference). He has seen improvements; plans to reach out to college student EMT's and provide housing; get a doctor involved for staff support; have decided to not bill for lift assists and refusals; has applied for and received two Federal Covid-19 grants; it is expected that FEMA will pay for overtime incurred during the pandemic. It is Mr. Galvin's intention to soon be working only 20 hours/week, having taken on this position after retiring from previous employment; he presented a letter of resignation from the Squad Board to that end. He has reached out to someone for this Board to consider for the position on the Rescue Squad Board of Directors. Chairman Richards stated that as with all open positions, this will be advertised. The Board thanked Mr. Galvin for his successful efforts in "turning things around".

**Department Head Reports:** Nate Saxton, Dept. of Public Works reported:

- \* Have six manholes left to do before street paving begins
- \* Continue with day to day maintenance -- servicing phone calls
- \* There is no definite date for when street paving will start
- \* Have received very little complaint re: the State paving Rte. 22A project

**Town Manager Report & Communications:** Manager Gunter reported:

- \* A letter from Kandi Ramey, Furnace Street is in members' packets
- \* Donny Howard sent thanks to Manager Gunter and Board members for hearing drainage concerns re: Furnace Street and taking action to address the issues
- \* The Mechanic Street sidewalk project is finished today; came in \$200,000 under budget; there were four change orders; most folks seem please with the work
- \* Have unlocked the Air Park gate
- \* Have sold some sidewalk slate
- \* Have not forgotten about the tasks spreadsheet presented by Ms. Egan
- \* Replacing the Fire Dept. beam is expected to cost \$40,000 to \$45,000
- \* The USDA has increased the grant for the Municipal building project by \$50,000

- \* A direct mailing will go out to businesses about the 1 to 1 match business grant(s)
- \* Chairman Richards inquired why employees at the Transfer Station are not wearing masks
- \* Ms. Egan commented re: smoking at the Transfer Station
- \* At Mr. Traverse's request, a schedule of streets to be paved will be drafted

### **OLD BUSINESS:**

**Fuel Tank Payment:** The contractor has requested \$17,000 down payment; parts have been ordered; will start work soon. Mr. Traverse **made a motion to pay the full amount, not to exceed \$33,000 from the Municipal Building Capital Reserve Fund** for purchase and installation of an underground fuel tank at the Municipal Building; seconded by Ms. Egan. This money will be re-imbursed when grant funds are received. The motion carried.

### **NEW BUSINESS**

**DPW Capital Improvement Plan -- Truck Purchase:** In keeping with the Capital Improvement Plan, the 2006 F350 is due for replacement. Three proposals were presented; there is \$82,000 in the reserve account. Discussion included: cost difference in proposals; different uses; other recently purchased equipment; the next replacement on the improvement plan is in 2026. Mr. Traverse **made a motion to purchase the Chevrolet 3500 HD with plow and body not to exceed \$63,525;** seconded by Ms. Egan. DPW will install the plow; the other truck will be sold. The motion carried with Mr. Sheldon dissenting.

Mr. Traverse **made a motion to take \$12,500 from the DPW Capital Reserve Fund for the down payment;** seconded by Ms. Egan. The remainder will be financed at 2 ½ %. The motion carried with Mr. Sheldon dissenting.

**Transfer Station Credit:** Mr. Sheldon **made a motion to grant a Transfer Station credit account** as requested by Mr. Mike Morgan; seconded by Mr. Traverse. Application is in order; have references. The motion carried.

Nate Saxton suggested changing Transfer Station punch cards to \$1. per punch (losing income with the \$2. punch).

Nate Saxton suggested to consider installing permanent tables in the Park; could include chess, checkers, tic tac toe.

**Municipal Fiscal Year 2020-2021 Tax Rate:** A sheet (in members' packets) showing the breakdown of the Tax Rate data was discussed. A letter is drafted for residents explaining what has happened and that a supplement billing will be forthcoming. Mr. Traverse **made a motion to accept the Municipal Tax Rate Data** as follows:

Total Interim Homestead Tax Rate = \$1.9848

Total Interim Non-residential Tax Rate = 2.5631

The motion was seconded by Ms. Egan and passed.

**Parking Lot:** Mr. Traverse asked that “update personnel policy” be on the next agenda.

**Board Roundtable:** Mr. Traverse commented that there is a pile of milling at the Air Park that is unattractive for public use of the space. It is meant to be used as a base for the proposed salt shed. All field study and permits will not be ready before end of year or next spring.

Chairman Richards stated that the Kendall family reported there were two/three couples shooting at the Air Park on Sunday. They were polite and did all necessary precautions they should. Discussion included: is shooting permitted at the Air Park; permitted Town/Village limits; can some kind of bunker be made; limit use to residents; is there an ordinance; members are asked to think of ideas.

Manager Gunter noted that on the east side of the Park, across from the Bank, a tree stump is left after a dead tree was removed. Does the Board wish to grind the stump and replace the tree. Mrs. Stanley volunteered to reach out to find someone that can do the job.

Mrs. Stanley reported there is a large dead maple tree on the corner of Adams and Marble Streets, across from the Fair Haven Inn. It could be cut down while the wood is still useful for winter heating.

**Review of Financial Reports:** The checkbook status is \$173,100.05

Mr. Sheldon **moved to approve payment of the Payroll warrant for \$30,812.86;** seconded by Mr. Mr. Traverse and passed unanimously.

Mr. Sheldon **moved to approve payment of the General Fund Warrants of \$136,986.43;** seconded by Mr. Traverse and passed.

Mr. Traverse moved to **adjourn** at 9:25 p.m.; seconded by Ms. Egan and passed.

Respectfully submitted,  
Claire L. Stanley

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Jeff Sheldon, Board Clerk