

TOWN OF FAIR HAVEN, VERMONT
Selectboard, Water & Sewer Commissioners, Liquor Commissioners, Cemetery Commissioners
Tuesday, July 26, 2022 – 6:30 PM Agenda
Zoom Meeting Link: <https://us02web.zoom.us/j/84070211170>
Phone: 1 929 205 6099 | Meeting ID: 840 7021 1170

UNAPPROVED MINUTES

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

Others Present: Town Manager Joe Gunter, Recording Secretary Claire Stanley, Jim Britt (PEG TV), John Lulek, Chadd Viger, Lillian E. Billewicz, Cindy Pritchard, Lorraine Brown, Judi Sutherland, Police Officer Dale Kerber, Rod Holzworth, II, Dept. of Public Works (DPW) Supt. Aaron Kerber, Bonnie Rosati

Call to Order: Chairman Bob Richards called the meeting to order at 6:30 p.m. and led the assembly in reciting the Pledge of Allegiance to the Flag.

Public Hearing for Sidewalk Improvements: Handouts showing the proposed Downtown Pedestrian Improvements plan were available and projected on a screen. Manager Gunter reported that the Town received a \$390,000 grant -- \$99,500 match, for the sidewalks and crosswalks improvement. The plan replaces sidewalks from Dollar General to the Wooden Soldier at corner of Main and Liberty Streets. Also involves improvements on the West side of Main Street from the Park to Dunkin Donuts. There is no loss of parking spaces. These are improvements wanted since a Revitalization study done in 1980. The improvements would slow traffic, draw folks to downtown, bring new business to the area, allow safer access to businesses, and make the space safer for pedestrians. Ms. Billewicz presented a petition and reiterated opposition to the project stating it is not time to spend money on new projects; that other sidewalks in Town need attention; are opposed to removing trees; do not like outside engineers telling them what to do. Ms. Lorraine Brown stated she owns a downtown building and feels this improvement project would make a world of positive difference. Ms. Cindy Pritchard, downtown business owner stated this proposed improvement is badly needed, that the reason Fair Haven is in disrepair is because nothing has been done. Judi Sutherland said the trees are not maintained and are causing sidewalk damage. Chairman Richards stated this project would make downtown much safer by improving crosswalks and slowing traffic. Mr. Viger asked if there would be lights at crosswalks. The plan includes sidewalk lighting. There was conversation presenting ideas, pros/cons to the project.

The **hearing closed** at 6:55 p.m.

Amendments to the Agenda: Mr. Traverse **made a motion to add** "Special Event Permit" to New Business; seconded by Mr. Greenough and passed.

Approval of Minutes of May 17, 2022: Mr. Traverse moved to **approve the Minutes of the July 12, 2022**, meeting; seconded by Mr. Brown and passed

Appointments with Individuals Interested in Being on the Selectboard: Board members agreed to hear from candidates, why they are interested in the position; would then deliberate in executive session and make their choice in public. Mrs. Stanley asked to have her name withdrawn.

Mr. John Lulek stated he served on the Board for many years in the past, has experience. He feels he has information on issues that are going on and could contribute.

Ms. Bonnie Rosati said she served a year in the past. She is aware of and has opinions on issues now before the Board and could offer insight. She feels she could make a contribution.

Mr. Chadd Viger stated he has lived in Fair Haven for 10 years, has two school aged children. He has an interest in the Town and is driven to help and serve people.

Members will deliberate in executive session and will publish their decision. Members thanked the candidates for their interest.

Five Minutes for Public Comment: Ms. Rosati reminded that **National Night Out** is Tuesday, August 2, 2022, from 6 to 8 p.m. in the park. She noted the event will be quite different this year.

Department Head Reports: Dept. of Public Works (DPW) Supt. Aaron Kerber reported:

- * Pike did the milling work on Fourth and Furnace Streets last week
- * Determined that six (6) manholes need attention that will be done after base coat of paving is applied, and before the shim coat to assure best result
- * Next week the focus will be on roadside mowing
- * Are starting prep for crosswalk painting
- * Expect to work on the Caernarvon Street water main tomorrow, hoping to get it done before school starts -- still waiting for parts. Supt. Kerber is asked to alert the school of possible delay
- * The **Water Dept.** continues daily meter readings
- * Shut off notices went out today
- * Are finishing punch list items to the inside and outside of buildings, including painting
- * The VLCT grant covered the entire cost of the Loss Prevention Program this year. Will use the funds to purchase new visible signage (Road Work Ahead, etc.); an automatic crane that will be mounted on to the sewer truck.

Mr. Brown said he thinks Furnace Street was not milled low enough in the center of the Street. Supt. Kerber said the paving will address this issue

Police Officer Dale Kerber reported that Chief Humphries wished to recognize and offer kudos to Officer Sean Hewitt who responded to a call re: a man seen crawling in the road. Officer Kerber rescued him successfully from several feet into tall grass/bushes and made arrangements to get medical care for him for what was determined to be a broken hip.

Town Manager Joe Gunter reported:

- * Congratulations to Eileen Richards who has completed one year in the Office Assistant position
- * We should find out August 12th the status of the DOT grant for the Adams Street Bridge project
- * Expect to meet with the Housing Trust Authority on Friday -- time to be determined

- * Received an e-mail from the State -- water payment for the Green Mtn. Mobile Home Park will be direct deposited in two days
 - * The State is having difficulty getting residents to sign on to the program
- Chairman Richards asks to have a breakdown of individual and park tax amounts due
- * Representative Peter Welch did get ADA Town Hall upgrade funds included in the federal budget
 - * There will be a **Car Show** in the Park this Saturday
 - * Water shut offs begin this week
 - * An event to celebrate the new playground will take place on August 20th, 11:00 a.m. to 2:00 p.m. Former Pet Mayor Murphee is expected to be in attendance
 - * Are trying 10-hour workday, 4 day week, for the rest of the summer. Other Towns have found this successful -- go back to regular hours for winter. Mr. Brown feels it is a bad idea -- if there is a water break on a Friday, would need to pay overtime, defeating the purpose. Mr. Greenough found 10-hour workdays were very successful with his crews. Supt. Kerber feels the crew could get more work done citing less worksite setup and breakdown. He will keep track of work to determine status. Mr. Traverse qualified his support with seeing how it works out. Mr. Greenough noted there are only five weeks left -- thinks they can make it work. Chairman Richards reported he has worked 10-hour days and liked it; the bottom line is that it is not the Board's bailiwick.
 - * Manager Gunter stated that downtown improvement items cited in the Downtown Pedestrian Improvement Project are not something "dreamed up by Joe". Residents have been wanting these improvements for 42 years, since the 1980 Revitalization Study. Listed as priority items in the 1980 Revitalization Study, under Local Priority include: inadequate street lighting; redesign South Park Place for pedestrian safety; poorly marked pedestrian crosswalks; traffic is too fast; poorly maintained, deteriorating sidewalks; no bicycle parking; West Park Place in poor condition. Discussion followed re: at the time they were planted, trees were expected to be maintained and pruned by other than Town crew; possibly using flashing caution lights to slow traffic; try for a 25 MPH speed limit; will review the ordinance; may include 25 MPH limit on the November ballot.

OLD BUSINESS: Salt Shed Discussion

Information was included in members' packets. To be financially feasible, a salt shed would have to be built for \$119,136 or less; there is no need for further wetland permitting, only to inform them of the change; the 3 year history of the project was discussed; originally was planned to house both salt and sand; have to move from the current location near the river; that no way does the Board want to spend \$700,000 for a salt shed. Mr. Greenough stated that given the makeup of the ground (clay), muddy, would not hold up to heavy traffic, the base needs to be very rugged. The Board and Manager Gunter will keep looking for alternatives, get creative and find a solution.

Treasurer Appointment: Mr. Brown **made a motion to appoint Tracy Richards** as Town Treasurer; seconded by Mr. Traverse. It was determined that there is no conflict of interest since that position does not deal with the Board. Mr. Traverse will orient her to the job needs. The motion carried with Chairman Richards abstaining.

NEW BUSINESS

Chemical Tank Purchase: Supt. Kerber stated he got three estimates. The preferred quote is \$16,200 each; there might be extra cost for hazardous disposal. Mr. Brown **made a motion to spend**

no more than \$35,000 for the purchase of two Water Dept. chemical tanks; the amount to be paid from the Water Capital Reserve fund; seconded by Mr. Traverse. There is a 10 to 12 week lead time for delivery. The motion carried.

Mower Purchase: Supt. Kerber stated he got five estimates and explained the cost differences. The preferred is from Young's Farm Equipment, \$15,679.20, with trade. He explained the current one is a 12 year old Skag. The new one is also a Skag; the current bagger will fit on the new one and will be kept; there is no lead time after order for delivery. Mr. Traverse **made a motion to accept the bid from Young's Farm Equipment** of \$15,679.20, with trade for purchase of a Skag mower; seconded by Mr. Brown and passed.

Imaging Sewer lines Discussion: This process is running a camera through sewer lines to determine the status, how infrastructure is holding up. The Main Street paving has been backed up to 2025 allowing more time, but it should be done before paving. Green Mountain Pipeline can do the proposed Streets for \$22,000. Mr. Brown **made a motion to hire Green Mountain Pipeline** to camera scope the designated street(s) sewer lines, not to exceed \$24,000; seconded by Mr. Traverse and passed.

Cemetery Deeds: Mr. Traverse **moved to approve the sale of Cemetery lots 79, 80 and 81 in section 11 of Cedar Grove Cemetery** as requested by George T. Sheldrick; seconded by Mr. Brown and passed. Members signed the document.

Mr. Traverse **moved to approve the sale of Cemetery lot 87 in section 11 of Cedar Grove Cemetery** as requested by Mary Louise Soulia; seconded by Mr. Greenough and passed. Members signed the document.

Food Truck Permit: It appears that the current ordinance covers Food Trucks

Sidewalk Plow Purchase/Discussion: Manager Gunter noted there have been problems with sidewalk snow removal tearing up grass and damaging fences. We want to do better. Supt. Kerber explained the dimensions of proposed plow noting this is designed to plow sidewalks, to do what we need it to do. In the past equipment was purchased with the idea we could make it work. Manager Gunter and Supt. Kerber made a site visit to see the machine; explained the reduction in width; cost is \$18,750 delivered. Mr. Greenough asked could some/any equipment be sold to compensate for cost. Supt. Kerber said he could sell the V-plow and one of the snow blowers. Mr. Traverse **made a motion to purchase the sidewalk plow not to exceed \$18,750** to be paid from the Public Works Equipment fund. The motion was seconded by Mr. Greenough on the condition that equipment not used would be sold. The motion carried, 3 yes; Mr. Brown voted no.

Waterline Bond Vote: A \$1.3 million bond is needed for waterline improvement/replacement in downtown Main Street, and a section of Washington Street before the State paving project now expected in 2025 allowing more time to prepare. Discussion included that grants are available to Towns for water projects; it is difficult to ask voters for a bond after the request for the sewer plant; should take an inventory to determine if other lines need repair to be included in this project.

Special Event Permit: Mr. Traverse **made a motion to approve a Special Event Permit** as requested by High Rows LLC; seconded by Mr. Brown. The event is a wine tasting to be held August 19th in the Park. The motion carried.

Parking Lot: Remove **Food Truck Permitting; Zoning Regulation Updates** are moving along; have received a list of items to address in the **Town Plan**.

Board Roundtable: Mr. Greenough stated we should be doing something serious to address roadside mowing other than renting equipment for one week. He does not think the job can be done in one week and agrees mowing can/should be done twice per season. *He reported having made a site visit to the new sewer plant and was impressed with the good job done. It is a good installation.

Mr. Brown commented he wants to see the Union Contract section 205 re: break time be enforced.

Mr. Traverse reported receiving a complaint re: loud noise on Second Street. He told them they should start by talking with the neighbor first; if the noise persists, notify the police

At Chairman Richard's inquiry, the fountain was drained, and the pump replaced. Now in working condition. * He reported activity at Cedar Grove Cemetery late, late at night. *Police addressed the calls re: fireworks

Review of Financial Reports: Mr. Brown **moved to pay the General Fund Warrant, \$678,498.61;** seconded by Mr. Greenough and passed with Mr. Traverse abstaining.

Mr. Brown **moved to pay the Payroll Warrant, \$39,359.41;** seconded by Mr. Greenough and passed with Mr. Traverse abstaining.

The **checkbook status** is, \$738,054.37

Executive Session: Mr. Traverse **moved the Board and Town Manager into executive session** at 9:08 pm to discuss Personnel: Labor Relations, 1 VSA ¶ 313 (a)(1); seconded by Mr. Brown and passed.

The Recording Secretary was excused at this time.

The Board came out of executive session at 9:30 pm

Mr. Traverse motioned to appoint Chadd Viger to the selectboard; seconded by Mr. Brown. The Board felt Mr. Viger's experience and current community involvement will make him an asset to the town as a Selectboard member. The motion carried.

Motion was made and seconded to **adjourn** at 9:34 pm

Respectfully submitted: Claire Stanley

Glen Traverse, Board Clerk