

**TOWN OF FAIR HAVEN, VERMONT**

**SELECTBOARD; Water and Sewer Commissioners; Liquor Commissioners; Cemetery Commissioners**  
**Municipal Building, Fair Haven, VT – August 10, 2021 -- 7:00 P.M. -- REGULAR Meeting**  
**Zoom Meeting Link: <https://us02web.zoom.us/j/81679208990>**  
**Phone: 1 929 205 6099 | Meeting ID: 816 7920 8990**

**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, Deborah Fallon, Jim Britt, Peg TV, Jay Brown, Kevin Durkee, Johnathan Billewicz, Frank Trombetta, Laura Merone-Walsh

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

**Amendments to the Agenda:** Mr. Sheldon moved to add *Water Abatement Request* and *Water Payment Agreement* to NEW BUSINESS, seconded by Mr. Holzworth and passed unanimously.

**Approval of Minutes of July 27, 2021:** Mr. Traverse moved to approve the Minutes of the July 27, 2021 meeting as written; seconded by Mr. Sheldon and passed unanimously.

**Five Minutes for Public Comment:** Mr. Johnathan Billewicz suggests that when the Board will be reviewing a Policy, said policy be posted on social media for public comment.

At Mr. Jay Brown's inquiry, the catch basin paving at the corner of West and Washington Street will be done professionally, not by the Town DPW to achieve a better outcome blending new to existing pavement. Paving is expected to begin September 15<sup>th</sup>.

Mr. Jay Brown commented after reading an article in the newspaper, why is the Chairman trying to stop development? Was there a settlement? If so, how much? Chairman Cole has no comment. Manager Gunter stated there was a settlement. Mr. Brown stated the Chairman should resign; this was an insult to both the Planning and Zoning committees. Chairman Cole noted the comments are appreciated.

At Mr. Billewicz' inquiry, yes infrastructure is being checked before paving of streets. This is being done including manholes and catch basins adjusted; water flow mitigation on Furnace Street, etc. The State intends to pave downtown Fair Haven in 2024.

**Department Head Reports:** Town Manager Gunter reported:

- \* Police report in members' packets
- \* Today is Police Chief Humphries 51<sup>st</sup> birthday
- \* School Resource Officer (SRO) Edward Hunter has completed his 3<sup>rd</sup> year with the Dept.

- \* Ptl. Michael Hoffman has completed his 6<sup>th</sup> year with the Dept.
- \* There were 8 incidents including: speeding; leaving the scene of motor vehicle accident; petit larceny; simple assault
- \* Took possession of 2017 Ford Explorer with 17,000 miles for \$16,500. Thank you for support to upgrade the Dept. fleet
- \* All radios from Homeland Security grant are received and installed. Fingerprint machine also from a grant, is still on order
- \* Continue issuing junk violations on Adams Street and Edgewood Drive
- \* Assisted VT. State Police with a road rage incident
- \* Mr. Holzworth asks to look into the 911 dispatch issue; any chance of getting a VT. dispatch center
- \* Mr. Billewicz reported there are no foot patrols downtown
- \* Supt. of Public Works Aaron Kerber is on vacation
- \* Downtown striping is done; will continue later this month. There was question re: quality of paint used and its application
- \* Have rented a roadside mower -- \$1,600/wk. Working the roadsides this week.
- \* Continue brush cutting
- \* Because of rain, continue grading pot holes

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

- \* The Economic Development Committee joined "Main Street America" that is offering grants. With the Boards' guidance, will apply for a \$35,000 no match grant for 10 downtown light poles and cameras placed on the pole tops. Mr. Holzworth commented a policy is needed to determine who has access to camera images. The Police Dept. intends camera footage will not be released. There will be a letter of support from The Economic Development Committee for signature.
- \* The Parade committee met yesterday; there is no support for a parade in conjunction with AppleFest. The committee will focus on a Memorial Day parade.
- \* New phones go in on the 17<sup>th</sup> with a cost savings of \$300./month
- \* There were no applications for the Business Expansion program this year
- \* The Grape Street trailer appeal will be heard on the 23<sup>rd</sup>
- \* The Dog Park received local permits -- waiting for the State and Army Corps of Engineers
- \* Water shutoffs started today
- \* Four of the six tax sales remain unresolved
- \* Met with Probate; received permission to auction off the house at 12 South Main Street
- \* Received the \$390,000 downtown sidewalk grant; need to discuss the \$100,000 grant match

**OLD BUSINESS**

**Park and Ride Review and Approval of Design -- Midway Oil Appointment:** A handout (in packets) showing changes made after two public hearings that include: two more handicap stalls; canon will remain in place; two mid-median crossings; bollard to replace curbing near the gas station; angled rain garden (median) curbing. Mr. Trombetta and Ms. Walsh expressed concern that the one-way traffic and angled parking would negatively impact their business.

The project engineers were made aware of these concerns on a ZOOM meeting. Lengthy discussion followed including: The public hearings were well advertised; Mr. Holzworth said he would support straight in parking; the plan does not allow for expansion for drive thru service; will review option for two-way traffic on south side of space; will meet with engineers to solidify the requested points. Board approval design will wait to the next meeting as information from engineers is gathered.

**20-Minute Parking on North Park Place Request:** The homeowner at 1 North Park Place requests 20-minute parking from Main Street to the corner of Caernarvon Street as it blocks his driveway view of on-coming traffic. Mr. Traverse feels there is no need for another ordinance -- only need to talk to the school re: use of the school parking lot. Mr. Holzworth said you can't stop rude behavior -- it is rude to block someone's driveway. Manager Gunter will reach out to the school while also re-writing the policy for discussion -- perhaps consider hashing the street corner.

**Appointment to the Planning Commission -- Deborah Fallon:** Manager Gunter reported receipt today of resignation letter from William Wells who is relocating to South Carolina. Mr. Traverse **made a motion to accept with regret** the resignation of William Wells from the Planning Commission; seconded by Mr. Sheldon. His service is greatly appreciated. The motion carried unanimously

Mr. Traverse **made a motion to appoint Deborah Fallon** to the Planning Commission; seconded; by Mr. Sheldon and passed unanimously.

**Water Abatement Request:** A letter was received from Nicole Chorneyei requesting abatement of her water bill to the average of the last two year's billing. The last bill is for \$6,889.74. The unusual circumstance is a long feeder line that goes through a neighbor's property and are unable to get an easement to dig to make repairs. Weekly meter readings alerted a leak; six letters were sent (one included in the water bill) which Ms. Chorneyei said were not received. Lengthy discussion followed including: empathy is felt for the (new) homeowner; they can reach out for COVID relief funding help; options for proceeding; need to follow policy; need plan for a real solution; want to have homeowner attend a meeting before doing anything. Water shutoff will not occur while the Board is considering the issue.

**Water Payment Agreement Request:** A Caernarvon Street property owner requests to enter into a payment agreement to satisfy the \$1200 water/sewer bill. He had an agreement last October (paid off); the policy allows only one agreement per year; the Town cannot wait until October without shutoff. This person said he would attend this meeting and is not here. This person also can reach out for COVID relief. Ms. Egan stated the policy should be followed -- it's a guide to how the Board is able to treat everybody equally. Mr. Traverse **made a motion to deny** the request for water/sewer payment agreement as recommended by Manager Gunter; seconded by Mr. Sheldon. This property owner can enter into an agreement next October. The motion carried with Mr. Holzworth dissenting.

**Policy Review -- After Hours Vehicle -- Review Edits:** Copies in members' packets. At Mr. Holzworth's inquiry, Manager Gunter stated it is possible to track and monitor to whom permission is given to drive vehicle home. Mr. Holzworth noted there would be comments from the public re: seeing a Town vehicle being driven home after hours and the need to be able to answer these questions. A sentence was added stating, the Town Manager may approve and shall monitor said use. Mr. Traverse **made a motion to approve the After Hours Vehicle** policy with corrections noted at this meeting; seconded by Mr. Holzworth and passed unanimously. A "clean" copy will be available for members' signature.

**Parking Lot:** Mr. Traverse suggests adding **Munger Road** for addressing on-going issues there.

**Round Table:** Ms. Egan commented it is necessary to be conscientious to listen and not interrupt during Board discussion -- if talking, one is not listening.

She was contacted that there is a speeding issue on West Street and there should be more police presence there.

Mr. Sheldon asked that the quality of street striping paint and its application be checked to make sure they used the "good stuff", and in sufficient amounts as requested. Mr. Holzworth asked if there is a standard for paint used. Yes.

Mr. Traverse reported someone contacted him to say the bushes at the Memorial Park have grown too large and block traffic view.

Someone asked Mr. Traverse what is the status of the fire station ceiling tile repair. Manager Gunter will investigate. The beam issue is not finished.

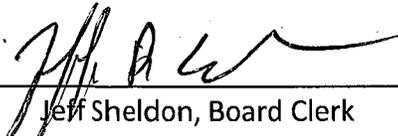
**Review of Financial Reports:** Checkbook Status: \$484,903.21

Mr. Sheldon **moved to approve payment of the Payroll warrant for \$36,494.37**; seconded by Mr. Holzworth for discussion. The warrant seems artificially high the last few months; cannot reconcile with the statement. Included are check totals -- electronic deposits are another line; summer hires, some overtime and double (new) clerical hire. He requests an analysis of the warrant(s). The motion carried unanimously.

Mr. Sheldon **moved to approve payment of the General Fund Warrants of \$64,057.52**; seconded by Mr. Holzworth and passed unanimously.

Mr. Traverse made a motion to **adjourn** at 9:07 p.m.; seconded by Ms. Egan and passed.

Respectfully submitted,  
Claire L. Stanley

  
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Jeff Sheldon, Board Clerk