

## TOWN OF FAIR HAVEN, VERMONT

SELECTBOARD; Water and Sewer Commissioners; Liquor Commissioners; Cemetery Commissioners  
Municipal Building, Fair Haven, VT – September 21, 2021 -- 7:00 P.M. -- REGULAR Meeting

Zoom Meeting Link: <https://us02web.zoom.us/j/82730879066>

Phone: 1 929 205 6099 | Meeting ID: 827 3087 9066

### UNAPPROVED MINUTES

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

**Others Present:** Town Manager Joseph Gunter, Recording Secretary Claire Stanley, Jim Britt, Peg TV, Health Officer John Lulek, Linda Barker, Deborah Fallon, Linda Sienkiewicz, Chuck Delaney, Mary McNeil, A. Wiskoski, Judith Wiskoski, Lori Kelton, Ron Kelton, Johnathan Billewicz, Wanda McNew, Heather Ikerd, Kevin Durkee, Lorraine Brown, Kathy Stanley (on phone), Frank Trombetta, Laura Marone-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. Traverse **moved to add** “Labor Relations” to Executive Session; seconded by Mr. Holzworth and passed

**Approval of Minutes of July 27, 2021:** Mr. Traverse **moved to approve the Minutes of the September 7, 2021 meeting** as written; seconded by Ms. Egan and passed unanimously.

**Dog Park:** Chairman Cole noted this discussion was to be related to the Dog Park permit only. Manager Gunter reported the final cost of the Dog Park permit is \$8,645.25 and there are no good options to pay -- offering four possible options. 1) to overspend the Air Park fund; 2) use the Grant Match fund (inappropriate); 3) use existing Dog Park funds; 4) a combination of funds. Ms. Fallon stated since the money needs to be included with the permit -- there is no time to fund raise; existing funds were raised for play area structure and feel it is not appropriate to divert it for permit fee. The committee did not know how expensive it would be during the fundraising process; feel Manager Gunter should have found out the cost earlier in the process. Worked with the State Wetlands representative Zapata Courage and Town Manager; feel communication with Manager Gunter was unclear; have not done anything different yet that impacts wetland. Chairman Cole asked for Board members' input. Mr. Holzworth feels \$8600 is an egregious change of use fee; do not understand the wetland impact for activities allowed in the past; feels this does not fall in tax payer funding. Ms. Egan feels the Board was naïve in not giving thought to high permit fee and how to pay it; people really want the Dog Park, while other folks would not want to use taxpayer money to pay the fee. Mr. Traverse recalled location issues and did not think ahead far enough as to how much and how to pay. Mr. Sheldon noted all are frustrated with the way the State is applying rules; would like a breakdown of permit cost numbers (cost for individual areas/activities). All agree \$8645.25 is extreme; the area was regularly mowed in the past; there are fines for noncompliance. Mr. Sheldon feels the project is so far down the road -- have to finish; carefully include everything in the application so as to not

go through this process again. Manager Gunter is asked to get clarification; get scope of the project; why is 9700 square feet considered impacted wetland. Mr. Traverse suggests taking a deep breath/slow down. Ms. Egan noted the amount of time devoted to this issue; there are other matters that need attention; when information is gathered, perhaps a special meeting could be scheduled.

**Meeting with Trailer Park residents:** Manager Gunter stated Green Mountain Mobil Home Park received \$10,000 in aid for payment of back water bills, not \$30,000 as was reported at the last meeting. There is not much change in the situation. The owner has applied for VCAAP (VT COVID-19 Arrearage Assistance Program) grant; it sounds like they will pay the delinquent water bill. Mr. Delaney reported he has a certified person ready to do the work of repairing the leak(s). Town is waiting for VCAAP confirmation of payment; if arrears are paid and residents are working on future improvement(s) water will not be shut off. Residents are reminded to consider the impact of the large tax bill and impending tax sale. Mr. Delaney questioned why it is so high since many residents own their own homes. Land is taxed separately from homes; he needs to talk with the Listers. Will continue to work with the State to find grant funds. The owner has to give notice to the Town when water needs to be shut off for repair; also need to notify the Health officer because there are residents with health issues. Chairman Cole asked for meter readings to track impact of repairs.

**Five Minutes for Public Comment:** None

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

- \* Police Chief Humphries will be on vacation from 9/24/21 to 10/11/21. Sargent Kerber will be in charge
- \* Will be working the Benson Haunted Hayride again this year
- \* The Road construction detail is finished; billed \$3830.
- \* Hired part time Level 3 Officer Chris Devito
- \* Approved new Use of Force policy
- \* Waiting for technician to install the new fingerprint machine
- \* Finishing Furnace Street water mitigation work (dry wells)
- \* Did repairs to culvert near Marhar road
- \* Continue grading as necessary
- \* Working on fall equipment maintenance -- oil undercoating
- \* Working on doing ditching on Bigelow Hill and Sheldon Road
- \* Hydrant flushing is done; no problems found
- \* Found a small leak at the end of the Adams Street Bridge water line; the sewer line is good
- \* The Sewer Plant work is going well
- \* Sewer line flushing is scheduled for next week

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

- \* Need a designee to vote at Annual PACIF meeting. Mr. Traverse volunteered to participate in a ZOOM (on line) setting

- \* Have received several inquiries re: the Electric Charging Station(s). Gr. Mtn. Power has removed their stations; waiting for Bing Co. to install new (free) ones
- \* Received a letter from a neighbor of 10/12 Adams Street complaining about junk/garbage/odor issues there. Manager contacted them for more information of situation. There will be a meeting with the Health Officer to determine going to the next step. The homeowners have not responded to requests to clean up the premises.
- \* There was discussion re: work to be done on Bigelow Hill. Have reached out to the State that wants work done that is mostly deemed unnecessary. More to come.
- \* Have received \$763,756 from American Recovery Plan Act (ARPA) fund. Need to start conversation to determine how to spend the funds/what are regulations/restrictions -- have until Sept. of 2024
- \* The USDA (grant funding source) has approved the Town Hall renovation contractor; can start construction in October
- \* The Salt Shed documents are finalized
- \* Talked with Senator Kesharam Hinsdale Economic Development Corp. re: how the State can help with housing by loosening some Act 250 regulations. No movement has been made

## OLD BUSINESS

**Park and Ride / Park Lighting Plan Approval:** Manager Gunter presented a handout (in members' packets) of the final revised design to the Park and Ride. Both Mr. Trombetta and Ms. Marone-Walsh find it satisfactory. The plan includes 8 handicapped parking spaces; canon will not be moved; two raingarden crossings; and 22' x 9' parking spaces along with two-way traffic on the south side of the space. Mr. Traverse **made a motion to accept** Alternate A of the final design from Dubois and King; seconded by Ms. Egan. Construction is expected sometime in 2023. The Town is coordinating with Poultney Mettowee who are working on storm water drainage to a West Park Place property. Supt. Kerber is working with Manager Gunter to prepare a plan for working on a water line under Main Street before the 2024 paving; the motion carried unanimously.

Mr. Traverse **made a motion to approve** Alternate A Park lighting plan final design from Dubois and King; seconded by Mr. Holzworth. Mr. Holzworth suggests, while digging is in progress to install, at least, conduit for future other lighting, electrical, cameras installation projects. The grant pays for lighting Park paths only; any other work is at Town's expense. The motion carried unanimously

## NEW BUSINESS

**Sand and Gravel Bids:** Bids were received late Friday. Mr. Traverse **made a motion to offer the sand contract to Pike Industries** accepting their bid of \$15.40/ton delivered as recommended by Supt. Kerber; seconded by Ms. Egan and passed unanimously.

Mr. Traverse **made a motion to offer the gravel contract to Cassella Construction Corp.** accepting their bid for ¾" gravel for \$11.45/ton; 1 ½" gravel for \$12.20/ton, delivered. The motion was seconded by Ms. Egan and carried unanimously.

**Fuel Bids:** Fuel oil bids were received today. Mr. Traverse **made a motion to offer the fuel oil contract to Champlain Valley Fuels** accepting their bid of \$2.42/gal. capped, delivered; seconded by Ms. Egan and passed unanimously.

**Build Back Better (BBB) Recreation and Tourism:** Manager Gunter stated with all the Federal funds available, he feels he is not doing his job if not applying for grants. He requests permission to write and submit two (2) 100% grants to improve bike and hike trails; and to pay to move the Town garage and convert that space to a park, amphitheater and walking trails. The Board agrees.

**Letter Appointing Town Manager to The BUS Board:** Mr. Sheldon **made a motion to sign the letter** appointing the Town Manager to The Bus board; seconded by Mr. Traverse and passed unanimously.

**Salt Shed Grant #2 and Matching Funds:** Manager Gunter reported the price of the salt structure has gone up 50%. Mr. Traverse **made a motion to approve not to exceed \$20,000 from the Grant Match Account** to receive an \$80,000 grant; seconded by Mr. Holzworth. Can apply to Environmental Mitigation sources. The motion carried unanimously.

**Transfer Station Credit Request:** Mr. Sheldon **moved to approve a Transfer Station Credit application** as requested by Sbardella Slate, Inc; seconded by Mr. Traverse. There are no outstanding fees; letters of reference were submitted. The motion carried unanimously.

**Approval of the Highway Safety Grant:** Mr. Traverse **made a motion for temporary approval** of the \$10,000 Highway Safety Grant; seconded by Mr. Sheldon. There are no changes; the contract will be received shortly; a letter from the Sheriff Dept. will accompany the application. The motion carried unanimously.

**Parking Lot:** Mr. Traverse reported there will be a report from the **Tax Stabilization** committee at the second October Select Board meeting.

**Board Roundtable:** At Mr. Holzworth's inquiry, the current Memo of Understanding with the Town Clerk is outdated. As the Town Clerk's retirement is nearing, it is necessary to know how many hours are worked. Include on the ballot for vote to change the position from elected to appointed (by the Select Board). Mr. Holzworth inquired re: status of Docking Facility Distribution Ctr. The grant is due Oct. 19<sup>th</sup>. Manager Gunter is working with surrounding Towns; Fair Haven is the driving force. Mr. Holzworth suggests reaching out to Phil Stannard Sr. who has a 500,000 sq. ft. facility; has plans, RR spur; could be a good resource for information. He gave contact information to Manager Gunter.

Mr. Cole reached out to Mr. Pentkowski re: manhole vibration on North Main Street. Discussion was ideas to mitigate the problem carefully; learn from unsuccessful attempts and to not repeat the same problem.

**Review of Financial Reports:** Checkbook Status: -\$1,010,774.55

Mr. Sheldon **moved to approve payment of the Payroll warrant for \$37,313.17**; seconded by Mr. Holzworth and passed unanimously.

Mr. Sheldon **moved to approve payment of the General Fund Warrants of \$1,357,725.96**; seconded by Mr. Traverse. This includes quarterly school payments and sewer treatment plant upgrade payment. The motion passed unanimously.

**Executive Session:** Mr. Traverse **moved the Board and Manager Gunter into Executive Session at 9:25 p.m. to discuss Labor Relations under 1 V.S.A. ¶313 (a) (1)**; seconded by Mr. Holzworth and passed unanimously.

The Recording Secretary was excused at this time.

The Board came out of executive session at 10:00 pm; no action taken

Motion was made and seconded to **adjourn** the meeting at 10:01 pm

Respectfully submitted,  
Claire L. Stanley

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Jeff Sheldon, Board Clerk