

TOWN OF FAIR HAVEN, VERMONT

Selectboard, Water & Sewer Commissioners, Liquor Commissioners, Cemetery Commissioners

Tuesday, October 18, 2022 – 6:00 PM Agenda

Zoom Meeting Link: <https://us02web.zoom.us/j/89560513001>

Phone: 1 929 205 6099 | Meeting ID: 8956 0513 001

UNAPPROVED MINUTES

Members Present: Glen Traverse, Bob Richards, Chadd Viger, Rich Greenough

Members Absent: Jay Brown

Others Present: Town Manager Joe Gunter, Recording Secretary Claire Stanley, Wastewater Plant Chief Operator Carrie LaFond, Supt. of Public Works Aaron Kerber, Jason Booth, Wastewater Project Engineer and Vice President at Aldrich & Elliott, Rick Dupont, On Site Engineer, Jeffrey Lewis, Project Engineer, Chris Donahue (PEG TV), Rod Holzworth, Johnathan J. Billewicz, Lillian E. Billewicz

6:00 pm for Wastewater Site Visit: Chairman Bob Richards convened the meeting at 6:00 P. M. at the Wastewater Plant for a Tour. Project Engineers were present to explain, in detail what was done to upgrade the plant and how each component works -- starting at the chemical room of the headworks anaerobic oxidation mixer, the biological process treating for phosphorous that is the most concern. The tank is 48' long, 42' wide and 18' deep with a 36" thick bottom slab requiring 900 yards of concrete. Continues on to a 12' deep clarifier where sludge is removed. The dry storage was an existing building, extensively upgraded to house electronics, an all-new work room, heating system and newly painted. The pump and blower building was upgraded with new pumps; some existing blowers were retained; 2 new blowers are used for the huge aeration tank. Chief Operator Carrie LaFond explained there is a new sample tank, inside, with a port for easy access. In the past, samples had to be taken outside where cold weather sometimes caused freezing making it impossible to take a sample. An eyewash station is installed in the room for immediate access if/when necessary. Again, in the past, the eyewash was in another building. The electronics room in this building was used for chlorine storage. Water is treated with chlorine at the end process, then dechlorinated before flowing to the Castleton River. The entire complex remains within the existing footprint and includes new grading and pavement. The vehicle storage building includes a newly renovated chemical storage compartment with adequate ventilation. This building is not finished (waiting for parts). The control room includes state of the art computerized monitoring equipment that can be accessed remotely; a laundry, operator's private office, bathroom with shower and a lab with modern monitoring equipment. Chief Operator Carrie LaFond explained new alarms were installed including at eyewash stations. If the eyewash is activated, someone most likely needs help. Project Engineer Jeff Lewis stated the recordkeeping at this plant is very good. He explained that Carrie and Aaron were involved at the end of the design phase; that Kevin of Naylor and Breen (Contractor) is very knowledgeable in wastewater plants and worked closely in the project. There will be quarterly meetings to fine tune workings at the plant. Chairman Richards said, it would be helpful for the Board to know what is needed 5 to 10 years in the future.

Call to Order: Chairman Bob Richards re-convened the meeting at 7:00 p.m. at the Municipal Building and led the assembly in reciting the Pledge of Allegiance to the Flag.

Meeting with Renters for Water Shutoffs: No one attended

Amendments to the Agenda: None

Approval of Minutes: Mr. Traverse moved to **approve the Minutes of the October 4, 2022,** meeting; seconded by Mr. Viger and passed

Five Minutes for Public Comment: The Board heard from Ms. Lillian Billewicz who Asked that the Board not disturb personal possessions at 5 and 9 Union Street stating she had made a good faith effort to pay back taxes to then Town Manager Durfee who at the time refused the check saying he believed the Town owned the property. She presented a handout of a deposition of Manager Durfee. Chairman Richards stated that Ms. Billewicz has good selective history recollection; that there are many comments to be made, but at an appropriate time.

Department Head Reports: Manager Joe Gunter reported:

Police -- detailed report is in members' packets

- * 65 Traffic/Municipal violations
- * 11 written warnings
- * 4 car crashes
- * 30 civilian fingerprints
- * Pedestrian crosswalk signs are ordered for Washington Street

Town Manager Report and Communication: Manager Joe Gunter reported:

- * The "Made in Fair Haven" stickers will go out to merchants next week
- * Water shutoffs are down to 20 pink slips issued
- * VHB working on the Sheldon Solar project report they are making headway with the wetland boundary issue
- * The Solar Project at the Transfer Station expects to be done by January 1st generating \$11,000 per year in revenue
- * Three of the five properties up for tax sale have made arrangement for payment; 2 are on-going
- * Supt. Kerber and I will be meeting with the Electric Vehicle Charge project company
- * The fairhavenvermont.gov website is registered with the feds
- * The Lights in the Park and Park and Ride projects are scheduled for early Spring construction. Contracts will include "done by" dates; Lights in the Park will be done first.
- * The Town Hall project is on hold waiting for delivery of two circuit breakers
- * ARPA funds will be late
- * Will re-apply for the Adams Street Bridge grant
- * The USDA grant awarded to Dave Nelson has been paid; now have \$30,000 to award to businesses

Dept. of Public Works (DPW) Supt. Aaron Kerber Reported:

- * Supt. Kerber thanked the Board for the Wastewater Plant visit. It was a great morale booster

- * Sewer main flushing has started
- * Fourth and Furnace Streets paving are done; have a couple storm drains that need work
- * Patched paving on South Main Street; noticed that not enough pavement was laid with the earlier project; will be corrected
- * Winter sand is coming in
- * Expect to do paving on Scotch Hill next week
- * Undercoating equipment, getting ready for winter work

Water Dept.

- * Shutoffs have started
 - * In process of replacing chemical tanks; expect delivery of new tanks end of November
- Chairman Richards commented it would be good to have a visual tour of both the Water and Wastewater plants posted on the website. Both have been updated and are clean and bright and in good shape, running smoothly. * Mr. Traverse commented that the Dept. of Public Works has not been forgotten, working on plans for improvements and re-location

OLD BUSINESS:

Traffic Ordinance Discussion: Manager Gunter made the requested changes to the ordinance; on Fourth Street, “school zone” signs and “25 MPH” signs. Chairman Richards noted there would be extra painting other than center of the street line. Will the paving company be required to do that. Mr. Traverse **made a motion to accept the Traffic Ordinance** with changes of “school zone” and “25 MPH” signs for Fourth Street; seconded by Mr. Viger. Mr. Traverse noted that the 25 MPH signs are up on Pine Street. Mr. Greenough reported being approached by someone who suggested holding back from dismissal for five minutes those students who drive to school to alleviate some of the traffic crush at dismissal time. Chairman Richards asked if this included those parents that pick up their students. The motion carried unanimously. Members signed the document.

Green Mountain Power (GMP) Easement for Solar Project: Mr. Greenough **made a motion to approve the Solar Power project easement located at the Transfer Station as requested by GMP; and to authorize the Town Manager to sign the document;** seconded by Mr. Viger. Manager Gunter noted that a “sunset clause” is now included in the document allowing the Town to regain access to the easement property in the event the solar array no longer exists. The motion carried unanimously

NEW BUSINESS

By-Law Grant Approval: Mr. Traverse **made a motion to approve the By-Law grant and to authorize Chairman Richards to sign the document;** seconded by Mr. Viger. This \$10,000 grant will generate a “clean” copy of the Planning Commission By-Laws. Chairman Richards explained the difficulty of working with incomplete, inaccurate documents. The motion carried.

Planning Commission Presentation: Chairman Richards reported the Planning Commission is at a point waiting to get the “clean” copy that will include correcting grammar; include State law changes; motions made and not incorporated in the document; and new language. At present it is

a flawed document with each copy being a bit different and difficult to work with. The Commission is thought to be too stringent in building requirements, ex. for commercial site size. Expect to make adjustments to setbacks, both residential and commercial. Being so restrictive equals fewer sites, less taxes. Mr. Traverse commented that lowering setbacks should be with neighbor approval only; and commented re: setting rules for storage pods that are popping up; also, does not approve of the trailer on Grape Street. Chairman Richards stated the State is very strict re: using the language, "character of a neighborhood". The Commission is working on parking requirements for apartment buildings (how many spaces per unit), restaurants, entertainment centers and addressing new development(s) as well as downtown. He reported the Commission is looking for input from Board members; Manager Gunter has submitted his input to the Commission. Chairman Richards said he will pass on Board members' concerns re: the Grape Street trailer and parking issues for downtown buildings to the Commission; he hopes the document will be completed by end of year.

Around Town: * The Fair Haven Street Market expects to continue through mid-October.

* Saturday, October 29, at 2:00, Linda Parker is having a "Howl-o-ween Party" at the Dog Park.

Parking Lot: Manager Gunter reported he will re-apply for the **Adams Street Bridge replacement** grant. Chairman Richards reported on-going work on the **Zoning Regulation** updates and **Town Plan**

Board Roundtable: Mr. Greenough reported working to gather facts and figures re: re-location of Town Garage and salt/sand sheds. More to come. * Re: sidewalk replacement, most all sidewalks are in disrepair, and it is difficult to determine where to start. Most are not wide enough making snowplowing difficult. Supt. Kerber reported a Walk to School program in Poultney (3 times a year), would contribute to generate grant interest.

Mr. Viger reported attending a meeting in Rutland with a State delegation. He had occasion to visit with the Speaker of the House and shared some of Fair Haven's concerns. There was a lot of discussion around Rutland City and a drive to invigorate unoccupied businesses (Holiday Inn, the Diamond Run Mall). Fair Haven has issues unique to us that need help and funding from the State -- how to navigate the applications for funding. The Town should be thinking, are we ready in the event a large business (Amazon Warehouse) moves to Granville, NY; to do what we need for amenities.

Mr. Greenough commented re: water shutoffs, that perhaps there is some confusion that people see the due date and think payment is due 30 days after that.

Chairman Richards received a letter from the Itty Bitty Committee reminding that the Park fence needs to be painted. This will be addressed during budget discussions

Review of Financial Reports: The **checkbook status** is, \$3,067,783.05. Received three USDA Wastewater grant payments

Mr. Traverse **moved to pay the Payroll Warrant, \$34,961.20**; seconded by Mr. Greenough and passed unanimously.

Mr. Traverse **moved to pay the General Fund Warrant, \$208,636.17**; seconded by Mr. Viger and passed unanimously.

Executive Session: Mr. Traverse **moved the Board and Town Manager into executive session** at 8:26 pm to discuss Personnel: Attorney/Client Communication, 1 VSA ¶ 313 (a)(1); seconded by Mr. Greenough and passed.

The Recording Secretary was excused at this time.

The Board came out of executive session at 9:25.

After executive session the Board discussed the possibility of moving the Public works department to another facility. Mr. Greenough mentioned the Young Property on Prospect street was still available. Discussion continued about that location. Mr. Richards brought up the Airport property as a possible location for a new building. The Board requested information and costs for an engineering study to determine costs for a new building with the possibility of bonding the project in the future.

The Town Manager said he would gather the information

Mr. Viger motioned to **adjourn** at 9:35 seconded by Mr. Traverse. Meeting was adjourned

Respectfully submitted: Claire Stanley

Glen Traverse, Board Clerk