

TOWN OF FAIR HAVEN, VERMONT

SELECTBOARD; Water and Sewer Commissioners; Liquor Commissioners; Cemetery Commissioners
Municipal Building, Fair Haven, VT – October 19, 2021 -- 7:00 P.M. -- REGULAR Meeting
Zoom Meeting Link: <https://us02web.zoom.us/j/83090599280>
Phone: 1 929 205 6099 | Meeting ID: 830 9059 9280

UNAPPROVED MINUTES

Members Present: Glen Traverse, Chris Cole, Jeff Sheldon (on phone), 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, Paul Corbiery, Supt. of Public Works (DPW) Aaron Kerber, Chris Stanton, Energy Committee, Police Chief William Humphries

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.

PUBLIC MEETING – Park Ordinance -- Change to Add Dog Park to Ordinance: Draft in members' packets. Manager Gunter noted he reached out to Police Chief Humphries and Ms. Rosati-Baker for input and briefly reported the changes to the ordinance. Changes include: adding Air Park and Dog Park (Fur Haven Dog Park); language to encourage being respectful in Park areas; fines (\$50 to \$150) for violations; camping only with permit. Chief Humphries stated the goal is to mimic conditions, rules and provisions included in other parts of the ordinance. Mr. Traverse **made a motion to approve modifications to the Park & Recreation Fields Ordinance to include Air Park and Dog Park language**; seconded by Mr. Holzworth and passed unanimously.

The **Public Meeting** was closed to 7:09. The **Regular Meeting** was called to order at 7:09 p.m.

Amendments to the Agenda: Mr. Traverse **moved to add *Labor Relations to Executive Session***; seconded by Ms. Egan and passed unanimously.

Five Minutes for Public Comment: Mr. Lulek noted there is no auditors report for last year. Manager Gunter reported the books are closed; new audit will commence soon. One person was on extended leave delaying the process.

Approval of Minutes of September 21, 2021: Mr. Traverse **moved to approve the Minutes of the October 5, 2021 meeting** as written; seconded by Mr. Holzworth and passed unanimously.

Department Head Reports: Supt. of Public Works Aaron Kerber reported:

* Equipment undercoating is done

- * The Municipal Road General Permit Grant (MRPG) on Sheldon Road is done; expecting inspection tomorrow; also expecting refund
- * State salt bids are much lower than contractors; waiting to see how that will turn out. There was brief discussion re: use of brine. Supt. Kerber said they work with both salt and brine; the brine improves salt performance
- * Two DPW employees took a safety class
- * Making plans with contractors for repair of the Adams Street Bridge water main.
- * Doing a “new book” of curb stop inventory
- * No damage was found at the Inman Pond intake pipe
- * The wastewater upgrade is coming along; still issues with parts/equipment delivery; engineers working with vendor companies to solve the problems
- * The Adams Street pump station generator delivery has been pushed back to mid-November
- * A 1 Sewer and Drain Service, Inc. will do sewer flushing next week

Police Chief Humphries reported:

- * Statewide Use of Force policy was implemented on Oct. 1, 2021. Policy is for all Police Agencies and Constables
- * The Finger Print Machine is up and running; is remarkably fast and efficient
- * Our new hire Chris Devito is deployed for 209 days
- * There were nine (9) arrests
- * The hayride went well
- * The Explorer is marked
- * There will be a Drug Take Back on the 23rd from 10:00 a.m. to 2:00 p.m.
- * Will do the Food Drive again this year; not done last year due to the pandemic. Manager Gunter noted DPW has a nice van that could be used

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

- * Reminded that he was on vacation last week and most of the week before
- * The Dog Park permit has been sent in, but not submitted by the contractor who is “swamped” with work; she expects to have it done next month
- * Is very proud of the Build Back Better \$75 million grant project. Work is being done in Fair Haven, reaching out to State, Towns and Counties; expect a letter of support from the Governor to submit to the Federal Government
- * 12 South Main Street goes to tax sale end of November
- * Last year’s three business grants have completed their projects
- * Will be meeting with salt shed contractors

OLD BUSINESS

Dog Park Permit Update: Manager Gunter reported the State requires a 15,000 sq. ft. wetland mitigation site. He showed a map of the area preferred. There followed discussion re: exact location; the need to record the change in Town land records to match State records. Mr. Traverse **made a motion to approve the Wetland off set at the South end of the runway;** seconded by Ms. Egan. Manager Gunter said he understands the frustration, but is not

comfortable with using the Dog Park before receiving the permit unless the Select Board votes to do so.

NEW BUSINESS

Review Tax Stabilization Policy Documents: Draft documents in members' packets. Manager Gunter Stated, Mr. Traverse and the Economic Development Committee (EDC) have done a good job making the document user friendly. Mr. Traverse expounded on changes made, adding a Frequently Asked Questions section; clarifying language for residential, commercial and industrial application (tax stabilization stays with the property). Applications would go to the EDC committee for review to make sure it is complete. Ms. Egan stated the Q and A section is a good addition and would be very helpful. Mr. Traverse said the committee did reach out to other Towns for ideas; the thinking was to make it the least cumbersome possible, easy to apply for, explain and administer; want this document to encourage, not turn away folks. Mr. Holzworth **made a motion to approve the Tax Stabilization Policy along with application forms with changes made tonight;** seconded by Ms. Egan. EDC committee members include: Glen Traverse, Cindy Pritchard, Judy Sutherland and Manager Gunter. The motion carried unanimously.

Meeting with the Energy Committee: Mr. Stanton stated the Committee wants to share with the Board what they are working on, share the information gathered and determine where the Board wants the committee to focus their attention in future. He prepared a chart comparing Town power usage in 2010 and 2020 to determine where there is highest usage; found no significant difference in usage. Mr. Stanton spoke of studying where there might be energy savings including repair/replace two doors at the Town garage; install a more efficient light at the flagpole. The committee suggests having Efficiency Vermont do an energy audit at the water treatment plant -- there would be a cost; install solar panels on the plant roof; investigate using in-pipe generation -- need to identify key locations. He understands the Town owns the river dam, but not the land and recommends starting negotiations to purchase the land. Measuring the river flow in August as planned was not done as there had been too much rain and results would not be accurate; have sent request(s) for information. Mr. Traverse stated he feels the Energy Committee role is to make recommendations; do the "leg work" for proposals and report to the Board ex. cost of solar panels; cost, location for pipe generators. So far he/the Board likes what they heard. Ms. Egan said the committee members seem to have a deep interest and passion for the project(s) and should continue the work. Mr. Traverse reminds to make sure there is infrastructure in place -- GMP earlier stated it was not sufficient to support proposed solar generation. Mr. Holzworth said if property is purchased it should be bought with savings and/or revenue from energy projects; to focus on solar and in-pipe generation; to get the Efficiency Vermont audit done. There was suggestion to reach out to the school inquiring re: pooling for fuel cost savings.

The Board took a five minute break

FY 23 Budget Review -- 030 -- DPW: The Board, Supt. Kerber and Manager Gunter reviewed the budget line by line noting an increase in summer work of \$7000 to cover tractor rental for roadside mowing. Mr. Kerber highlighted items including increase for crosswalk paint, tree removal; purchase of one hydrant; decrease in winter work overtime. There was lengthy discussion re: salary allocation and paving/crack sealing -- increased the paving line by \$2000 to be used for crack sealing. Further discussion of pros and cons for going to bond and doing everything to get "caught up". Manager Gunter will investigate this idea. The deadline is to have the budget approved by January 1st.

Parking Lot: Remove **Tax Stabilization**

Board Roundtable: Chairman Cole inquired re: need for signatures for Town Meeting appropriations. Manager Gunter said when anyone has asked, he told them yes signatures are needed this year. A previous Board voted not to require for one year due to the pandemic.

Mr. Traverse inquired if the manhole issues on North Main Street are wrapped up. No. Chairman Cole said to make an effort at least talk to Mr. Pentkowski -- feels there is a problem there and there is vibration in the house.

Review of Financial Reports: Checkbook Status: -\$1,130,085.47

Mr. Holzworth **moved to approve payment of the Payroll warrant for \$34,238.57;** seconded by Mr. Traverse and passed unanimously.

Mr. Holzworth **moved to approve payment of the General Fund Warrants of \$114,337.24;** seconded by Mr. Traverse. Included are payments for sand, gravel, BC/BS and GMP. The motion passed unanimously.

Executive Session: Mr. Traverse **made a motion to enter into executive session** at 9:23 p.m. to discuss Labor Relations under 1 VSA ¶1313 (a)(1) to include Manager Gunter; seconded by Ms. Egan and passed unanimously.

The recording secretary was excused at this time.

The board came out of executive session at 10:14 p.m.

Mr. Traverse motioned to adjourn; Ms. Egan seconded. Meeting adjourned at 10:15 p.m.

Respectfully submitted,
Claire L. Stanley

Jeff Sheldon, Board Clerk