

**TOWN OF FAIR HAVEN, VERMONT**  
**Selectboard, Water & Sewer Commissioners, Liquor Commissioners, Cemetery Commissioners**  
**Tuesday, November 29th, 2022 -- 7:00 PM**

**Zoom Meeting Link:**

<https://us02web.zoom.us/j/84381291947>

**Phone: 1 929 205 6099 | Meeting ID: 843 8129 1947**

**APPROVED MINUTES**

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

**Members Absent:** None

**Others Present:** Town Manager Joe Gunter, Recording Secretary Claire Stanley, Supt. of Public Works (DPW) Aaron Kerber, DPW Mechanic Edward Longley, Peg TV, Rod Holzworth II, Deborah Laiacona, Linda Sienkeiwicz, Linda Barker, Police Chief William Humphries, Jim Heller, Donny Proctor

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

**Amendments to the Agenda:** Mr. Traverse **made a motion** to add “Deposit(s) into Reserve Funds” to New Business; seconded by Mr. Viger and passed unanimously

**Approval of Minutes:** Mr. Viger **moved to approve the Minutes of the November 15, 2022**, meeting; seconded by Mr. Greenough. CORRECTION. Pg. 2, Line after last bullet; “shoulders” not well done. The motion passed as corrected with Mr. Traverse abstaining.

**Five Minutes for Public Comment:** The Board heard from Ms. Barker and Ms. Laiacona who reported that the Air Park gate corner post is compromised causing it to pull on the Dog Park fence, also pulls the gate over so it cannot be closed. Mr. Greenough reported that gate post was hit with equipment; the large sign is too close to the road. Manager Gunter said there is a claim in to the insurance company and repair is in the process. Ms. Barker said she will check the camera to determine who hit the gate.

**Department Head Reports: Police Chief Humphries reported:**

- \* Six (6) arrests -- the same people -- will monitor these issues
- \* 153 calls for service
- \* 42 civilian fingerprints
- \* The annual Food Drive weekend collected 1632 lbs. of food, including dog food and cash donations delivered to Fair Haven Concerned Food Shelf
- \* Chief Humphries thanked the many volunteers that gave of their time to the project
- \* Chief Humphries reported he has found a car; 2020 Ford Explorer hybrid; 20,000 miles; \$23,000. It is equipped; can be delivered the end of December
- \* Have done some checking at the RR Depot; not found any problems lately
- \* At Mr. Viger’s inquiry, there has not been any specific Meth training
- \* Mr. Greenough reported a near incident this evening with a person wearing dark clothes walking in the road on Main Street bridge

\* Mr. Greenough thanked the Chief and the Dept. for “all you do”

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

- \* All went well during the first snow event; there were a few repairs and equipment service
- \* Used the new sidewalk plow; went pretty well
- \* Salt delivery has been slow; will be a negative impact if it continues
- \* The pedestrian signs will not be out all winter
- \* The cemetery is closed; mowers are put away
- \* The **wastewater** garage electrical work was done; still a few minor jobs to be finished; the plant is running very well
- \* Have repaired the Adams Street generator issues
- \* The Benson School will be making tours of the new Wastewater and Water facilities
- \* The new **water plant** chemical tanks were delivered last Wednesday; however, the pipe fittings are back ordered
- \* Engineers determined the need to do work on the bypass to stop a leak before it happens

**Town Manager Report and Communication: Manager Joe Gunter Reported:**

- \* It is allowed to sell ads for the Town Report to offset cost. Is this Board interested? Discussion was soliciting from local and/or general businesses. The consensus is yes; Manager Gunter will make phone calls
- \* Heard from Aldrich & Elliott, the Main Street waterline \$1.5 million Bond vote will be in March allowing time for construction before the State paving, expected in 2025. This is to replace the water line under Main Street
- \* At this time, the budget should be 42% spent; it is averaging 44%
- \* Manager Gunter did some rough calculations using the Chelsea Town garage architectural drawings to determine that the cost to build a new Town garage and salt shed at the Air Park is \$3,080,000; \$152,000/annually for 30 years
- \* Have yet to hear from the surveyor re: work at the cemetery
- \* Have been working on Trailer Park tax sale; should be ready by late December or early January
- \* Waiting for the contract for the Lights in the Park and Park and Ride projects; cost came in higher than expected
- \* The Town Hall elevator is expected to be moving mid December
- \* Transfer Station usage is: appx. \$900 on Saturdays; appx. \$500 on Tuesdays and Thursdays
- \* Still waiting for the scale company to do the work to allow printing of weight slips
- \* Supt. Kerber reported 21% of DPW work hours are at the Transfer Station on the 3 open days

**Highway Dept. Plow Routes and Work Plan Explained:** Supt. Kerber presented color coded maps showing routes each truck is assigned to for snow removal. He explained the approximate time and priority for each noting consideration for school bus routes and that sidewalks are usually the last to get done. Included also was a list of streets each truck covers. Supt. Kerber reported snow removal during the first storm went well with very few complaints. Chairman Richards thanked Supt. Kerber for the maps, noting this was a first and very much appreciated.

**OLD BUSINESS:**

**Traffic Ordinance:** Manager Gunter reported listed times errors on page 15 of the approved Traffic Ordinance. Mr. Traverse **made a motion** to approve the amendment correcting the times error. The motion was seconded by Mr. Viger and carried unanimously.

#### **NEW BUSINESS:**

**Winter Maintenance Permit:** Mr. Brown **made a motion to approve** a winter maintenance permit pursuant to the Town Class 4 Highway policy as requested by Tim Gilman; seconded by Mr. Greenough. Mr. Gilman has plowed TH63 (off the east side of South Main Street) for years and wishes to continue to do so. The motion carried unanimously.

**Deposit(s) into Reserve Funds:** Mr. Brown **made a motion** to deposit the \$100 revenue into the Wastewater Capital Reserve fund; seconded by Mr. Viger and passed unanimously.

Mr. Brown **made a motion** to deposit \$560 from sale of scrap metal into the Highway Equipment Reserve fund; seconded by Mr. Viger and passed unanimously.

Mr. Brown commented that money earned by the Police Dept. from fingerprinting(s), etc. should be returned to the Police Dept. budget.

**Budget Review:** Members reviewed sections of the budget line by line beginning with **Select Board**. Discussion was re: legal services; should that line be increased. Manager Gunter said, yes, could use more funds; insurance pays some legal fees; people are now more litigious; expect legal issues re: Trailer Park tax sale. Mr. Viger commented, the Board should budget for trend not hopes. The line was increased by \$2000. **Town Treasurer** salary was increased from \$3612. to \$6500. A few salary adjustments were made to **Police Dept.** salaries, otherwise not much change. Discussed that the price of gasoline is very volatile and difficult to budget; are making efforts to save. The **Animal Control** officer is more responsive; salary increased by \$100. The **Emergency Management** fuel line was increased by \$365. to cover increase in fuel cost for the generator. The **Fire Dept.** reported making cuts where appropriate; they have a five year dispatch contract with Washington County; have two Probation and one Junior members, hoping to recruit more; cannot find drivers for standard shift equipment. Chief Heller reported the need to start looking at replacing apparatus; will start the lengthy process. **Constable** Donny Proctor reported the need to replace a faulty radio; that line was increased by \$4000.

**Around Town:** Things Happening. \* The Christmas house decoration contest judging will take place on December 23rd. \* On January 15th at the Legion, an Architectural Historian will speak about the **Little Red House**

**Parking Lot:** Chairman Richards reported the changes to **Zoning Regulation Updates** are done; will be coming to this Board for approval soon. The **Adams Street Bridge** Replacement grant (4th try) has been applied for; it is in the State priority rotation for consideration as a safety issue; a problem is that the bridge is on a side street, not a main thoroughfare. It was suggested to use **ARPA funds** for painting the Park fence. Mr. Greenough feels \$5,000 is too high a price to paint a fence; we should be able to recruit volunteers to do the painting. Mr. Brown commented that given how prices for everything are increasing, it is not too high. Lengthy discussion included that the fence needs more

than just paint; the Park is a magnet, a gem in Town and the main attraction for visitors; that the Town should budget for its maintenance; also, the need for landscaping and to add and replace trees; otherwise, there will eventually be no trees.

**Board Roundtable:** Mr. Greenough reported working on gathering information and making a list of Streets where sidewalks need repair and/or replacing. He is struggling with where to start. \* He stated the need to move on building a Town garage; DPW needs a decent place to work. \* At Mr. Viger's inquiry, the garage estimate presented does include a salt shed. There followed lengthy discussion re: building a Town garage. Manager Gunter asked if the \$3 million estimated proposal for barn and salt shed at the Air Park is something this Board wants to pursue; he is glad to do the work if that is what the Board wants. Mr. Traverse said he thought there was a location at the Air Park; if not there, where; need to determine a location and get permits first. Chairman Richards asked if members want to pursue building -- all agreed, yes. Supt. Kerber suggested getting an engineer's report on the Prospect Street property to see if that location is feasible, find out if building there would be at less cost. Chairman Richards said to also get the basics at the Air Park to allow comparison for discussion. Mr. Greenough stated the Prospect St. building is 50' x 110'; cement foundation exists; would need new roof. He will get definite figures for discussion.

**Review of Financial Reports:** The **checkbook status** is, \$1,821,247.64.

Mr. Traverse **moved to pay the Payroll Warrant, \$31,990.90**; seconded by Mr. Viger and passed.

Mr. Traverse **moved to pay the General Fund Warrant, \$847,748.39**; seconded by Mr. Viger. This includes a school payment and a paving payment. The motion carried unanimously.

**Executive Session:** Mr. Viger **moved the Board, Town Manager Gunter, DPW Supt. Kerber and Mechanic Edward Longley into executive session** at 9:22 pm to discuss Labor relations/Negotiations, 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 10:15 pm  
No actions taken

Mr. Brown moved to **adjourn**; seconded by Mr. Viger.

Meeting adjourned at 10:16.

Respectfully submitted: Claire Stanley

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Glen Traverse, Board Clerk

