

TOWN OF FAIR HAVEN, VERMONT

Selectboard, Water & Sewer Commissioners, Liquor Commissioners, Cemetery Commissioners
REGULAR MEETING -- Tuesday, February 21, 2023 -- 7:00 PM

Zoom Meeting Link: <https://us02web.zoom.us/j/85646551688>

Phone: 1 929 205 6099 | Meeting ID: 8564 655 1688

APPROVED MINUTES

Members Present: Glen Traverse, Bob Richards, Rich Greenough

Members Absent: Chadd Viger, Jay Brown

Others Present: Town Manager Joe Gunter, Recording Secretary Claire Stanley, Ed Longly, Chip Greeno, C & C Fireworks

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: Manager Gunter added "Tobacco Substitute Endorsements" to New Business

Approval of Minutes: Mr. Traverse **made a motion to approve** the minutes of the February 7, 2023, meeting as written; seconded by Mr. Greenough and passed unanimously

Five Minutes for Public Comment: Mr. Ed Longly, DPW requested to be on the next agenda to discuss purchasing a truck. He commented that DPW is due to replace a truck this year; one going bad and should have been replaced a year ago. The longer you wait, the higher the cost; prices have almost doubled in one year. Chairman Richards said DPW needs to get numbers together -- Mr. Longly said they are working on that. Mr. Traverse noted it is best to wait until the first meeting in April because Town meeting is approaching and there may be new Board members, followed by a re-organization meeting. Also feels the need to review the Capital Plan. Mr. Greenough noted, there is a year to 18 months wait from ordering to delivery; need to do the research (shopping around), and make an informed decision. There followed discussion of the many options of pricing, review of Capital Plan, checking the State auction, checking for used vehicles, and the fact that there is a finite amount of funds available. Mr. Longly reminded to make sure you know what you're getting when buying used. Mr. Longly reported, also the need to replace the service truck for water/sewer jobs.

Department Head Reports: Mr. Longly, DPW reported:

- * Getting ready for the forecasted storm
- * Have been cutting brush
- * Taken down trees on Scotch Hill, more tomorrow
- * Need to rent a roadside mower now to work while grass is low; mow again in the summer

Manager Gunter reported:

- * **Police Dept.** has been relatively quiet
- * Continue fingerprinting

Municipal Office

- * Will meet with Probate Court on March 10th re: Green Mountain Mobil Home Park
- * Have petitioned the Court for a Special Administrator
- * Did research re: the "Walk to School" program and sent the information to the school
- * The Town Hall renovation is on-going; still expect 4 weeks to completion (starting week 3)
- * Expecting bids for the Lights in the Park and Park and Ride projects March 10th
- * Area Town Managers meet monthly; Fair Haven will host the next meeting; will meet at the Scotch Hill Brewery
- * There will be EAP (Employee Assistance Program) training tomorrow
- * American Rescue Plan Act (ARPA) report is due in April
- * There was a small accident where someone backed into the sewer truck coming out of a driveway
- * Manager Gunter testified in the Senate re: Tax Increment Financing (TIF)

OLD BUSINESS -- None

NEW BUSINESS

Water Allocation: Mr. Traverse **made a motion to approve** allocation of 450 gallons of water per day as requested by Joe Donaldson (the younger); seconded by Mr. Greenough. Fees for the proposed house to be built on South Main Street are paid and the Water Dept. has approved the allocation. The motion carried unanimously.

Fireworks Permit: Mr. Traverse **made a motion to approve** the Fireworks Permit as requested by Mr. Chip Greeno; seconded by Mr. Rich Greenough. This is an annual permit requested for a second year; the permit is the same as last year. Mr. Chip Greeno thanked the Board for not allowing sale of fireworks at Fair Haven gas stations. The motion carried unanimously. Chairman Richards signed the document.

Tobacco and Liquor Licenses: Mr. Traverse **made a motion to approve** a Second-class liquor license as requested by Shaw's Beer and Wine; seconded by Mr. Greenough and passed unanimously.

Mr. Traverse **made a motion to approve** a Second-class liquor license as requested by Stewart's Shop #190; seconded by Mr. Greenough and passed unanimously.

Mr. Traverse **made a motion to approve** a Second-class liquor license as requested by Midway Oil Corporation, DBA Fair Haven Mobil; seconded by Mr. Greenough and passed unanimously.

Mr. Traverse **made a motion to approve** the Tobacco Substitute Endorsement as requested by Stewart's Shop located at Route 4 and Dutton Avenue; seconded by Mr. Greenough and passed unanimously.

Mr. Traverse **made a motion to approve** the Tobacco Substitute Endorsement as requested by Fair Haven Mobile located at 38 Main Street; seconded by Mr. Greenough and passed unanimously.

Mr. Traverse **made a motion to approve** the Tobacco License as requested by Shaw's Beer and Wine located on Washington Street; seconded by Mr. Greenough and passed unanimously.

Mr. Traverse **made a motion to approve** the Tobacco License as requested by Fair Haven Mobile located at 38 Main Street; seconded by Mr. Greenough and passed unanimously.

Policy Review -- Sidewalk Policy Updated: Mr. Traverse **made a motion to approve the Sidewalk Policy as amended**; seconded by Mr. Greenough. Manager Gunter noted he has made the requested changes to paragraph 2. There was discussion re: the DPW responsibility for snow clearing. The motion carried unanimously.

Around Town – Things Happening: The Library will host a **Meet the Candidates** event on February 25th, at 1:00 pm

There will be an **Easter Egg Hunt** in the Park on April 8th -- more to come

Parking Lot: No changes. Chairman Richards noted that Representative Canfield reported he is not having much luck with his work re: the Adams Street Bridge Project in Montpelier, and said the project is not on the State list. He is still working on it.

Chairman Richards reported the Zoning Regulations will not be done until the fall. They are meeting monthly with Ed Bove to reach completion; the Town Plan will most likely be done before the Zoning Regulations.

Board Roundtable: Mr. Greenough inquired if there is any more re: Dunkin Donuts new building. Manager Gunter reported he was told it would be this year.

Mr. Greenough said, we should rent a roadside mower now for work while the grass is low, or contract it out. Discussion was how best to proceed to get the job done. Mr. Longly noted there is a mower for rent; Chairman Richards said there is a conflict of interest with it. Bids will be solicited; Manager Gunter stated he will submit a bid.

Mr. Traverse commented on potholes this time of year; DPW is patching. Mr. Longly reported there is a real road problem at the pond on Scotch Hill. Mr. Greenough commented that Castleton gets significant help from a contact person at the State -- he will get the name. Chairman Richards commented the State uses/advertises Scotch Hill as a route to the State Park and should help with maintenance costs.

Chairman Richards asked to task Emergency Plan Coordinator Jim Heller with putting in writing working details (who works where, etc) of the Emergency Plan. At present there are only phone numbers. There may be a State facilitator that could help. There was discussion of what constitutes an emergency.

Chairman Richards spoke with the current assistant Health Officer; is she willing/able to step up to the Health Officer position.

Review of Financial Reports: The **checkbook status** is, \$1,429,296.16.

Mr. Traverse **moved to pay the Payroll Warrant, \$30,489.03**; seconded by Mr. Greenough and passed unanimously.

Mr. Traverse **moved to pay the General Fund Warrant, \$96,181.98** seconded by Mr. Greenough. This amount includes a payment to Casella and a BC/BS insurance payment. The motion passed unanimously.

Executive Session: Mr. Traverse **moved the Board and Town Manager Gunter, into executive session** at 8:15 pm to discuss Personnel 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 8:29

Mr. Traverse moved to **adjourn** at 8:30. Meeting Adjourned

Respectfully submitted: Claire Stanley

Glen Traverse, Board Clerk