

## TOWN OF FAIR HAVEN, VERMONT

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

**REGULAR MEETING -- Tuesday, April 4, 2023 -- 7:00 PM**

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

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

### UNAPPROVED MINUTES

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

**Members Absent:** None

**Others Present:** Town Manager Joe Gunter, Recording Secretary Claire Stanley, PEG-TV, Nate Saxton, Ed Longley, Carrie LaFond, Rod Holzworth, Police Chief, William Humphries

**Call to Order:** Chairman 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. Coupal **made a motion to extend the Executive session** to include another legal matter; seconded by Mr. Traverse and passed.

**Approval of Minutes:** Mr. Viger **made a motion to approve** the minutes of the March 21, 2023, meeting as written; seconded by Mr. Coupal. CORRECTIONS. Pg. 3, ¶ 3, last line; *Mr. Greenough suggested the \$50,000 petition . . . ¶ 4, motion was seconded by Mr. Traverse.* The motion carried as corrected.

**Five Minutes for Public Comment:** None

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

- \* Report in members' packets
- \* It has been very busy
- \* 5 arrests (22 yr. to date)
- \* 54 traffic/municipal violations issued (495 yr. to date)
- \* 19 written warnings (143 yr. to date)
- \* 2 parking violations (19 yr. to date)
- \* 3 car crashes
- \* 3 overweight permits
- \* Completed 28 sets of civilian fingerprints (149 yr. to date)
- \* A shout out to the DPW, Fire Dept., surrounding fire crews that helped with the fatal fire on Griffith Pond Road. It does not look to be suspicious; still investigating.
- \* Praise for John Lulek who has been working, on his own time, helping with an on-going case.
- \* The person involved in the assault at Shaw's turned himself in; arrest was made

**Nate Saxton, Dept. of Public Works** reported:

- \* Have been doing street sweeping
- \* Worked on Bolger Road
- \* Water issue on Airport Road
- \* Brush cutting
- \* Plan to start Cemetery cleanup this month
- \* Mr. Traverse commented on the good job done about potholes

### **Town Manager Report & Communication**

- \* Coordinating the grant for this building
- \* Park and Ride and Park Lighting bids went out
- \* There was a boil water ordered for the Green Mountain Mobile Home Park
- \* The folks from the solar project north of the Air Park asked for an estimate for the Hydro project
- \* The summer crew starts work on April 17th
- \* The Town received and accepted the high bid of \$350 (more than scrap) for the white van
- \* Chairman Richards reported the Legion will be doing flags on May 18th
- \* Congratulations to Carrie LaFond on her recent promotion

### **OLD BUSINESS –**

**Revolving Loan Fund Policy update:** Mr. Traverse reported the changes include: limit loans to \$15,000; reduce interest to 0%; added expansion of housing for eligible programs. Payback timeline for new business is 5 years; for housing is 2 years -- this to better align with the goal of starting or expanding businesses. Mr. Coupal **made a motion** to accept the Revolving Loan Fund Policy rules update as written; seconded by Mr. Greenough and passed.

### **NEW BUSINESS**

**Dept. of Public Works (DPW) Truck Discussion:** DPW requests the purchase of two trucks; a used F550 *style* plow truck and a double axel dump truck to get closer to the capital budget goals. They have done extensive research of cost and availability. Discussion included the option of trading-in the 12 year old truck or selling the two to be replaced; what is their worth. There is \$76,878 in the Public Works Equipment Fund -- \$16,000 earmarked for a mower. Manager Gunter presented an amortization schedule from the Community Bank at 4.820% interest. Mr. Greenough **made a motion to authorize the purchase of an off the lot double axel dump truck for a price not to exceed \$300,000 (includes tax)**; seconded by Mr. Traverse and passed unanimously.

Mr. Traverse **made a motion to authorize the purchase of a used F550 *style* plow truck for a price not to exceed \$75,000 (includes tax)**; seconded by Mr. Viger and passed unanimously.

Mr. Viger **made a motion to authorize DPW to negotiate/transact the best option to either trade in or sell the two existing trucks**; seconded by Mr. Traverse and passed unanimously.

Mr. Coupal **made a motion to authorize not to exceed \$30,000 from the Public Works Equipment Fund to be used for truck purchase down payment**; seconded by Mr. Greenough. Mr. Viger noted the bank interest rate is very good; to use this funding only if necessary for negotiation. The motion carried unanimously.

**Sewer Plant Truck Discussion**: Mr. Traverse **made a motion to purchase** a used F550/Chevy 2500 *style* pickup truck with plow for a price not to exceed \$75,000; seconded by Mr. Viger. There is more than \$360,000 in the Wastewater Capital Reserve Fund; this is to replace the pickup truck that was totaled by the insurance company in March after an automobile accident. The insurance paid \$8,000; it was this truck's 3rd accident; the motion carried unanimously.

**Right of Way for Solar Project**: Tabled -- Solar Project did not submit paperwork.

**Tobacco and Liquor Licenses**: Mr. Traverse **made a motion to approve an Outside Consumption Permit for the Eagles, Fair Haven Arie 3907**; seconded by Mr. Greenough and passed.

Mr. Traverse **made a motion to approve a First-Class Club License for the Eagles, Fair Haven Arie 3907**; seconded by Mr. Coupal and passed.

Mr. Traverse **made a motion to approve a Third-Class Club License for the Eagles, Fair Haven Arie 3907**; seconded by Mr. Coupal and passed.

Mr. Traverse **made a motion to approve a Second-Class License for DG Retail, LLC, dba Dollar General Store 11660**; seconded by Mr. Greenough and passed.

Mr. Traverse **made a motion to approve a Tobacco License for DG Retail, LLC, dba Dollar General Store 11660**; seconded by Mr. Greenough and passed.

Mr. Traverse **made a motion to approve a First-Class Club License for the American Legion, Fair Haven Post 49**; seconded by Mr. Coupal and passed.

Mr. Traverse **made a motion to approve a Third-Class Club License for the American Legion, Fair Haven Post 49**; seconded by Mr. Viger and passed.

Mr. Traverse **made a motion to approve a First-Class Club License for the Ieremias Family Enterprises LTD, dba Fair Haven Inn**; seconded by Mr. Greenough and passed.

Mr. Traverse **made a motion to approve a Third-Class Club License for the Ieremias Family Enterprises LTD, dba Fair Haven Inn**; seconded by Mr. Greenough and passed.

Mr. Traverse **made a motion to approve a First-Class Restaurant/Bar License for Scotch Hill Brewing Company**; seconded by Mr. Greenough and passed.

Mr. Traverse **made a motion to approve a Second-Class Liquor License for S.W. Wolk Corporation, dba Liberty Market**; seconded by Mr. Greenough and passed.

Mr. Traverse **made a motion to approve a Tobacco License for S.W. Wolk Corporation, dba Liberty Market**; seconded by Mr. Greenough and passed.

Mr. Traverse **made a motion to approve a Tobacco Substitute endorsement for S.W. Wolk Corporation, dba Liberty Market**; seconded by Mr. Greenough and passed.

Mr. Traverse **made a motion to approve a Second-Class Liquor License for Walgreen East Co. Inc.**; seconded by Mr. Viger and passed.

**Listers Form PVR 4155 No Appeal or Suit**: Mr. Traverse **made a motion to sign the Listers PVR 4155 form**; seconded by Mr. Viger. It is notification to this Board that there are no appeals or suits pending re: Listers actions. The motion carried unanimously.

**Wreaths Across America Request**: Mr. Traverse **made a motion to approve** Emily Stockwell participating in the Wreaths Across America Program; seconded by Mr. Greenough. If approved, Emily and volunteers will place wreaths on veterans' cemetery headstones December 16, 2023. The motion carried unanimously.

**Around Town**: \* There will be an Easter Egg Hunt in the Park on April 8th

\* Girl Scouts will be selling cookies downtown in front of the brewery on April 20th

\* Cloud Nine opens April 20th

**Appointments**: Mr. Traverse **moved to appoint William Humphries as Pound Keeper**; seconded by Mr. Greenough and passed.

Mr. Traverse **moved to appoint Bob Richards as Rutland Planning Commissioner**; seconded by Mr. Viger and passed.

Mr. Traverse **moved to appoint Roseann Van Lew as Rutland Regional Planning Commissioner Alternate**; seconded by Mr. Viger and passed.

Mr. Traverse **moved to appoint Bonnie Rosati as Solid Waste Allegiance Communities Representative**; seconded by Mr. Coupal and passed.

Mr. Traverse **moved to appoint Tracy Richards as Otter Creek Communication District Representative**; seconded by Mr. Greenough and passed.

Mr. Traverse **moved to appoint Mary McNeil, Chair; Dani Roberts, Secretary; Paul Laramie; Scott Formsbee; Matthew McNeil; Lorraine Brown as Cemetery Committee**; seconded by Mr. Coupal and passed.

Rutland Transportation Council Representative: Open

Mr. Traverse **moved to appoint Jim Heller as Emergency Management Coordinator**; seconded by Mr. Viger and passed.

Mr. Traverse **moved to appoint Bob Richards, Michael Stannard, Chris Stanton, Neil Robinson as Energy Committee**; seconded by Mr. Viger and passed.

Mr. Traverse **moved to appoint Jim Heller, Chief, Tom Fucile, 1st Assist. Chief, Don Proctor, 2nd Assist. Chief as Fire Dept. Officers**; seconded by Mr. Viger and passed.

Mr. Traverse **moved to appoint Chris Cole as Weigher of Coal**; seconded by Mr. Coupal and passed.

Mr. Traverse **moved to appoint Phillip Stannard Jr. as Tree Warden**; seconded by Mr. Greenough and passed.

Mr. Traverse **moved to appoint Claire Stanley and Bob Richards as Fence Viewer**; seconded by Mr. Coupal and passed.

Mr. Traverse **moved to appoint Glen Traverse, Judy Sutherland, Joe Gunter, Jessica Stannard, Jason Coupal as Economic Development Committee**; seconded by Mr. Viger and passed.

Mr. Traverse **moved to appoint Ray Philips as Inspector of Lumber**; seconded by Mr. Coupal and passed.

Mr. Traverse **moved to appoint David Eighmey, Cindy Prichard, Linda Sienkiewicz for Planning Commission (3 year terms)**; seconded by Mr. Greenough and passed.

Mr. Traverse **moved to appoint John Lulek for Zoning Board of Adjustment (3 year term)**; seconded by Mr. Coupal and passed.

Assistant Health Officer: Open

**Board Roundtable:** Mr. Greenough commented that there are a couple places that need ditching; if the Board has no objection, he will get together with DPW to discuss the issue.

\* He noted a need to address replacing the Adams Street Pump Station roof -- need to be done sooner than later. Mr. Longley said DPW can do the job.

Mr. Coupal commented re: "stuff" piled up on the porch at 142 North Main, and boarded up, broken windows on upper floor. Chairman Richards noted it had been in this condition a long time

Manager Gunter reported one baby born (photo) who received a "Made in Fair Haven" Onesie. Received a response, was very happy to receive the onesie and will "keep it forever".

Mr. Viger noted the storm drain on Caernarvon Street. \* Looking to get more community involvement and having people attend meetings for answers to their concerns. \* How to engage people finding ways of marketing the Town -- the Onesies is a great idea. \* He commented favorably about expanding the EDC Revolving Loan Program to include housing. There was discussion re: sidewalks are in poor condition; where to start with repair/ replacement; the last sidewalk strategic plan was in 2013; suggest a triage program.

Chairman Richards reported the office staff expressed concern re: felt this office should have been shut down when the school was shut down for a threat incident. Discussion included, there is no way out for them at the back of the building; suggest a buzzer system to alert police in emergency situation; discussed ideas including installing an egress window. Mr. Richards suggests meeting with staff and Emergency Management team to design and put a plan for safety in place.

Mr. Traverse will attend the next Planning Commission meeting to discuss the Village and Downtown designation plan(s).

**Review of Financial Reports:** The **checkbook status** is, \$825,774.96

Mr. Traverse **moved to pay the Payroll Warrant, \$36,607.56**; seconded by Mr. Coupal and passed unanimously.

Mr. Traverse **moved to pay the General Fund Warrant, \$37,417.83** seconded by Mr. Viger and passed unanimously.

**Executive Session:** Mr. Traverse **moved the Board and Town Manager Gunter into executive session** at 8:30 pm to discuss Personnel and a Legal matter, 1 VSA 313 (a)(3); seconded by Mr. Greenough and passed.

The Recording Secretary was excused at this time.

The Board of Selectmen came out of executive session at 9:15.

Mr. Traverse motioned to **adjourn**; seconded by Mr. Coupal  
Meeting adjourned at 9:16

Respectfully submitted: Claire Stanley

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Glen Traverse, Board Clerk