**TOWN OF FAIR HAVEN, VERMONT**

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

**REGULAR MEETING -- Tuesday, May 30, 2023 -- 7:00 PM**

**Zoom Meeting Link:** [https://us02web.zoom.us/j/](https://us02web.zoom.us/j/86992334210)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

**Others Present**: Town Manager Joe Gunter, Recording Secretary Claire Stanley, PEG-TV, Police Chief William Humphries, John Lulek, Fred Capron, Lorraine Brown, Jack Adams, Becky and Chaz Collette (on Zoom)

**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**: None

**Approval of Minutes**: Mr. Traverse **made a motion to approve** the minutes of the May 16, 2023, meeting as written; seconded by Mr. Coupal and passed.

**Five Minutes for Public Comment**: Ms. Lorraine Brown, speaking for the Itty Bitty Committee reported they have prepared a Welcome Packet for new people moving into Town and to new businesses. It includes a history of the Town, a map of streets, the Community Book from the Free Press, volunteer opportunities and dates to remember. They will distribute it through realtors and have copies at the Town Office for newcomers; it will be included on the website.

Ms. Brown commented that there was vandalism to Memorial Day decorations in the Park, damaging the ribbon on the fence. Also there was vandalism to the bus stop building.

Mr. Lulek reported sighting a bear on West Street. Chief Humphries reported sightings at other locations as well.

Mr. Lulek reported garbage being strewn about by vermin at the corner of Phelps and West Streets.

Mr. Capron reported there will be 10 Concerts in the Park this summer starting June 22nd, ending August 24th. There is uncertainty about the lights being done. The Town owns and can provide adequate, portable lights on concert nights to assure folks will be safe when leaving. He noted the Town allocates $7500 to the concerts and reported the cost of bands has increased considerably. Mr. Coupal reported that he has a karaoke machine and can provide entertainment in a pinch. Mr. Capron reported the trailer has been redesigned and is set up; he extended special thanks to Todd Ferguson who donated shelving for the trailer. He welcomed Rich Greenough to the Concert Committee noting that he has a truck that can move the trailer if necessary. Mr. Greenough will also be taking over the hot dog stand. Chief Humphries suggested starting the last two concerts earlier, at 6:30 to end before darkness. The thought is that if the earlier time is announced at two preceding concerts, folks would attend earlier. Mr. Viger suggested staging a concert along with Spring Fling that would boost their attendance.

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

\* Report in members’ packets

\* It has been very busy -- are pushing for police presence

\* 8 arrests (40 yr. to date)

\* 3 DUI; simple assault; 2 wanted person; disorderly conduct by electronic means

\* 2 car crashes (10 yr. to date)

\* 110 traffic/municipal violations (814 yr. to date)

\* 63 written warnings (264 yr. to date)

\* 1 Parking violation (28 yr. to date)

\* Completed 17 sets of civilian fingerprints (221 yr. to date)

\* 240 calls for service; (1880 yr. to date)

\* The report includes a breakdown of revenue totaling $180,299.18

\* Chairman Richards inquired re: someone seeking relief from abuse. Working on documenting repeated incidents of inappropriate behavior; explained process; Mr. Coupal commented about the legal process, Vermont law and that this should be watched for specific incidents.

\* Mr. Viger asked to have police be present at the playground when it gets dark. Officers have been directed to monitor the playground

\* Becky and Chaz Collette reported the no parking signs at St. Lukes Episcopal Church on the corner of Allen Avenue and North Main Street cause difficulty for their elderly and handicapped parishioners; and that it violates ADA building access law. Mr. Coupal noted that government buildings are required to provide handicapped access, not sure if it applies to municipalities and that one or two handicapped spaces would not be enough. Chief Humphries commented that the ordinance states no parking several feet from the corner to not block visibility, but that stopping to unload passengers and driving off would not be a problem. Mr. Collette said he will e-mail their request for parking consideration to Manager Gunter.

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

\* The DPW crew is continuing Spring mowing

\* Filling potholes as necessary

\* The DPW crew has a long list of items to get done

\* Will replace the Allen Ave. catch basin this week

\* Mr. Greenough reported overgrown bushes blocking visibility at the corner of Allen and Caernarvon Streets; also corner of Cedar and Cemetery Streets

\* Hydrants are flushed -- Chairman Richards reported a complaint that when the flushing drain is at full blast, there is no water at the end of the line

\* Will be installing a water line from Main Street to the Municipal building

\* The notice of award for the Lights in the Park project went out

\* Awarded the $15,000 Revolving Loan grant to Ruby’s Bistro; and $10,000 Competition grant to Joe Laramie Vineyard, also done

\* Active Shooter training and Building Committee meetings took place -- received good feedback. People would like training space and storage space. Mr. Traverse noted that those using a training space should remove their materials so others can use the space.

\* Corridor painting is done in white (eggshell). There was discussion re: stain resistant paint

\* While talking with the State about the Park Lighting and Park and Ride project, the representative stated that salt shed costs are now running from $600,000 to $800,000.

\* Electrical issues in the Fire Dept. space will be addressed by the contractor tomorrow morning.

\* Members thanked Manager Gunter and his wife Bree for doing the painting

**OLD BUSINESS** -- None

**NEW BUSINESS**

**Water/Sewer Budgets -- Sewer Budget Review**

Manager Gunter reported that Mike LaDuke will attend next meeting to discuss the water budget. Members reviewed the sewer budget finding no issues except the wastewater operating supplies line that has doubled in price to $48,939. The increase is the cost of chemicals used to treat wastewater. Discussion included: this budget line is overspent in the current year’s budget by $10,000; shopping for lower price; are there other companies supplying these chemicals; buying in bulk, coordinating with other Towns; storage, is there a shelf life. Manager Gunter will ask operators to seek lower prices. There was discussion re: allotting only $20,000 to the Capital Improvement fund and the need to plan for the future. This budget will be discussed at the next two meetings.

**Parking Lot**: Chairman Richards noted the Zoning regulations are done; a public hearing is scheduled for the 12th; then will be submitted to this Board. The Town Plan is next, the same grant can be used

**Board Round Table**: Mr. Greenough commented he was impressed with High School Seniors working on Project Graduation and enjoyed his time with them. \* He Congratulated Sawyer Ramey for receiving the Vermont Boys Basketball Gatorade Player of the Year Award. As part of the award, Sawyer donated $1,000 to the Fair Haven Rec Dept. \* Mr. Greenough also congratulated Manager Gunter for doing Memorial Day parade announcement that received many compliments. \* Ms. Stanley thanked Manager Gunter and Mr. Greenough for planting the red, white and blue flowers at the Memorial Park.

Mr. Coupal reported accompanying the Town Clerk to Montpelier to deliver ballots. The State requires the Clerk to be accompanied by a member of the Board of Civil Authority when delivering ballots. \* Mr. Coupal noted there were zoom connection issues where he was unable to attend on-line as expected at the last meeting. \* Mr. Coupal reported that if/when a Board member is attending a meeting on-line, votes must be roll-call.

Mr. Viger stated the need to market/advertise Spring Fling in the future noticing that attendance was reduced this year. \* He acknowledged the Police Dept. being very busy lately.

\* Mr. Viger would like to have an agenda item to discuss the creation of a half-time Rec Coordinator/half-time Economic Development Coordinator position. He reported other Towns are doing it and feels this position would benefit the Town in a multitude of ways. There are people out there interested in this work.

Mr. Traverse inquired the status of insurance for events in the Park such as the Lumberjack Show, Car Show, Concerts in the Park; do they provide their own; does the Town insurance cover such activities; need to support all these events as they benefit the whole Town. Mr. Coupal suggested raising the Town insurance limits.

Chairman Richards noted Ms. Ramey on First Street reported a problem with her water bill.

\* He inquired the status of the Scotch Hill culvert -- is the water down. When Manager Gunter contacted the State re: their helping fund Scotch Hill repair, he was told it is the Town’s road. \* Chairman Richards reported that at the Dog Park fundraiser, a person to trim nails was from Poultney -- should have asked a local person first.

At Mr. Coupal’s inquiry, Manager Gunter reported he believes there was not an end date in the contract for the Town Hall improvement. The reason given for delays is that workers were very hard to find. Mr. Coupal believes this is the contractor’s risk. The Park Lights and Park and Ride contract does have a liquidated damages clause. Mr. Greenough said, in future, to make sure this is included in all contracts.

Manager Gunter reported, the General Fund budget is 95.25% spent – budget is frozen tomorrow.

The DPW budget will be over – is now 99.97% spent mostly due to high cost of fuel and salt.

Jack Adams inquired re: mowing at the Air Park. He asks that it not be mowed until the end of June when Bobolinks have fledged. These birds nest on the ground in open fields from the middle of May to middle of June. There is no harm done by delaying the mowing since there is no compensation to the Town from mowing.

**Review of Financial Reports**: The **checkbook status** is $541,195.56.

Mr. Traverse **moved to pay the Payroll Warrant, $36,383.05**; seconded by Mr. Coupal and passed.

Mr. Traverse **moved to pay the General Fund Warrant, $272,977.02** seconded by Mr. Coupal. This includes a payment for the Town Hall project. The motion carried unanimously.

**Executive Session**: Mr. Traverse **moved the Board and Town Manager Gunter into executive session** at 9:04 pm to discuss Personnel 1 VSA 313 (a)(3); seconded by Mr. Viger and passed.

The Recording Secretary was excused at this time.

The Board came out of executive session at 10:40 pm

Mr. Coupal motioned to continue to remove the homes at 5 and 7 Union Street; seconded by

Mr. Traverse and passed

Mr. Traverse motioned to adjourned at 10:50; seconded by Mr. Greenough

Respectfully submitted: Claire Stanley

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