

TOWN OF FAIR HAVEN, VERMONT

Selectboard, Water & Sewer Commissioners, Liquor Commissioners, Cemetery Commissioners
REGULAR MEETING -- Tuesday, August 22, 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, Steven Wilson, PEGTV, Rose Anne VanLew, Brooke Olsen-Farrell, Ben Worthing, Sean Galvin, Ashley Bride, Mike LaDuke, Police Chief William Humphries, Jim Heller

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.

Ben Worthing -- After School Programing Grant: The Board heard from Ben Worthing, High School Principal who spoke about what is being done to start a teen center to keep our kids out of trouble. It is their hope to pool resources with Poultney with a goal of offering activities/ interests other than sports -- some kind of after school game night, art, theater, volunteerism, a bike program; feel that school is not an appropriate location. Most struggling kids feel they have enough school time during the day. A grant application has been submitted; looking for a location to form a link between school(s) and Town(s). Ms. Olsen-Farrell noted they are mostly considering middle and high school students, to give them a purpose, to feel needed. Chairman Richards commented that there is interest in forming a Rec committee at this time in Fair Haven. You could communicate with them for ideas. What role do you expect from the Town. Mr. Worthing said, what is available for kids to use after school; looking for partnership with Town and community; matching funds; need a full-time person understanding that everyone has a full-time job. Chairman Richards said they will help any way they can; talk with Mr. Markie. Ms. VanLew commented there is a very good Martial Arts program in Fair Haven; could offer boxing, arts and crafts. Mr. Traverse said he supports the concept; need more information before considering a commitment of funds. Need letters of support. The Board thanked Mr. Worthing and Ms. Olsen-Farrell for their commitment to kids.

Emergency Management Discussion: The Board heard from Sean Galvin who stated his credentials as a retiring police officer, work as a constable and re-organizing the Rescue Squad. He has taught Incident Command classes for several years around the State. This includes rescue operations, evacuations, natural disaster events and hazardous materials containment. All these operations start at the local level. Each Town has an Emergency Management Plan registered with the State Operations Center, noting that without a plan, duplication can result. It is important to know who is doing what, and to document everything to ensure accurate

deployment of resources and funding from FEMA. Mr. Galvin explained, in detail, how the State Operation Center works and the need for local managers to document events using available forms – (if the event is not written down, it did not happen, and no funds will be paid). Mr. Heller is the Town Emergency Manager and has the Plan. He said he reported on some resources during the recent flood and received daily updates during the floods. He receives calls from Rutland during wind, flood, house fire events. He reported there is an amazing amount of things that go on unknown to average people mitigating events such as tracking available hospital beds, road closures, etc. There are 400 FEMA people working in Vermont at this time. Mr. Heller said that schools have more comprehensive plans; the Police Dept. has the capability to document event response. The Board thanked Mr. Galvin and Mr. Heller for their time and explanations.

Amendments to the Agenda: None

Approval of Minutes: Mr. Greenough made a motion to approve the minutes of the August 8, 2023, meeting; seconded by Mr. Traverse. CORRECTION. Pg. 1. Remove Chadd Viger from Members Absent since he attended later in the meeting. The motion carried (as corrected).

Five Minutes for Public Comment: Ms. Rose Anne VanLew said there was an issue she wanted to discuss, but it is not on the agenda. She reported the Dept of Public Works did a nice job on the crosswalks. Painting the parking lines infringed on the businesses -- none were notified and experienced loss of business. There is need for better organization -- could have waited until after the restaurant closed at 1:30. Chairman Richards noted there will be some inconveniences.

Department Head Reports: Police Chief Humphries reported:

- * 15 Written warnings
- * The Officer involved shooting case is completed
- * The Dept. is short staffed due to vacation and one (short term) medical leave
- * Officer Sean Galvin is getting done on the Police force; will continue his Constable duties.
- * Chief Humphries explained the changes in the crime reporting process
- * Mr. Traverse said he heard complaints about speeding on West Street again; speeding has also been reported on Fourth St.; are waiting for delivery of speed signs for Fourth St. Ms. VanLew said traffic is not slowing/stopping for pedestrians at the crosswalk at the bus stop, because it is difficult to see walkers. The Chief explained that while the standing speed signs were on the street, speed was diminished. Some of those signs have been destroyed. Mr. Greenough said he will take a look and try to repair the signs; they cost \$300/\$500.

Water Department Chief Mike LaDuke reported:

- * The office notified Mr. LaDuke that one customer's water usage jumped way up. He explained that the Dept. is not experiencing any problems with meters. If there is a complaint, meters can be tested and/or replaced at the customer's expense. The water usage system is programmed with alerts detecting leaks and/or malfunctions. Manager Gunter said this is a dramatic increase; no complaint yet, but water bills went out only recently. Ms. VanLew complimented the office staff for catching the anomaly and acting on it.

- * Mr. LaDuke reported that someone at the Dunkin Donut construction site, corner of Fourth and Washington Streets used the fire hydrant. That should not happen without notifying the Water Dept. to make sure a back flow inhibitor is used to prevent contamination.
- * The plant is running very good
- * The water is clean; there was no silt wear from the heavy rain event
- * Almost done with the electrical work

Town Manager Report & Communication: Manager Gunter reported:

- * September 9th at 10:00, there will be a fund raiser in the Park for accident victim Terry Bogart. They will do dog grooming and nail clipping
- * Meeting with FEMA tomorrow to determine damage from the flood
- * We are grinding through the paperwork from the recent audit
- * Signed contract(s) are received for the Lights in the Park and Park and Ride projects
- * Plan end of work on the Town Hall by the end of Sept.
- * If the paving for the Park and Ride is not done this fall, we will do this year's street paving in the Spring along with the Park and Ride paving -- doing both at once is a substantial cost saving

OLD BUSINESS

Planning Commission Member Discussion: There was no response to the ad for the vacant position(s) on the Commission. Chairman Richards reported they did not discuss this at the Commission's last meeting; he takes responsibility for that oversight. Ms. VanLew suggests submitting the vacancy as a news item (no cost) instead of an ad; that local newspapers are begging for news items. Chairman Richards reported, people are establishing a new container business at the Young property on Prospect Street.

Letters of Support for Approved Building Communities' Grants: Mr. Traverse **made a motion to sign** the letter of support for the Donuts of Rutland Building Communities grant; seconded by Mr. Greenough and passed unanimously.

Mr. Traverse **made a motion to sign** the letter of support for the Fair Haven Economic Development grant; seconded by Mr. Viger and passed unanimously. Members signed both letters.

NEW BUSINESS

Fuel Bids: Two bids were received. Champlain Valley, \$3.05/gal; Local Fuels, \$0.15 over rack price. Mr. Traverse **made a motion to offer the** on and off-road fuel contract to Champlain Valley at \$3.05/gal delivered; seconded by Mr. Greenough and passed unanimously.

Water Treatment Facility Roof Bids: One bid was received -- Premier Solutions, \$109,690. Mr. Traverse **made a motion to accept the \$109,690 bid** from Premier Solutions to replace the Water Treatment Plant roof; seconded by Mr. Greenough. Discussion included that this is most likely the original roof; it is in very bad shape; employees did some patching recently; bid owner

told Manager Gunter the roof would be done this year. The work will be paid for by the Water Capital Improvements Reserve Fund. The motion carried unanimously.

Recreation Committee Update: Chairman Richards reported that Mr. Markie said the committee has nothing to report; he noted that he had been to the playground and the fields are in terrible shape. We, the Board need to cooperate with the Rec Dept. Mr. Coupal reported that he had been to the playground and was shocked on his walk to find all five fields in such bad condition.

Parking Lot:

Chairman Richards stated they are waiting for Regional to finish transcribing **Zoning Regulations** (at no cost to the Town). The goal is to have the **Town Plan** done in March. There is no response from the contractor for the **DPW garage/salt shed**. No bids have been received for painting the **Park Fence**. Mr. Greenough noted no **sidewalk** work has been done this year; looking to do a little bit each year. A (high) bid was received to do the Memorial sidewalk. It was noted that the bid included that the DPW would do the prep work. Mr. Greenough stated that the curbing needs to be reset before any sidewalk work begins.

Board Round Table: Mr. Greenough commented that the DPW crew did a nice job replacing the culvert on Rte 69, in spite of being shorthanded. They finished that job and jumped right to painting street lines the next day. * The bush has not been removed on Academy Street. Manager Gunter said a letter has gone out to the homeowner. If no response, DPW will tend to the problem as the bush is impacting traffic flow.

Mr. Coupal reported that he is now officially a Vermont Lawyer.

Mr. Viger said he agrees with Mr. Greenough's statements about sidewalks. He reported that there is some interest from Poultney to collaborate with Fair Haven on recreation. The goal is to find ways to keep kids as busy as possible with positive activities citing "idle hands . . .

Chairman Richards noted to include on the next agenda to designate a voting member to the September 26th VLCT Conference. Manager Gunter is planning to attend this year.

At Chairman Richards' inquiry, the plan is to increase West Haven's Transfer Station fee in increments over five years -- this being the second year.

Review of Financial Reports: The **checkbook status is \$1,249,115.42.**

Mr. Traverse **moved to pay the Payroll Warrant, \$38,317.01**; seconded by Mr. Coupal and passed unanimously.

Mr. Traverse **moved to pay the General Fund Warrant, \$420,688.32** seconded by Mr. Coupal. This amount includes payment(s) for the DPW truck and for the Town Hall project. The motion passed unanimously.

At Chairman Richards inquiry, Manager Gunter stated the Town funds are safe, in different banks, under limits and diversified.

Executive Session: Mr. Greenough **moved the Board and Town Manager Gunter into executive session** at 9:00 pm to discuss Personnel, 1 VSA 313 (a)(3); seconded by Mr. Vigerand passed.

The Recording Secretary was excused at this time.

The Board went into executive session at 9:20.

The Board came out of executive session at 10 pm; no actions taken

Mr. Viger motioned to adjourn at 10:01; seconded by Mr. Traverse and carried unanimously

Respectfully submitted: Claire Stanley

Glen Traverse, Board Clerk