

## TOWN OF FAIR HAVEN, VERMONT

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

**REGULAR MEETING -- Tuesday, September 5, 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, Mike LaDuke, Police Chief William Humphries

**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** *“Transfer Station Credit Request; and Liquor License Request”* to New Business; seconded by Mr. Viger and passed.

**Approval of Minutes:** Mr. Traverse **made a motion to approve the minutes** of the August 22, 2023, meeting; seconded by Mr. Greenough and passed.

Mr. Traverse **made a motion to approve the minutes** of the August 30, 2023, Emergency meeting; seconded by Mr. Greenough and passed.

**Five Minutes for Public Comment:** Ms. Rose Anne VanLew commented that she has been critical of the Board in the past, but understands that it is a thankless job and thanked the members for their time and effort.

**Department Head Reports:** Mike LaDuke, Water Plant Chief Operator thanked Shaws for delivering lunch to the water break site. There was very little down time, and all appreciated the food. He reported that he took water samples this morning and delivered them to Williston Lab for testing; expect results sometime tomorrow. He said Jeff Gerard was contacted at the State immediately for guidance; he understands that this was not a good weekend for the break to happen, but getting the system back in working order cannot be done in a day; water in the miles of pipe had to be replaced and tanks have to be refilled; there is a lot of air in the lines. Notice of lifting the boil water alert will be posted on “Vermont Alert” and “Facebook” along with the outside bulletin board here. Mr. Viger thanked the Dept. of Public Works, Mike’s team and Shaws; from his observation there was a hardworking group -- good job. Chairman Richards noted that Jeff Sheldon brought in a sump pump that was very helpful; would it be beneficial to do a camera survey of that section of pipe; Mr. LaDuke agrees it would find other

cracks if any. Mr. Coupal commented on the outstanding job done by all those involved, quick response of commitment and dedication.

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

- \* **Police** report 6 arrests (69 yr. to date)
- \* 41 traffic/Municipal violation (1206 yr. to date)
- \* 16 written warnings (419 yr. to date)
- \* 1 parking violation (37 yr. to date)
- \* 6 car crashes (26 yr. to date)
- \* Completed 29 sets of civilian fingerprints (362 yr. to date)

**Manager Report**

- \* The Jake Brake signs are in place
- \* The Speed sign on Capitol Hill is installed
- \* Have finished the fixed assets, wastewater plant project information, and grant information for the audit
- \* State is expected to do class 1 and class 2 street striping this week
- \* Pavement crack sealing is to be done in the near future
- \* Have started the budget process -- a bit delayed due to the recent waterline break
- \* The approved business grants will be submitted to the State later this week

**OLD BUSINESS**

**Planning Commission Member Discussion:** Chairman Richards noted their regular meeting is tomorrow night. There are two meetings/month on Wednesdays at 7:00. Mr. Viger **moved to appoint Mr. Jason Coupal** to one of the two vacancies; seconded by Mr. Traverse and passed with Mr. Coupal abstaining.

**NEW BUSINESS**

**Fence Painting Bids:** No bids were received. A young man volunteered to paint the Police Dept back porch. He said he will look at the Park fence and get back to Manager Gunter with a price.

**Town Hall Painting Bids:** No bids were received. Those funds are in a reserve account.

**Sidewalk Project – Moving Construction to 2025 Review Painting of Location:** Manager Gunter reported the design is not ready and funding is not in place; would like to move construction to 2025; the State will push back the Class 1 paving to accommodate the project. Using 2025 estimated cost increases, the Town's commitment would be approximately \$206,000. Chairman Richards inquired re: use of in-kind labor/machinery. Mr. Traverse asked, how would the sidewalk project impact the Rte. 4 paving. The waterline work will be done early next summer. Mr. Coupal asked the worst-case scenario. If we wait past the two years, it may not get done. He said if the funding is not available, should not do the project. Mr. Traverse and Chairman Richards both commented that the sidewalk upgrade is crucial infrastructure for the Town. Members feel the downtown is important and hate to scrap the

sidewalk project, but agree to try to make it work. Ms. VanLew asked if there will be more lighting included in the Park and Ride upgrade; this is needed for safety reasons. Mr. Traverse said, we hear your concerns, but more lighting is not included in that project. Mr. Coupal would like to table the sidewalk matter for 2/6 weeks to further research funding sources. Mr. Viger asked, when does VTrans need to know about the paving. Manager Gunter said in the next two weeks. Every time this is bumped out, there is additional cost. If we have a solid project, funding grants are available; that people like to fund these projects. It is the consensus of the Board to table this matter to the next regular meeting to find answers. 1) will the sidewalk work interfere with the State paving? 2) what funding sources are available? 3) can we do some creative budgeting -- use in-kind labor? Manager Gunter pointed out having received College student(s) downtown artwork. It will remain on the bulletin board for the time being.

**North Main Intersection Adjustments and Signage:** A handout of an overhead view of the intersection was studied. Mr. Coupal noted that the large sign is in poor condition. Mr. Greenough said should keep the sign bridge (belongs to the Town) but replace the sign at State expense. Chief Humphries said he would like to see the slip ramp removed as it poses danger for people that live there coming out of their driveways. Mr. Coupal **made a motion to** remove the island at the 4 way stop, widen the right lane east bound so trucks can make the turn and leave the rest grass or gravel. The motion was seconded by Mr. Traverse and passed.

**Appointment of a VLCT/PACIF Voting Delegate:** Mr. Traverse **made a motion to appoint** Mr. Jason Coupal as the voting representative at the VLCT/PACIF meeting; seconded by Mr. Viger. Manager Gunter will also attend the meeting. The motion carried with Mr. Coupal abstaining.

**Water/Sewer Credit for Property Owners after Water Main Break:** Manager Gunter prepared a calculation of average daily water use per household in the system. Mr. Coupal **made a motion to allow** a 500-gallon credit on all 929 water/sewer properties in the system; seconded by Mr. Greenough and passed.

**Listers Errors and Omissions Document:** Documentation was not received.

**Cemetery Deeds:** Mr. Traverse **made a motion** to approve the sale of 2 grave(s) in lot 70, section 11 in Cedar Grove Cemetery as requested by Rachel Totten for \$945.00. The motion was seconded by Mr. Viger and passed unanimously.

Mr. Traverse **made a motion** to approve the sale of 1 grave in lot 124, section 8 in Cedar Grove Cemetery as requested by Richard Brusco for \$545.00. The motion was seconded by Mr. Viger and passed unanimously.

Mr. Traverse **made a motion** to approve the sale of 1 grave in lot 69 south, section 11 in Cedar Grove Cemetery as requested by Peggy Lee Ruby Martineau for \$545.00. The motion was seconded by Mr. Greenough and passed unanimously.

**Tobacco and Liquor Licenses:** Mr. Traverse **made a motion to approve** a First-class liquor license as requested by Ruby's Bistro; seconded by Mr. Coupal and passed unanimously.

**Transfer Station Credit Request:** Mr. Coupal **made a motion** to establish a Transfer Station Credit Account as requested by Sean Tomasi dba Jeckyll and Hyde; seconded by Mr. Viger and passed.

**Parking Lot:** It is the consensus of the Board to table all Parking Lot items

**Board Round Table:** Mr. Greenough commented that the Board should reconsider the paving question. There will be problems if paving is not done. \* The "old racetrack" at the end of Academy Street is for sale. It would be an excellent place for the Town garage; or a Rec center; taxes are \$12,000/yr. We should think about it -- somehow, some way to make this happen. There are several Town owned properties that should be considered for sale to raise money. Mr. Traverse commented, it would be nice to find a developer to build homes on that property -- also to build on the property adjacent to the Eagles Club. \* Mr. Greenough offered special thanks to Manager Gunter and DPW Foreman Nate Saxon for bringing in a contractor early on for the watermain break saving hours of time.

**Review of Financial Reports:** The **checkbook status is \$1,102,607.78.**

Mr. Traverse **moved to pay the Payroll Warrant, \$34,192.56;** seconded by Mr. Viger and passed unanimously.

Mr. Traverse **moved to pay the General Fund Warrant, \$66,079.46;** seconded by Mr. Viger and passed unanimously.

**Executive Session:** Mr. Viger **moved the Board and Town Manager Gunter into executive session** at 8:35 pm to discuss Personnel, 1 VSA 313 (a)(3); seconded by Mr. Coupal and passed.

The Recording Secretary was excused at this time.

The Board came out of executive session at 10 pm.

Mr. Traverse motioned to adjourn; Mr. Viger seconded.

No action taken.

Respectfully submitted: Claire Stanley

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Glen Traverse, Board Clerk

