

TOWN OF FAIR HAVEN, VERMONT

Selectboard, Water & Sewer Commissioners, Liquor Commissioners, Cemetery Commissioners
REGULAR MEETING -- Monday, October 30, 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

Others Present: Town Manager Joe Gunter, Recording Secretary Claire Stanley, PEGTV, Rose Anne VanLew, Nate Saxton (DPW), Town Clerk Dani Roberts, Cindy Pritchard

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.

Water Shut Off Meeting for Renters: No one was in attendance.

Town Clerk, Dani Roberts – Hosting Contract Discussion: The Board heard from Ms. Roberts who explained the option details of the contract for the website which hosts the Town land records on-line. She will discuss expenses at budget time. Mr. Traverse **made a motion to authorize Chairman Richards to sign the GovOs contract; the one-time \$6350. fee to be paid from the Records Restoration Reserve Fund.** The motion was seconded by Mr. Coupal and passed unanimously.

Amendments to the Agenda: None

Approval of Minutes: Mr. Traverse **made a motion to approve the minutes** of the October 17, 2023, meeting as written; seconded by Mr. Coupal. Ms. Stanley stated that this meeting, scheduled for Monday, October 31 was omitted; Chairman Richards noted Ms. Richards name is spelled without an “e”. The motion carried as corrected.

Five Minutes for Public Comment: At Ms. Rose Anne VanLew’s inquiry, GMP needs utility pole numbers for the poles that will be used for Project Graduation to affix banners with graduating Senior’s photos. * She asked if it is possible to have police presence downtown at the time of business closing. With recent “bad actors” cruising around, it is nerve-wracking to cross the street to parked cars. Chairman Richards said not much can be done unless laws are broken.

Department Head Reports: **Public Works Foreman Nate Saxton** reported;

* Repaired two sidewalk sections

* Continue ditching, Brooklyn Hts. and other dirt roads

* Getting ready for winter salt and sand work

* Shut down the playground bathroom -- there has been vandalism, some during the day. Discussed (expensive) cameras and lighting to mitigate the problems. Ms. Van Lew suggested writing an article for local newspapers

Town Manager Report & Communication: Manager Gunter reported:

- * Carrie LaFond organized a Traffic Flagger training event
- * Sewer flushing was done last week
- * Land sale process has started; bidders were notified
- * Held interviews for the vacant accountant position
- * Held interviews for the equipment operator position; will offer a contract tomorrow.
- * The Park fence rails will be removed (a few at a time) and painted over the winter. Mr. Greenough offered to help with that project.
- * DPW was awarded a \$45,000 grant from Champlain Basin to purchase a salt brine making machine. There are no staff with time to manage the grant; without a manager the grant will have to be returned. Mr. Coupal inquired how much time is involved in grant management? Perhaps could find a person to manage all grants. Don't want a new person (accountant) overwhelmed with yet another task. Manager Gunter will inquire to get an extension as suggested by Chairman Richards
- * Santa Claus will be visiting Fair Haven, November 25th. It is suggested that a meeting be warned and Board members attend to welcome Santa

OLD BUSINESS

Highway Signs Again: Manager Gunter reported the State wants to make sure this Board really wants to keep the highway overhead signs at the Stewarts Shops corner. Photos were provided showing smaller signs placed on the ground. Discussion was that it is felt the State's reason for smaller signs placed on homeowner property is that they are easier to maintain. The consensus is that, if there is no cost to leave signs as they are. * There was brief discussion re: confusion about the 25 mph during school hours signs on Fourth Street -- they comply with ordinance.

NEW BUSINESS

Water/Sewer Connection Permit: Mr. Traverse **made a motion to approve** a water/sewer connection permit as requested by Moore's Manufactured Homes; seconded by Mr. Coupal. All applicable fees are paid for the two homes to be installed on Fair Haven Ave. The motion carried unanimously.

Planning Commission Presents Updated Zoning Ordinance: Chairman Richards presented copies of a draft of the updated Zoning regulations for members to review. He highlighted some of the changes and noted State Mandates will be added after adoption of the document. He thanked Ms. Cindy Pritchard for the meticulous research she did in preparing the document. It will be on the agenda for discussion at the November 28th meeting with Public Hearing on December 12th.

FY 2025 DPW Budget Review: Manager Gunter explained the re-assignment of some salaries -- DPW Supt. retired, and new roustabout was hired. Members reviewed the document in detail, line by line. The line items, (outsourced) Outside Road Work and Tree Removal that were significantly cut were re-instated. Discussion included: increased cost of paving, salt, grants (DPW grants {paving, culverts} are managed by Jim Heller). The high maintenance truck was traded in, resulting in lower maintenance costs; the next budget will show a drop of some equipment payments. Chairman Richards noted the first review went well.

Discussed the growing pile of (treasures) at the Transfer Station. Manager Gunter noted it was piling up, looked awful, with weeds growing through it and was removed. He suggests re-purposing the *dog pound* into a swap shop. How/who would maintain it? Manager Gunter will prepare a proposal for the Board's review.

Parking Lot: No action

Board Round Table: Chairman Richards thanked DPW for their good effort. Mr. Traverse thanked Mr. Greenough for lending his expertise to DPW on some of their projects. He also thanked the Planning Commission members for their long, hard work to revise the Zoning Regulations.

Chairman Richards reported that the Otter Creek Communication District was awarded a \$10,000,000 grant to start work on installing high speed internet.

Chairman Richards noted that 3 of the 4 high school sports teams are off to the finals.

Review of Financial Reports: The **checkbook status is \$1,119,879.91.**

Mr. Traverse **moved to pay the Payroll Warrant, \$31,871.68;** seconded by Mr. Coupal and passed unanimously.

Mr. Traverse **moved to pay the General Fund Warrant, \$53,059.65;** seconded by Mr. Greenough and passed unanimously.

Executive Session: Mr. Traverse **moved the Board into executive session** at 9:12 pm to discuss Personnel, 1 VSA ¶ 313 (a)(3)(1); seconded by Mr. Coupal and passed unanimously.

The Recording Secretary was excused at this time.

The selectboard came out of executive session at 9:40 pm

Mr. Traverse motioned to **adjourn** at 9:41 pm; seconded by Mr. Coupal and passed

Respectfully submitted: Claire Stanley

Glen Traverse, Board Clerk