

TOWN OF FAIR HAVEN, VERMONT

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

REGULAR MEETING -- Tuesday, November 14, 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: Bob Richards, Jason Coupal, Rich Greenough, Chadd Viger

Members Absent: Glen Traverse

Others Present: Town Manager Joe Gunter, Recording Secretary Claire Stanley, PEGTV, Rose Anne VanLew, Darcy Van Noordt, Lorraine Brown, Lister Sharon Adams, Town Clerk Dani Roberts

Call to Order: Chairman Bob Richards called the meeting to order at 6:03 p.m. and led the assembly in reciting the Pledge of Allegiance to the Flag.

Executive Session: 1 V.S.A. ¶ 313 (a)(3): Mr. Coupal **made a motion** to go into executive session at 6:05 p.m. to include Darcy Van Noordt and Town Manager Gunter; seconded by Mr. Viger and passed unanimously.

Out of executive session 6:17 p.m.

Mr. Viger **made a motion to hire Darcy Van Noordt as Town Accountant**; seconded by Mr. Coupal and passed unanimously.

Mr. Coupal reported that his application to be admitted as a Vermont Lawyer will be presented to the Vermont Bar on December 6th.

Amendments to the Agenda: None

Approval of Minutes: Mr. Greenough **made a motion to approve the minutes** of the October 30, 2023, meeting; seconded by Mr. Viger. CORRECTION. Page 3, ¶ 5, Teams headed for “playoffs”. The motion carried unanimously.

Five Minutes for Public Comment: At Ms. Rose Anne VanLew’s inquiry, Green Mountain Power needs individual utility pole numbers of those poles to be used for Senior banners, not general locations; it is OK for Project Graduation (Senior Class) to install a container at the Transfer Station for bottles and cans collection. Manager Gunter noted if there was to be a Washington trip, he would like to help with that project.

Ms. Lorraine Brown asked members to “try on” for size the top hats she presented. Will have real ones for the Welcome Santa to the Park on the 25th.

Department Head Reports: Town Manager Gunter reported:

* **Police** reported 2 arrests, 9 traffic violations, 2 crashes; and year to date revenue of \$13,400.

Town Manager Report & Communication: Manager Gunter reported:

* He has signed up for a Vermont GFO class, training to become more familiar with the accounting system -- first class was today. Ms. Eileen Richards will also be doing some training.

* Will be going to court re: Green Mountain Mobil Home Park asking to close the Park and sell it.

* Working on pricing/securing security cameras for the Park, playground and Municipal Building

* Preliminary construction has started for the Lights in the Park project

* Working on selling properties; have offered unsold parcels to abutting owners

* No communication from the solar project people re: their use of Munger Road

* **Dept. of Public Works (DPW)** continuing prepping for winter, preparing plows, etc.

* Patching on Scotch Hill; hoping to pave the entire street if/when the grant is received

Mr. Coupal inquired on progress with funding the Downtown project. Manager Gunter reported working with Rutland Regional applying for grants. He has had no luck with Federal grants -- they are more interested in funding much larger projects. Mr. Viger suggests joining with projects in other Towns to apply for a consolidated larger project. Mr. Coupal asked what is the cost to the Town if the downtown grant is not used. Manager Gunter will have that information for the next meeting.

OLD BUSINESS

NEW BUSINESS

FY 2025 Budget Review: Town Clerk Dani Robers reported there is only one **election** this budget year, Town Meeting which is also the Presidential primary election. She explained the process noting that in the past, four (4) people were required to oversee the voting process. Five (5) are now required -- needing one to monitor the voting machine at all times. The budget increase (38+%) allows for the extra person for election years.

Ms. Sharon Adams reported there is no assistant **Treasurer** and requests a stipend for one. In the past, Ms. Roberts acted as assistant clerk and treasurer, being available in the event of their absence. The budget increase (38+%) allows for the extra person. * Ms. Adams reported that during Covid, **Listers** were unable to do site visits and fell way behind; also there are only 2 Listers. A third person would encounter a large and lengthy learning curve as the new State computer program has seen much difficulty and continued education is required.

Ms. Roberts reported that she has decided to petition voters for a higher **Town Clerk** salary -- requesting \$46,000. She also requests an assistant one day a week plus for Clerk time off with knowledge in the event of the Clerk's inability. Also need \$5,000 dues for on-line deed records and \$3,000 to replace the recording station server -- these expenses accounting for (33+%) budget increase. There was discussion re: life expectancy of computer equipment, high cost of supplies. Mr. Viger inquired re: back up system allowing for catastrophic event.

There were no changes to **Planning** and **Zoning**.

There is a 12.3% decrease in the **street light** budget. Manager Gunter noted it most likely reflects the 10% discount for the solar panel array at the Transfer Station.

There was discussion re: benefits of **memberships** to different agencies (Rutland Region Planning Commission (RRPC), \$1,000; Vermont League of Cities and Towns (VLCT), \$4,600; Chamber for Economic Development of the Rutland Region (CEDRR), \$500. Also discussed the \$15,000 **County Tax**.

Parking Lot: Chairman Richards reported the revised **Zoning** regulations will be on the next agenda for discussion and approval. The Zoning Board has completed the first read through of the Town Plan.

Board Round Table: Chairman Richards inquired re: the \$45,000 grant awarded to DPW for purchase of a brine machine. Manager Gunter noted an extension can be done, but there is no one available with time/expertise to do the grant management.

Review of Financial Reports: The checkbook status is **\$1,429,515.37**.

Mr. Viger **moved to pay the Payroll Warrant, \$1,426.58**; seconded by Mr. Greenough and passed unanimously.

Mr. Viger **moved to pay the Payroll Warrant, \$1,178.61**; seconded by Mr. Greenough and passed unanimously.

Mr. Viger **moved to pay the Payroll Warrant, \$33,430.90**; seconded by Mr. Greenough and passed unanimously.

Mr. Viger **moved to pay the General Fund Warrant, \$56,511.75**; seconded by Mr. Greenough and passed unanimously.

Mr. Viger motioned to **adjourn**; seconded by Mr. Coupal. Meeting was adjourned at 8:12 pm

Respectfully submitted: Claire Stanley

Glen Traverse, Board Clerk