

## TOWN OF FAIR HAVEN, VERMONT

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

**REGULAR MEETING -- Tuesday, May 14, 2024 -- 7:00 PM**

**Zoom Meeting Link:** <https://us02web.zoom.us/j/85646551688>

**Phone: 1 929 205 6099 | Meeting ID: 8564 655 1688**

### APPROVED MINUTES

**Members Present:** Glen Traverse, Bob Richards, Michael Doran, Rich Greenough

**Members Absent:** Chadd Viger

**Others Present:** Town Manager Joe Gunter, Recording Secretary Claire Stanley, Tucker Babcock, Peg TV, Ceil Hunt, Dept. of Public Works (DPW) Foreman Nate Saxton, Toni Lobdell, Judy Sheldon, Fred Capron, Janis Kelleher, Loraine Brown, Dave Mallory, Victoria Angis, Johnathan J. Billewicz, Lillian E. Billewicz, Walter Sperr, Mike LaDuke.

**Call to Order:** Chairman Richards called the meeting to order at 7:00 p.m. and led the assembly in reciting the Pledge of Allegiance to the Flag.

**Public Hearing -- Town Plan Update:** Chairman Richards commented that they are looking for input -- is there need for any corrections. He noted they added the 2001 Sewer Rehab Project, completed in 2022. Ms. Ceil Hunt said that identification of those responsible for action items, and timeline for those items should be included -- that someone needs to be responsible. She noted it is good to re-visit the Town Plan annually for efficiency. Mr. Traverse observed that this edition of the Town Plan includes maps, not done in the past. Chairman Richards reported that all departments, DPW, Schools, water, sewer, worked their sections of the Town Plan. There will be one more hearing, at the next Select Board meeting, May 28 that is already posted. With the adoption of this plan, the Town is eligible to apply for grants. Mr. Traverse **made a motion to adopt the Town Plan** with the addition on page 14 of the 2001 Sewer Rehab Project. The motion was seconded by Mr. Doran and passed unanimously.

The **Public Hearing** adjourned at 7:12 p.m.

**Amendments to the Agenda:** Mr. Traverse **made a motion to add** *"Request Party Status"* and *"Appointment to Otter Creek CUD"* to New Business; seconded by Mr. Doran and passed.

**Approval of Minutes:** Mr. Traverse **made a motion to approve the minutes** of the April 30, 2024, meeting as written; seconded by Mr. Greenough and passed.

**Five Minutes for Public Comment:** Mr. Fred Capron introduced the Concerts in the Park committee and reported that there will be concerts from June 20 to August 15. The 40<sup>th</sup> Army Band contacted Mr. Capron to let him know they are available to perform on July 4th. They will

perform though it had not been planned. He noted that costs have increased, but prices for concert goers will not change. Mr. Capron thanked the Town for the \$7500 annual support to Concerts in the Park and noted that there is a question about the availability of some leftover funds from last year. Chairman Richards assured him this matter will be investigated thoroughly.

Ms. Lillian Billewicz asked why the Municipal building second floor was not available for the Sidwalk Project public hearing as advertised and what is the impediment for use of the upstairs for the Public Hearing at Spring Fling. The community is anxious to view the upstairs. Chairman Richards explained that the upstairs space still needs to be cleaned and organized. There has been no time or personnel to do the cleanup. DPW has been busy doing Town outside Spring cleaning. At Ms. Billewicz inquiry, no, Manager Gunter's contract has not yet been renewed. Chairman Richards noted that they keep postponing the necessary review.

Ms. Victoria Angis reported that since their founding in 1984, the Historical Society has been collecting pictures and artifacts, planning to showcase them. One of the upstairs classrooms is being used for storage. She understands that they will have to move out of the space they are currently using. Earlier, a meeting was held with the Fire Dept and Manager Gunter after which the Historical Society presented a proposal and received no response to the proposal and no room has been assigned. What is the process going forward. Chairman Richards replied that no decisions have been made; he is not prepared to answer the questions right now; there is need to take this matter seriously. Manager Gunter reported there is planning to move the Historical Society as space is needed to accommodate office staff; there will be help with a Municipal Energy Resilience Program (MERP) grant; "everybody" has demands for upstairs space. Mr. Traverse noted that there is a lot of "good stuff" going on. It is the Board's plan to meet with interested parties at the beginning of June.

**Department Head Reports: Water Dept Chief Mike LaDuke reported:**

- \* Flushing has started, plan to finish next week
- \* Our intern is working, doing a good job
- \* Doing clean-up at the pond -- some trees
- \* Plan to start valve exercise
- \* Roof supplies are delivered -- Manager Gunter will contact roofer for timeline to start work

**Dept of Public Works (DPW) Foreman Nate Saxton reported:**

- \* Water is turned on at Cedar Grove cemetery. Providing buckets is suggested.
- \* Are doing asphalt patching
- \* Doing street sweeping
- \* Start prep for paving tomorrow -- Liberty Street, West Park Place -- expect to gain 14 - 15 new parking spaces on West Park Place
- \* Mr. Greenough noted DPW did a good job on Airport Road

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

- \* **Police reported**

- \* 4 arrests
- \* 38 municipal violations
- \* 2 car crashes
- \* 13 finger printings were completed for hiring purposes
- \* Dump stickers will go on sale July 1st (start of new fiscal year) for \$10.00  
Early Bird special price is \$7.00 if purchased before July 1st
- \* The Rec Dept is doing enthusiastic work
- \* Thank you to the Historical Society for their work cleaning the Park fence posts
- \* Received a thank you note for flowers sent to the West Rutland Town Manager on the occasion of the death of her husband
- \* Received a note with 9 suggestions on how to better spend property tax money

## **OLD BUSINESS**

**Rec Director Job Description:** Manager Gunter met with Mr. Markie who said it is good. Mr. Traverse **made a motion to accept** the Rec Dept Director position job description; seconded by Mr. Doran. The salary is \$46,000; there is a lot of interest in the job; it is a good job. Mr. Greenough said the document is very well written. The motion carried unanimously.

Mr. Doran suggested planting Maple trees where the (playground) pine trees were removed.

At Chairman Richard's inquiry, Manager Gunter will find a licensed pesticide expert to do the work to save the playground Ash tree.

**Dept of Public Works (DPW) Truck Sale:** The 2010 Ford F550 truck was appraised by a local dealer reporting that \$11 or \$12,000 would be a good price. Mr. Traverse **made a motion to accept** the \$11,000 bid from Mr. Markie; seconded by Mr. Doran and passed unanimously.

**Backhoe Purchase:** Mr. Saxton solicited bids, 2 were received: Caterpillar, \$141,000; New Holland, \$98,207. There was brief discussion of the backhoe specifications. Mr. Traverse **made a motion to accept** the New Holland bid; and spend not to exceed \$100,000 for the purchase of a backhoe; seconded by Mr. Doran. The purchase will be funded: \$50,000 from American Rescue Plan Act (ARPA); \$20,000 from DPW reserve; \$15,000 from Water Dept reserve; \$15,000 from Sewer reserve. The order will be placed as soon as the State Emissions grant (that will pay 25% of the purchase cost) opens. The motion carried unanimously.

Chairman Richards said the mower purchased for use at the playground can be used by DPW in coordination with the Rec Committee.

## **NEW BUSINESS**

**Laying Out Munger Road -- Setting Inspection Date:** Manager Gunter reported trying to get this done for 3 years. There was talk, years ago about having Munger Road discontinued. Subsequently, it no longer appears on maps. This action will start the process of having Munger

Road re-instated, that begins with notifying the Planning Commission. Mr. Traverse **made a motion to** hold an on-site hearing on June 21, 2024, at 9:30 a.m.; seconded by Mr. Greenough. Mr. Saxton wants to attend, and both the Sheldon and Kendall families will be notified. The motion carried unanimously.

Mr. Greenough **made a motion** that the \$11,000 received from the sale of the 2010 Ford F550 be deposited into the DPW reserve fund; seconded by Mr. Doran and passed unanimously.

**Approval of Cemetery Deed:** Mr. Traverse **made a motion to sell** cemetery lot 185 in section 11, 1 grave for \$545.00 as requested by Waneta Steves; seconded by Mr. Greenough and passed unanimously.

**Transfer Station Credit Request:** Mr. Greenough **made a motion to approve** a Transfer Station credit account as requested by Carl Durfee Store; seconded by Mr. Traverse and passed unanimously.

**Request Party Status:** Chairman Richards reported that an appeal has been filed in Superior Court re: the denial to apply pesticides to Lake Bomoseen. There is need to have party status in order to comment on the matter. Mr. Traverse **made a motion to apply** to Superior Court for Party Status in the matter of the Lake Bomoseen Pesticide appeal; seconded by Mr. Greenough. Manager Gunter said the Town Lawyer will work on that. The motion carried unanimously.

**Broad Band Communications Union District (CUD) Appointment:** Mr. Traverse **made a motion to appoint** Jason Coupal to the Otter Creek Broad Band CUD; seconded by Mr. Doran and passed unanimously.

**Water/Sewer Budget Review Begins:** Manager Gunter said this is the first review of the budget. He met with Water Dept Chief Mr. LaDuke and Sewer Dept Chief Ms. Lafond this morning and noted that the Water budget shows an increase, while the Sewer budget shows a decrease -- most likely driven by energy efficiency.

**Property Tax Stabilization Efforts -- Discussion:** Mr. Greenough stated the need to continue to address charging for vendor spaces at Park events. We need to cover the cost of DPW doing cleanup work and the Town's providing water and electricity. Mr. Traverse suggests inviting groups that hold events in the Park to a meeting for discussion. It was noted that other Towns charge vendors.

**Parking Lot:** No discussion

**Board Round Table:** Mr. Greenough stated that DPW is doing a great job considering they are understaffed. \* There are a couple of trees that need to be removed at Cedar Grove Cemetery. Mr. Traverse suggests inviting the Cemetery committee to a meeting.

At Mr. Doran's inquiry, Mr. LaDuke noted that the water issues at the underpass on Airport Road are due to ground water. \* Mr. Doran is trying to find ways to communicate these activities/work by the Town to the community.

Manager Gunter stated that he is a Notary if anyone needs that service.

**Review of Financial Reports:** The **checkbook status is \$1,441,692.14.**

Mr. Traverse **moved to pay the Payroll Warrant, \$33,976.22;** seconded by Mr. Greenough and passed unanimously.

Mr. Traverse **moved to pay the General Fund Warrant, \$68,773.83;** seconded by Mr. Greenough and passed unanimously.

**Executive Session:** Mr. Traverse **made a motion to enter executive session,** including the Town Manager at 8:32 p.m. to discuss Personnel, 1 V.S.A. ¶ 313 (a)(3); seconded by Mr. Doran and passed unanimously.

The recording secretary was excused at this time.

The Board came out of executive session at 9:30 pm. Mr. Traverse motioned to adjourn; Mr Doran seconded. Meeting **adjourned** at 9:31pm

Respectfully submitted: Claire Stanley

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Glen Traverse, Board Clerk