

TOWN OF FAIR HAVEN, VERMONT

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

REGULAR MEETING -- Tuesday, June 25, 2024 -- 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, Michael Doran, Rich Greenough

Members Absent: Bob Richards, Chadd Viger

Others Present: Town Manager Joe Gunter, Recording Secretary Claire Stanley, Steven Wilson, Peg TV, Rose Anne Vanlew, Johnathan J. Billewicz, Lillian E. Billewicz, Water Dept. Chief Mike LaDuke

Call to Order: Acting Chairman Traverse 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: None

Approval of Minutes: Mr. Greenough **made a motion to approve the minutes** of the June 11, 2024, regular meeting as written; seconded by Mr. Doran and passed unanimously.

Five Minutes for Public Comment: Ms. Vanlew commended the graduating Fair Haven High School Class of 2024 that recognized Stafford Technical School students saying they did a very good job.

Ms. Billewicz reported hearing there had been vandalism at the high school. Mr. Traverse said it would be inappropriate for this Board to comment. She should inquire of the School Board.

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

- * Are doing lead and copper samples. Will be OK for two years if the report is good.
 - * The roof work is about finished -- working on the eaves
 - * If weather holds out, will start valve exercising next week
 - * Have not seen any rattle snakes yet this year
 - * No report has been received from the lead pipe survey; do not expect any will be found.
- Manager Gunter reported information has been collected from homeowners;

Town Manager Report & Communication: Manager Gunter reported:

Police

- * 1 arrest (33 for 2024)
- * 69 traffic/municipal violations (845 in 2024)

- * 35 written warnings (322 in 2024)
- * 3 car crashes (38 in 2024)
- * Completed 8 sets of fingerprints (101 for 2024)
- * There were 154 calls for service

Town Manager

- * This is the last meeting of the fiscal year.
- * All depts. did a great job managing tight budgets finishing the year within budget
- * The General budget is over by 2 – 3 % mostly due to lawsuits expenses
- * The last payment for the excavator is made
- * The Zoning by-laws grant is closed out
- * The 2024 paving budget paving is done; Liberty St and Cottage Streets will be done next week starting the 2025 budget paving; Liberty St. will be closed for the work
- * Light poles for the Lights in the Park are received; to be installed starting Wednesday
- * Parking spaces striping will be done tomorrow in the Park and Ride
- * The State expects Fair Haven to do a re-appraisal; numbers came in at 20.2
- * The School Budget passed; the tax rate can be set the week of July 26th. This Board needs to decide whether to send out 2 billings: municipal, then school. The consensus is that one billing would more cost effective. Mr. Greenough **made a motion to send out one (late) bill** including both municipal and school tax; seconded by Mr. Doran and passed.
- * Last Friday's Munger Road meeting was cancelled; rescheduled for August 16, 2024 at 9:30 am
- * There was minor vandalism damage done at the playground bathrooms

OLD BUSINESS

Cemetery Tree Removal: Manager Gunter, Mr. Greenough, DPW Foreman Mr. Saxton and the cemetery groundskeepers found three (3) trees needing to be removed in Cedar Grove Cemetery. At Ms. VanLew's inquiry, Mr. Greenough stated if the trees are to be replaced, it should not be pine trees but smaller trees. The Cemetery Committee will be notified.

NEW BUSINESS

Lister Salary: Manager Gunter reported the Select Board sets Lister salaries. The State average is \$19.16/hr. Mr. Doran **made a motion to pay** the new Lister, Jack Adams \$16.00/hr. and Head Lister Sharon Adams \$21.00/hr. as recommended by Town Manager Gunter. The motion was seconded by Mr. Greenough and passed.

Errors and Omissions: Two parcels were taxed the same, one with and one without a house. The two parcels were combined; the value of parcel 216-076-10088 was changed from \$11,000 to \$0. Mr. Doran **made a motion to approve** the change as described above; seconded by Mr. Greenough and passed. Members signed the document.

Security Camera Bid Approval: Voters approved \$106,000 to install security cameras in the Park, the Municipal Building and at the Playground. Two (2) bids were received: Royal, \$104,345.64. Chimera Integration, \$107,863.00. Mr. Doran **made a motion to accept** Royal's bid of

\$104,345.64 as recommended by Manager Gunter; seconded by Mr. Greenough and passed. Manager Gunter noted Royals has done very satisfactory work for the Town in the past.

Cemetery Deeds: Mr. Greenough **made a motion to approve the sale** of 2 graves in Cedar Grove cemetery lot 55 in section 11, for \$945.00 as requested by Robert and Kristina Kilburn. The motion was seconded by Mr. Doran and passed.

Water/Sewer Budget; Final Review and Rate Setting: Manager Gunter prepared a handout showing water & sewer expense calculations:

Total water expenses, \$485,560	Total sewer expenses, \$607,899.
Number of water users, 929	Number of sewer users, 860
Estimated water use, 38,700,000 gal	Estimated sewer use, 36,100,000
Water use rate: \$8.62 (up \$.50)	Sewer use rate: \$14.32 (down \$.20)
Water base rate: \$38.50 (unchanged)	Sewer base rate: \$25.00 (unchanged)

Mr. Greenough **made a motion to approve the water/sewer rates as presented**; seconded by Mr. Doran. Mr. Greenough commented that with the price of everything going up, these numbers look “pretty good”. The motion carried unanimously.

Property Tax Stabilization Efforts; Additional Discussion: Manager Gunter reported that in 2021 and 2022 a committee was formed to study ideas to increase transfer station revenue. It was suggested that the Town open the transfer station to surrounding communities. Manager Gunter reached out to the State. Brian Sales of the VT Agency of Natural Resources replied, VT Solid Waste Program has no objection to Fair Haven opening up the facility. Manager Gunter will prepare a proposal for non-resident users for the Board’s review at a future meeting. Discussion followed: what to charge; what is capacity; long waiting lines on “dump day”; Mr. Doran commented it would be beneficial to contractors; Mr. Greenough noted this is worth doing; Mr. Traverse said there needs to be a cost/benefit analysis done.

Board Round Table: Mr. Doran commented re: parking in the Park and Ride. Can the Town charge for Parking permits -- that prime parking spaces should be for customers and workers at downtown businesses, not building tenants; is there parking space behind those buildings.

Mr. Greenough wants to make sure that the Board re-visits the issue of charging vendors at events in the Park and downtown.

Mr. Traverse noted that the Economic Development Committee is reviewing the Junk ordinance (tall grass, ignored garbage, junk cars, etc.). They expect to bring a proposal to the Board in the near future.

Parking Lot: No discussion

Review of Financial Reports: The **checkbook status is \$426,322.19.**

Mr. Traverse **moved to pay the Payroll Warrant, \$39,401.74**; seconded by Mr. Doran and passed unanimously.

Mr. Traverse **moved to pay the 2024 General Fund Warrant, \$456,585.52**; seconded by Mr. Doran. This includes payments to Wilk Paving and Belden Construction. The motion passed unanimously.

Mr. Traverse **moved to pay the FY 2025 warrant for \$99,818.14**; seconded by Mr. Doran. This includes a Water Bond payment. The motion carried unanimously.

Executive Session: Mr. Doran **made a motion to enter executive session**, including the Town Manager at 8:04 p.m. to discuss Personnel, 1 V.S.A. ¶ 313 (a)(1); seconded by Mr. Greenough and passed unanimously.

The recording secretary was excused at this time.

The Board came out of executive session at 8:45pm; no decisions were made.

Meeting **adjourned** at 8:46 pm

Respectfully submitted: Claire Stanley

Glen Traverse, Board Clerk