

## TOWN OF FAIR HAVEN, VERMONT

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

**REGULAR MEETING -- Tuesday, August 6, 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, Bob Richards, Chadd Viger, Michael Doran, Rich Greenough

**Others Present:** Town Manager Joe Gunter, Recording Secretary Claire Stanley, Peg TV, Rebecca Stockwell, Lillian E. Billewicz, Johnathan J Billewicz, Police William Humphries, Kerry Fowler, Reece de Castro, Glenn Heitsmith, Danielle Roberts, Peter M. Laramie,

**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.

**Meeting with Chamber of Commerce:** Mr. Traverse noted that there had been a previous meeting with the Chamber where there was no resolution. The Board since has discussed a \$5 charge from “for profit” vendors at events. Discussion included: Mr. Richards said, the Board started talking about this because the Park belongs to the Town; that the Town should collect vendor fees, not the Chamber. Mr. Fowler said the Chamber charges by booth space; they are involved only with Spring Fling and the Car Show. He can see the Town’s point that vendors are making money using the Park and suggests the Town bill the Chamber for trash removal. Mr. Doran said, we can’t pick and choose who gets charged, that everybody be charged. Mr. Traverse noted that a great job was done cleaning up after the Car Show; that the Board is looking for ways to generate revenue to pay expenses. Mr. Fowler said, they don’t know how to figure out a split fee system since there is a lot of time spent in the background getting ready for these events. Mr. Greenough said the Town should get something to offset expenses -- electricity, the new lights, trash removal, etc. The Board thanked Mr. Fowler for his time and noted there will be further discussion.

**Fair Haven Rescue Squad Update – Rebecca Stockwell:** Ms. Stockwell reported their last Board meeting was in July; there is an application for the one open full-time position; upcoming interview with a CU student to work three (3) shifts/wk. to pay for apartment; there is increase in mental health calls; outside painting and repairs are on-going to the building. The next Board meeting is next Monday, August 12. Mr. Viger asked, does the Squad keep track of the top 3 types of calls. Yes. Members thanked Ms. Stockwell for the time and efforts.

**Amendments to the Agenda:** None

**Approval of Minutes:** Mr. Traverse **made a motion to approve the minutes** of the July 23, 2024, regular meeting; seconded by Mr. Greenough and passed with Mr. Viger abstaining.

Mr. Traverse **made a motion to approve the minutes** of the July 26, 2024, regular meeting as written; seconded by Mr. Viger and passed with Chairman Richards abstaining.

**Five Minutes for Public Comment:** Ms. Danielle Roberts read a complaint about the Clerk and Town staff duties. The Town staff has not taken on any of the Clerk's duties. She noted the hard work of daily duties, that there were three elections this year and feels she was unfairly attacked.

Mr. Billewicz commented that the Town did not get the title for properties in 2014.

Ms. Lillian Billewicz prepared a handout and expounded about several statutes the Board is held to; she asked for the audio recording of the hearing

Town Manager Joe Gunter introduced **Reece de Castro, newly hired Rec Director** who spoke briefly about his activities that include: meeting with previous leaders to have a Memorial Day parade; working on safety protocols; working to have a bottle drive the end of the month; met with Aubuchons to gain support for a Round-up; have spoken to local people about cleaning up the properties behind the school; making the soccer program better; setting up for Applefest and having an attractive booth at that event to represent the Rec Dept.; keeping social media updated -- it is important to families -- hoping to attract new families to Fair Haven showing them what is available here. The Board thanked Mr. de Castro for his time and efforts.

**Department Head Reports: Police Chief Humphries reported:**

- \* 4 arrests (46 yr. to date)
- \* 31 Traffic/Municipal violations (978 yr. to date)
- \* 7 written warnings (364 yr. to date)
- \* 6 car crashes (48 yr. to date)
- \* Completed 14 sets of fingerprints (134 yr. to date)
- \* 102 call for service (2211 yr. to date)

Completed the sex offender registry checks

Mr. Viger inquired does the Dept. keep track of on which roads accidents occur. Yes, primarily on the 22A corridor.

There was a noise complaint (Academy St.). They will make efforts to keep the garage door closed to lessen noise

**Town Manager Report & Communication:**

- \* Working on getting the Transfer Station open to other Towns. Reached out to Gleason Road for input. Chairman Richards noted there may be a question re: Solid Waste District.
- \* This year was the fastest we ever put out tax bills after receiving State numbers.
- \* The main focus for the Dept of Public Works (DPW) is on Bigelow Hill, replacing culverts and taking down trees
- \* The \$24,500 backhoe grant came through. It pays all but 24% of the total cost of the backhoe
- \* The Work Safe program is finalized -- all violations have been corrected
- \* Street painting has been done on West Park Place; left turn lanes painted on Main Street
- \* Met with Sean Galvin about the Memorial Day parade

- \* Wrong parts were received for Pickel Ball courts
- \* Scotch Hill work is with the State
- \* Budget process starts the end of this month

Mr. Billewicz asked for a list of Work Safe violations and its cost

## **OLD BUSINESS**

**Cemetery Tree Removal:** Received two bids (\$11,000; \$15,500) for removal of one enormous pine tree, two smaller ones and stump grinding. Mr. Traverse **made a motion to accept** the bid from McLaughlin Brothers, \$11,000 for tree removal and stump grinding at Cedar Grove Cemetery; seconded by Mr. Doran and passed unanimously.

**American Rescue Plan Act (ARPA) Funds:** Manager Gunter prepared a sheet for members of how the ARPA funds were allocated. \$64,000 remains in the fund. Chairman Richards noted the fund is to be allocated by end of the year. Mr. Traverse suggests continuing the work on the Town Hall 2nd floor; Mr. Greenough suggest using it to pay for the backhoe and not use the reserve fund; Mr. Doran suggests using it to shore up this building as much as we can so it can be put to use; Mr. Traverre said he'd like to see it used for grant match.

## **NEW BUSINESS**

**Memo of Understanding (MOU) with School District:** Mr. Traverse said this document as written is telling the Town what they will do, is very broad and one sided, would open the playground to open carry. Manager Gunter said the memo has been sent to legal, no response yet. Mr. Greenough agrees noting a Rec Director has been hired to promote the use of the playground and this document would close the space to the public. There is question re: police having access to camera images.

**Traffic Ordinance Review:** Copies were given to members for review. Discussion included, longtime parking considered storage; how do Park and Ride regulations apply; tenant parking is an issue, it is not the Town's responsibility to provide parking for tenants; motorcycles stored in parking spaces. Mr. Doran suggests inviting building owners to try to "hash out something". There was discussion re: designating Liberty Street one way east.

**Board Guidance – discussion:** Manager Gunter asks, what does the Select Board want the Town Manager's focus to be as a next goal. Mr. Doran said to re-hab salvageable slate sidewalks; could reach out to slate workers for help. Chairman Richards noted there was discussion re: installing slate sidewalk at the Veterans' Memorial. Mr. Traverse said the ordinance clearly says sidewalk repair and/or replacement shall be cement. Feels it is hypocritical to do otherwise. Mr. Traverse says to focus on getting the Town Hall done and ready to be used. Mr. Greenough said Scotch Hill Road needs to be included in the list ASAP. He noted that catch basins are covered with debris and need to be cleared before the next expected heavy rain. Mr. Viger says to focus on Marketing. Mr. Doran said marketing would help put the Park to good use.

**Revenue Efforts -- Discussion:** Discussed earlier in meeting

**Parking Lot:** No discussion

**Board Round Table:** Mr. Greenough thanked the Dept. of Public Works (DPW) for their work, noting that they are short-handed. There are not nearly enough people in the DPW to do all the necessary work.

Mr. Doran thanked Mr. Greenough for his efforts in getting the Main Street turn lanes and West Park Place parking area painted. He noted that the Brewery is not open for business, but the outside tables are still in place.

Chairman Richards reported the Legion is considering installing a pavilion at the Veterans' Memorial. Mr. Greenough said it would be a real nice addition to the Memorial Park providing a place for people to sit.

**Review of Financial Reports:** The **checkbook status is \$-76,650.85.**

Mr. Traverse **moved to pay the Payroll Warrant, \$42,481.72;** seconded by Mr. Greenough and passed unanimously.

Mr. Traverse **moved to pay the Payroll Warrant, \$719.29;** seconded by Mr. Viget and passed unanimously.

Mr. Traverse **moved to pay the FY 2025 warrant for \$125,457.87;** seconded by Mr. Viget and passed unanimously

Mr. Greenough **moved to pay the 2024 General Fund Warrant, \$2,948.22;** seconded by Mr. Viget and passed unanimously.

**Executive Session:** Mr. Traverse **made a motion to enter into executive session,** including the Town Manager at 8:20 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 Selectboard came out of Executive session at 9:30pm. Mr. Greenough made a motion to **adjourn;** seconded by Mr. Viget. Meeting adjourned with no actions taken.

Respectfully submitted: Claire Stanley

---

Glen Traverse, Board Clerk