

TOWN OF FAIR HAVEN, VERMONT

Selectboard, Water & Sewer Commissioners, Liquor Commissioners, Cemetery Commissioners
REGULAR MEETING -- Tuesday, August 20, 2024 -- 7:00 PM
Zoom Meeting Link: <http://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: Rose Anne VanLew, Peg TV, Lillian E. Billewicz, Johnathan J. Billewicz, Police Chief William Humphries, Devon Neary, Regional Planning Commission.

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.

Amendments to the Agenda: Mr. Traverse **moved to add** *Meeting with Devon Neary* to the agenda; and *Cemetery Deed Request* to New Business; seconded by Mr. Greenough and passed unanimously.

Approval of Minutes: Mr. Traverse **made a motion to approve the minutes** of the August 6, 2024, regular meeting; seconded by Mr. Doran. CORRECTION Pg. 2, ¶2, line 3 . . . were “four” . . . ; Pg. 4 last line . . . Mr. *Vige*’r”. The minutes were approved unanimously as corrected.

Meeting with Devon Neary, Regional Planning Commission: Mr. Neary reported there was Act 250 reform Legislation passed, going into effect in 2027, that could impact Fair Haven. Location based growth exemption eligibility requires zoning by-laws, municipal water/sewer and sub-division regulations. Fair Haven would need to update Zoning regulations to include sub-division regulations to qualify for Act 250 exemption and necessary criteria was discussed. The State is encouraging application; grant programs will be available this winter; Rutland Regional Planning Commission can help with draft applications, downtown designation and Act 250 exemption on a first come, first served basis. At Mr. Traverse inquiry re: cost to the Town, Mr. Neary said the grants are 100% with sub-division regulations, and 10% match without. Mr. Traverse **made a motion to move forward to pursue** downtown designation sub-division regulations added to Zoning regulation to qualify for application for Tier 1A neighborhood development Act 250 exemption; seconded by Mr. Doran. A (draft) map showing the 1/2 - mile radius exemption area was shown. The motion carried unanimously.

Mr. Traverse **made a motion to direct the Planning Commission** to work with the Rutland Regional Planning Commission to develop sub-division regulations in the downtown designation zoning plan; seconded by Mr. Greenough and passed unanimously.

Five Minutes for Public Comment: Ms. Vanlew thanked the Town for painting the left turn lane traffic lines on Main Street at Liberty Street. It makes a huge difference.

Mr. Johnathan Billewicz inquired, when is the Town of Fair Haven going to file required permits for the sale of 5 – 7 Union St. and 16 – 18 River St. Chairman Richards stated there is no answer to this question tonight. We will get back to you after contacting legal counsel. He asked, has any Board member checked to make sure the Town Clerk records are recorded statutorily correctly. Chairman Richards noted that is not this Board's job.

Ms. Lillian Billewicz prepared handouts given to members of requests for documents from the Town including audio tape of Fire Dept hearing and a copy of the Town Manager's contract; a copy of a violation of civil rights complaint was handed to Chief Humphries. She requests to be on the next agenda to discuss ARPA funds. Chairman Richards noted that requested documents might be included in court documents

Department Head Reports: Police Chief Humphries reported:

- * 1 arrest (47 yr. to date)
- * Completed 17 sets of fingerprints (151 yr. to date)
- * 4 car crashes (52 Yr. to date)
- * 171 calls for service (2381 yr. to date)
- * There is a new hire; the Dept is at full staff
- * A brief finance report was prepared for the Board

Town Manager Report & Communication: Manager Gunter reported:

- * Spoke with Mr. Neary and was told Logan is available to help with Act 250 exemption applications
- * Dept of Public Works is working on Bigelow Hill; have replaced one culvert; are ditching
- * Doing roadside mowing
- * Removing trees and brush as necessary
- * Started painting crosswalks today
- * The large Cedar Grove Cemetery trees will be taken down next month
- * The Water Dept intern Blake Sheldrick is off to college; hope to have a new intern on board
- * The playground is set to go for school opening; some minor equipment repairs were made
- * A special thank you to Shayden Coombs who worked diligently to keep the bathrooms and playground in good order allowing for very few disruptions
- * Digitized mapping of the water and sewer system has started

OLD BUSINESS

MOU with the School District: Have not yet received an edited document from the Attorney

Traffic Ordinance Review: Members discussed edits to the document including: clarifying names and locations of "Stop" signs, suggesting using actual street addresses instead of business names that can change. Designating Park and Ride parking spaces for tenants for optimum business customer use. Chief Humphries noted that two-hour parking for tenants would be difficult to enforce as would windshield sticker permits; suggest communicating with landlords; that some buildings have no parking space "out back"; suggest designating west end of Park and Ride for

tenants. How to proceed re: snow event/snow removal -- alternate side parking. There was lengthy discussion re: designating Liberty Street one way east to eliminate dangerous congestion; parking on both sides of the street while the parking lot is empty; driving onto Main Street from Liberty is dangerous, with little visibility. Chief Humphries suggested installing a curbed sidewalk and noted push back can be expected. Mr. Viger noted that the Board needs to think about public safety. Manager Gunter asked, is there a problem, would changing to one-way solve anything. Chairman Richards said there is need to talk with business owners. There was question: is there need to change parking ticket penalties. Chief Humphries reviewed the procedure for non-payment; that there is more push back with parking tickets than with speeding tickets and that the amount of the ticketing is OK. Mr. Greenough noted that tenants without parking spaces "out back" have no place to go if not allowed in Park and Ride -- that at the west end of Park and Ride is agreeable. Chairman Richards asked to take an inventory of the number of apartments needing space and notify people that the Board is considering this issue.

NEW BUSINESS

Cemetery Plot Request: Mr. Traverse **made a motion to sell** 2 graves in lot 57B, section 8, for the amount of \$1,195, as requested by Timothy Herchenroder; seconded by Mr. Greenough and passed unanimously.

Board Round Table: Mr. Greenough said, we really need to at least do some patch work on Scotch Hill Road very soon. Manager Gunter noted the Wetland permit went to the State three weeks ago

Review of Financial Reports: The **checkbook status is \$359,662.22.**

Mr. Traverse **moved to pay the Payroll Warrant, \$42,268.48;** seconded by Mr. Viger and passed unanimously.

Mr. Traverse **moved to pay the General Fund Warrant, \$123,271.14;** seconded by Mr. Doran passed unanimously.

Executive Session: Mr. Traverse **made a motion to enter executive session,** including the Town Manager at 8:28 p.m. to discuss Personnel, 1 V.S.A. ¶ 313 (a)(1); seconded by Mr. Viger and passed unanimously.

The recording secretary was excused at this time.

The Board came out of executive session at 8:59 with no actions taken

Mr. Traverse motioned to **adjourn;** seconded by Mr. Greenough. Meeting **adjourned** at 9pm

Respectfully submitted: Claire Stanley

Glen Traverse, Board Clerk