

## TOWN OF FAIR HAVEN, VERMONT

Selectboard, Water & Sewer Commissioners, Liquor Commissioners, Cemetery Commissioners  
**REGULAR MEETING -- Tuesday, December 3, 2024 -- 7:00 PM**  
**Zoom Meeting Link:** <http://us02web.zoom.us/j/85646551688>  
**Phone: 1 929 205 6099 | Meeting ID: 8564 655 688**

### UNAPPROVED MINUTES

**Members Present:** Bob Richards, Glen Traverse, Chadd Viger, Mike Doran, Rich Greenough

**Others Present:** Town Manager Joe Gunter, Recording Secretary Claire Stanley, Greg M. Carmack (peg-TV), Jessica Stannard, Kelly Donaldson, Laura Pedroni, Johnathan J. Billewicz, Lillian E. Billewicz, Glen Heitsmith, Chris Lawrence on zoom.

**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.

**Meeting with Steffanie Bourque:** Not present. Manager Gunter gave handouts from Ms. Bourque to members and reported, now is the time, November 26, to December 10, 2024, to make changes to the Hazard Mitigation Plan. The plan is online for residents who want to include changes during that timeline. When changes are made, the plan comes back to this Board and then to the State.

**Amendments to the Agenda:** None

**Approval of Minutes:** Mr. Traverse **made a motion to approve** the minutes of the November 12, 2024, meeting as written; seconded by Mr. Viger and passed unanimously.

**Five Minutes for Public Comment:** The Board heard from Legion Auxiliary Vice Chair Kelly Donaldson who proposed **the Fair Haven Hometown Heroes Project** to honor Veterans both living and deceased with banners. Sponsors/families would purchase banners (\$190), the cost includes all paraphernalia needed to hang banners on GMP poles located on Town maintained streets and roads. Families may hang banners on their own property. Ms. Donaldson presented a handout of necessary criteria for the banners and their installation. The consensus of the Board is to go ahead with this plan; to coordinate with the Masons, that hang flags every year.

Mr. Heitsmith thanked the Town for using the (used) asphalt on Munger Road to make walking my dog a much more pleasant experience.

**Department Head Reports:** **Rec Dept. Director Reese de Castro** reported: have been busy planning the basketball season collaborating with Castleton (they let us use their gym); had a very good soccer year; handed out candy on Halloween to at least 200 children -- plan to do it again next year.

### **Town Manager Report & Communications:**

\* Working on the Union Street subdivision, making 3 properties into 2

- \* The accountant is in the new office (formerly Historical Society)
- \* Starting the “onesie” program again; have been told to make them larger this time.
- \* The Water Dept. has been doing beaver trapping
- \* Have received a letter informing the Town of the need for reappraisal. It is expected to be 3 years out because there is a lack of people to do the work.
- \* The Dept of Public Works found the leak at the Green Mtn. Mobile Home Park and did the repair requiring 40+ feet of pipe. Note: This is a private water line. The ordinance says, if a citizen asks, the Town will repair/replace. Mr. Greenough noted the Board needs to review that ordinance and standardize fees. Mr. Traverse asked if the State has been asked to reimburse the Town for the work.
- \* The auditor will be here on Wed, Thu, and Fri to start work on the 2024 budget audit.
- \* Mr. Greenough noted the replacement signposts for Pelkey Ave. are still at the DPW shop
- \* Sgt. Ed Hunter has resigned after 6 years as the FHUHS School Resource Officer (SRO). Lori Delance is the new SRO.

## OLD BUSINESS

## NEW BUSINESS

**Purchase Option -- Skyline Grant:** Have spoken with the attorneys; on hold for the time being

**Budget Review Continues:** Members reviewed selected sections of the budget line by line. **Auditing:** line 010-3420-60.00 increase \$2000; **Municipal Building** line 010-3710-10.00 increase reflects DPW salary allocation; line 010-3710-34.00 telephone decreased \$2500; line 010-3710-56.01 copier, increase \$3500. Need to purchase a copier to replace the current 10 year old one. **Cemetery** line 010-5520-10.00 salary reflects increased hours; **Air Park** line 010-5910-10.00 increase reflects salary allocation. There was discussion re: finding ways to generate income from the Air Park to defray cost. Also should re-visit events in the Park. **Parks and Rec line 010-7390-10.01** salary increase reflects minimum wage increase. **Special Events** line 010-7480-44.00 Christmas increase \$1000, there was discussion of ideas that could be done; line 010-7480-44.02 Concerts in the Park increase \$2000; Discussion to add Lumberjack Show -- temporarily add \$1000 to help pay for insurance; **No change** made to **Delinquent tax, Health Inspector, Transfer Station.**

Ms. Laura Pedroni asked, is there any way to budget for installation of crosswalk lights downtown. It is dark and dangerous after dark. Manager Gunter stated it would cost \$45,000 for 3 sets of lights. Mr. Traverse said it sounds like a good idea, but feels it should be on the ballot so there is no public pushback after installation. Mr. Doran said if we’ve got the money, do it. Ms. Pedroni said this is not an extraordinary request but a safety issue. Mr. Greenough said it should be done, don’t know exactly how. Mr. Viger said adding lights is a safety issue -- we have to include it in the budget. Manager Gunter noted it does not have to be budgeted; there is enough money in the Streets and Sidewalks reserve fund. Mr. Doran **made a motion** to take the cost of downtown crosswalk lights out of the Streets and Sidewalk reserve fund; seconded by Mr. Greenough. Mr. Greenough said, why have a reserve fund if it is not used -- we should chip away at problems. Manager Gunter reminded that this issue is not on the agenda and cannot be voted. Ms. Pedroni commented that Board members are dedicated giving of their time to attend meetings. The naysayers can do the same and have their

views heard at meetings. She thanked members for their support. Mr. Doran withdrew his motion; Mr. Greenough withdrew his second.

**Meeting with Peter Schnider:** Mr. Schnider reported he is working with the State to find ways to bring housing initiatives to build on Town owned and Town controlled land. There is need for several thousand housing units in Vermont. He is looking to find existing properties in Fair Haven to try to interest developers, contractors and home buyers; finding finance agencies, housing financiers, no-interest loans working with the Town(s). Mr. Doran asked, is there a list of empty/abandoned properties in Fair Haven? No. Does the Champlain Housing Trust work with rehabbing existing housing? Mr. Schnider said they find rehabbing costs are very high. Chairman Richards said the Zoning Commission is working on subdivision regulations; this would make some properties more attractive. Mr. Schnider said he can come to discuss possibilities of potential housing projects in Fair Haven. The Board thanked Mr. Schnider for the information, his time and efforts.

**Parking Lot:** Chairman Richards reported he feels the biggest hurdle will be to try to get a group of volunteers to become a partnership; the Subdivision Regulations review is still with the Regional Planning Commission; should have a draft of the subdivision rules by the end of the summer.

**Board Roundtable:** \*Mr. Greenough said, we must move forward to finalize the Green Mountain Mobile Home Park issue. \*Mr. Greenough suggests not doing the Rabies clinic anymore. It only needs to be done every three years, but people come every year because it is free. Chairman Richards noted it is a good opportunity to get dogs registered.

**Review of Financial Reports:** Checkbook status: **\$1,011,213,21**

Mr. Traverse **made a motion** to pay the payroll warrant, **\$36,640.57**; seconded by Mr. Viger and passed unanimously.

Mr. Traverse **made a motion** to pay the general fund warrant, **\$75,136.67**; seconded by Mr. Viger and passed unanimously.

**Executive Session:** Mr. Traverse **made a motion to enter into executive session** at 8:54 p.m. to discuss Attorney-Client communications, 1 VSA 313 (a)(1); seconded by Mr. Viger and passed.

Board came out of executive session at 9:24pm  
Mr. Traverse motioned to adjourn, seconded by Mr. Viger  
Meeting **adjourned** at 9:25 pm

Respectfully submitted: Claire Stanley

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Glen Traverse, Board Clerk