

## TOWN OF FAIR HAVEN, VERMONT

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

**REGULAR Meeting -- Tuesday, April 29, 2025 -- 7:00 P.M.**

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

**Phone: 1 929 2005 6099 | Meeting ID: 8564 655 1688**

### UNAPPROVED MINUTES

**Members Present:** Chadd Viger, Glen Traverse, Rich Greenough, Mike Doran, Sam Lucci

**Others Present:** Town Manager Joe Gunter, Recording Secretary Claire Stanley, Lillian E. Billewicz, Rose Anne Van Lew, Johnathan Billewicz, Kevin Hoyt

**Call to Order:** Chairman Glen Traverse 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 Renters for Water Shutoff:** No one attended with a complaint. A letter from landlord Tracy Adams was read. He writes he is a longtime Fair Haven Landlord having paid taxes and water bills in a timely fashion but is facing unusual circumstances. He writes that he is not asking for abatement, only time; that the State has not paid him for their contracted rents; and that these are unusually high bills -- two locations totaling \$3715. He was told that he can not enter into a payment agreement but must pay in full according to policy. Manager Gunter said the policy limits only one (1) payment agreement per each 12 months and the Manager has no authority to do otherwise, however, the State allows a landlord to petition the Select Board for relief. Discussion included: that Mr. Adam's past agreements have been paid in full and on time; the apartments were checked, and no problems were found; that this has been done in the past. Mr. Viger **made a motion to allow** Mr. Tracy Adams to enter into a second payment agreement as recommended by Manager Gunter; seconded by Mr. Greenough. Chairman Traverse stated that Mr. Adams needs to know that this cannot happen again; that these are extreme circumstances. Mr. Greenough agrees. The motion carried with Mr. Doran dissenting.

**Amendments to the Agenda:** None

**Approval of Minutes:** Mr. Lucci **made a motion** to approve the Minutes of the April 15, 2025 meeting; seconded by Mr. Greenough. CORRECTION. Pg. 4, ¶ 1, "VOSHA" fine. The minutes were approved as corrected.

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

- \* Received a letter from Stewarts Shops donating \$200 to the Fair Haven Blooms project, May 3
- \* Received communication from GMP stating the Airport Road sub-station project is in progress
- \* Started work on installing condensers in the Town Hall
- \* DPW continues to fill potholes. Please contact the office with pothole sites
- \* DPW continues Scotch Hill work preparing for paving

- \* The light post (knocked down by traffic accident) will be replaced May 15th
  - \* Have finished the MERP grant; it pays for the heat pumps being installed in Town Hall
  - \* Reached out to Mike in Castleton inquiring re: status of their reappraisal, and would he hire the same contractor again. He said yes. Thanked Mike for the information.
  - \* There will be a meeting in two weeks re: the downtown waterline project; are waiting for legal
  - \* Working on the Skyline project; will be meeting with a Vermont senator
- Mr. Greenough thanked Stewarts for their donation to the Fair Haven Blooms project.

## OLD BUSINESS

**Reappraisal Bids -- Approving a Contractor:** Received a letter from the State ordering reappraisal. Three (3) bids were received: NEMRC \$134,040 --- Completion in 2030;  
 Tyler \$155,200 -- Completion in 2027  
 Sansoucy -- Not responsive to RFP

Mr. Greenough **made a motion** to hire Tyler, \$155,200 as recommended by the Listers and Manager Gunter; seconded by Mr. Viger. There is \$255,700 in the account. The motion carried.

**Hilary Soloman -- Storm Water Project Easement:** Ms. Soloman noted the easement describes the agreement for annual cleanout and maintenance that should not be needed for 30 years. This is an agreement with RRPC. Mr. Viger **made a motion** to accept the easement and authorize Chairman Traverse to sign for the Board; seconded by Mr. Lucci. Manager Gunter reported the document was sent to the lawyer who has no concerns with it. The motion passed unanimously.

**Appropriation Policy:** Chairman Traverse said he learned a lot at the last meeting where many organizations were present to voice concerns and ideas about getting petition signatures. Mr. Greenough said to leave the policy as is. Mr. Viger said to leave it as is -- can re-visit the policy at a later time; Mr. Lucci said he is sensitive to needs and concerns and to leave it as is. Chairman Traverse said it was a good exercise to find out how voters feel. It is the consensus of the Board to follow the current policy that does not require signatures unless it is a first-time petitioner. Reports for Town Meeting are urged.

## NEW BUSINESS

**Financial Policy Update:** Manager Gunter reported that the Vermont Community Development Program (VCDP) would like to see a financial policy addressing accounting; this is a new policy. Mr. Viger **made a motion to accept** the new Accounting, Auditing and Financial Reporting Policy; seconded by Mr. Greenough. Manager Gunter noted the policy is to codify current processes. The motion carried unanimously. Members signed the document.

**Coin Drop Raffle:** Manager Gunter reported that each of the 9 applicants was assigned a number for raffle. The Town awards four (4) each year. Each Board member picked a number from the container; #2 Castleton Community Center; #7 Knights of Columbus; #8 Fair Haven Middle School; #4 Our Lady of Seven Dolors. Manager Gunter will contact these organizations.

**Public Works Building Purchase – Bond Discussion:** Manager Gunter reported currently the Dept. of Public Works (DPW) building is in bad shape and situated in a State protected floodway. The Armory -- building on Airport Road currently owned by the Vermont National Guard can be purchased for a very reasonable price of \$1.3 million. A few years ago, there was discussion of building a Town garage at the airport; that cost came in at nearly \$1 million for the building and cement work only. He proposes to purchase the Armory with a bond like the Main Street watermain bond vote. For the bond, paperwork is approved by the Board and posted for 3 weeks followed by public information meeting; vote is on Tuesday after the information meeting, tentatively scheduled for June 3rd. Mr. Doran commented that a salt shed would still be needed; can that cost be incorporated into the bond. Manager Gunter said work is on-going gathering salt shed numbers. Mr. Greenough said this is a great opportunity; that equipment could now be stored under cover. Mr. Viger commented that this has been a long on-going discussion and that kicking things down the road costs more. He noted that quotes in the past for a building were in the \$3 million to \$4 million range. Members discussed what the options are for the current building. Mr. Viger **made a motion** to move forward and begin the process to purchase the property on Airport Road owned by the Vermont National Guard; seconded by Mr. Greenough. Mr. Doran suggested holding the public meeting on site and to include a Power Point section of the current DPW building. The motion carried unanimously.

**Liquor License:** Mr. Lucci **made a motion** to approve a first-class restaurant/bar license, a third class restaurant/bar license and an outside consumption permit for Ieremias Family Enterprise, LTD, DBA Fair Haven Inn; seconded by Mr. Doran and passed unanimously.

Mr. Lucci **made a motion** to approve a tobacco substitute endorsement for the S. W. Wolk Corporation, DBA Liberty Street Market; seconded by Mr. Doran and passed unanimously.

**Two Minutes for Public Comment:** Mr. Billewicz commented that posting of minutes was tardy. Mr. Lucci said yes, all pertinent information was given to him after being elected a new Board member. The Board refused to accept document(s) from Mr. Billewicz.

Ms. Billewicz said the date of the VOSHA fine was Sept. 22, 2023

Mr. Hoyt made a comment re: the Police Dept. The Board refused to accept a handout from him; he became belligerent and was asked to leave the room.

At Ms. Van Lew's inquiry, the reappraisal is to be finished in 2027. She commented that she has complete faith in Fair Haven's Police Dept. and Chief Humphries.

**Parking Lot:** Mr. Viger asked, are we still on track re: the Downtown Designation; it expires in June; work is on-going.

Work is on-going on the Transfer Station swap shop

**Board Roundtable:** Mr. Doran commented that it is muddy at the Transfer Station; it might be of benefit to bring in stone. Also, the road could use grading.

Mr. Viger reported that the Rec Committee has purchased a concession stand for the playground allowing an opportunity for revenue. Manager Gunter said they have the use of two containers provided by the local container company. Mr. Viger said there is a good number of students signed up for sports.

**Review of Financial Reports:** The checkbook status is \$1,052,121.28.

Mr. Viger **made a motion** to pay the payroll warrant, \$36,876.68; seconded by Mr. Lucci and passed unanimously.

Mr. Viger **made a motion** to pay the General Fund warrant, \$53,380.93; seconded by Mr. Lucci and passed unanimously.

**Executive Session:** None

**Adjourn:** Mr. Greenough **moved to adjourn** at 8:20 p.m.; seconded by Mr. Viger and passed unanimously.

Respectfully submitted, Claire Stanley

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Board Clerk