

TOWN OF FAIR HAVEN, VERMONT

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

REGULAR Meeting -- Tuesday, June 24, 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, Rose Anne VanLew, Lillian E. Billewicz, Johnathan Billewicz, Patrick W. Frazier, Neil Robinson, Lauri Notarino, Jim Heller, Wayne Charlton, Bob Richards, Rick Wilson, Don Proctor, Police Officer Tyler Duel

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.

Amendments to the Agenda: None

Appointment with Ceil Hunt from the Historical Society: Ms. Hunt was unable to attend. Manager Gunter read a letter from Victoria Angis, President of Historical Society requesting the Board to approve some work in the upstairs Society rooms. They have some estimates totaling approximately \$2500. Mr. Lucci said being new to the Board he is not comfortable to vote without having a look at the upstairs as well as the estimates. Discussion included: are there grants that would be available to them; no funds are allocated for floors/ceilings; do they want the work done immediately; do they have the funds. Chairman Traverse said if they have the money, he has no objection. Mr. Greenough would like to wait; if at a later date, there is money available in the budget, the work could be done. Consensus is, would like to wait to have this discussion with Historical Society members.

Approval of Minutes: Mr. Greenough **made a motion** to approve the minutes of the June 10, 2025 minutes; seconded by Mr. Lucci. CORRECTION. . . . Out of executive session at 9:05; adjourned at 9:06. The minutes were approved as corrected.

Department Head Reports: Manager Gunter reported:

Office Asst.

- *Took payments
- *Made payment agreements
- *Directed foot traffic for Police Dept.

Accountant:

- *Reconciling bank accounts and clearing accounts
- *Reviewing budget to actual report and making necessary adjustment ex. (journal entry to move appropriate budgeted funds to reserve accounts)
- *Preparation for FY25 audit -- scanning bank statement, invoices of new assets, etc.
- *Accounts payable & payroll
- *Working with bank on Bond Bridge loan

Fire Dept.

- *6/10/25 SCBA facepiece fit testing for 8 firefighters
- *6/12/25, Automated crash detection, Liberty St. unfounded
- *6/17/25, EMS assist, Maple St.
- *6/18/25, standby for Poultney Fire Dept. for possible structure fire
- *6/23/25, EMS assist, Cedar St.

Police Dept.

- *14 arrests (57 yr. to date)
- *105 traffic/municipal violations (1158 yr. to date)
- *1 car crash
- *Completed 9 sets of fingerprints (114 yr. to date)
- *239 calls for service (2526 yr. to date)

Town Manager Report & Communication:

- * In about 2 – 3 weeks, expect the tax rate to be in
- *The State is doing a fish population survey
- *Have good applicants for the Rec Director position
- *Had a good meeting with the Transfer Station staff
- *Reached a sales agreement on the National Guard building; closing on July 13th
- *The Union Street property is for sale
- *DPW continues ditching on Scotch Hill; paving is expected to start mid-August
- *Have started work on the 2025 audit
- *Marble Street will be closed for waterline upgrade
- *All departments have been very busy

OLD BUSINESS

Slip Ramp on 4A: State Engineer drawings were in members' packets showing design to remove the slip ramp from North Main St. to Rte. 4A (in front of Stewarts). The intersection will continue to be a four-way stop; the storm drain will stay as will the existing sidewalk; the engineers need the green light from the Board. Discussion was that this is a State project done for safety purposes; this issue has been in discussion for several years. Mr. Greenough said this started years ago when people drove too fast and did not yield. He feels this is a really good design. Ms. VanLew noted that people backing out of driveways just past the slip ramp cannot see cars on the slip ramp. Mr. Viger **made a motion** to accept the design for the removal of the slip ramp from North Main St. to Rte. 4A. The motion was seconded by Mr. Doran and carried with Mr. Lucci abstaining.

NEW BUSINESS

Appointment to the Planning Commission: There are still no applicants. Mr. Richards reported the Rutland Regional Planning Commission's first draft of phase 3 of the Plan is out. He said the Fair Haven Commission provided input of map changes (displayed in the meeting room) and expounded on details of the plan including: the business district is extended to include those on South Main Street and Rte. 4A; that windmills are not allowed; that people can post ideas on the Regional website. Mr. Richards said the Planning Commission has the downtown designation about 50% completed, noting zoning and Historical district edits, subdivision rules and adjustment to meet State

rules. There will be a public hearing on July 2nd. A five (5) year plan is needed -- will plan a downtown walkthrough for the 5 year plan; have submitted EDC budgets and may be required to submit more. The Commission is planning to submit the completed Plan by September/October. It is much more involved than expected. For instance. There is no language in the current Plan allowing downtown buildings with commercial space downstairs and living space upstairs. Chairman Traverse said the Commission is doing a good job, keep at it. Mr. Billewicz inquired what does it take to become a member of the Commission. Mr. Charlton commented that when there is a change of use for a building, that the new owner and zoning work with the fire dept. to ensure access for fire and safety.

Cemetery Deed: Mr. Viger **made a motion** to approve the sale of Lot 159N in section 11 to Marsha Perkins for \$545.00; seconded by Mr. Lucci and passed. Members signed the document.

Fire Truck Purchase: Fire Dept Chief Jim Heller reported finding a brush truck that meets their needs at Formula Ford -- 2015 Ford F550 4 door, 5 seat. Asst. Chief Don Proctor explained the vehicle capabilities including that a skid unit can be attached; some existing equipment can be swapped out to it. Mr. Viger **made a motion to approve** the purchase of the 2025 Ford brush truck, not to exceed \$70,000; seconded by Mr. Greenough. It was noted that the Board voted funds for this project in March. Ms. VanLew said historically the Fire Dept. have been very good at getting the best bang for the buck and she has faith in them. The motion carried unanimously.

Sewer Budget Review and Approval: Manager Gunter reported a 3-year trend showing higher water use. He noted the rate calculations show a slight reduction in both base and usage rates. Mr. Viger **made a motion to approve** the water use rate at \$8.46/1000 gal; seconded by Mr. Lucci. Mr. Greenough noticed a discrepancy in the calculation. Mr. Viger **retracted** his motion; Mr. Lucci **retracted** his second. Approval of sewer rates is tabled to next meeting to review for a possible error.

Manager Gunter prepared a cost-saving analysis of mailing Water/Sewer bills quarterly (in members' packets). He offered a cost-saving initiative proposal of a one-time \$5.00 credit to users for switching to E-billing noting increasing cost of paper, envelopes and postage. Lengthy discussion followed. Mr. Lucci said to consider those that might switch to collect the \$5.00 and switch back. Mr. Doran said that \$1.00 credit each billing might be a better incentive. Chairman Traverse said the worst case scenario is to try it and if it doesn't work . . . go from there. . . Members would like to hear public feedback. The matter will be on the next agenda.

Two Minutes for Public Comment: Mr. Neil Robinson spoke re: the crosswalk at the laundromat. He detailed a history of events to its existence including a petition for vote and eventually losing 5 parking spaces required by the American Disabilities Act. He supports the crosswalk remaining when Main Street is paved next year.

Mr. Johnathan Billewicz commented that Manager Gunter was seen two mornings helping the Dept of Public Works to paint parking stripes.

Ms. Lillian Billewicz spoke to the annual submission to the Select Board of all documents submitted to the auditor. Also, copies of all grants relevant to the upstairs work be provided to Mr. Lucci as new Board member.

Ms. VanLew commented she does not see a purpose for the crosswalk at the Laundromat

Mr. Rick Wilson reported the sewer line was clipped during contracted work done on Liberty Street which was repaired. Since then, there have been two backups, the most recent was at the main. He asks that there be some investigation to determine if there is a tee at the source of the backup to determine if the Town is at fault.

At Mr. Frazier's inquiry, the Washington Street Cemetery fence is the responsibility of the Church.

Parking Lot: No action taken

Board Roundtable: Mr. Lucci reported doing some research after an abatement hearing in an effort to be proactive in assisting homeowners. He mentioned NeighborWorks as a source for such as budget counseling, home repairs. He will get information (flyers) for distribution at the office. He toured Slate Valley Cares and feels they are doing a good job.

Mr. Doran reported he and his wife have organized a food truck event to be held July 30th. It is on the website to be held on West Park Place.

Mr. Greenough noted CEEDR might be a source for assistance to homeowners.

Review of Financial Reports: The checkbook status is \$197,528.82.

Mr. Viger **made a motion to pay** the Payroll warrant \$42,150.68; seconded by Mr. Greenough and passed unanimously

Mr. Viger **made a motion to pay** the General Fund warrant \$234,763.60; seconded by Mr. Lucci and passed unanimously. The total includes payment to BC/BS and the heat pumps

Executive Session: Mr. Viger **made a motion** to enter Executive Session at 8:50 p.m. to discuss Personnel 1 VSA 313 (a)(4); seconded by Mr. Greenough and passed unanimously.

The Board came out of executive session at 9:50 pm. The Board approved and signed the Police Department union contract.

Adjourn: Mr. Viger motioned to **adjourn** at 9:51 pm; seconded by Mr. Greenough and passed

Respectfully submitted, Claire Stanley

Chadd Viger, Board Clerk