

## TOWN OF FAIR HAVEN, VERMONT

Selectboard, Water & Sewer Commissioners, Liquor commissioners, Cemetery Commissioners  
**REGULAR Meeting -- Tuesday, September 2, 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, Sam Lucci

**Others Present:** Town Manager Joe Gunter, Secretary Claire Stanley, Peg TV, Garrett Traverse, Keith Hier, Shawn Brink, Glenn Heitsmith, Rose Anne VanLew, Joseph Laramie, Sharon Adams, John (Jack) Adams

**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.

**Selectman Appointment:** Chairman Traverse asked each candidate to say a few words about themselves, why they are interested in being a member of the Fair Haven Select Board and what are priorities. Keith Hier introduced himself saying he is a lifelong Fair Haven resident, attended schools here and lives here with his family. He is a high school football coach and understands he has big shoes to fill. He felt it was time to give back to the community and be a part of the continuing growth; he said he has some good ideas to share if appointed. Mr. Lucci asked all three candidates if the Board meeting schedule is a problem. Each candidate said that it is not a problem. Mr. Hier supports sport activities, is interested in infrastructure, sidewalks, and noted the liquor license on tonight's agenda saying all issues are important.

Glenn Heitcamp said he moved to Fair Haven in 2024. He was an innkeeper for many years and before that was a journalist. He is interested in this town's history; likes to look at both sides of issues; would like to meet people to get ideas and help make Fair Haven a better place to live, work and play. His priorities include finding out what needs attention and help make it happen.

Shawn Brink said he came to Fair Haven 12 years ago with his family and lives on Phelps Ave. He became interested when he noticed there is a problem that people do not volunteer to donate time. He sees good things coming and wants to be a part of that. He works for Fair Haven DPW; has no public official experience; is open-minded and felt it is time to help in the community. Priorities include completing projects that have gone by the wayside. He feels there is a good start in the downtown and would like to see it continue with more -- sidewalks upgrade. Mr. Lucci noted his work for DPW is an asset with insight and experience. He asked each candidate if there might be other conflict of interest. None.

Chairman Traverse said there is need to fill only one term with 3 applicants. For the two that are not appointed there are many other committee positions where people are needed. The Board will make a decision in executive session. Mr. Viger said that he was appointed when Chris Cole stepped down. He said he enjoys the position and finds it interesting how fast/slow things move -- Interesting juxtaposition. Each candidate will be contacted tomorrow.

**Amendments to the Agenda:** Mr. Greenough **made a motion** to add to Executive Session, Personnel 1VSA 313(A)(3); and Legal 1VSA 313 (A)(1); seconded by Mr. Lucci and passed.

**Approval of Minutes:** Mr. Viger **made a motion** to approve the minutes of the August 19, 2025, meeting as written; seconded by Mr. Greenough and passed.

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

- \* 2 arrests (87 yr. to date)
- \* 89 traffic/municipal violations (1611 yr. to date)
- \* 2 car crashes (42 yr. to date)
- \* 1 overweight permit (55 yr. to date)
- \* 208 calls for service (3590 yr. to date)
- \* 14 sets of fingerprints (258 yr. to date)

At Mr. Viger's inquiry, Vermont does not use photo identification for traffic violations; many states use cameras. The Dept. uses one traffic speed monitor wagon (each cost \$5,000), have two more coming. Most speed violations occur Rte. 4, Washington St. and Rte. 22A. Corner of Main St. and Liberty St. is a traffic problem area. Mr. Hier commented could Liberty St. be made one way.

**Dept. of Public Works**

- \* Water Dept. has been busy doing repairs, exercising valves, focusing on mains
- \* Reclaiming Scotch Hill starts tomorrow
- \* Worked on West Street sidewalk last week
- \* There is a dead tree at the West Street cemetery -- coming down next week
- \* DPW continues with roadside mowing

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

- \* Budget season starts tomorrow
- \* Shout out and thank you to students who helped with the Park fence. It was a pleasure working with them.
- \* Food Truck Frenzy is tomorrow
- \* Sale of 7 Union Street occurs on Thursday
- \* The Junk Ordinance goes into effect October 27, 2025
- \* Work is being done on the Airport Road bridge
- \* The Zoning update has been warned; a public hearing will take place on Sept. 30 at 6:30.
- \* A special shout out and thank you to Rick Wilson who has volunteered and is helping out the Historical Society move and clean up. The Society painted the ceiling
- \* The upstairs air-conditioning work is on-going, now doing duct work
- \* Prospect and Main St. water upgrade construction project should be paved in the next couple weeks.

**OLD BUSINESS**

**Water/Sewer -- Electronic Invoice Incentive, 3<sup>rd</sup> Discussion:** Manager Gunter recommends a one-time \$5.00 incentive to switch over to electronic billing. Mr. Greenough inquired if the percentage of users that will switch can be determined. It was noted that there would be a revenue decrease the first quarter this went into effect; then a fast payback can be expected with long-term saving on postage, supplies and staff time. Mr. Viger **made a motion** to offer a one-time \$5.00 incentive to customers that switch to electronic billing; seconded by Mr. Greenough. Chairman Traverse emphasized that nothing will change except the billing process. Mr. Greenough commented it is a step in the right direction; Mr. Lucci said it makes sense fiscally and is the right thing to do. The motion carried unanimously.

**Blighted Property Ordinance, 2<sup>nd</sup> Discussion:** Manager Gunter commented, should Fair Haven have a Blighted Property Ordinance. He reached out to other Towns and provided examples from Springfield and Rutland Town. Lengthy discussion followed including: Mr. Greenough said the more ordinances we have the more difficult it is to enforce; Chief Humphries said it is beneficial to have an ordinance for enforcement; Mr. Viger commented about a need for a dedicated person for enforcement; that we should be a Town that stands up for tenants -- if a building is in disrepair, something can be done. Chief Humphries said it would combat crime, that people want to live here, property value is diminished if the “neighbor’s” property is blighted. Chairman Traverse noted there are also health and safety issues. He commented that the Board has many “irons in the fire” and should consider budgeting for enforcement. Mr. Viger offered that he and Mr. Lucci could work on drafting something. Mr. Greenough noted that a lot of these things the Board is working on go hand in hand and as the budget work goes on some of these issues will fall into place.

**Park Ordinance, 2<sup>nd</sup> Discussion:** Mr. Viger said the ordinance does not address the standard operating procedure(s) now that there is a Rec Committee in place. Chairman Traverse said that alcoholic beverages could be allowed at the park only for special events, no exceptions. Manager Gunter said that when he first came to Fair Haven there were questions about how can we get more people downtown. It seems there needs to be appeal for the younger generation. More discussion to come.

**Liquor License:** Mr. Viger **made a motion** to approve a Manufacturer License for Fall Moountain Wines. LLC; seconded by Mr. Greenough. This is a Manufacturer license for Mr. Laramie to sell wine at the Food Truck Frenzy. Chairman Traverse said, not in the Park, no exceptions. The motion carried unanimously.

## **NEW BUSINESS**

**Casella Contract Extension:** Received a contract from Casella that shows a \$29.00 increase for waste disposal, citing their increased operational cost, minimum wage increases and complying with environmental restrictions. Mr. Viger **made a motion** to extend the Casella contract for two years as recommended by Manager Gunter; seconded by Mr. Lucci. It was noted that their service is good; they are responsive. The motion carried unanimously. There was brief discussion re: having a company to do trash pick-up.

**Reappraisal Discussion:** Manager Gunter reported that this Board has approved the Tyler reappraisal contract for \$155,000. Castleton had found them unresponsive to their concerns about how the work was done. Have received no reassurances from NEMRC. Have since talked with Castleton and they feel that their issues have since been addressed. Ms. Adams reported that NEMRC will put off reappraisal until 2031 which will cost taxpayers as the education rate will be impacted. Tyler can start in July 2026. Tyler presented a more complete proposal. Mr. Adams noted that reappraisal does not mean that taxes will necessarily increase. Mr. Greenough expressed concern about how very expensive reappraisal has to be done every few years -- can this be a rolling assessment to keep more current. Ms. Adams said there is a cost to that also. The State is mandating more classes and instruction for Listers. She said Listers have contingency funds for reappraisal, some from the State.

**FY 27 Budget:** Manager Gunter said in an effort to save time in the budget process, he is asking members for their expectations and priorities. Mr. Viger said he asks, what do we need, what can we do this year. If we are creating community appeal to draw people to Fair Haven, keeping up with

infrastructure needs is essential. Mr. Greenough agreed about more paving; also drainage, mowing; to fund infrastructure as much as possible. Mr. Lucci agreed with attention to infrastructure. Chairman Traverse said he wants to see the first budget draft to come in at 3% increase. We have been lucky to have budgets passed every year. Mr. Greenough said it is important to get things done (roads) before they get bad. There was brief discussion re: Option Tax hoping to somehow explain how much it helps.

**Fuel Bids:** Two bids were received: Champlain, \$2.62/gal; Sam's U Save, \$2.59/gal. Mr. Greenough said we should go with the lowest bid; it is a local business. Mr. Viger **made a motion** to approve Sam's U Save bid for heating oil and on-road diesel fuels (\$2.59/gal); seconded by Mr. Lucci. It was noted that this is 11 cents cheaper than last year. The motion carried unanimously.

**Two Minutes for Public Comment:** Ms. VanLew commented about speeding electric scooters, and mini-bikes riding on the sidewalk; that there needs to be some kind of ordinance against vehicles that are not human powered should not be riding on sidewalks. Mr. Hier said that he has to take a class to learn how to drive and be licensed to drive his motorbike.

**Parking Lot:** No action

**Board Roundtable:** Mr. Greenough said he understands that Manager Gunter is taking on the Concerts in the Park. He would like to see a nice cement pad at the entrance to the Park where the electric cord can be underneath the path. A donation has been offered for this work; it would not be a cost to the Town.

**Review of Financial Reports:** The **Checkbook** status is **\$394,084.50**

Mr. Viger **made a motion** to pay the Accounts Payable (GENERAL) warrant, **\$618,912.13**; seconded by Mr. Greenough. This amount includes payment for South Main Street construction. The motion carried unanimously.

Mr. Viger **made a motion** to pay the **Payroll** Warrant, **\$42,603.57**; seconded by Mr. Lucci and passed unanimously.

**Executive Session:** Mr. Viger **made a motion** to enter Executive session at 9:04 p.m. to discuss Personnel 1VSA 313(A)(3); and Legal 1VSA 313 (A)(1). The motion was seconded by Mr. Greenough and passed unanimously.

The Board came out of executive session at 10:12pm.

Mr. Viger **made a motion to appoint Keith Hier** to the vacant selectboard seat; seconded by Mr. Greenough and passed unanimously.

**Adjourn:** Mr. Viger motioned to **adjourn**; seconded by Mr. Lucci. Meeting adjourned at 10:13

Respectfully submitted, Claire Stanley

---

Board Clerk