TOWN OF FAIR HAVEN, VERMONT

Selectboard, Water & Sewer Commissioners, Liquor commissioners, Cemetery Commissioners
REGULAR Meeting -- Tuesday, September 30, 2025 -- 6:30 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, Keith Hier, Sam Lucci

Others Present: Town Manager Joe Gunter, Recording Secretary Claire Stanley, Paul Corbiey, Rose Anne VanLew, Ann Finley, Bob Richards.

Call to Order: Chairman Glen Traverse called the **Public Hearing** to order at 6:30 p.m. and led the assembly in reciting the Pledge of Allegiance to the Flag.

Town Manager Gunter read the Public Notice that explains the reason for meeting. The full Zoning regulations are and have been available to the public at the Municipal Building. Mr. Richards explained that Zoning Regulations are required by the State for Downtown Designation that impacts grant application. The regulations are written step by step procedures for potential developers addressing roads, sidewalks, infrastructure, utilities, etc. It is good for the Town and the progress can be checked and inspected at any point in the development. Mr. Lucci said that he is looking to the future. At Mr. Hier's inquiry, the regulations include not only new construction, but additions/changes to existing buildings. There is a section that addresses Historic consideration expected to be fine-tuned and adopted by the Zoning Committee at tomorrow's meeting. Mr. Richards said the regulations are strict but not meant to be restrictive. At Mr. Corbiey's inquiry, the subdivision section includes the entire Town, north on 22A and south to ex. the Skyline building. Ms. VanLew inquired, does this provide Act 250 relief? Unknown at this time. The exact downtown area will be decided when Downtown Designation is awarded. A map is being developed as part of the regulations update. Mr. Lucci **made a motion to close** the public hearing at 6:51 p.m.; seconded by Mr. Hier and passed.

Chairman Traverse called the **Select Board meeting** to order at 7:00 p.m.

Amendments to the Agenda: Mr. Greenough **moved to add** to New Business, "approve Old School Bagels grant"; and "sign the water project loan"; seconded by Mr. Lucci and passed.

Approval of Minutes: Mr. Lucci **made a motion to approve** the minutes of the September 16, 2025, meeting as written; seconded by Mr. Hier and passed.

Department Head Reports: Manager Gunter reported:
Police
* 3 arrests

* 55 Traffic/Municipal violations
* 1 car crash
* 8 fingerprints completed

Dept. of Public Works (DPW)

* Have been doing the shoulder work on Scotch Hill and the "dump" road
* Blacktop patching potholes and water cuts -- good job
* Thank you to Mr. Greenough for his help with the salt shed
* Continue with the move to the new building on Airport Road
* New equipment maintenance
* Cleaned drains on Caernarvon Street so the "gunk" does not end up in the stormwater filtering system at the Park.

Town Manager Report & Communication:

* Wrote an AARP grant to purchase 12,000' string lights for the park
* Helping the Library write a grant to do some work to the building
* Food Truck Frenzy scheduled for October 8th
* Will go out to local businesses tomorrow -- would like to have a Local Business table at the Frenzy
* Sold 25,000 gallons of water to the railroad
* Ms. Hunt has resigned from the Economic Development Committee. If anyone is interested in the position, let me know; will post the position
* The sewer line has been replaced at the Town Hall
* Mike LaDuke will attend a meeting with engineers re: replacing filters at the plant; also, to discuss repair of a leak. This is a long-term project.
* Mr. Wilson and Manager Gunter are working on the upstairs ceiling
* Nikia Notte is working/getting contracts out to line up bands for Concerts in the Park
* A Thank You dinner is scheduled for Oct. 18 for Concerts in the Park volunteers
* Have signed up for Development Conference on Oct. 30. St. Albans has done a good job revitalizing their City; Dominick Cloud has a different approach; will speak at the conference
* Mr. Lucci has heard comments re: increasing Park lighting for Food Truck Frenzy; working to solve that issue

OLD BUSINESS None

NEW BUSINESS

Liquor Licenses: Mr. Lucci made a motion to approve a Special Events Permit for Fall Mountain Wine LLC for the Food Truck Frenzy event; seconded by Mr. Greenough and passed.

Mr. Lucci made a motion to approve a Request to Cater Permit for Fairly Buzzed LLC for the Food Truck Frenzy event; seconded by Mr. Greenough and passed.

Phase Protection for Wastewater Treatment Facility: Manager Gunter reported that over the summer the sewer plant suffered extensive damage to the 3-phase electricity equipment. Phase protection is requested to avoid future damage. Two bids were received – Alliance

Group, $29,600; Slate Valley Electric, $25,750. Mr. Greenough **made a motion to award** the phase protection contract to Slate Valley Electric as recommended by Manager Gunter; seconded by Mr. Hier. It was noted that Slate Valley has done work for the Town in the past; is a local business; the contract does not include contingency. The contract will be paid from the Sewer Capital Reserve fund. The motion carried.

Approve Old School Bagels Grant: Mr. Workman has requested a $5000+ grant from the Town Business Grant program to open Old School Bagel Shop at the former Ruby's Bistro location. The EDC has recommended the request go to the Select Board for approval. Discussion included: Mr. Workman was previously in the Bagel wholesale business; now plans to open a Bagel Shop along with a cafe serving meals and all kinds of breads made with organic ingredients; plans to be open 6 or 7 a.m. to 5:50 p.m.; hoping to open November 1st. Mr. Hier **made a motion** to approve the grant application and move it on to the State for approval; seconded by Mr. Greenough. It was noted that the grant funds come to the Town. A letter of support is included, signed by the Board Chair. The Motion carried.

Sign the Water Project Loan: Loan documents for the water line upgrade were received. Mr. Lucci **made a motion** to sign the loan documents for the water project; seconded by Mr. Hier. Members signed the documents. The motion carried. Manager Gunter noted that this project owes the Town $1.1 million.

Two Minutes for Public Comment: Ms. VanLew asked that the Board review the Skate Ordinance and include electric scooters and bikes. Young people are riding them very fast on the sidewalk causing danger to pedestrians.

Parking Lot:

Mr. Lucci reported he has been reviewing the **Blighted Property Ordinance** and maybe there is opportunity to address the problem there.

Manager Gunter noted that **Transfer Station Operation** stays in Parking Lot mostly to keep him on task. Chairman Traverse said there have been a lot of changes at the Transfer Station Including: access road paving and adding the Swap Shop. Changes have made it more effective. Mr. Lucci reported that Saturday from 8:30 a.m. to 12:30 p.m. they will accept household hazardous materials.

Board Roundtable:

Mr. Hier inquired, is there an Ordinance re: homeowners that have campers parked in the yard with people living in them. They are in violation of the zoning regulations.

Mr. Lucci said he is trying to find a new conference table for this room; approximately 8' x 4'. If anyone knows of one, please contact him or the Town office. * Mr. Lucci requests that when the Board is about to make decisions on quotes/bids, that they have the opportunity to review them

before the meeting. * He inquired the status of the proposed cement pad at the southeast entrance to the Park. Chairman Traverse said he does not see it happening this fall. * Wayne Charlton, longtime member of the Fair Haven Fire Dept. was recognized by Efficiency Vermont for work done at the hospital.

Mr. Hier said he found errors on the Town Website citing some examples such as there are businesses listed that no longer exist; some new businesses not on the list. He would like to see the website updated on a regular basis. * Mr. Hier spoke re: how it is hard to see oncoming traffic, that does not stop, when making a left turn going north at the Memorial Park intersection.

Mr. Greenough said that travel trailers parked in people's yards with people living in them was brought to his attention also. This Board needs to update that Ordinance. The problem seems to exist across the country.

Mr. Viger reported that Rec Director Notte reports that trash is being left behind at the playground. People are reminded to pick up after themselves. * He said the EDDP is interested in visiting the website list of businesses.

Chairman Traverse thanked Mr. Greenough for his work on the salt shed. He noted the number of people interested in helping, citing Mr. Greenough and Mr. Wilson who is helping with the upstairs ceiling.

Review of Financial Reports: The checkbook status is **-$348,538.55**. Manager Gunter said this will change when the waterline grant money is received.

Mr. Viger **made a motion** to pay the Accounts Payable (General) warrant, **$123,731.58**; seconded by Mr. Lucci and passed unanimously.

Mr. Viger **made a motion** to pay the Payroll warrant, **$41,167.48**; seconded by Mr. Hier- and passed unanimously.

Executive Session: Mr. Viger **moved to enter** into executive session 1 VSA 313(a)(1) at 7:44; seconded by Mr. Lucci and passed unanimously.

Adjourn: Board came out of executive session at 8:25

Mr. Viger motion to **adjourn;** seconded by Mr. Lucci. Meeting adjourned at 8:26

Respectfully submitted, Claire Stanley

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Board Clerk