

**TOWN OF FAIR HAVEN  
SELECT BOARD  
WATER AND SEWER COMMISSIONERS  
LIQUOR COMMISSIONERS—CEMETERY COMMISSIONERS**

**MARCH 23, 2010**

**Members Present:** Ron Adams, Ray Bunker, Julie Ellis, Jeff Sheldon, Claire Stanley

**Others Present:** Jane Ellis, Ann Pelkey, Karen Close, Debi Bailey, John Lulek, Patrick Frazier, Larry Hughes, Robert Laramie, Bonnie Rosati, Rick Wilson, Mitzie Wilson, RoseAnne VanLew, Bob Richards, Neil Robinson, Peg Manley, Anni Savage-Prusaczyk, Roy Eckler, Jay Brown, John Root, Chief William Humphries, Joe Matte, Lorraine Brown

**CALL TO ORDER**

Chair Ron Adams called the March 23, 2010 meeting of the Fair Haven Select Board to order at 7 p.m.

**APPROVAL OF MINUTES**

Julie Ellis made a motion to approve the minutes of the March 9 meeting. Second by Ray Bunker. Julie Ellis noted an error on line one, page two. Brian Rooker should be Ryan Rooker. The minutes were approved as corrected with a 5-0 vote.

**FIVE MINUTES FOR PUBLIC COMMENT**

**Bob Larmie** questioned the interest payment on his tax bill. Town Manager will research the matter and call him. He also had questions about the closing of the Munger Road.

**Jay Brown** said it is the town's responsibility to maintain South Main Street. He believes it is a Class 1 road. The town believes it is a state road. After considerable discussion related to the road and its condition, it was decided to have Tom Roberts come to town the date of the next Board meeting (April 6th) to meet with Mr. Brown, the Town Manager, and Bob Richards at 6:30 and remain for the relevant portion of the Board meeting.

**Bob Richards** asked about getting a list of the CD's and wondered where the interest of each went. He was also interested in what we are being paid for scrap metal.

**Neil Robinson** is continuing to look for the difference between binding and non binding. The Chair advised the Attorney General's opinions will soon include clarification on that. He asked if the discussion on the cross walk could take place earlier in tonight's meeting. He was interested in where asphalt grindings are taken and if the meeting room could be made larger after the Probate Court moves.

**APPOINTMENTS WITH INDIVIDUALS**

A number of Grape Street residents were in attendance to express continuing concerns.

**Anni Savage-Prusaczyk** mentioned speeding on the street, kids in the road, no police visibility, dogs running loose, and questioned when the Fourth Street sidewalk will be in.

**Peg Manley** shared her concern about the basketball activity on Grape Street within the roadway. Along with it there is crude and vulgar language, garbage left about, and damage to lawns.

**Rick Wilson** also had questions about the basketball activity in the street. The Chair suggested the Town Manager and the Police Chief try to talk with the key offenders. They agreed. The Police Chief advised there are ordinances that address these issues and they will activate them.

#### **DEPARTMENT HEAD REPORTS, COMMITTEES**

**Police Chief Bill Humphries** reported May 22 is a possible date for the Bike Rodeo. He has located three bikes to be raffled.

#### **OLD BUSINESS**

**Cross Walk:** Several people in attendance were involved with the cross walk discussion. It was suggested a parking place or two in front of the Laundromat could be designated "15 minutes for unloading." It was noted the downtown area has heavy pedestrian traffic. Many of the comments were in favor of replacing the cross walk. Selectmen Bunker asked that a roll call vote be taken when the issue comes to that point. The relocation of the cross walk is said to cause the loss of five parking places. Originally the Chair had felt that loss would be hard on the retail businesses. The Chair now says the area is transforming from retail to professional and believes he made a mistake in working to save the parking for the retail businesses which have not come forward. Lorraine Brown, who owns a property no longer retail, said in her lease she informs the renters they cannot park in the business area. Suggestions related to traffic control included traffic blinkers, electronic speed limit signs, and a 25 mph speed limit. The speed limit cannot be changed without a traffic study and that has already been requested by the Town. Ray Bunker moved to reinstall the crosswalk at the former location according to ADA standards. Second by Jeff Sheldon. The roll call had Adams, Bunker, Sheldon, and Stanley in favor of the motion; Ellis opposed. The Town Manager stated weather permitting, the work will begin in April or May.

#### **NEW BUSINESS**

**Liquor & Tobacco License Renewals:** Ray Bunker made a motion to renew the liquor and tobacco licenses for Liberty Street Market, Shaw's Beer and Wine, Fair Haven Mobil. Second by Claire Stanley. Motion carried with a 5-0 vote.

**Liquor License Renewal:** Julie Ellis made a motion to renew the liquor license for Tomasi's. Second by Ray Bunker. The motion carried with a 5-0 vote.

**Water Ordinance/Amendment Article 6-adopt:** Claire Stanley made a motion to adopt the amendment to Article 6. Second by Julie Ellis. The motion carried with a 5-0 vote.

**Backflow Prevention Policy/Approval:** Claire Stanley made a motion to adopt the policy. Second by Julie Ellis. The policy says all new services must include the back flow prevention device. Also, if water is shut off to do work, the back flow prevention must be installed. Because this goes on the property owner's side of the water connection, it is their responsibility to have it installed. The policy needs to be advertised in five places. The question was raised as to if there needs to be a public hearing. Claire Stanley made a motion to rescind her motion to adopt the policy. Julie Ellis rescinded her second. Claire

Stanley made a motion to table action on the backflow policy until the next meeting. Second by Julie Ellis. Motion carried with a 5-0 vote.

**Summer & Winter Seasonal Job Descriptions:** There is to be one driver/laborer and two roustabouts. The seasons are to be November –March and May - October. The Union needs to be advised we are making this change. It was suggested work in the cemetery needs to begin before May in order to be ready for Memorial Day.

**Intent to Sell Property Owned by Town of Fair Haven:** This is property acquired from George Roberts by way of tax sale. The property is land locked and an abutting property owner wishes to buy it. The town paid \$495.01 for the property. It is 7.9 acres, assessed for \$2600. Ferguson and Helm are the abutting property owners. Julie Ellis made a motion to advertise the intent to sell the property with a minimum bid to represent costs incurred by the town. Second by Ray Bunker. Motion carried with a 5-0 vote.

**Executive Session/Personnel:** Claire Stanley made a motion to go in Executive Session at 9:20 p.m. with the Town Manager and John Root to discuss personnel. Second by Ray Bunker. Motion carried with a 5-0 vote. Motion by Claire Stanley, second by Ray Bunker, to come out of Executive Session at 9:40 p.m. Ray Bunker made a motion to accept the new job description for water system plant chief operator/system superintendent. Second by Julie Ellis. Motion carried with a 5-0 vote. Claire Stanley made a motion to approve the contract with John Root for March 23, 2010 to June 30, 2010 as presented. Second by Ray Bunker. Motion carried with a 5-0 vote. Ray Bunker made a motion to approve the contract with John Root for July 1, 2010 through June 30, 2011, with a salary of \$46,000 for that year. Second by Claire Stanley. Motion carried with a 5-0 vote. The Town Manager said she is handing out contracts with Public Works Police Chief and Town Manager. They will be reviewed at the April 6 Board meeting.

## **REVIEW OF FINANCE REPORTS**

Town Manager Serena reported everything looks good.

## **REPORTS OF BOARDS**

**Town Manager** asked for Board consensus for her to sign a grant for the fire truck. This was agreed. She has applied for a Land and Water Conservation Grant in the name of the town to help with the cost of playground equipment for the graded school. Our obligation will be the \$15,000 approved in the Warrant. The contract for the outside auditors is up. It was agreed she would advertise in the newspaper and on the website. This is a three year contract. A new lease is being drafted for the Teen Center. It was agreed when Public Works has time, they can clean out the upstairs area for the Teen Center. The Board approved allowing Teen Center meetings in the auditorium in the summer. Town Manager sent out letters of interest related to a meeting on the hydro project. Responses are due by April 6. The Chair noted Representative Canfield and Ray Bunker have already expressed interest in this. He also suggested one member of the Planning Commission be involved. The object of the committee is to assist the Town Manager on the next steps for the hydro dam. The Board was given a copy of the Recreation Handbook to look it over. If you have any questions regarding the contents of the handbook, Brad Kendall is will be at the April 6<sup>th</sup> meeting. Brad Kendal is encouraging the Select Board members to attend the Recreation Committee meeting April 8, Graded School cafeteria. Bids for the striping and sealing of the tennis and basketball courts will be on the April 6 agenda. Another will be on the following agenda. She is working on

the quit claim deed with Vermont Structural and including ingress and egress rights. Baseball fields are having two back stops at a cost of \$7800. They need to be put in as soon as possible because baseball season is going to start soon, \$5,000 of the cost will come from "rec savings" and \$2800 out of the General Fund for "rec services"—as in, money they had not spent. The baseball fields need staso dust put on the fields. She is going to have a meeting with all employees (plus Board members, if they like) to discuss insurance options through VLTC. Jack Eaton is going to do a new work schedule, posted on a board. The consensus of the Board is the summer part time employees should get \$10 per hour.

**Ron Adams** discussed the chain of command in the school's emergency procedure. He believes there should be contact with the Town Manager who would contact Select Board members, public works. The same inclusion in the high school emergency procedure flow chart should be taken care of. Jim Heller will be asked to write an emergency procedure plan for the Town Hall. The Town needs a back-up plan for all departments. **Jeff Sheldon** reported Don Howard asked if anything has been done about posting the signs indicating the location of the firehouse. Lights at front of fire department need attention.

**SIGNING OF WARRANT:** Claire Stanley made a motion to pay the warrant as follows: \$26,362.93--Payroll; \$66,444.25—General Fund. Second by Ray Bunker. The motion carried with a 5-0 vote.

#### **EXECUTIVE SESSION**

The Chair asked for a motion to go into Executive Session to discuss evaluations. A motion for this was made by Ray Bunker. Second by Julie Ellis. Motion carried with a 5-0 vote. The Board went to Executive Session at 10:25 p.m. At 11:25 Claire Stanley made a motion to return to open session. Second by Ray Bunker. Motion carried with a 5-0 vote. No action taken other than consolidation of the personnel evaluations.

**ADJOURNMENT:** Claire Stanley made a motion to adjourn at 11:30 p.m. Second by Julie Ellis. The meeting adjourned.

Respectfully submitted,  
Wilma DeSpain

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Claire Stanley, Clerk