

Fair Haven Select Board, December 1, 2009

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

**DECEMBER 1, 2009**

**Minutes**

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

**Others Present:** Debi Bailey, Karen Close, RoseAnne Vanlew, Donald Howard

**CALL TO ORDER**

The December 1, 2009 Select Board meeting was called to order at 7 p.m. by Chair Ron Adams.

**APPROVAL OF MINUTES**

The minutes of the November 24, 2009 Select Board meeting were approved on motion by Julie Ellis. Second by Claire Stanley. There were no omissions or corrections noted. The motion was approved by a 5-0 vote.

**PUBLIC COMMENT**

None

**APPOINTMENTS WITH INDIVIDUALS**

None

**DEPARTMENT HEAD REPORTS, COMMITTEES**

**Public Works Supt. Jack Eaton** asked the Board about the job descriptions. He is especially needing help in determining what is "mechanical work" and what is "maintenance work." They are paid on different scales. He is having a work safety meeting tomorrow.

**NEW BUSINESS**

**Dedication of Annual Town Report:** The Town Manager asked for suggestions for the dedication of the Town Report. Following discussion, Julie Ellis made a motion to dedicate the Report to the Camara and Genier families in appreciation for their work and materials at the playground. Second by Claire Stanley. The motion carried with a 5-0 vote. The volunteers who worked on the project will be listed on the web site.

**VAST/Landowner Permission Form:** This form from the Vermont Association of Snow Travelers, Inc. relates to permission club members have to establish, maintain, and groom trails on town property. Claire Stanley made a motion to approve and to authorize the Town Manager to sign the form. Second by Ray Bunker. The motion carried with a 50 vote.

**Sign Request/Vickey Price-11 First Street:** In behalf of her daughter who has hearing and visual impairments, Ms. Price requests signs be placed at each end of the street indicating there is a deaf/blind child in the area. Julie Ellis moved to grant the request with the stipulation the Prices notify the Town Manager if they move from First Street. Second by Jeff Sheldon. The motion carried with a 5-0 vote.

**Restoration Fund/V.S.A. 32, Section 1671(c):** These funds can be used only for restoration of records. Julie Ellis made a motion to establish a Record Restoration Fund and to set the fee for recording public records at \$1.00 per page for the fund., under V.S.A.32, Section1671(c). Second by Claire Stanley. Motion carried with a 5-0 vote. The Town Clerk charges \$10.00 per page

**Archeological proposals/Grape, Third, West Streets and Benson Lane.** The Town Manager has learned archeological surveys are required in connection with the water line projects for Grape, Third, West Streets and Benson Lane. This will add approximately \$3500 to the cost of the project. The cost of both the archeological and environmental surveys will have to be determined and will be incorporated in the item the USDA needs for the Warning on the Bond Issue at Town Meeting. John Root will be at the next Select Board meeting to answer questions and discuss impending problems.

#### **OLD BUSINESS**

**Jankowski property/River Street:** A committee, including Jodie Hewes and Tracy Adams visited the house and reported several problems and suggestions, including nail down the downstairs windows, board up doors, remove garbage in kitchen and shut the garage doors. Board discussion pointed out, for the sake of appearance, the "destroyed" swimming pool in the yard needs to be removed and there are two water meters in the basement. Jeff Sheldon made a motion to secure the house, remove the garbage from the kitchen, get the water meters, dispose of the pool, and calculate the cost of all work for the purpose of placing a lien on the property. Second by Claire Stanley. Motion carried with a 5-0 vote.

**VT 4AJFinal sign off:** Pooling of water at the Main Street end of Liberty continues to be a concern. It was not there before the project. A motion by Claire Stanley authorizes the Town Manager to sign the Final Sign Off and attach a memo of the conversation between Public Works Supervisor and the project engineer citing a stipulation that the "sink hole" continues to be recurring and the situation must be satisfactorily resolved. Second by Jeff Sheldon. The motion carried with a 5-0 vote.

**2010-11 Budget:** The Board spent a lengthy time in a working session related to the 2010-2011 budget. This work will continue at the next meeting. Now it appears there will be a 4.86% increase in the Public Works budget and an 8.2% in the General Fund.

#### **REVIEW OF FINANCE REPORTS**

The Town Manager distributed reports for Board review. We are not over budget. There is \$139,000 in the general fund.

### **REPORTS OF BOARDS**

**Town Manager Serena Williams** reported no bids were received for the old truck. It will be advertised again without a stated minimum bid. The new truck is coming December 18. There needs to be a special meeting on December 9, 4 p.m. to deal with funding for the truck. She advised the Board of an Energy Efficiency Block Grant (matching) that could provide up to \$50,000 for this building. The consensus of the Board was she should apply. The closer inspection of the "box" at the transfer station determines it needs to be replaced. Earlier it was said this would probably cost \$4600. She has proposals from three different suppliers. The Board suggested she put together specifications for a 40 cubic yard container and send them at least to the three who submitted proposals. The use of the two Probate Court rooms when the Court moves was discussed. The consensus was the Town can use the rooms and they should not be rented. The Cedar Grove Cemetery is closed for the season except for burials. **Claire Stanley** reminded the Board the performance evaluations on employees are needed. Old job descriptions need to be looked at.

**Julie Ellis** asked if there is any way to prioritize sidewalks for repair. Allen Avenue has a drainage ditch problem.

**Ron Adams** reported there will be a Police Department Merger meeting at 10 a.m. tomorrow.

### **SIGNING OF WARRANT**

Claire Stanley made a motion to pay the warrant as follows: Payroll-\$24,838.67 and General Fund-\$496,323.33. Second by Jeff Sheldon. The motion carried with a 5-0 vote.

### **ADJOURNMENT**

Julie Ellis made a motion to adjourn at 9:55 p.m. Second by Jeff Sheldon. The meeting was adjourned.

**Respectfully Submitted**  
**Wilma DeSpain**

**Claire Stanley, Clerk**