

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

JANUARY 12, 2010

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

Others Present: Suzanne Dechame, Debi Bailey, Bonnie Rosati, Karen Close, Bob Richards, Shaun Tomasi, Peter Nardell, Ken Jones, Bob Paul, Police Chief Bill Humphries, Dani Roberts, Janet Currie.

CALL TO ORDER

The January 12, 2010 meeting of the Fair Haven Select Board was called to order at 7 p.m. by Chair Ron Adams.

APPROVAL OF MINUTES

A motion to approve the minutes of the December 29, 2009 was made by Julie Ellis. Second by Claire Stanley. A number of corrections were noted. None related to content and see December 29, 2009 for corrections. Also, under new business, following the information on awarding the printing bid for the annual report to Ruby Printing, the following is added: "Even though the Ruby Printing bid was not the lowest it was felt to be the best because it is from a local business." As corrected, the minutes were approved with a 5 to 0 vote.

PUBLIC COMMENT

Debi Bailey asked what had been heard about the traffic study. Town Manager reported she had recently learned the request had been delayed at the state level and they have now said the state does not do them any longer. Rutland Regional has been contacted and they will do a traffic study in late January.

APPOINTMENTS WITH INDIVIDUALS

Bonnie Rosati/Energy Home Visits: As local coordinator she will need to find volunteers to do the work (make the visits) and volunteers to participate (offer their homes for visitation). The workers will be trained at the end of January. Reports are due by April 30.

DEPARTMENT HEAD REPORTS, COMMITTEES

Police Chief Humphries had nothing to report.

Town Manager reported in absence of DPW that a bridge inspector showed them what needed to be done on the River Street Bridge. Work was completed today.

Select Ellis reported she had a call from a business owner indicating he did not receive notice of the bridge work until today. Town Manager advised all letters had been mailed last Thursday.

NEW BUSINESS

Town Clerk/Treasurer Budget and Audit Report. The report was received today from auditor Angelano. The report suggested all fees be deposited and the clerk/treasurer position be salaried. Fees are estimated to be \$19,997 a year. A validated amount received from fees will be necessary to use in setting the clerk/treasurer's salary. Right now the Town Clerk receives a supplemental salary of \$32,550, plus the fees. There was concern that some questionable payments had been made out of the account to which fees were deposited. The Chair noted the audit was requested by the Board and that it was for the purpose of coming up with the figure to supplement the salary. Peter Nardell, one of the town auditors, said the report is public record now and there was expenses that were a concern but that is alright because after meeting with the auditor (Angolano), that all of the expenses were legal, because they are her fees. The Chair suggested the town auditors might want to meet quarterly with the Town Clerk. Changes are underway related to the treatment of fees as received by the Town Clerk/Treasurer. She is agreeing to have all fees deposited to the town and receive strictly a salary. This change will have to go before the voters. Some procedural questions still have to be answered.

Sale of Truck/Bid Opening: Two bids were received--\$4,071.97 and \$2,500. The higher bid was from Bob Paul. When the truck was first advertised the minimum bid was to be \$12,500. No bids were received. It was suggested in the future the vehicle to be eliminated be taken in as trade on the new vehicle and that this be included in the specifications. Ray Bunker made a motion to sell the old truck to Bob Paul for \$4,071.97. Second by Jeff Sheldon. The motion passed with Bunker, Adams and Stanley voting in favor and Sheldon and Ellis opposing.

4th Street proposal/contract authorization signing: Twelve RFPs were sent out and seven were received. The committee picked Forcier Aldrich & Associates, for \$21,100 to create the engineering plans for the 4th street sidewalk. The contract between the Town of Fair Haven and FA&A needs to be signed. Ray Bunker made a motion to authorize the Town Clerk to sign the contracts for the 4th Street sidewalk with Forcier Aldrich & Associates. Second by Julie Ellis. Motion passed with a 5-0 vote.

Annual Warning: The Chair asked if the Board members would be available for a special meeting January 22 to approve and sign the Warning. Ray Bunker made a motion to hold a meeting January 22, 2010, 4 p.m. for the purpose of approving and signing the Warning. Second by Claire Stanley. The motion carried with a 5-0 vote.

OLD BUSINESS

Restoration Fund/V.S.A. 32, section 1671(c) Town Clerk report: The report from the Town Clerk/ Treasurer indicated she has \$4,638 to be deposited to the Restoration fund.

2010-11 Budget: Julie Ellis made a motion to meet at 7 p.m. January 19, 2010 for the purpose of discussing final budget figures. Second by Jeff Sheldon. The motion carried with a 5-0 vote.

REVIEW OF FINANCE REPORTS

Finance reports were provided for Board review.

REPORTS OF BOARDS

Town Manager Serena Williams advised the Board the hoist in the bus garage is fine. The one in the other garage is not in good condition. There was discussion on corrective measures but no decision was made. The new police cruiser has been delivered. She is going on vacation and asks for purchase orders when possible be submitted before she leaves. Emergency ones will be taken care of by Select Stanley in the manager's absence. The police merger committee will meet February 14, 7 p.m. at the grade school. This is to be a question and answer session.

Claire Stanley reported she had written a letter to the person who complained about the Board's action on the veterans' exemption issue.

Ray Bunker asked about the cost of the additional audit. It was \$100 per hour or \$800.

Julie Ellis asked about the parking tickets, Police Chief advised everything is going well. She wondered if the "bulb outs" were causing a problem for plowing, They have not been. Jeff Sheldon asked about what appeared to be use of the town snow blower in the credit union parking lot. It was clearing snow from the fire hydrant.

Ron Adams suggested a fire escape route should be posted in the Town Hall. Should there be fire drills at Town Hall?

SIGNING OF WARRANT

Claire Stanley made a motion to sign the warrant as follows: Payroll--\$26,666.74; General Fund--\$80,913.53. Second by Julie Ellis. Motion carried 5-0.

ADJOURNMENT

Ray Bunker made a motion to adjourn at 9:55 p.m. Second by Julie Ellis. The meeting adjourned.

Respectfully submitted,
Wilma DeSpain

Claire Stanley, Clerk