

Town of Fair Haven Select Board, February 9, 2010

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

**FEBRUARY 9, 2010**

**Members Present:** Ron Adams, Ray Bunker, Claire Stanley

**Others Present:** Brian Reed and Roger Smith (Rutland County R/C Flyers), Bonnie Rosati, Rose Anne VanLew, Karen Close, Bob Richards, Ken Jones, Police Chief Humphries, Don Howard, Dave Ward

**CALL TO ORDER**

The February 9, 2010 meeting of the Fair Haven Select Board was called to order at 7 p.m. by Select Board Chair Ron Adams.

**APPROVAL OF MINUTES**

Ray Bunker made a motion to approve the minutes of the January 26, 2010 meeting, Second by Claire Stanley. Motion carried with a 3-0 vote.

**PUBLIC COMMENT**

None

**APPOINTMENTS WITH INDIVIDUALS**

**R/C Flyers/Roger Smith and Brian Reed** told the Board the members of their organization wanted to express their appreciation for the use of the Air Park for their activities. They were now asking for approval to use the facility this season. They generally have activities on Tuesdays and on weekends. Ray Bunker made a motion to allow the flyers to use the Air Park for the 2010 season. Second by Claire Stanley. It is to be noted they cause no problem and leave the premises clean and neat.

**DEPARTMENT HEAD REPORTS, COMMITTEES**

Police Chief Humphries reported the department is exploring a new round of grant applications.

Reporting for Public Works, the Chair announced the resignation of Dan Reed. The vacancy is to be posted for 10 days beginning February 16.

**NEW BUSINESS**

**Executive Session:** At 7:20 p.m., Claire Stanley made a motion to go into Executive Session to discuss personnel. Second by Ray Bunker. Motion carried with a 3-0 vote. At 7:42 Claire Stanley made a motion to return to open session. Second by Ray Bunker. Motion carried with a 3-0 vote. Claire Stanley read a communication to be given to Jenny Bertrum, Sharon Mallette, Suzanne Dechame, and Serena Williams. Ray Bunker made a motion to approve the action. Second by Claire Stanley. Motion carried with a 3-0 vote. A copy of the communication is attached to the minutes. Claire Stanley made a

motion that the Select Board Chair takes appropriate action on a personnel issue. Second by Ray Bunker. Motion carried with a 3-0 vote.

**Chamber Request:** The Chamber of Commerce requests the use of the Park for the Spring Fling, May 29. Motion to grant their request by Claire Stanley. Second by Ray Bunker. Motion carried with a 3-0 vote. Town Manager to advise the Chamber of guidelines.

**Legion Request:** The American Legion asks for permission to use the Park, June 17-19, for the Carnival. Claire Stanley made a motion to grant their request. Second by Ray Bunker. Motion carried with a 3-0 vote. Town Manager to advise the Legion of guidelines.

**Request for Marble Post:** Dave Mallory wants one of the broken marble posts from behind the Town Barn to use in his yard. Ray Bunker made a motion to let him have one of the posts free of charge. Second by Claire Stanley. Motion carried with a 3-0 vote.

**Frederick Barron Estate:** The late Mr. Barron appears to have no heirs and, therefore by statute, the School District will be the benefactor. Probate Judge Christopher Howe asks the Board to ratify a decree of the net proceeds to the local school district after payment of debts and charges. A motion to this effect made by Claire Stanley. Second by Ray Bunker. The motion carried with a 3-0 vote. A copy of the minutes is to be given to Sheri Brown, Register.

**Appointment of SWAC Representative.** Rutland County Solid Waste Alliance Communities (SWAC) requests action on the town representative. Claire Stanley made a motion to reappoint Bonnie Rosati as the Fair Haven representative to SWAC. Second by Ray Bunker. Motion carried with a 3-0 vote.

## **OLD BUSINESS**

None

## **REVIEW OF FINANCE REPORTS**

Finance reports were distributed for review by the Board.

## **REPORTS OF BOARDS**

The Chair advised there is a water problem on Pleasant Street to be taken care of in the summer. Senator Sanders' aide Jeffrey Morgan was at Town Hall recently asking about the Teen Center and wanting to help with grants for the Center. He also inquired if there are other concerns. They had a discussion about So. Main St. (a state road) being in really bad condition and not being scheduled for work for four more years. The Chair asks for people to make contact with the State regarding the need for more immediate work on So. Main Street. Fuel Tanks at the Town Barn are to be inspected. The Department of Corrections has made contact looking for projects a work crew might help with. Several possible things were mentioned. The P.T.A. is looking for a grant for playground equipment. The Fair Haven Community Garden is in planning stages. In reference to the school-lock-down-drill, he is suggesting there be, twice a year, a joint meeting involving Town Manager, School Supt., principals, police, fire department, and emergency management. Drills are to prepare for necessary action in the event of certain disasters or incidents. He believes such a meeting would be most beneficial.

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**SIGNING OF WARRANT**

Claire Stanley made a motion to pay the warrant as follows: Payroll-\$25,037.91; General Fund-\$54,988.13. Second by Ray Bunker. Motion carried with a 3-0 vote.

**ADJOURNMENT**

Claire Stanley made a motion to adjourn at 8:22 p.m. Second by Ray Bunker. The meeting adjourned.

Respectfully Submitted,  
Wilma B. DeSpain

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Claire Stanley, Clerk

TO: Accountant, Jenny Bertrum, Office Assistant, Sharon Mallette, Town Clerk/Treasurer, Suzanne Dechame, Town Manager, Serena Williams

FROM: Fair Haven Select Board

DATE: February 9, 2010

RE: Communication

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When communication breaks down, mistakes are made. This was graphically illustrated in a recent incident involving a resident that came into the office to pay a late water/sewer bill. The incident required an apology to that citizen by the Select Board Chairman.

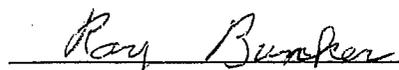
An error was reported to the Town office by the citizen on Monday morning, February 2, 2010, when their online balance was reviewed. At that time, Mr. Adams was asked by the Town Treasurer to authorize a check. Needing background information before authorizing the check, he had a conversation with office personnel. Thankfully, with the cooperation of those concerned, i.e. the bank, the treasurer, and the citizen, further damage was averted and corrective measures were taken to the satisfaction of all parties.

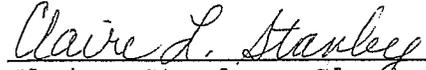
This incident would have been prevented, had better communication existed among office personnel. Petty personal issues are apparent in the workplace causing hurt feelings, finger pointing and grudges that have no place in an office that serves its citizens. This tension is noticeable to anyone entering the office to conduct business. The Select Board expects the highest professional standards of job performance from all personnel whose job impacts the citizens of Fair Haven. It is our hope that this incident will be "red flagged" and that appropriate action will be taken to ensure that no such breakdown in communication occurs in the future.

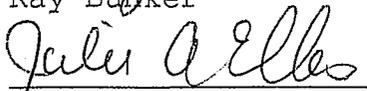
Town of Fair Haven Select Board

  
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Ron Adams, Chair

  
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Jeff Sheldon

  
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Ray Bunker

  
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Claire Stanley, Clerk

  
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Julie Ellis