

**FAIR HAVEN, VERMONT
SELECT BOARD
WATER AND SEWER COMMISSIONERS
LIQUOR COMMISSIONERS--CEMETERY COMMISSIONERS**

**MARCH 12, 2013
SELECT BOARD SESSION**

Members Present: Claire Stanley, Bob Richards, Christopher Cole, Jeff Sheldon, Dave Ward

Others Present: Town Manager Herb Durfee, John Lulek, Rod Holzworth, Ray Phillips, Jenny Bertrum, Glen Roberts, Shawn Tomasi

CALL TO ORDER

Chair Cole called the Select Board meeting to order at 7:12 p.m. and invited everyone to stand for the Pledge to the Flag,

AMENDMENTS TO THE AGENDA

Ward moved to add "Executive Session" to the agenda. Second by Sheldon. All voted aye.

APPROVAL OF MINUTES

Sheldon moved to approve the Select Board minutes of the March 6, 2013 meeting. Second by Ward. All voted aye.

APPOINTMENTS WITH INDIVIDUALS

Ron Smith, RHR Smith & Co., auditor of the town's finance records, was in attendance to go over his findings with the Select Board. One of his observations related to his examinations was, "The present condition is improved over last year." A negative observation was, "The financial condition of water and sewer is my greatest concern for Fair Haven." Even though some changes have been made relating to handling of money at the transfer station, he said he continues to have concerns.

PUBLIC COMMENT

Some "ponding" was reported on River Street near the Depot Street Bridge project. Several people have indicated the "town report" is difficult to understand. The Town Manager indicated he will work on this problem. There was general encouragement for people to come to the Town Manager with questions about operation of the town, finances, etc.

DEPARTMENT HEAD & COMMITTEE REPORTS

The Town Manager reported there are a number of meetings coming up to attend. One is a Vermont League of Towns and Cities health care session to which select board members are encouraged to attend. He also mentioned grants that are available and his general activities.

NEW BUSINESS

Town Policies: There are a significant number of policies. The manager provided copies of the policies and Chair Cole asked the board members to read them over and each to come back with three policies they want to discuss.

Water and Sewer FYE 2014 Budget: The Manager provided a proposed schedule for budget adoption that included a department head deadline of April 29. That will give him time to get the Water and Sewer budget ready for the Select Board by May 13. This still gives ample time for board work sessions and a public hearing to "fine tune" the budget.

Cemetery Deed: Sheldon moved to deed Cedar Grove Cemetery lot 39 in Section 1 to Dawn and Larry O'Neil. Second by Stanley. All voted aye.

(Chair Cole declared a 5 minute break at 8:20 p.m. Chair declared the Board to be back in session at 8:24 p.m.)

Liquor and Tobacco License: Sheldon moved to award a Liquor and Tobacco License to Stewarts. Second by Richards. All voted aye.

Deputy Health Officer: Health Officer John Lulek has requested the Board designate someone as deputy health officer. Ray Phillips is agreeing to participate in training as directed by the Board and the Board acknowledges there likely will be costs to do this.

OLD BUSINESS

No Old Business.

ROUND TABLE

Stanley noted, in view of last meeting's discussion about meeting on Monday night instead of Tuesday night, several Monday nights are on holidays.

Stanley moved to enter Executive Session to discuss a contractual matter and two personnel matters. Second by Sheldon. All voted aye. Board entered Executive Session at 8:34 p.m.

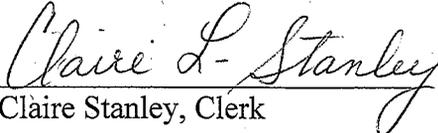
Board came out of Executive Session at 8:52 p.m. on motion by Stanley. Second by Richards. All voted aye. No action taken.

ADJOURNMENT

Ward moved to adjourn at 8:52 p.m. Second by Stanley. Meeting adjourned.

Respectfully submitted,

Wilma B. DeSpain


Claire Stanley, Clerk