

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

**APRIL 15, 2013
SELECT BOARD SESSION**

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

Others Present: Fred Capron, John Lulek, Jason Booth, Bud Panoushek, Don Howard, Glen Roberts, Bill Bloomer, Ray Phillips, Herb Durfee, Town Manager, and Wilma DeSpain, Recording Secretary

CALL TO ORDER

Clerk Claire Stanley called the April 15, 2013 meeting of the Select Board to order, in the absence of Chair Cole. She asked everyone to stand for the Pledge to the Flag.

AMMENDMENTSS TO AGENDA

No amendments to agenda.

APPROVAL OF MINUTES

Richards moved to approve with amendment the April 1, 2013 minutes of the Select Board. Second by Sheldon. Richards suggested he believed the minutes should contain more information regarding the scope of the Depot Street project (page 2 of the minutes). Richards and Durfee agreed to work on preparing the draft amendments. As such, Richards moved to table the motion until the April 29 meeting. Second by Ward. All voted aye.

APPOINTMENTS WITH INDIVIDUALS

Fred Capron: Capron first expressed appreciation for the outstanding community and business support the concert program received last year and is receiving this year. All concerts this year will be on Thursday night except the Army Band which will perform on Friday, July 5. He has secured sponsor funding for the purchase of an enclosed trailer to be used for storage and movement of supplies and equipment related to the Concerts in the Park program. He said the cost of the concerts this year is \$7500.

PUBLIC COMMENT

John Lulek reported he is going before the Planning Commission for approval on the placement of the five "Welcome to Fair Haven" signs. Sites have been located and property owner permission has been obtained.

DEPARTMENT HEAD AND COMMITTEE REPORTS

Chief Ward said he had nothing to report.

Public Works Acting Supt. Panoushek noted routine work activity. He said they are again having conversations about a four day work week. He explained their thoughts include the work week would be divided so coverage would be complete. Panoushek and the Town Manager will work together on this.

Town Manager discussed FY 2014 Annual Financial Plan for Town Highways. Sheldon moved to approve the Highway Plan subject to Durfee's final confirmation. Richards seconded the motion. All voted aye. Durfee noted a meeting in May on health care in Vermont, saying he plans to attend and considers it will be helpful for Board members. Heller has submitted a grant application for Scotch Hill improvements. Durfee says he plans to do a sidewalk inventory, given availability of an intern/staffing. Lastly, Drufee reported some maintenance to the Fire Department portion of the Town Office building is underway.

NEW BUSINESS

River Street Pump Station:

Working with Jason Booth, from the engineering firm of Aldrich and Elliott (A+E), Sheldon moved the town request that Miner Construction (apparent low bidder on pump station) submit information specifically pertaining to how they are intending to approach the dewatering and shoring for the maintenance of the excavation during the installation of the new pump station for this project, same to be reviewed by the Board and A+E prior to a contract award. (The contractor is responsible for means and methods of construction, however specific and detailed information concerning the excavation, shoring and dewatering is required for review.) Second by Richards. All voted aye.

The Town Manager will be working with A+E to obtain the necessary information and the board should expect to act during its meeting on April 29 to authorize the Town Manager to proceed with a contract award if the board is satisfied that the Contractor understands the site constraints and has a reasonable approach to execute the work.

Coin Drops:

Annually, no more than four coin drops are allowed. Only three requests were received by the deadline. Sheldon moved to approve the requests of: First Congregational Church summer youth activities, New Life Ministries of the Baptist Church, and the Fair Haven Recreation Committee. Second by Ward. All voted aye.

Town Policies (Board Discussion):

The Board noted an August 1963 unsigned Sidewalk Policy. Manager will prepare a draft update to the 1963 policy for the next meeting. He also wants to eventually do a sidewalk inventory (condition, location, etc.) It was agreed the Purchasing Ordinance should be in the form of a policy, not an ordinance. Durfee agreed to continue working on its Purchasing Policy while helping the board concurrently repeal the ordinance. The board also agreed that the Bid Opening Policy should be wrapped into the Purchasing Policy draft.

Energy Recovery--Low-Impact Hydro:

Information indicates Mike Stannard has a scope of services prepared. It was agreed a committee meeting is necessary to get this together for presentation.

Beaverwood:

There is a general desire for the town to do what it can to keep this alive. Manager will explore what can be done, who to invite for a meeting, etc. Generally, the board indicated that working with the VT League of Cities & Towns on biomass legislation/policy makes sense. The board also agreed that Durfee should coordinate with the Rutland Regional Planning Commission and other Rutland County associations with an interest in biomass along with neighboring communities and area colleges. The board indicated that Durfee's work should focus on the interests of the Town and not necessary on what is in the best interests of Beaverwood, though many interests may be similar. Lastly, the board indicated that "lobbying" the county delegation would be appropriate.

OLD BUSINESS

Trustee of Public Funds: Ward moved to appoint Mary Phelps to the 1-year vacant term as Trustee of Public Funds. Second by Richards. All voted aye.

Rutland Regional Planning Commission: Action on this not necessary until June. Current representation will be re-evaluated at that time.

Policies:

After Hours Vehicle: Richards spoke against driving town vehicles home. He believes it is of no benefit to the town, a waste of money, and we should be more prudent. Richards offered a motion in support of this. It failed for lack of a second.

Commercial Tax Stabilization: Richards moved to approve the Commercial & Industrial Tax Stabilization Policy subject to review by the Town Attorney. Second by Sheldon. All voted aye.

Banners over Main Street: Richards moved to adopt the Banners on Park Signposts Policy as a "strike all" replacement for the Use of Banners on Main Street Policy. Second by Sheldon. All voted aye.

ROUNDTABLE

Based on Richards' question, the Town Manager said it is his intention to soon take the term "interim" off the title of the Supt. of Public Works.

Richards asked if the Police Chief is paid overtime. He also asked for information about the pole approved at an earlier meeting for electronic transmissions. Durfee advised it will be a 90 ft. galvanized aluminum pole, placed in an alcove on the west side of the Town Hall, adjacent to the building. It would provide another component to the state effort to bring broadband statewide.

Ward mentioned the need for attention to Bolger Rd. where old culverts are too close to the edge of the road.

REVIEW OF FINANCE REPORTS

Finance reports were provided for review by the Board. The checkbook balance is \$194,818.99.

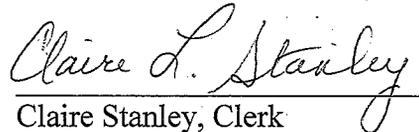
SIGNING OF WARRANT

Sheldon moved to pay the Warrant as follows: Payroll-\$25,315.77; General Fund-\$107,376.20. Second by Richards. All voted aye.

ADJOURN

Richards moved to adjourn at 10:09 p.m. Second by Ward. Meeting adjourned.

Respectively submitted,
Wilma B. DeSpain



Claire Stanley, Clerk