

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

APRIL 19, 2011

Members present: Christopher Cole, Rod Holzworth, II, Timothy Langlois, Jeff Sheldon, Claire Stanley

Others present: Town Manager Peter Hathaway, Cindy Adams, Lucia Suarez (Rutland Herald), Phil Stannard, Jr., Jack Adams, Janet Currie, Glen Roberts, Bob Richards, Neil Robinson, Larry Hughes, Michael Stannard, Joseph Donaldson, Paula Donaldson, Fred Capron, Ken Jones, Nicholas Michael, Jack Eaton, Ray Phillips, Wayne Elliot (Aldrich & Elliot Engineers), Peter Laramie, Dave Ward.

CALL TO ORDER

Select Board Chair Jeff Sheldon called the April 19, 2011 meeting of the Fair Haven Select Board to order at 7:00pm.

EXECUTIVE SESSION

The consensus of the Board was to move the Executive Session to the end of the meeting.

APPROVAL OF MINUTES OF APRIL 4 & 5, 2011

Claire Stanley made a motion to approve the minutes of April 4, 2011 as presented. Second by Chris Cole. Board approved minutes by 5-0 vote.

Tim Langlois made a motion to approve the minutes of April 5, 2011. Second by Chris Cole. Nicholas Michael wanted it noted that the minutes did not reflect that two letters of interest were submitted for the Planning Commission appointment. This omission will be corrected. Other corrections: bottom of page 2, New Business, first line, vehicle should be vehicles; top of page 3, Chris Cole did not second the date for Applefest, he abstained from vote. The person who did second will be checked into; page 3, 2nd line under Old Business, VELCRO should be VELCO; page 3, Planning Commission Appointment, Tim Langlois did not move to reappoint Nicholas Michael, it was Rod Holzworth; page 3, 2nd line from the bottom, "leasing the airport" should be "leasing space at the airport". Board approved minutes as corrected 5-0.

APPOINTMENTS WITH INDIVIDUALS

^{BE}
Cindy Adams – Cindy presented a poster showing the changes to the existing information building at the Park & Ride. It will modeled after a sugar shack. The Police Dept. does not want the building to be left unlocked, so as the building is to be used for Park & Ride, the existing overhang will be extended and a park bench similar to those in the park will be installed. The inside of the building will have a mural showing how maple sap is processed into maple syrup. It is hoped this can be used for presentation purposes. The bus schedule and a schedule of Town events will be posted on the door. This is a transportation project and the money is coming from the Transportation Department. Cindy then asked the board to sign a proclamation of the Way To Go Commuter Challenge that encourages us to lessen our carbon footprint by using less gas and opting for alternative transportation such as walking and pedaling. The week of May 16-20 is the date of the Way To Go Commuter Challenge.

Claire Stanley moved to sign the proclamation. Second by Chris Cole. Motion carried with 5-0 vote. In addition Cindy mentioned that the Regional Planning Commission is hosting an Educational Day on April 27, 2011 for Select Board members and Town Officials. An update on the rail study that Fair Haven applied for was also presented.

Phil Stannard, Jr. – In 1996 he did a municipal forest plan. This includes 600 plus or minus acres. It is time to renew 15 year plan. He has inventoried all three areas and has changes to make to his original plan. Discussion followed regarding when it might be ready to harvest, what kind of logs, are there roads in place and where do you start to sell the logs. Phil gave a conservative estimate to the Board of \$20,000.00 (net profit) as the estimated value. Another update will be presented to the Board soon.

Aldrich and Elliott, Engineers – Wayne Elliot informed the Board of several issues with the pump station. The original manufacturer is no longer in business, valves leak, floor in rough shape and there is a site challenge. He presented three options. One to replace valves (should last approx. ten years) at a cost of \$40,000.00-\$60,000.00. (Note: At this point the tape recorder was inadvertently unplugged) A second option that requires more maintenance would be about \$125,000.00-\$175,000.00 and thirdly an above ground pump station at \$175,000.00-\$225,000.00. The water department's recommendation is to go with #1 with plans for #2 or #3. In regard to the sidewalk the cost is slightly over the \$250,000.00 which would require a new engineer. Mr. Elliot suggested the town request a waiver allowing them to retain the same engineer as the cost is so close to the cut-off amount. Peter Hathaway said he would call the state and pursue a waiver. Claire Stanley commented that she would want to see it in writing. The town manager will write a letter and have it signed by the Board. Rod Holzworth made a motion for the town manager to write a letter to VTRANS requesting a waiver of the \$250,000.00 rule. Second by Claire Stanley. Motion carried with a vote of 5-0.

RIVER STREET

(Note: At this point the tape recorder was reconnected)

Fred Capron – Mr. Capron told the Board he has had a phenomenal response from businesses and townspeople regarding concerts in the park. He shared that RC flyers made a \$500.00 donation to Fair Haven Concerned. He informed the Board that the porta-potties needed for the concerts in the park can not be left overnight. Doran's suggested to him that a structure with locks be built to enclose them. This would require action by the Board. It will be put on a future agenda. Mr. Capron reported that Town Manager, Peter Hathaway had contacted him regarding a brochure or pamphlet that the Select Board was interested in creating. Mr. Capron presented the Board with a mock-up of a brochure for the Town of Fair Haven. The mock-up includes information and current events about Fair Haven that could be useful for prospective businesses. He welcomes additional ideas.

Paula Donaldson – Paula expressed concern about the condition of the Memorial Park. She feels it is becoming unsightly. There is a broken pole, chain needs replacing, electrical box is in need of repainting, bushes are in need of trimming and there are considerable weeds in the shale. Rod Holzworth suggested getting together with Public Works to get the work started. Jack Eaton was in agreement. Claire Stanley wants the bushes professionally trimmed; there is money in the park reserve fund that could be used to cover the cost. There was discussion of possibly contacting school groups or scouts to work on the area as a project. Neil Robinson commented that there used to be a garden club.

PUBLIC COMMENT

Jack Adams thanked everyone for correcting the street signs for Caernarvon Street.

Bob Richards inquired if additional requests for coin drops are still being accepted. Bob wanted to know if there were any specs for rebuilding the shed at the Transfer Station. Peter Hathaway said no there are not. Mr. Richards stated that the collapsed shed at the dump looks awful, should be cleaned up. Peter Hathaway stated that demolition of the shed was included in the bid requests.

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PUBLIC COMMENT (continued)

Nicholas Michael congratulated the Board on their election to the Board. He expressed concern with the process for reappointments to commissions. Qualifications, not personal reasons should be considered and he feels that guidelines should be developed to fix the process. Mr. Michael apologized to Board members if they were offended by anything he had said.

Neil Robinson stated that he and Bob ran on transparency, he's not seeing it. He is upset that this occurred and he is concerned.

Phil Stannard wanted to let the Board know that he has reclaimed and repainted boundary lines.

DEPARTMENT HEAD REPORTS, COMMITTEES

Jack Eaton reported that we are at the top of list for the Depot Street bridge grant. We need to start thinking about replacement costs of the large signs on North Main Street if they are going to be replaced. Jack publicly thanked Jack Adams for the work he did on the skating rink in the park this winter.

Dave Ward reported that the new fire truck will be here Monday, April 25, 2011 between four and five. It will be usable within one to two weeks. Dave suggested the town start moving on getting rid of the small truck. Rod Holzworth said that VLCT has a bulletin board for used town vehicles.

~~Ken Jones~~ ^{DAVE WARD} commented that the meeting minutes on the website are now in word.doc format rather than PDF. Peter Hathaway stated that this format was easier for him to work with. Rod Holzworth said that the change should be posted on the website.

Hydro Committee Update – All three committee members, Mike Stannard, Chair, Jack Adams and Bob Richards were in attendance. Mike Stannard stated that the committee would like a Select Board member to be on the committee. An in-depth update was presented to the Board.

RECESS – Board Chair Jeff Sheldon called for a 5 minute recess at 9:25pm.

CALL TO REORDER – Board Chair Jeff Sheldon called the meeting to reorder at 9:34pm

Hydro Committee Update resumed with Mike Stannard stating that the committee has done all they can do at this point. He asked where the Board was at with this project. Peter Hathaway said he had met with the insurance field reps on April 13th and that the information had to be provided to the underwriters. The field reps response to a timeline was approximately two weeks for this to happen. The Town needs to wait for the insurance decision before moving forward with acquisition of dams.

Mike Stannard gave additional in-depth information on three different scenarios of the project. Claire Stanley asked what they need from the Board. The committee needs a Board member on the committee, a commitment from the Board and the insurance information. The next step would be a feasibility study. Chris Cole volunteered to be on the committee if no one objected. The appointment of a Board member and a community member will be put on agenda for the next meeting for the Board to take action on.

NEW BUSINESS

Delinquent water/sewer/taxes collection policy – Peter Hathaway presented the Board with revisions to the current policy. Peter worked with Janet Currie on the revisions and Janet said they were based on current policies of other towns. The hope is that the new policy will help the town get caught up on delinquencies and resolve current problems. The Board will review and take it up at next meeting. Rod Holzworth moved to table. Second by Claire Stanley. Motion carried with a vote of 5-0.

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NEW BUSINESS (continued)

Replace/Repair backflow prevent valve – estimates – Peter Laramie presented three bids to the Board. The first bid was not bid on exact specs provided, but on twelve different projects, the lowest bid being \$9000.00. Bid number two from Craig Roberts was \$3530.00 and bid number three was for \$2940.00. The third bid said “estimate” not quote. Peter Laramie will confirm if this price is firm. Claire Stanley moved to approve Craig Roberts bid of \$3530.00. Rod Holzworth questioned if bids included any estimate to replace pipe if needed. The money is already in the budget for this project. Claire Stanley retracts motion. Tim Langlois moves to table with a second by Claire Stanley. Tim Langlois rescinds his motion and Claire Stanley rescinds her second. Rod Holzworth makes a motion to authorize the Town Manager to work with Peter Laramie to resolve the situation. Second by Claire Stanley. Motion carried with a vote of 5-0.

Memorial Day parade Town contribution - \$2500.00 – After brief discussion it was noted that this is a budget item. No action needed by the Board.

Circus Coming to Town? – Peter Hathaway gave Board members information to review on the circus that wants to come to town. The dates for the circus would be between the 11th and 29th of July. Rod Holzworth moved to table. Second by Chris Cole. Motion carried with a 5-0 vote.

OLD BUSINESS

Beaver Wood Energy/Update – A letter was received indicating Beaver Wood Energy’s intent to move forward with the Fair Haven project. Chris Cole and Claire Stanley spoke on the bus trip to the State House in Montpelier. Neil Robinson also had positive comments about the bus trip. The group of approximately 45 people represented a good cross-section of the community.

Letters of Interest Trustee of Public Funds – There were no letters of interest submitted. Board members will ask persons directly.

Letters of Interest Technology Committee – There were no letters of interest submitted.

Fairpoint Abatement Correction- Peter Hathaway stated a mistake had been made and that the correction needs to be read into the minutes. Correction:
Payment of \$1418.35 was applied to interest and penalty on March 1, 2011.

The abatement of \$4212.93 will be applied to principal leaving a balance in principal of \$1404.31 plus interest to date of \$287.59. Total balance due as of abatement \$1691.90.

Chris Cole moved to abate \$4212.93. Second by Rod Holzworth. Motion carried with a 5-0 vote.

REVIEW OF FINANCE REPORTS

Expenditure Reports – Reports distributed to Board for review

Fund Status Reports – Reports distributed to Board for review

Check book status – Balance is \$54,030.00

REPORTS OF THE BOARDS

Chris Cole mentioned that high school students were flying out of Mechanic Street in their vehicles. He also stated that he was present when the architect was here at the municipal building. The architect had good comments about the second floor and thought that a lot could be done with the upstairs.

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Peter Hathaway shared that someone had come to him and suggested speed bumps on Mechanic Street.

Tim Langlois commented on the request from the teen center to be on the Town's insurance. He would like clarification of coverage.

Ray Phillips has told him that if Project Graduation is chosen for a coin drop and the board does not allow changing dates for coin drop, the coin drop will not be of benefit to Project Graduation.

Tim also asked if the town was working on asking Spauldings to weigh in and out of the transfer station. He feels this is extremely important for many reasons; billing, reconciliation and to insure that scales are working properly. Tear weights could be used.

Claire Stanley received a call from Will Dodge regarding the collapsed building at the transfer station. He said that it was unfortunate that because no one bothered to shovel the snow off the roof that it fell in. It was neglect and it should not have happened.

Peter Hathaway shared that they are ready to go with the new playground equipment; however the equipment has been discontinued. He will be meeting with Jenny Reed to look for other equipment around the same price.

Bill Humphries suggested to Peter the creation of town ID's for town employees. Cost would run \$7.00 each. A policy will be created before moving forward with creating the IDs.

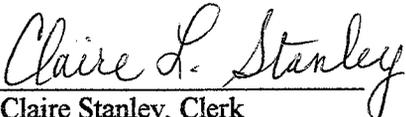
Jeff Sheldon was approached by Ken Jones and other DPW employees about working a four day week (6:00-4:30) Monday through Thursday from May until September. It will be looked into further by the Board.

SIGNING OF THE WARRANT – Claire Stanley moved to pay the warrant as follows: Payroll, \$26,177.44 and General Fund, \$527,755.70. Second by Chris Cole. Motion carried with 5-0 vote.

EXECUTIVE SESSION – Claire Stanley made a motion to go into Executive Session with the Town Manager for a personnel issue at 11:44pm. Second by Tim Langlois. Motion carried with 5-0 vote. Rod Holzworth moved to authorize the Town Manager to take necessary action. Second by Chris Cole. Motion carried with 5-0 vote.

ADJOURNMENT – Returning to regular session, Rod Holzworth moved to adjourn at 1:00am. Second by Chris Cole. Motion carried 5-0. The meeting adjourned.

Respectfully submitted
debi j. bailey


Claire Stanley, Clerk

There will be a Special Select Board Planning meeting April 26, 2011 at 7:00 pm
The next regular scheduled Select Board meeting will be May 3, 2011 at 7:00 pm.