

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

**OCTOBER 28, 2013  
SELECT BOARD SESSION**

**UNAPPROVED MINUTES**

**Members Present:** Christopher Cole, Jeffrey Sheldon, Bob Richards, Claire Stanley, Dave Ward  
**Others Present:** John Lulek, Glen Roberts, Stephan Taylor, Town Manager Herb Durfee, PEG-TV

**Call to Order:** Chairman Chris Cole called the meeting to order at 7:02 p.m. and led the meeting in the Pledge of Allegiance to the Flag.

**Amendments:** Vermont Forklift – Sewer/Water capacity allocation approval

**Minutes:** Claire Stanley made a motion to approve the minutes of the October 15, 2013 Minutes as presented; seconded by Jeff Sheldon. CORRECTION: Pg.2, ¶ 3, line 2; delete “related to charges for public records and policy”. Motion carried.

**Public Comment:** Mr. Lulek questioned the sale of the Skyline and old Bowling Alley buildings as to the impact on the Grand List. Town Manager Durfee noted he believed the Listers reduced the assessment and it may have been further reduced due to a grievance. Mr. Durfee suggested Mr. Lulek check with the Listers as to the actual reduction.

Mr. Stephan Taylor complained that water pressure is low and questioned the 5/8” water meter size. Mr. Taylor filed for and received permit for a three bedroom residence that requires that size meter.

**Department Head & Committee Reports:** Mr. Durfee stated he has so far been unable to schedule meetings with Castleton and Poultney Town Managers to discuss their request for police coverage. He noted it is unlikely they expect any action before the new fiscal year.

The final audit has been received (timely) from RHR Smith & Company. Mr. Durfee continues to address noted deficiencies including cash receipts posting at Town Clerk office and Transfer Station, credit cards and cross training.

A letter was received from Samantha Wreaks requesting abatement of interest and penalty amounts on their delinquent property tax bill. Mr. Durfee responded that Vermont law prohibits such abatement.

Mr. Durfee presented a list of delinquent property tax accounts and noted that 22 persons/entities covering 30 properties are moving to tax sale. The Town’s delinquent tax total is \$207,882.29. Active solicitation of payment is on-going.

The sidewalk inventory has been received from Dave Eighmey.

The re-building of the Recreation building destroyed by arson fire requires professional engineering because of its location in flood plain. It will be very expensive, an item to be considered during budget deliberations. Portable “shed” was suggested.

David Raphael and four students from UVM visited Fair Haven for a parks and recreation project. They met with Claire Stanley and Bud Panoushek for over an hour. A report will be forthcoming.

Fire Chief Dave Ward reported 214 students visited the Fire Safety Program.

## **NEW BUSINESS**

Jeff Sheldon made a motion to accept with regret the resignation of Charlotte Capron from the Cemetery Committee; seconded by Dave Ward. Members noted the extensive work started by Ms. Capron and remarked her resignation is a significant loss. The motion carried.

**Vermont Health Connect:** Mr. Durfee sent a letter stating frustration re: inability to access the necessary information to sign up for Health Insurance. He expressed concern about the deadline to register and that this “glitch” is beyond technical and deals with people’s well-being. He has not been able to schedule a Navigator and was asked to not try again until at least Wednesday to connect with the Town’s employer on-line account.

## **OLD BUSINESS**

**Efficiency VT – Street Light LED Changeover:** Jeff Sheldon made a motion to sign the Memorandum of Understanding (MOU) and authorize the Board Chair to sign it; seconded by Bob Richards. The changes were made; the MOU is a place marker on the schedule; the Town may back out if necessary. The motion carried.

**VT Forklift – Water/Sewer Capacity Allocation:** Jeff Sheldon made a motion to approve the Water/Sewer Capacity Allocation application from Vermont Forklift; seconded by Dave Ward. The application is complete, the water and sewer plant supervisors both indicated that capacity exists in the system to handle the projected flows, and all fees are received. The motion carried.

**Town Office Fee Schedule:** An opinion was received from the Town Attorney stating the draft policy needs more clarification. Mr. Durfee noted some of this issue (personal use) is addressed in the Technology policy. He will continue amending and clarifying the draft.

**Round Table:** Mr. Richards stated that the Eagles Club parking lot retaining wall (belongs to the Town) is caving in and suggested removing it and making a gentle slope. It was noted that the ball field will no longer be used by the Town Recreation programs.

Mr. Richards reminds for any construction of a sidewalk along Mechanic Street that “scoping” account for stormwater runoff and related drainage.

Mr. Richards questions that the Town Accountant does not use time card. Mr. Durfee explained that she is an Exempt, non-Union employee since she deals with fringe benefit information.

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Mr. Richards stated that the Benson police coverage time sheet is ridiculous.

Claire Stanley presented a quilt square design prepared by Sadie Laramie for the Vermont State Quilt Project. Mrs. Laramie said she is prepared to make it though it is a very ambitious "Walk Around the Park" design. Board members support the effort.

Dave Ward noted that light at the monuments in front of the Municipal Office has been replaced and that a new light was installed to light the American flag at night.

Dave Ward noted a car in the Free Parking area with four flat tires that has been there for a long time. Mr. Durfee indicated he had already spoken to Chief Humphries about it and that it's under investigation but it's also an affordability issue with the owner.

**Review of Finance Reports:** Finance reports were distributed to members. The checkbook balance is \$162,273.05.

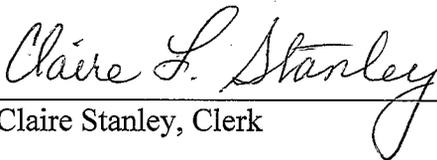
**Sign Warrants:** Motion to sign warrants – Payroll, \$26,804.11; General Fund, \$86,728.57 made by Claire Stanley; seconded by Dave Ward and passed unanimously.

**Executive Session:** Dave Ward moved the Board and Town Manager into executive session at 8:40 p.m. to discuss pending contract negotiations; seconded by Jeff Sheldon; motion carried.

Motion to come out of executive session at 9:30 p.m. made by Jeff Sheldon; seconded by Bob Richards and passed. No action was taken.

**Adjourn:** Jeff Sheldon moved to adjourn at 9:32 p.m.; seconded by Dave Ward and passed.

Respectfully submitted,  
Claire Stanley, Select Board Clerk

  
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Claire Stanley, Clerk