

**TOWN OF FAIR HAVEN, VERMONT
SELECTBOARD
WATER AND SEWER COMMISSIONERS
LIQUOR COMMISSIONERS-CEMETERY COMMISSIONERS
Regular Select Board Meeting
April 14, 2015**

Members Present: Robert Richards, Jeff Sheldon, Dick Frazier, Sean Galvin (speaker phone).

Members Absent: Rod Holzworth, II

Other Present: Town Manager Herb Durfee, Minute Taker Claire Stanley, John Lulek, Bud Panoushek, Jason Snook, Robert Morency, David Ward, Glen Roberts, Ann Pelkey, Bill Sweeney, Donald Knapp, Lillian E. Billewicz, Johnathan J. Billewicz.

Call to Order: Chairman Richards called the meeting to order at 7:00 p.m. and led the assembly in the Pledge of Allegiance.

Amendments to the Agenda: None

Approval of Minutes: **Motion** by Sheldon to approve the 03/31/2015 minutes. **Second** by Frazier. **Motion carries 4 – 0 – 0.**

Motion by Sheldon to approve the 04/06/2015 special meeting minutes. **Second** by Frazier. **Motion carries 4 – 0 – 0.**

Five Minutes for Public Comment: None

Department Head & Committee Reports: Fire Chief Dave Ward presented a written report. He noted the Department currently has 19 members; one junior application was requested today.

Police Chief Humphries filed a written report to members.

Superintendent of Public Works Bud Panoushek reported the truck bodies have been switched around; one summer hire has started work; spring cleaning is on-going; the sidewalk sweeper “died” today; received applications for summer cemetery work. May need to request for new/used truck at a later date.

Motion by Frazier for the Board to enter into Executive Session at 7:13 p.m. to discuss a personnel matter. Board members, Town Manager Herb Durfee, Bill Sweeney, Ann Pelkey, Bud Panoushek to be included. **Second** by Sheldon. **Motion carries 4 – 0 – 0.**

Motion by Frazier to move out of executive session at 7:34 p.m. with no action taken; **Second** by Sheldon. **Motion carries 4 – 0 – 0.**

- Town Manager Herb Durfee reported that visits were made to tax sale properties, notices were sent, attorneys consulted and results are pending and will be discussed later in this meeting.
- Met with Brian Sanderson who replaced Tom Roberts for VTrans District III; feels Brian has a good understanding and will manage well.
- Notices were prepared for upcoming Peddler or Itinerant Vendor Ordinance review.
- Conducted interviews for Summer Recreation Director; decision next week.
- There was an unannounced transfer station inspection. It is assumed it was to review the new recycling law and introduce the new solid waste person.
- There is a need to replace the door at the transfer station (budgeted). Also need to replace the Municipal Building front door. **Motion** by Frazier to spend \$4,095.00 from the Municipal Building Reserve Account to replace the door. The work will be done by Royal Glass. **Second** by Sheldon. **Motion carries 4 - 0 - 0.**
- A confidential report was included in members' packet re: Vermont Structural Slate.
- It is expected that Fair Haven will receive \$310,000 annually from New England Clean Power Link (NECPL) totaling 12.4 million dollars over the 40-year life expectancy of the line.
- The Fire Department is changing their sign out front. The Fire Hose Co. will pay for and install a matching Municipal Building sign on the front of the building. Other painting will also be done.
- Only one application was received for the Selectboard Minute Taker position. Claire Stanley has agreed to do the job temporarily.
- Notices will go to the public shortly so folks can sign up for the CodeRed Mass Notification System. No response has been received from school(s).
- The auditor will meet with Concerts in the Park representative(s) to discuss financial controls.
- Phase 2 Water Study Review will take place on the 28th and will present to the Board at a later date.
- The Carriage House will be making renovations. They will meet with the Board at a later date.
- Lauritz Rasmussen has appealed his listed value to the Vermont Supreme Court.
- There will be Cracker Barrel sessions on Wednesday, April 29th at the gazebo in the park from noon to 1:00 p.m. and 6:00 to 7:00 p.m.
- Work to install the new compactor at the transfer station will begin next week (weather permitting).
- A delinquent tax report is included in members' packet.
- A three-quarter fiscal year total report is included in members' packets for comparison.

Helene Nevelle, trans-continental runner will be making a stop in Fair Haven May 15th and 16th. She is running the perimeter of the United States; her stop here is during the 3600 mile run from New Brunswick to Washington State. Discussion followed.

Bud Panoushek noted that he spoke with Brian Sanderson, VTrans representative re: the South Main Street railroad crossing.

Robert Morency, RCAP Solutions – EPA Funded Technical Assist./Training For DPW Activities: Mr. Morency introduced himself and Jason Snook and explained the Rural Community Assistance Partnership (RCAP) and its function. They are a private non-profit, funded by EPA grants. He expounded on their expertise and work with small communities offering technical assistance to identify and prioritize any issues including finding financing and operation and maintenance of water systems. Fair Haven was identified as a candidate for their assistance after recent boil water events.

VTrans Annual Financial Plan Approval: Motion by Sheldon to approve the VTrans Financial Plan as presented. **Second** by Frazier. **Motion carries 4 – 0 – 0.**

Motion by Sheldon that the Town continues to comply with road and bridge standards. **Second** by Frazier. **Motion carries 4 – 0 – 0.** Training will occur tomorrow for two DPW members.

Bud Panoushek noted that he received a quote of \$120,000 for Bolger Road paving work.

Request for Winter Water Abatement, 66 Days – Dan Poalino (Sherman V. Allen) 4 Academy St.: The water drip was started February 23, 2015; the assumed end date is April 30, 2015; 66 days at \$2.04/day = \$134.64. **Motion** by Frazier to abate \$134.64 as requested. **Second** by Sheldon. There was lengthy discussion re: specifics of the ordinance; location of the freeze; that there were two freezes. **Motion fails 1 – 3 – 0.**

Electric Vehicle (EV) Charging Station Discussion: Manager Durfee met with GMP representative. There is an information packet from Jenn Cortez in members' packets. Durfee suggests the station be at the south end of the park, east side and be a double port. The host fee for a dual port is \$69/month. He explained user payment options and suggested inviting Jenn Cortez to a future meeting. Four years ago there were 40 EV charging stations in Vermont, now there are 800.

SunEdison – Proposal to Purchase “Solar Energy Services” – Refer to Energy Committee: Durfee noted this is a company that is looking to sell their energy and feels the proposal should be referred to the Energy Committee for review.

Conflict of Interest Policy, Draft: Motion by Frazier to approve the Conflict of Interest Policy as presented. **Second** by Galvin. Sheldon feels that everyone avoids conflict of interest on their own and no policy is needed. **Motion carries 4 - 0 - 0.** A signature copy will be ready for the next meeting.

Disposition of Properties: 2/4 Willard Ave., 16/18 River St., 5 Union St., 7 Union St. – Act on whether to “Market the Properties Unoccupied. (Subject to Executive Session.) Durfee presented an update on the four properties now owned by the Town and noted that the properties are covered under the Town insurance. Police Chief Humphries,

Health Officer John Lulek and he conducted a general condition inspection of the properties and determined them to be uninhabitable. The two Union Street properties are occupied, one including a school age child. Previous proposals by former owners have been rejected and more legal research is needed before disposition. **Motion** by Galvin that it is the intent of the Town to dispose of the properties. **Second** by Sheldon. The Town desires to recoup all taxes, penalties and expenses to make the town whole. **Motion carries 4 - 0 - 0.** **Motion** by Frazier to market the properties as unoccupied. **Second** by Sheldon. **Motion carries 4 - 0 - 0.**

Motion by Sheldon for the Board, Town Manager, Lillian Billewicz and Johnathan Billewicz enter into Executive Session at 9:04 p.m. to discuss a legal matter. **Second** by Galvin. Chairman Richards expressed concern that folks might perceive that underhanded activities might occur in executive session. He strongly stated that no "deal(s)" would be made in executive session. **Motion carries 4 - 0 - 0.**

Motion by Frazier to move out of executive session at 9:35 p.m. with no action taken. **Second** by Sheldon. **Motion carries 4 - 0 - 0.**

Mechanic Street Sidewalk/Path Scoping Analysis – Select Alternative & Authorization to Proceed: Manager Durfee reported that the feasibility study has been done, there was a presentation to the Board and public hearing(s) occurred where options were presented. Mr. Knapp who resides on Mechanic Street explained that he was unable to attend said meetings due to illness and is looking for update. The preferred option is: from Second to Fourth Street, the sidewalk would be on the East side of Mechanic Street; from Fourth Street to the high school, the sidewalk on the West side of Mechanic Street. The extra width on the East side of Mechanic Street from Fourth Street to the high school would be retained as a bicycle lane. Discussion followed. **Motion** by Sheldon to table the matter. **Second** by Frazier. The Board chose to defer this decision to when all members are present. **Motion carries 4 - 0 - 0.**

Review of Financial Reports: The checkbook balance is \$362, 419.09.

Motion by Sheldon to sign warrants: General fund: \$78,954.11; Payroll: \$25,581.21. **Second** by Frazier. **Motion carries, 4 - 0 - 0.**

Motion by Frazier to adjourn at 9:58 p.m. **Second** by Sheldon. **Motion carries 4 - 0 - 0.**

Respectfully submitted,
Claire Stanley


Dick Frazier, Board Clerk