

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

**SPECIAL SELECTBOARD SESSION  
DECEMBER 01, 2014**

**Members Present:** Chris Cole, Rod Holzworth, Bob Richards, Jeff Sheldon, Dave Ward

**Others Present:** John Lulek, Police Chief William Humphries, Recorder Wilma DeSpain, Town Manager Herb Durfee

**CALL TO ORDER**

Cole called the meeting to order at 7:00 p.m. and asked everyone to stand for the Pledge of Allegiance.

**AMENDMENTS TO THE AGENDA**

Durfee requested time to provide a Manager's report. **Motion** by Richards to amend the agenda adding a Manager's Report. **Seconded** by Holzworth. **All voted aye.**

**APPROVE MINUTES OF 11/17/14**

**Motion** made by Sheldon to approve 11/17/14 minutes. **Seconded** by Holzworth. **All voted aye.**

**PUBLIC COMMENT**

Lulek commented on the Concerts in the Park Tree Lighting event in the Park. Very enjoyable evening. Many people participated.

**NEW BUSINESS**

**Budget Preparation**

- Transfer Station: Durfee suggested process to calculate salary line item needs to be fine tuned at a later date. Department calculates on 5-year rolling average. Covers TS attendants and others who sub/help at TS. Concerned per past history, line item appears overspent. Overtime: Leave at \$1500 pending detail reports. Operating Supplies: \$1500. Repairs/Maint. Supplies: \$300. Advertising: Not necessary--\$0. Dues: Increase to \$7500. Dues increase for SWAC. Other Purchased Services: \$2000. OS: \$106,500 per current contract. Repairs/Maint.: \$500. License: \$200. Utilities: \$2000. Revenue was discussed but budget amounts not finalized. Difference between revenue vs. expense needs to be narrowed.
- Recreation Department: Lulek indicated the committee had yet to meet again. No budgetary information provided, to date. Concerts in the Park currently within the Recreation budget line. Recommendation to move this line to Special Events. All agreed. Remainder of line items in budget to be level-funded.
- Special Events: Christmas decreased by \$500.00; Memorial Day and Concerts in the Park level-funded; VT Green Up Day reduced by \$50.00-fee based on Town population.
- Memberships: RRPC dues up by \$25.00 per correspondence; VLCT dues up \$107.00 per

VLCT; Rutland Humane Society per past practice; REDC to be level-funded.

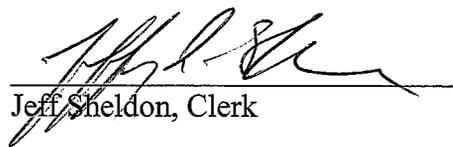
- Debt Management: Cost as are provided by the Town Accountant.
- Intergovernmental: County Tax based on county data. Increase by \$226.00 to \$11,000.
- Judgments & Damages: Abatements to be level-funded at \$1,000.00; Insurance Claims to be level-funded at \$1,000.00 (equals two deductibles through VLCT).
- Benefits: Based on figures calculated through payroll and related benefits from Town Accountant. Decrease budget amount by \$1,400.00.
- Appropriations: Will hold discussion at December 8<sup>th</sup> meeting. Representatives of each voter approved appropriation from FYE 2015 were invited to discuss budget requests.
- Durfee reviewed Schedule C of the RHR Smith Audit. Detailed fund balances. Recommended that the Board not buy down the tax rate.

Durfee notified Board that the Town has been served papers by VT Structural Slate regarding attorney fees.

### ADJOURNMENT

Holzworth **moved** to adjourn at 9:45 P.M. **Seconded** by Richards. Meeting adjourned.

Respectively submitted,  
Wilma B. DeSpain, Recorder  
(With assistance from Beverly Fedolfi)

  
Jeff Sheldon, Clerk