

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

**SELECT BOARD SESSION  
DECEMBER 8, 2014**

**Members Present:** Christopher Cole, Rod Holzworth, Bob Richards, Dave Ward

**Others Present:** Bud Panoushek, John Lulek, JoAnn Riley, Ed Bove, Glen Roberts, Ceil Hunt, Ashley Bride, Greg Marcy, Traci Matteson, William Humphries, Herb Durfee, Recorder Wilma DeSpain

**CALL TO ORDER**

Cole called the meeting to order at 7:02 p.m. and asked everyone to stand for the Pledge of Allegiance.

**AMENDMENTS TO AGENDA**

In the absence of the Board Clerk Jeff Sheldon, the Cole asked for a motion to appoint a Clerk for the meeting. Ward **nominated** Holzworth. **Seconded** by Richards. **All voted aye.**

**NEW BUSINESS**

**FYE 2016 BUDGET PREPARATION**

- A. **Castleton Community Center:** Jo Ann Riley, Executive Director, spoke of the Center program and expressed appreciation for the Town's support. In addition, she asked the Board if they could relax the annual petition requirement, for example, for 3 years if a previously petitioned appropriation was passed and the petitioner was not making an increase in the requested amount.
- B. **Fair Haven Concerned:** Ceil Hunt, Board Member, and Ashley Bride, Executive Director, spoke on behalf of Fair Haven Concerned. They described the programs recent activities and offering, including their move to a downtown location that includes a thrift store sponsored in part by the Vermont Country Store. They reported their budget request is level funded at \$26,000 a year.
- C. **Fair Haven Library:** Ceil Hunt, Library Trustee, spoke on behalf of the Library. She described several improvements to the Library, including digital updates. She also reported that the budget submitted for voter approval represents a 5.5% increase (\$3,770).

No other "Appropriations-related" entities were present.

Ed Bove, RRPC Executive Director, introduced himself and summarized technical assistance provided to the Town over the past year. He also invited the Board to let him know how the RRPC can be of further assistance. Durfee indicated that, since the Town was not awarded a Municipal Planning Grant, their help might be needed to finish a draft of the Town Plan, including some GIS mapping.

**DEPARTMENT HEADS**

**Town Manager.** Durfee made note of the fact the Budget needs to be ready for approval by January 19. The Board agreed to not meet on December 15 but will meet on December 22 (regular meeting) and on December 29 (special meeting). Members also agreed to meet on January 5 (regular), 12 (special), 19 (regular).

**DPW.** Panoushek reported that the Highway crew is trying to keep ahead of the snow.

**Fire Department.** Ward reports all is well with the department.

**Recreation Committee.** Durfee reported that their regular meeting isn't until later in the month so, maybe, they'll have a report shortly thereafter.

**Water Department.** Marcy and Durfee reported on the status of several issues. The Town is continuing to try and come to agreement with the state on resolving the meter pit and hydrant issues. These are issues related to the Sanitary Survey and the Town's Permit to Operate. Related to water samples and Total

Coliform, it was reported that staff is working hard with the staff to come to agreement on a monitoring plan that meets the state's requirements. Lastly, it was reported that Phase I of the system hydraulic analysis is complete and a presentation will be given to the Board at its January 5 meeting. Durfee explained with that work the Board can now move into Phase II which would take the information from Phase I to create a long range plan for the water system. Durfee further explained the value of this work related to the monitoring plan that soon will be in place and direction it could point related to capital investment decisions. He asked the Board for authorization to proceed with Phase II. On **motion** by Holzworth, **seconded** by Richards, the Board authorized the Town Manager to proceed with Phase II of the water system hydraulic analysis continuing to use the services of Aldrich + Elliott in an amount not to exceed \$7,600.00 to be paid from the Water Department Sinking Fund. **All voted aye.**

Vermont Structural Slate has filed in Small Claims Court. Town Manager says he has put Attorney Bloomer on notice relative to the action.

Ward reported there are a number of street light he has noticed are not burning

#### **REVIEW OF FINANCE REPORTS**

Reports were given to the Board members for their review. Holzworth **moved** to pay the bills: General Fund – \$541,311.14 (including \$488,138.01 school payment) and Payroll – \$29,535.47. **Seconded** by Ward. **All voted aye.**

#### **EXECUTIVE SESSION**

At 8:35 p.m., **motion** by Holzworth, **seconded** by Ward, to enter Executive Session with the Police Chief and Town Manager for personnel contract. **All voted aye.**

At 9:17 p.m., Holzworth **moved** to return to open session. **Seconded** by Ward. **All voted aye.** There was no action taken. The Town Manager will conduct follow-up work necessary for the continuing discussion.

#### **ADJOURN**

Ward made a **motion** to adjourn at 9:17 p.m. **Second** by Holzworth. Meeting adjourned.

Respectively submitted,  
Wilma B. DeSpain, Reporter



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Rod Holzworth, II, Acting Clerk