TOWN OF FAIR HAVEN, VERMONT
SELECTBOARD
WATER AND SEWER COMMISSIONERS
LIQUOR COMMISSIONERS-CEMETERY COMMISSIONERS
Regular Meeting
March 15, 2016

Members Present: Robert Richards, Rod Holzworth, II, Richard Frazier, Chris Cole and Jeff Sheldon.

Others Present: John Lulek, Health Officer; Jeremiah Behnken, PEG-TV; Emily, Rutland Herald; Suzanne Dechame, Town Clerk; Roy Newton, Lakeside News; Roger Smith, RC Flyers; Shawn Brewster, RC Flyers; Robert Wilcox, RC Flyers; Patrick Frazier, Neil Robinson, Glen Roberts.

Call to Order: Chairman Bob Richards called the meeting to order at 6:30 p.m.

Motion by Holzworth to reconvene Vicious Dog Hearing deliberations from 3/8/15. Second by Cole. Motion carries 5-0-0.

Motion by Holzworth to exit Vicious Dog Hearing deliberations. Second by Frazier. Motion carries 5-0-0.

Motion by Holzworth to sign protective order. Second by Frazier. Motion carries 5-0-0.

Meeting recessed until 7:00 PM for regular meeting.

Chairman Richards reconvened the meeting at 7:00 PM and led the assembly in the Pledge of Allegiance.

Amendments to the Agenda: Manager Durfee requested to add annual financial plan for highways and an Executive Session to discuss Union contract. Motion by Sheldon to add both items to the agenda. Second by Holzworth. Motion carries 5-0-0.

Motion by Frazier to approve the minutes of 2/16/2016. Second by Holzworth. Motion carries 5-0-1 (Cole abstained). Motion by Frazier to approve the minutes of 2/29/2016. Second by Holzworth. Motion carries 5-0-1 (Cole abstained). Motion by Holzworth to approve the minutes of 3/8/2016. Second by Cole. Motion carries 5-0-0.

New Business:
Representatives from RC Fliers were present. Thanked the Town for their continued support. Requested to use Air Park again for the 2016 season for their Fun Flight on July 15-17, 2016. They would like to have campers participate again, who would come in on July 14, 2016 through the following Monday. Motion by Frazier to grant RC Fliers request. Second by Sheldon. Motion carries 5-0-0.

Five Minutes for Public Comment: None.

Department Head and Committee Reports: Manager Durfee noted his written report is in Board packets. The Act 250 permit for the new Rite Aid to be built on Steve and Tammy Howard's property on Washington Street was received today. On April 6, 2016, Green Mountain Power will be using the conference room from 12:00 PM to 6:00 PM to hold a public meeting promoting heat pumps. Fair Haven is one of the communities in Vermont that has very few residents using this type of energy efficiency.

They should be coordinating with Efficiency VT's PACE program (approved at Town Meeting). The EV station is not working properly and will be replaced with a different kind. Not properly charging accounts, does not affect the Town. The Board will evaluate continuation of the EV station at a later date.

Chief Humphries's monthly report was in Board packets at the last meeting. Bud has been at training today and again tomorrow and was unable to submit a report. DPW is gearing up for spring and other items necessary.

New Business:

a. **Taxation and Education without Representation**: Neil Robinson. Robinson did a short presentation regarding the unfairness of property taxes to fund education. The new Director of VLCT suggested that Robinson approach the Selectboard seeking a resolution protesting the use of property taxes to fund education. Frazier concerned about the loss of local control related to education in Vermont. Robinson asks that the Board endorse repeal of the law that states we can take federal funding. Robinson will draft a resolution to present to the Board for their consideration.
b. **VTRANS Annual Highway Financial Plan**. Annual Financial Plan for Town highways for FYE 2016-2017 $493,399.00. Of this, approximately $31,000.00 Class 1, $33,500.00 Class 2, and $22,700.00 are Class 3. Total tax funds related is just under $406,000.00. On the expense side, $205,000.00 for winter maintenance and $189,000.00 for non-winter maintenance. What we would like to get is a shim overlay in the amount of $99,500.00. What is needed from the Board is a motion approving the Annual Financial Plan for town highways and a second motion for a continuance of the Certificate of Compliance for town roads and bridge standards which means we need to adhere to VTRANS standards in order to get these funds. Discussion followed. More information requested. Motion by Frazier to table to the 3/29/2016 meeting. Second by Cole. Motion carries 5-0-0.
c. **Town Clerk Memorandum of Understanding** with Selectboard. Motion by Cole to approve MOU with Town Clerk. Second by Frazier. Motion carries 5-0-0.
d. **RL Vallee (Maplefield's) Preliminary Capacity Allocation Application**. Maplefield's to expand. Will be seeking an expansion of their water allocation of 324 gallons/day and their sewer of 288 gallons/day. Frazier made a motion to approve their preliminary application. Second by Sheldon. Motion carries 5-0-0.
e. **Rite Aid Preliminary Capacity Allocation Application** (New Building). Stephen and Tammy Howard, as property owners, requesting an expansion of their water allocation of 556 gallons/day and an expansion of their sewer allocation of 556 gallons/day. Motion by Frazier to approve their preliminary application. Second by Sheldon. Motion carries 5-0-0.
f. **P.A.C.E. Contract/Agreement Documents**. Motion by Frazier to table to a subsequent meeting when Mark Kelly can be present to address questions. Second by Cole. Motion carries 5-0-0.
g. **Maplewood Inn Request to Have the Town Request of VTrans Speed Limit Reduction Analysis at VT/NY State Line on 22A**. Motion by Frazier to ask VTrans if a speed analysis can be conducted. Second by Sheldon. Motion carries 5-0-0.
h. **Authorization to Apply for an Asset Management Planning Grant** for Public Community Drinking Water Systems for Analysis of the Water Treatment Plant and Storage Tanks (Max: $20,000 grant not including required 20% in-kind match). Motion by Cole to move forward with grant application not to exceed $24,000. Second by Holzworth. Motion carries 5-0-0.

Old Business:

a. **FYE 2017 Water/Wastewater Budget Development Discussion**. Tabled from previous meetings. Tabled to March 22, 2016.
b. **Policies:**
   - **Town Officials Policy & Expectations**, Draft. Document to be given to elected/appointed officials for comment.

- **Fraud Prevention Policy**, Draft. Motion by Frazier to accept first reading of Fraud Prevention Policy and two warn the second reading with possible adoption at the next regular meeting. Second by Sheldon. Motion carries 5-0-0.
- **Cash Receipts, Petty Cash & Returned Check Policy**, Draft. Table until next meeting.
- **Cemetery Committee Bylaws, Possible Amendment** – Delineating Responsibility for Monument & Other Stone Care (Town vs. Deed Holder). No changes. Bylaws to be given to those who purchase lots.

Board Roundtable Discussion:
Frazier: Received several calls over the weekend regarding the transfer station. Saturday Constable was present to check for permits. Those who did not have permits were not able to purchase because Town Office was not open. Need to review practices.

Holzworth (& Sheldon): Questioned whether Aldrich + Elliott has specified wastewater line repairs/replacements in relation to the bond that was just passed. If not, when will this occur? What are next steps? We need to plan ahead.

Cole: Asked if sidewalk project for Mechanic Street coincides with water project. Durfee explained guidelines involving use of federal funds and how might affect each project.

Richards: Dog complaints on the rise. Police Department needs to be more diligent with reaction and reporting time. Need to be prepared to address water line freeze ups in regards to mailing included in latest water/sewer billing. Clarification needed in ordinance.

Review of Finance Reports:
a. Expenditure /Revenue Reports
b. Checkbook Status: $209,267.74
c. Sign Warrants: Payroll Warrant: $23,353.47; General Fund Warrant: $116,168.49. Motion by Sheldon to sign warrants. Second by Frazier. Motion carries 5-0-0.

Motion by Frazier at 9:20 PM to enter into Executive Session for Union contract discussion. Second by Sheldon. Motion carries 5-0-0.

Motion by Frazier to come out of Executive Session at 9:42 PM. Second by Holzworth. Motion carries 5-0-0. No action taken.

Motion by Frazier to adjourn at 9:42 PM. Second by Cole. Motion carries.

Respectfully submitted,
Beverly Fedolfi
Substitute Recorder

Richard Frazier, Board Clerk