

**TOWN OF FAIR HAVEN, VERMONT
SELECTBOARD
WATER AND SEWER COMMISSIONERS
LIQUOR COMMISSIONERS-CEMETERY COMMISSIONERS
Regular Select Board Meeting
August 16, 2016**

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

Others Present: Police Chief William Humphries, Minute Taker Claire Stanley, Glen Roberts, Jeremiah Behnken, PEG TV, John Lulek, Joyce Roberts, Emily Cutts, Rutland Herald, Alan Way, Linda Way, Scott Clement, Korrine Rodrigue.

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

Amendments to the Agenda: Mr. Holzworth moved to add: Executive Session for a personnel matter; sewer abatement request for St. Mary's rectory; seconded by Mr. Sheldon and passed 5-0-0.

Approval of Minutes: Mr. Frazier made a motion to approve the Minutes of the August 2, 2016 Meeting; seconded by Mr. Cole. The motion passed 5-0-0.

Five Minutes for Public Comment: Mr. Lulek noted a tree at the West Street cemetery fell in a recent storm damaging some stones. The Department of Public Works did a good job cleaning up, but the remainder of the tree needs to be removed. There are also other cemetery trees in jeopardy. Someone has offered to do the work for the firewood.

Korrine Rodrigue introduced herself to the Board stating that she is running for Vermont Senate. She briefly stated her goals including that she founded Project Vision and her main focus is substance abuse.

Department Heads and Committee Reports: Police Chief Humphries reported:

- There are several items in members' packets from the Town Manager
- Justin O'Grady, wastewater, has given notice; the position is posted internally
- The Town Manager's report is in members' packet
- Two months police reports in members' packet; Chief Humphries noted he administered NARCAN to an overdose victim, saving his life. Arrests are down.
- The asset management meeting for the Water Improvement project will take place Thursday August 18th at 1:00 p.m. Board members are invited to participate.

Our Lady of Seven Dolors Catholic Church -- Request for a Crosswalk Connecting Church

Grounds with St. Mary's: Scott Clement requests a sidewalk closer to church and the St. Mary's school entrance where students cross. He indicated approximate location sought on a map. Discussion included: curb changes for wheelchair access, loss of parking, location. Police and Town Manager will research the law and regulations and get back to Mr. Clement.

Joyce Roberts requests sewer abatement for water used (four days) to water newly laid sod. Members have no information re: this matter and will refer to Manager. She noted what seems to be excessive water usage metered at the rectory. A plumber has inspected the water system and ensured there are no leaks in the building. She noted that 300 gal/day seems excessive for two adults. Several possibilities of leaks were suggested; Mr. Richards noted that testing the meter was at homeowner's cost.

Request for Forbearance of Base Water & Sewer Charges -- Acct. #152, 1 Mechanic St.

Marion Levesque (Submitted by Linda Way): Linda Way explained that the residence and apartment are metered with separate accounts on the property. The apartment account was capped and shut off at the curb five years ago. There are no services to that account now and will not be; the meter is on a shelf in the residence. She asks, can they pay a shut off fee and discontinue paying the quarterly base rate(s) to that account (only); continue base rates on the residence account. Mr. Richards referred to and read pertinent segments from the ordinance. Mr. Frazier **made a motion to grant the request as stated**; seconded by Mr. Sheldon. Discussion included that this is a unique instance (two accounts on one property); need to make a note on the ordinance for future discussion / clarification; please turn in the unused meter. The motion carried 5-0-0.

Tenant "Hearings", (if necessary) RE: Water Shut-offs: No action taken; no noticed tenant present.

Status of Part-Time Employee Composition & Training Needs: Chief Humphries reported that one officer in the hiring process for State Dispatch may leave (undetermined); new hire is Level II certified. Mr. Richards stated he feels that if we have to provide training to part-time officers, it is not cost effective to hire them. Each officer is required to have 25 or 30 hrs. of in-service, depending on certification levels. Chief requires firearms and first aid training done with this Department or location approved by him. Most officers receive part or all of training from other agencies that employ them, and split costs with this Department. Mr. Richards questioned the training that a part-timer received (A.L.I.C.E. – active shooter response), stating that part-time officers should not be sent for training. Chief Humphries clarified that he made the decision to send the officer to class because a full-time officer was not available. Chief also noted the officer was not sent for training to meet training hours, but was sent as the Chief felt this class is in the best interest for the Department and community. This officer is now able to provide outreach and training in the community to schools, daycares, etc.

Police Academy Discussion (Cont.), Comp Time vs. Paying OT: Two officers have been sent to the Academy and received two weeks comp time upon successful completion in lieu of

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overtime. There was a handout, a breakdown of the 17 weeks Academy routine. Discussion followed. There is no charge to attend the Academy -- officer receives 40 hours pay. It was noted that the Academy hours are longer than a "usual shift"; comp time is paid upon completion. Mr. Holzworth stated he would like to see, at the very least, an amendment to the Union contract that four years work be required after certification. The Town is paying for this training and there should be some kind of payback to the Town. Chief Humphries stated he is working with the Department of Labor applying to the Apprentice Program. Mr. Frazier asked for a list of options before revisiting this matter.

Board Roundtable Discussion: Mr. Holzworth had questions for clarification re: some time sheets.

Mr. Frazier questioned if Town accounts are FDIC protected.

The **checkbook status** is \$736,762.25.

Mr. Sheldon moved to **approve payment of Warrants: Payroll, \$28,446.03; General Fund, 91,188.49**; seconded by Mr. Frazier and passed 5-0-0.

Mr. Frazier **made a motion to enter into executive session** at 8:15 p.m. for a personnel matter; seconded by Mr. Holzworth and passed 5-0-0.

The recording secretary was excused at this time.

At 8:55 p.m., Mr. Frazier moved to **exit executive session**; seconded by Mr. Holzworth and passed 5-0-0. No action taken.

At 9:00 p.m., Mr. Frazier moved to **adjourn**; seconded by Mr. Sheldon and passed 5-0-0. Meeting adjourned.

Respectfully submitted,
Claire Stanley


Richard Frazier, Board Clerk