

**TOWN OF FAIR HAVEN, VERMONT
SELECTBOARD
WATER AND SEWER COMMISSIONERS
LIQUOR COMMISSIONERS-CEMETERY COMMISSIONERS
Special Select Board Meeting
October 17, 2016**

Members Present: Robert Richards, Rod Holzworth, II, Dick Frazier, Chris Cole, Jeff Sheldon
(arrived 7:05 pm)

Others Present: Town Manager Herbert Durfee, III, John Lulek, Glen Roberts, Phil Adams

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

Approval of Minutes: Mr. Frazier moved to approve the 9/27/16 minutes as drafted; seconded by Mr. Holzworth and passed 4-0-0.

Mr. Frazier moved to approve the 10/4/16 minutes changing the word “professional” to “elected” on the 2nd page; seconded by Mr. Holzworth and passed 4-0-0.

Five Minutes for Public Comment: There was no public comment.

Fuel Bids: Durfee updated the Board on the bids received:

- Johnson Energy, Inc. – Flexible capped rate (2,000 gals): \$0.30/gal above their cost on the day of delivery (9/26/16 was \$1.799) with a maximum fixed capped rate of \$1.969/gal.
- Champlain Valley Plumbing & Heating – Valero Rutland Rack + \$0.10/gal and a capped rate of \$1.80/gal.
- Local Fuel Co., Inc. – Fixed price of \$1.69/gal. Alternative: price not to exceed \$0.17/gal over Local Fuel’s “laid in” price/gal. The price/gal may vary up or down with rack prices. 9/3/16 rate = \$1.82/gal.

After board discussion, Mr. Holzworth moved to accept Local Fuel Co., Inc.’s bid as drafted; seconded by Mr. Cole and passed 5-0-0.

Farmers’ Market Request for Extended Time on Banner Hanging: Durfee explained the Farmers’ Market wished to draw as much attention as possible to fact that the market continues through October. As such, they requested that they be allowed to hang their banners continuously through the month of October. Durfee explained the Banner Policy including the two week limitation on the hanging of banners. He, also, explained that the Farmers’ Market is not similar

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to the typical request for hanging a banner, since those requests typically are one time requests. The market holds their "event" weekly throughout the course of the summer.

The board, after discussion, agreed that, though they fully supported the Farmers' Market especially as a weekly event that further draws people to the downtown, they could not grant the request since the banner policy specifically adheres to the Planning Commission's decision related to the installation of the banner posts in the Park. As such, Mr. Cole moved **to deny the request and that adherence to the existing policy be maintained**; seconded by Mr. Holzworth and passed 5-0-0.

Lighting Plan for the Park's Pathways: Mr. Durfee updated the board that a draft lighting plan for the Park's pathways has been prepared, has been reviewed by he and members of the Concerts in the Park Committee (i.e., the original entity requesting the lighting), and proposed changes have been relayed back to the lighting consultant along with a request for an estimate of cost to carry out the lighting plan.

Improved Crosswalk Lighting on Main Street Near the Bus Stop: Mr. Durfee reported that he spoke with Green Mountain Power Corp. (GMPC) and authorized higher wattage LED bulbs be installed in the two existing street lights at the crosswalk location. He also reported that GMPC will swivel one of the mast arms to direct more light onto the crosswalk.

Transfer Station Fee Schedule Amendment: Mr. Durfee indicated that the recently amended Transfer Station fee schedule requires a couple of technical corrections, since several figures are not divisible by the \$2.00 punch card minimum. After board discussion, Mr. Cole moved to amend the Transfer Station Fee Schedule such that the scale ton fee is \$174/ton, the couch disposal fee is \$14/item, and the appliance with Freon fee is \$16; seconded by Mr. Frazier and passed 5-0-0.

FYE 2018 Budget: By consensus, the board preliminarily agreed to the following changes to the draft FYE 2018 Budget:

- 010-3310-60.00 Election Workers: from \$1,000 to \$500 (due to reduced # of elections).
- 010-3400-10.00 Treasurer Salary: from \$6,000 to \$4,728 (level funded until Treasurer can provide better explanation).
- 010-3430-20.00 Office Supplies-Listers: from \$300 to \$250 (more in keeping with past actual expenses).
- 010-3430-40.00 Dues & Meetings-Listers: from \$700 to \$600 (a \$100 increase from the FYE 2017 approved budget, instead of the \$200 as proposed).
- 010-3620-40.00 Dues & Meetings-ZBA: from \$150 to \$300 (at request of ZBA Chair to have enough funding for relevant training of board members).
- All other items discussed are as proposed by staff/Town Manager, at this time.

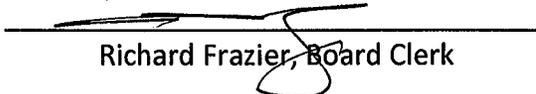
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As part of the 010 Auditing discussion, and based upon general discussion by the board including the current option of retaining RHR Smith & Assocs. for one more year, Mr. Frazier moved **to go out to bid for professional auditing services for a 3-year contract, renewable annually, for fiscal years 2017, 2018, and 2019**; seconded by Mr. Cole and passed 4-1-0 (Sheldon opposed). Mr. Frazier noted that his motion was made not because he is dissatisfied with the current auditor but, rather, that he believes it is good practice for a municipality to periodically go out to bid on such an important fiscal matter.

Executive Session: At 9:05 p.m., Mr. Frazier moved **to enter executive session to include the Town Manager to discuss contractual matters regarding a purchase and sale agreement with Brad Stevens**; seconded by Mr. Holzworth and passed 5-0-0. At 9:50 p.m., Mr. Frazier moved to exit executive session; seconded by Mr. Holzworth and passed 5-0-0. No action taken.

Mr. Frazier **moved to adjourn** at 9:50 p.m.; seconded by Mr. Sheldon and passed 5-0-0. Meeting adjourned.

Respectfully submitted,
Herbert A. Durfee, III


Richard Frazier, Board Clerk