

**TOWN OF FAIR HAVEN, VERMONT
SELECTBOARD, WATER AND SEWER COMMISSIONERS
LIQUOR COMMISSIONERS-CEMETERY COMMISSIONERS
Special Select Board Meeting
Municipal Building
November 15, 2016**

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

Others Present: Town Manager Herb Durfee, III, Minute Taker Claire Stanley, Glen Roberts.

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: None

Five Minutes for Public Comment: Glen Roberts expressed appreciation for the thoughtful time and effort Select Board members are affording the budget process.

Continuation of Recessed Deliberation -- Vicious Dog: Mr. Durfee continues to research issues brought up re: the vicious dog matter, fence repair, efforts made to rehabilitate the dog, and vet payment liability. Any dog order will be written in the style of past practice. There has been limited time available for research because time was spent working (two days) with the Workplace Safety person and the Billewitz issues.

FYE 2018 Draft Budget Discussion Review Discussion: The Castleton Community Seniors petition request for Appropriation is increased by \$1,500. The budget stands at a 7.5% increase as a starting point tonight.

SELECT BOARD: No changes made. All legal costs are consolidated in this line item.

ELECTIONS: Decreased as there will be fewer election events (primary, national).

TREASURER: Salary line reflects 2.25% increase, down from \$6,000 request.

ACCOUNTING DEPARTMENT: No changes made

LISTERS: Mr. Frazier questions the number of hours budgeted for the work load; two Listers are working. Discussion followed. Salary line is decreased by \$2,000 to level fund; no other changes.

Town of Fair Haven, VT Special Select Board Meeting Minutes, 11/15/16

There was discussion re: consolidating Machinery and Equipment (computers) lines to Technology Services in the Municipal Building budget. Current software is outdated and will soon provide no support or capacity for necessary functions. There was lengthy discussion re: the process, cost and machine capacity to arrive at needs to handle work volume.

DELINQUENT TAX COLLECTOR: Line decreased by \$470; about six properties are in tax sale process; delinquent taxes are stable.

TOWN CLERK: No changes.

ASSISTANT CLERK: Salary line is decreased by \$1,600; Restoration Funds are to be used to digitalize records.

MUNICIPAL PLANNING COMMISSION: No changes

MUNICIPAL ZONING: No changes

BOARD OF ADJUSTMENTS: Increased to \$300

MUNICIPAL BUILDING AND GROUNDS: Operating and Supplies decreased to \$3,800; Repair and Maintenance reduced to \$5,800. There was lengthy discussion re: repair/replace (very old) boiler; painting building façade; is there need for the 3-phase generator if boiler is to be replaced; CodeRed function/usage.

EMERGENCY MANAGEMENT: No changes

FYE 2018 Budget Meeting Schedule: Members discussed budget process progress and meeting schedule. Meetings were scheduled for December 12th and 13th at 7:00.

Mr. Frazier moved to **adjourn** at 9:12 p.m.; seconded by Mr. Holzworth and passed 5-0-0.

Respectfully submitted,
Claire Stanley


Richard Frazier, Board Clerk