

# AGENDA

## Community Development & Economic Revitalization Advisory Committee Meeting

When: February 17, 2022 at 6:30 pm

### **In person at the Castleton Town Office Conference Room**

Join Zoom Meeting

<https://us02web.zoom.us/j/9574895228>

Meeting ID: 957 489 5228

Dial In:

1 929 205 6099 US (New York)

6:30 Call meeting to order

Item-1 Approve 1/20/22 Meeting Minutes (See Below)

Item-2 Approve Agenda

Item-3 Guest - Martha Molnar - Castleton Bridges River Run Project

Item-4 Select-board Update (Dick Combs)

Item-5 Recreation Board Update (Martha Clifford)

Item-6 Directory/Town Website Update (Christina Ryan)

Item-7 Recreation Property Exploration (Zach Holzworth & Mike Jones)

Item-8 Recommendation Templates (Petrina teRiele)

Item-9 Broadband Update (Tim Munks)

Item-9 Discuss CDERAC SWOT/ initiatives for 2022, Budget and  
Bylaws

Item-10 New Business

Item-11 Adjourn ( Approximately 8:00 PM)

**CASTLETON COMMUNITY DEVELOPMENT AND ECONOMIC  
REVITALIZATION ADVISORY COMMITTEE MEETING  
Thursday, January 20, 2022  
Castleton Town Office  
and ZOOM**

Meeting Recording:

[https://us02web.zoom.us/recording/detail?meeting\\_id=Z0DRnuEzS8GQBBUeKpxEFA%3D%3D](https://us02web.zoom.us/recording/detail?meeting_id=Z0DRnuEzS8GQBBUeKpxEFA%3D%3D)

**Those in attendance included:** Mary McIntyre, Zack Holzworth, Petrina teRiele

Others present by Zoom included: Allison Harvey, Recording Secretary, Richard Combs, Christina Ryan, Michael Jones, Tim Munks

M.McIntyre called the meeting to order at 6:33 P.M.

**Minutes of Meeting – December 16, 2021**

Z. Holzworth made a motion to change the approval of the minutes to December 16, 2021, not November, 2021 minutes. P. teRiele seconded. All voted in favor. So voted.

Z. Holzworth made a motion to approve the minutes of December 16, 2021 as presented. P. teRiele seconded. In discussion, M. McIntyre stated all references to Mark Grossarth should be changed to Zak Holzworth, as Mark is no longer on the committee. Tod Molnar should be changed to Ted Molnar in the attendance section, and Petrina teRiele should have a lowercase t on the last name and Tim Munk should be Munks. All voted in favor of approval of minutes with changes noted. So voted.

**Approval of Agenda**

Z. Holzworth made a motion to approve the agenda. P. teRiele seconded. All voted in favor. So voted.

**Selectboard Updates**

Not much of significance to report that is pertinent to this board. The Selectboard has authorized highway department to purchase a new loader. They are 99% done approving the budget, with the addition of a full-time rec director included. Fire Department and Police Department are also in the process of making equipment purchases. M. McIntyre asked about the Castleton Village School assessment. R. Combs stated they have the articles all ironed out to be presented at next Board of Selectmen meeting for approval for the warrant to be voted on. They did an assessment, there are no real substantial amounts of deferred maintenance, it was misleading originally, there is maintenance that needs to be done, but the sleeping dog is the fuel tank that is buried, to be determined if it has to come out, who's problem it is if it does have to come out and what the cost will be. The roof is good for another 5-10 years, and the boiler another 10-15 years. M. McIntyre asked about the recent pipe breakage, it is her understanding there's no school there until fixed and it affects a large part of the building. R. Combs stated that it is the current owner's responsibility,

appears all repairable at this time, but he only knows what he's seen in emails. M. McIntyre felt someone should go in one more time to be sure corrected sufficiently before any decisions are made to purchase. M. Jones stated a pipe burst where the old and new portions of the buildings meet, he questioned if there's sufficient insulation there to them but has not gotten an answer yet. C. Ryan stated that she has received an email from school administration that the Elementary School is closed Monday for the purpose of moving of grades 6-8 to CES, probably until end of February.

### **Recreation Board Update -Martha Clifford**

M. Clifford was not present at this time but was stated it's good to know full time director is in budget for voter approval. M. Jones stated he has had some discussion with M. Clifford, and they are going to be getting out there with explanation of why the large increase before the budget is voted on.

### **Directory/Town Website Update – Christina Ryan**

C. Ryan stated she sent a lengthy email about the changes to the website, explained what she changed and the groundwork of researching municipality web sites and how the visitor and business side of audience is addressed. She found most sites are not using their town website, they provide business level info, demographics, procedures, and tax information, but more town marketing or town business is linked to a 3<sup>rd</sup> party or chamber of commerce site. She is mocking up proposed changes, and will send along to the committee, the Town Manager and Karen Stewart for approval, but she also brought up how to present the information and whether a chamber is a possibility or alternate website. M. McIntyre stated C. Ryan has reached out to the Lakes Region Chamber of Commerce and has requested if a few members of this board could meet with them in February to see if the Town of Castleton could participate in their site. C. Ryan suggested they update their site to what this board wants or if not, remove themselves from it. M. Jones stated his experience is these sites are not updated, the information is usually old, as no one keeps them up to date and suggested maybe seeing what else is around that could be more beneficial, possibly Fair Haven, or what used to be REDC and Chamber of Commerce, but is now CEDAR, and maybe the State of Vermont. Mr. Jones explained a proposal that is out there of having a location for local businesses to prepare produce or products for sale and is a joint effort and grant they are applying for to share a kitchen/facility for businesses. Further discussion on what the next step would be for the town to promote community and uses.

### **Broadband Update – Tim Munks**

Tim Munks was not present at this time, M. Jones stated he had nothing to add other than the ARPA money may be available but more for infrastructure dollars that are available. They are looking for shovel ready things to use the money on, there is a lot out there available, the Board of Selectmen are making a list of priorities for ARPA money and broadband expansion is on the list. There is more money that is not ARPA, that covers broadband, they will have more to follow.

R. Combs backtracked on the ARPA monies and stated that about 3 weeks ago an overview came through, that was very detailed and hundreds of pages long, but there may be more latitude than

they thought with what the funds can be used for, but is possible that infrastructure may be more lenient.

### **SWOT – Choose 2022 Projects**

M. McIntyre stated they do have some members that would like to get involved, but she felt they need to pick 2-3 projects to go forward with, and not get really distracted by others that are not as much of a priority. Recreational is a priority and C. Ryan's project of the website is important as well. M. McIntyre also stated it is her understanding the Hydeville School ball field has a 99 year lease, and she questioned how long is left on it and Dewey field is connected to town water quality and greatly limits its use. There is a list of town owned property and it seems in line with recreation a dog park is a priority it seems. M. Jones stated Tim Munks joined the meeting at this time.

T. Munks stated in getting back to the Broadband and infrastructure – based on otter creek meeting, there are possible grants that may require ARPA matching funding. They could get a 4.5 million grant in Castleton and other communities applied and they would have to put in some money, which would be \$45,0000 in ARPA for Castleton if it comes to fruition. On the infrastructure bill, there's recent news about 42 ½ billion coming from this and will be split up 100 million to each State, then additional funds on top of that depending on people underserved or unserved, should be coming our way. The timeline is based on an FCC master map for funding. M. McIntyre asked if there was anything the committee needs to do to be sure included in the process. M. Jones stated he has talked with Comcast and they will be going up Staso Road, which will help some residents as well as businesses, and has asked for a map but has not gotten any additional information yet.

M. McIntyre stated they agree that C. Ryan's project of the web page and business directory is very well involved she felt the next was coming up with recreation facilities and a dog park. M. Jones stated there is town owned that could be used for other things other than nature, is currently under a Purchase and Sale contract for a project, and the only other left is behind the town office and fire station/police station. There is a strip of land between two pieces of property behind. Town office piece is not act 250 involved, but behind fire/police station are act 250 which could limit use. Question would be neighbors, as it abuts residences. M. McIntyre questioned property between park and ride and old White's fuel on the east end of Main Street. M. Jones stated that is owned by John Rehlen, not the town. If Mr. Rehlen is not willing to sell or lease or donate, then it would be a moot point, but would be an ideal area, is off rail trail. Discussion on the possibility of approaching Mr. Rehlen and the possibility of what the property could be used for. M. McIntyre asked if there are any volunteers to research and get into details and asked about the north road property. Mr. Jones stated it was not really flat or useable, is rough terrain, maybe walking or mountain bike trails, but not much else. Further discussion on potential of the property on the east end of town and its viability for dog park/recreation area. Also discussion on CVS and what potential of that property may be and how much say the committee will have on that property, but is too soon for that be considered. Z. Holzworth would be happy join the Town Manager to meet with Mr. Rehlen to start, and M. McIntyre questioned if he'd be willing to continue on with perusing viability of town land and what can be done where. Recreational field projects – further discussion on town property, ownership and what being used for and

P. teRiele is to keep an eye on the Castleton Village School and where that acquisition is headed.

### **Recommendations to Select Board**

M. McIntyre stated their advisory committee, when topics come to attention, want to give advice to the Board of Selectmen, and they have to have a means of doing that. The broadband earmark for funding is a Ted Molnar topic, she is not sure they need to do that as it is already on the radar with the Town Manager. She felt they should further get into making recommendations to the Board of Selectmen, for example on things such as the Sand Hill project and questioned if the board should weigh in on it. M. Jones stated nothing formal has presented to any board, there is a site plan, but have not come back to the DRB for approval, etc. M. McIntyre stated the support for the broadband should be relayed to the Board of Selectmen and questioned if P. teRiele could be involved and relay that to the board. Discussion on contact information for members and updating the site to get assistance in what is wanted in the town.

### **Membership**

M. McIntyre stated the Town Manager is working on recruiting, and they can all spread the word those positions are available. C. Ryan stated there is also a Facebook page that she can put information on.

### **New Business**

M. Jones stated he was notified of approval today for funding for the sidewalks from Castleton Corners to Parsons Hill, official signed contract, they now need to get easements and environmental approval and can get bids, etc. started. M. McIntyre stated she has heard from many that they like using the sidewalks but not place to use a restroom. Most would like to park and start at the Town Office and use a bathroom at Town Office or behind it, possibility a porta-potty for that purpose. Committee members and M. Jones discussed town fields, recreation and volunteerism for the town programs and properties. M. Jones stated Castleton University is one of those untapped resources and need to have some creative thinking to help with it all.

### **Adjourn**

Z. Holzworth made a motion to adjourn at 8:22P.M. R. Combs seconded the motion. All were in favor and the meeting was adjourned.

Respectfully Submitted

Allison Harvey, Recording Secretary