

TOWN OF CASTLETON
SELECT BOARD MEETING
Minutes of August 27, 2018
TOWN OFFICE

MEMBERS PRESENT: J. Bruno, Z. Holzworth, R. Combs, J. Leamy, R. Spaulding

OTHERS PRESENT: See attached listing

MEETING CALLED TO ORDER by J. Bruno at 7:00pm.

APPROVAL OF AGENDA

MOTION: R. Combs made a motion to amend the agenda to add the Pledge of Allegiance, the award for line striping after the concrete bid award and to add Select Board comments after Errors and Omissions. R. Spaulding seconded. All in favor. Motion Carried.

MOTION: Z. Holzworth made a motion to approve the agenda including the amendments. R. Spaulding seconded. All in favor. Motion Carried.

MINUTES FOR APPROVAL – August 13, 2018

MOTION: Z. Holzworth made a motion to approve the minutes from the August 13, 2018 Select Board meeting. R. Spaulding seconded. R. Combs made a correction on page one regarding the sand bid award that “seven-ounce test” should be corrected to “sieve analysis”. All in favor. Motion Carried.

APPOINTMENTS: ASSISTANT TREE WARDEN & ANIMAL CONTROL OFFICER

C. Forrest was present to introduce himself and accept the appointment of Assistant Tree Warden. M. Jones recommended C. Forrest be appointed to the position as he is the current maintenance supervisor at Crystal Beach and has done well there and has experience for the position. R. Spaulding asked if he would be interested in being appointed as Dog Warden. C. Forrest stated he would be interested in taking that appointment as well. J. Bruno suggested C. Forrest confer with Kevin Mullholland and Si Loomis to find out specifics about procedures of impounding dogs, etc. He also directed M. Jones to get the equipment from K. Mullholland.

MOTION: J. Leamy made a motion to appoint Chris Forrest to the Assistant Tree Warden position. Z. Holzworth seconded. All in favor. Motion Carried.

MOTION: J. Leamy made a motion to appoint Chris Forrest to the Dog Warden position. Z. Holzworth seconded. All in favor. Motion Carried.

CONCRETE PAD BID AWARD: TRANSFER STATION

There were four bids for the concrete pad at the Transfer Station. R. Spaulding asked if there was a timeframe for the work to be completed. M. Jones stated it was not put in the bid specifically, but it should start ASAP. J. Bruno stated most of the bids were close in price with one being almost double because of heavier rebar.

MOTION: R. Combs made a motion to award the bid to Tolin & Sons for the concrete pad at the Transfer Station in the amount of \$4,548.00. Z. Holzworth seconded. All in favor. Motion Carried.

LINE STRIPING BID AWARD

MOTION: R. Combs made a motion to award the Line Striping bid to Freshcoat Asphalt out of Barre, VT in the amount of \$7,062.60. Z. Holzworth seconded. All in favor. Motion Carried.

EDUCATION/PROPERTY TAX: RESOLUTION ADOPTION FOR SUBMISSION TO VLCT

MOTION: Z. Holzworth made a motion to petition the judiciary to repeal the education property tax permanently ending the Department of Education's discrimination against residential home owners, thereby compelling Vermont's legislature to seek a more equitable source for funding our children's education. R. Spaulding seconded. All in favor. Motion Carried.

Neil Robinson and Bob Helm were present to discuss with the Board. J. Leamy asked if this would include relief for nonresidential owners as well. R. Helm stated it could or could not. VLCT could amend as they are the ones offering a resolution. J. Bruno stated he learned a sales tax could be possible which he believes would be more equitable and give citizens the choice to spend the money rather than include it in taxes which no one has a choice but to pay. J. Leamy stated his concern that this would just be getting the money from a different place, rather than controlling spending. R. Helm stated the legislature and governor are very interested in controlling spending but that it has been very difficult coming up with a plan that has bipartisan support. N. Robinson stated this would be going through the court system as discrimination against homeowners which would hopefully open up the discussion in legislature to come up with a solution. R. Helm stated he believes this is a good time for the issue to be brought up in legislature. It has been discussed many times already but there are many complications and the discussion usually dissolves after no decision can be reached.

COMMUNITY DEVELOPMENT BLOCK GRANT: WINDY HOLLOW TRAILER PARK CO-OP

M. Jones clarified that these are standard HUD policies that follow State and Federal industry standards such as Equal Employment, Fair Housing, Excessive Use of Force, Code of Ethics, etc. and must be passed so that funding can move forward through the grant. J. Bruno wanted to make sure there was money in

the grant for administrative costs and that the town would not end up responsible for them. M. Jones advised there is \$7,000 in the grant for administrative costs. J. Bruno charged M. Jones with tracking those costs to make sure they do not exceed that amount. M. Jones assured the Board there would be no cost to the Town and all the Town is responsible for is ensuring that Windy Hollow is following policies and procedures and staying within budget. There is a liaison for Windy Hollow that does all of the leg work in procuring bids, etc. that M. Jones will be working with to ensure policies are being followed.

MOTION: R. Combs made a motion to approve the Municipal Policies and Codes that require adoption by the Agency of Commerce and Community Development in order for the Community Development Block Grant for the Windy Hollow Trailer Park Co-Op to reach final approval. Z. Holzworth seconded. All in favor. Motion Carried.

CITIZEN'S COMMENTS

K. Scolforo, CU President, informed the Board of upcoming events at the University. She invited any Board members who were interested to attend her Convocation on Thursday the 30th at 4:00pm with a cookout following. She also encouraged attendance at the dedication of the football stadium being named for David Wolk at 1:00pm on Saturday followed by the University's first home football game of the season.

MANAGER'S UPDATE

Float Bridge Project-M. Jones has received no word back from the engineer on whether or not the deadline has been moved back.

Transfer Station Fencing- The fence was completed on time and to satisfaction.

Sidewalk Project (Phase II)- M. Jones stated after speaking with Lamaroux & Dickinson, they advise the project should be moved back to spring as a better price would most likely be available in the spring. There were three options; move the project back to spring, try to push through and get it done this fall, or go to a certain point this fall and finish it in the spring. It was discussed that concrete would be more difficult to get in late fall as most places start to shut down or put additives in it that make the concrete less stable. There was also discussion that the Town should secure a contractor now so work could begin as early as possible in the spring. M. Jones stated that VTRANS advised accepting the bids that are due this Friday for the project and then amending the bid to begin in the spring.

MOTION: J. Leamy made a motion to postpone the project until spring. R. Spaulding seconded. All in favor. Motion Carried.

Transfer Station-The block wall was completed. There are still some safety issues such as railings that are needed. There is also a need for two 40-yard open containers to be purchased. One is for metal since the town will now be taking it to M&B's in Granville to include tin cans which will be a benefit for the town. One is to replace a container for bulky waste that is rotten and is being held together by

scraps. There is concern it could fail on the road while being transported and cause damage or injury. J. Fredette is getting pricing together to submit a purchase order for approval at a future meeting.

Paving-All paving projects are done. R. Harrington was very displeased with the work done on Johnson-Spooner Rd regarding the condition of his driveway entrance which was left very high and is very difficult to get in and out of. M. Jones and P. Eagan spoke with R. Harrington and Mike Mullins from Pike to figure out a fix that will hopefully be beneficial for all parties.

Green Lantern Group- M. Jones has not yet received the second Net Metering Agreement but expects to have it in September or October.

Zoning administrator and assessor-M. Jones would like to discuss options for these positions with the Board during executive session.

DOT CDL driver and Alcohol & Drug Compliance Inspection-The town was inspected on August 23 & 24 for compliance. Room for improvement was found to the Town's current policies and procedures and suggestions were taken regarding possible changes that could be made to ensure compliance.

Board of Abatement- N. Boutwell will have info for the Board before the next meeting on September 10th regarding tax bills for property that was subdivided and is owned by Jack & Marth Clifford. This needs to be discussed at the next meeting.

Castleton University had reached out to ask if there were any projects the Town needed done. M. Jones directed them to painting benches and dugouts at Dewey Field and cleaning the sports gear out of the bathrooms.

ERRORS & OMISSIONS

MOTION: R. Combs made a motion to correct an error for parcel #09-01-04-1 at 146 Hillside Drive owned by Seth Welch, changing the value from \$43,900 to \$135,400. Z. Holzworth seconded. All in favor. Motion Carried.

SELECT BOARD COMMENTS

R. Spaulding asked if anyone knew what the protocol was supposed to be for coin drops. M. Jones stated there is a policy that outlines certain specifics such as safety measures and locations. R. Spaulding expressed his concern with a coin drop that happened over the weekend next to the post office on Main Street in which no one was wearing any reflective vests and there were no cones. R. Combs and M. Jones agreed the issue needs to be revisited to review and/or revise the current protocol.

R. Spaulding asked M. Jones if there had been any word from Tim Gilbert regarding the Board's monthly report they were supposed to be receiving. M. Jones stated he had reached out after being asked to do so a few meetings ago and had not heard anything back.

Z. Holzworth stated he would not be present at the September 10th meeting.

WARRANTS FOR APPROVAL

MOTION: R. Combs made a motion to approve warrants #0827R for \$650.00; #0827 for \$49,652.08; #0823 for \$6,940.43; #0816 for \$5,356.82; #0814 for \$6,221.95; #0823P for \$15,464.63; and #0816P for \$14,962.71. Z. Holzworth seconded. All in favor. Motion Carried.

MOTION: Z. Holzworth made a motion to approve warrants #0822P for \$548.19 and #0815 for \$548.19. J. Leamy seconded. All in favor. R. Combs abstained. Motion Carried.

EXECUTIVE SESSION

MOTION: J. Leamy made a motion to enter Executive Session for Appointment or employment or evaluation of a public officer or employee 1 VSA 313(3)(a)(2) to include the Town Manager and Chief Mantello at 7:50pm. Z. Holzworth seconded. All in favor. Motion Carried.

MOTION: Z. Holzworth made a motion to exit Executive Session for Appointment or employment or evaluation of a public officer or employee 1 VSA 313(3)(a)(2). R. Spaulding seconded. All in favor. Motion Carried.

MOTION: Z. Holzworth made a motion to approve the Town of Castleton and Slate Valley Union District Law Enforcement Contract contingent upon the approval of the Unified District Board. R. Spaulding seconded. All in favor. Motion Carried.

MOTION: Z. Holzworth made a motion to enter Executive Session for Real Estate 1 VSA 313(a)(2). R. Spaulding seconded. All in favor. Motion Carried.

MOTION: Z. Holzworth made a motion to exit Executive Session for Real Estate 1 VSA 313(a)(2) at 9:10pm with no action taken. R. Spaulding seconded. All in favor. Motion Carried.

MOTION: R. Spaulding made a motion to authorize the Town Manager to sign a Purchase and Sales agreement if received from the Town's attorney. Z. Holzworth seconded. All in favor. Motion Carried.

MOTION: Z. Holzworth made a motion to enter Executive Session for Disciplinary action against a public officer or employee 1 VSA 313(4) to include the Town Manager and Board. R. Spaulding seconded. All in favor. Motion Carried.

MOTION: Z. Holzworth made a motion to exit Executive Session for Disciplinary action against a public officer or employee 1 VSA 313(4) at 9:30pm with no action taken. R. Spaulding seconded. All in favor. Motion Carried.

MOTION: Z. Holzworth made a motion to enter Executive Session for Real Estate 1 VSA 313(a)(2). R. Spaulding seconded. All in favor. Motion Carried.

MOTION: Z. Holzworth made a motion to exit Executive Session for Real Estate 1 VSA 313(a)(2) at 9:35 with no action taken. R. Spaulding seconded. All in favor. Motion Carried.

ADJOURN: MOTION: Z. Holzworth made a motion to adjourn the meeting at 9:36pm. R. Spaulding seconded. All in favor. Motion Carried.