

TOWN OF CASTLETON
SELECT BOARD MEETING
Minutes of December 10, 2018
TOWN OFFICE

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

ABSENT: J Bruno

OTHERS PRESENT: See attached listing

MEETING CALLED TO ORDER: R Combs@ 7:00pm.

APPROVAL OF AGENDA

MOTION: R combs a motion to approve the agenda. R Spaulding would like to table the Hubbardton Waste issue until the next meeting.

R Spaulding makes a motion to table the Municipal Waste of Hubbardton discussion until December 10th. Z Holzworth seconds. M Jones states that it is on the agenda for the board to discuss, Hubbardton need not attend. R Spaulding emphasizes that they should attend and withdraws his motion.

R Combs makes a motion to approve the agenda. All in favor motion carried.

Z Holzworth makes a motion to approve the minutes from December 4th. J Leamy seconds and notes that his 2.3% and 2.5% as proposed for discussion should be removed. It was not his intent to have that be an actionable item. Minutes will be amended. All in favor of approving amended minutes. Motion carried.

R Combs note that the November 26th minutes will be approved at the next meeting.

Emergency Generator Purchase: M Jones states that we are short the money needed based upon the three bids we have for the emergency shelter. We need to see if we can carry the money forward again. R Combs suggests that at this point we need to determine if we can legally keep that money into the next fiscal year when the additional funds (if approved in budget) will be available. M Jones states that he will figure that out. R Spaulding wants to know when they can start. Suggests they can start this fiscal year and finish next fiscal year. Possible we can purchase the material/goods and pay labor next fiscal

year. M Jones will explore that option. J Leamy asks about the alternate option which is less. Board is seeking clarification. M Jones will follow up and this will be on the agenda for next week.

Tree Maintenance: Village

There are many old trees in the village and a plan is needed to address the problem. One tree (dead) has already been taken down and removed. There is a list of trees that need to come down and there are also stumps that need to be addressed / ground, so we can replace the trees. R Spaulding asks about limbs removed, and town will take the main part of the tree to be used for heating at the town garage.

Tree information was provided as a courtesy for informational purposes just to keep the board informed of the plan for tree replacement in the village. Scott will be invited to the next meeting to discuss.

Town report:

Information supports decision to do with Repro out of Williston for printing of the Town Report. Board supports decision of vendor and recognizes that M Jones has the authority to decide.

Dedication page cover... etc. we will need guidance. Karen will bring some suggestions for the dedication and cover. Will put on the agenda for next meeting.

Municipal Waste from Hubbardton:

Transfer station reports that the Town of Hubbardton brought in a load of plastic culverts that filled the bin and could not be compacted. The culverts needed to be removed and set aside in order to allow the public to use the bin. We did send a letter as decided at the last meeting as we discussed whether or not there was a standing agreement between the Town of Castleton and the Town of Hubbardton to allow municipal construction debris free of charge. The letter asked the town to either pick up the culverts or pay for us to haul and remove them. Hubbardtons response was that they did not budget for it & they will not be picking up the culverts. They would have appreciated some notice as this has been a standing agreement. R Combs suggests we do want to be good neighbors, Currently Hubbardton keeps the vehicle permit dollars and the Town of Castleton keeps the money from the bag stickers. R Combs wants to look at the amount Hubbardton currently pays and what that is supposed to cover. R Spaulding suggests that they are willing to talk about it and will be put on the next agenda.

Lion's Club: Fishing Derby:

J Leamy makes a motion to approve the lions club request to use crystal beach for its fishing derby. Z Holzworth seconds. All in favor Motion carries.

Vehicle Highway Replacement Plan:

M Jones has spoken with mechanic and foreman regarding vehicles replacement per the capital improvement plan. Asking to replace a 2006 F350 Dump. The money is in the reserves for making the last payment on a vehicle and going into leases. R Ward recommends going into lease programs due to warranties and items covered. M Jones is looking for a way to fund that provides predictability and consistency with no spike resulting in the budget. Single axel vs tandems. Paul suggest sand goes on dirt salt goes on pavement. So the crews need to make more trips hauling smaller loads. This results in additional trips to load up and wasted time with empty trucks. Tandem trucks are more versatile. Highway would like to replace one single axel with a tandem which would be less miles, less wear and tear on the truck and can get the work done quicker. M Jones has mapped the routes, and for the longer routes a tandem is important. R Combs asks about leasing in the past, what is the price difference between leasing with 5year warranty and purchase with 5-year warranty? M Jones does not have an answer at this time and will present an answer to this question at a future date. J Leamy wants to know why we need so much equipment? J Leamy wants to see data from neighboring towns. M Jones has already started working on this project regarding comparable towns and highway department data. R Spaulding wants to know why 350, 450 or 550? We need some updated numbers and R Spaulding suggests that we look at other models other than International. J Leamy wants to know the mileage of the vehicles they wish to replace.

R Combs suggests there is only one proposal, and this requires more discussion. This will be addressed at a later date when another proposal is available, and the Highway department can be represented at the meeting.

Citizens Comments: Does Piontek Road close in the winter or does it stay open and is maintained? M Jones states it remains open and it maintained. Also has question re: constables. Wants to confirm that the town owns, registers and insures the constable vehicles. Yes. Asking about personal name that is on one of the constables' cars and was it approved by the board? Also, questions constables increase. Boards states it was approved in the budget. M Jones clarifies that the constables can set their own services and fees. The 19\$ per hours was voted on in March when the voters approved the budget. The correction was made as his rate of pay did not reflect that.

Were they mowing roadside on Sand Hill? Yes. Removing brush with the new tractor.

Select Board Comments: Jaws of life tools will be in town (grant awarded). Training is needed. R Combs.

Warrants for approval: Z Holzworth makes a motion to approve warrant #:1210 \$105,688.67 1206 \$8179.07 1204 \$11907.31 1129 \$5597.57 1206p \$13, 815.26 1129p \$14593.31. Second J Leamy. J Leamy questions the power bill for the sewer plant. All in favor. Motion carried.

Z Holzworth makes a motion to approve warrant # 1205p 545.72 1128p 548.19 J Leamy seconds all in favor. R Combs abstains. Motion carried. Signing of warrants.

M Jones states during the signing that since the Managers update was not included on the agenda, he would like to take this time to update the board on something. Re: response time the first responders it took 30 minutes for someone to respond at the Village School asthma attack. Police did not respond as they were not dispatched. Just a head up that response time will need to be discussed. Dispatching now is not local.

Budget: Since we do not have a full board it is not recommended that any decisions be made.

Budget should be done January 7th and suggests a special meeting be scheduled for the first Monday in January.

Only change is on the personnel side a total of a 5.3% increase which now includes the cost of living adjustment for union employees.

Z Holzworth thinks we should utilize the unassigned fund balance to partially return to tax payers and fund the capital reserve accounts. M Jones calls attention to his math error. Mechanic asked for 80,000 and M Jones put \$71,000. 9,000\$ difference. Budgeted and actual. R Combs states that if we left the budget as presented last week it would be an increase of approximately \$261,000. Means that the \$200,000 prop owner could expect their taxes to go up around \$105. R Combs would like to find ways to mitigate that increase. If we do nothing by default the unassigned fund balance goes into the general fund and reduces the overall tax rate. And then the tax rate for next year would go up a little over 1 cent.

Many of the proposed expenses are one time spends. Fixing Town Garage, Vehicle purchase etc.

J Leamy questions the 8.4% increase bottom line and questions a \$261,000 increase. J Leamy states that the increase is too much.

M Jones states that in the past the board has approved a 2.5% increase. And ultimately ended up giving a 2% a for Part time and a 3% for full time employees. This resulted in actual numbers. The budgets and actuals do not match. For budgeting purposes, you need to create a scenario that will not create a deficit. M Jones states he presented three different options.

R Combs states that payroll is not most of the budget. What is budgeted for just payroll in the current fiscal year? R Combs would like that information provided. J Leamy states 1% would be approx. 8,000\$ based on the last information he had....

R Spaulding states at some point we need to talk about the police department and the 3 year grant. R Combs state that what he understands that we have 1040 hours per year of part time police coverage. The majority of which is in the village, off campus housing. Due to the presence of the college. So, Chief is asking for a \$15,000 increase in the budget to continue that part time help. The grant is over. So we either continue to have part time coverage or we don't. M Jones states that when they have presence in the village, there is less damage and prevents problems resulting from the students.

R Spaulding states that the state should be providing the police coverage because the college is a state college.

R Combs states that the behavior of the college students 4-5 years ago was not acceptable. Since we started putting more coverage in the village, that behavior has improved. J Leamy asks about the \$10,000 donation the college used to make to the town for Fire Police etc. Since the grant is gone the police budget is up. Either we provide the service and increase the budget or we don't. Z Holzworth suggests maybe cutting back on the Constables budget. M Jones states that this should be based on the needs of the town. Board requests the college be made aware of this additional expense.

R Combs requests that Board move on. R Spaulding asks about the district surcharge for waste? Maybe get a handle on the number of tons and do the math? R Spaulding states we only payed 10% of what we disposed of.... b/c 90% is recyclable. Since we changed locations, we now pay the surcharge on 100% of disposal. Was it budgeted for 100% pay? Or 10% pay?

M Jones will investigate this.

Agreed to have a meeting on the 7th @ 7:00pm. It is our regular meeting (12/24 rescheduled for Christmas eve.)

Be prepared to discuss next week.

R Combs moves to go into executive session for personnel. R Spaulding seconds. 9:08pm. All in favor. Motion carried.

Motion to come out of executive session with no action taken. 9:46pm

MOTION: R Combs made a motion to adjourn. Z Holzworth seconded. All in favor. Motion carried.