

**TOWN OF CASTLETON  
SELECT BOARD MEETING  
MINUTES OF January 7, 2019  
TOWN OFFICE**

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

Meeting called to order at 7:00pm by J Bruno

**MOTION:** Z. Holzworth made a motion to approve the minutes. Jim states that there was a correction re: J Hale's appointment. Karen left out Jim's vote in the draft copy. It was noticed and has since been corrected (corrected copy provided). Also, change to J Bruno's vote. It was noted as abstained, however it should be recorded as a "No". Corrected minutes posted 01-09.

J Bruno speaks about J Hale and encourages reconsideration based upon the fact that there was no letter of interest and the vote was taken without a full board. J Bruno thinks this appointment is a bad idea. Zack presented John because John wants to serve.

R Spaulding asks about Hubbardton's trash. No resolution is noted in the minutes. J Bruno explains that Town Manager is to speak with Bob Gibbs to iron out a more formal agreement.

All those in favor? All. Motion Carries.

**MOTION:** J Leamy made a motion to re-vote on John Hales appointment now that all board members are present. R Combs 2nds. All those in favor? JL, RC, ZH yes. JB, RS No. Motion carries.

**CITIZEN'S COMMENTS:**

K Lenz speaks about a permitting issue. He complains that his neighbors have commercial activity, and water running out to a shed. His concern is that there is a commercial business being run on residential property. The Town has spent time investigating this matter and have determined that he is operating within the issued permit. The town has gone as far as we can, and J Bruno recommends hiring an attorney. K Lenz states that he will call the state and request a property evaluation. J Rosenthal states that there is a statute regarding permits issued in error. Those uses are now considered non-confirming but are allowed to continue since they were not appealed within the 15 days. K Lenz states that he did contest within the 15 days and has been fighting ever since. J Bruno defers K Lenz to a civil matter and states that the Town is not in a position to resolve this issue.

**SELECT BOARD COMMENTS:**

R Spaulding asks about Coon Hill. Rocks and trees are blocking the road. J Bruno states it is an owner up there. It is a class 4 road. Old Brusso place on Blue Bell. R Spaulding expresses concern about emergency access with the road blocked. M Jones will follow up and investigate. J Bruno raises the idea of Designation of Ancient Roads going back to Landowner. May not be a Town Road.

**Statement by Chairman:** J Bruno has been feeling badly about a situation with Val Waldron, the recording secretary at the time. There was an issue with the then Zoning Administrator. J Bruno would like a letter drafted as an apology to Val. J Bruno suggests she be considered for the position of recording secretary. M Jones states that we have a qualified candidate who is to receive a letter of intent. She has been interviewed, has experience in Municipal minutes. R Spaulding would like to give Val a chance. M Jones states that he has already offered the position to this candidate who will support all boards. J Currie states that Val was interested in supporting all boards with the contingency of an apology. She may not have submitted a letter of interest, and J Currie does not want to speak for Val but Val has experience. M Jones states that it was never communicated the Town Manager should stop looking for a candidate. Val agreed to take the minutes for two boards until we found someone to fill the position of recording secretary. We have been actively looking to hire for the position. J Bruno reiterates the importance of a letter written on behalf of the Town as an apology to Val.

#### **Better Connections Grant: J Rosenthal, Zoning Administrator**

Devin Neary, Transportation Manager RRPC encouraged the Town of Castleton to investigate the Better Connections grant. Improve the Village Center Designations, sidewalks and so on. Route 4A transportation corridor study, shared use paths where possible, street scape improvements like: signage, street lights, traffic calming... Activities supporting downtown revitalization efforts. Eligible Project Categories: Town of Castleton has 300k set aside for sidewalks in two separate funds. Therefore, thought has been given to these types of improvements. BC program is looking for towns give long range planning and have public input into multi modal transportation options. J Rosenthal Zoning Administrator spoke about the details of the grant and is looking for Select Board approval to begin the application process.

R Combs asks about the Town Plan, wants to clarify that these grants are for planning only? Jonas states that would give the town access to Engineer Firms & Transportation Planners to assist in developing a long-range plan. The Town of Castleton has over \$ 300,000 in available construction funds set aside for sidewalks without a long-range plan for additional sidewalks beside the project that will begin construction in April. Therefore the Town has given some thought about the need for additional pedestrian improvements and the Better Connections Program would be an ideal avenue to prepare a long range plan.

The town would be responsible for 10% of the grant estimated to be about \$7,000. A resolution was prepared and discussed about the town's responsibilities.

R Combs makes a motion to approve and proceed with the resolution for Better Connections grant as presented by the Zoning Administrator. Z Holzworth 2nds. All those in favor? All. (Signing).

#### **WARRANTS FOR APPROVAL**

##### **MOTION:**

R Combs makes a motion to approve # 0107R \$650.00 0107 \$111,794.50 0103 \$17149.25 1227 \$1,621,669.02 1220 \$26,211.44 0109P \$12,733.65 1227P \$13,837.85 1220p \$14,061.75 ZH 2nds. All in favor? All. Motion carries.

Z Holzworth makes a motion to approve #0106 \$16.35 0102P \$534.17 1228P \$545.72 1219P \$545.72 JL 2nds. All in favor? All but R Combs Abstains.

#### **PURCHASE ORDER FOR APPROVAL**

##### **MOTION:**

J Leamy makes a motion to approve makes a motion to approve purchase order 042493 \$3760.00 Z Holzworth 2nds. Pay the bill then negotiate cost as still under discussion with Belden's. All in favor? All. Motion carried.

042587 \$2250.00 Z Holzworth 2nds. All those in favor. All. Motion Carried.

R Spaulding 042584 \$4409.00 J Leamy 2nds. All in favor? All. Motion Carried.

#### **Town Manager Update:**

Gave research re: polling other comparable towns based on population and roads to maintain. Also provided a copy of a budget comparison. Two proposals from board are side by side.

#### **Budget Review:**

**MOTION:** Z. Holzworth made a motion to approve budget \$3,312,231.00 FYE 2020. R Combs 2nds

M Jones clarifies total expenditures in green column and explains that regarding payroll the percentages work off the actuals and not the budgeted amount. R Combs explains that this represents a tax neutral budget increase. The budget if approved will go up 6.4% but with the \$209,000 carry over the town need not raise the additional money through taxes. J Leamy states that what is really proposed is that we will spend over \$200,000 more. R Combs states that the 200 was the surplus. J Bruno questions where to find employee salary info. R Combs explains where to find the info and points out in comparison that this is an attempt to create an accurate budget. Talks about past years and the budget history doesn't reflect the actual raises given. M Jones verified the numbers. Jim expresses, as does Joe that they are just looking at the info. R Combs states that this is the same budget that was proposed 3 weeks ago. Everyone had

the info. And plenty of time to review. J Leamy wants to know if it can be voted on Jan 14<sup>th</sup>. M Jones states that in order to proceed with the warning and town report we need to vote on the budget tonight. We are on a timeline. J Bruno goes to page 11. And references the increase. Joe questions the constable's budget. R Combs explains that the constables requested an increase primarily for additional hours in the amount of \$4406. Which represents 12.2%. J Bruno is not going to vote for this budget. J Bruno also questions the Town Managers contract. J Bruno requests the \$4000 be put back into the budget for the constables. R Spaulding says let's put it back in. J Bruno speaks about Sy Loomis's years of service and for \$4,000 we should put it back in. R Combs states that with the Police Department there isn't a need for increase in Constable hours. R Spaulding questions police coverage in the village on weekends costs extra and that was left in. Combs speaks to the police coverage on weekends in the village and how this is important for the community. R Spaulding doesn't like the additional cost for covering the village on the weekends because of the college. M Jones states that the coverage is for off campus and C.U. pays pilot money and that is to cover the services needed.

J Bruno questions the Lister budget and the increase. M Jones explains that our Lister passed her level 4 certification and is making more per hour. Also last year the department was level funded and this was inadequate.

J Bruno wants to know if we are going to approve this budget. Recommends putting the money back in the Constables budget.

Recreation: 12/7 original proposal was total \$114,191 \$109,050 R Combs made some adjustments paving etc which can go under highway, this accounts for the difference. Martha Clifford states that she presented a bare bones budget and trimmed out any extra reserve for emergency.

Z Holzworth \$3,316,637.00 new total with constables \$ added back in. 6.57% increase.

All those in favor? Joe Bruno, R Combs, Z Holzworth Opposed? R Spaulding J Leamy Motion Carried.

J Leamy states the budget is excessive. He believes that funding to cover the cost of living increase at 3% compares to surrounding towns. Also questions why there aren't more taxpayers here. Taxpayers are going to pay the bill. M Jones states that everyone here is a tax payer. J Bruno states it is hard to get people involved and in the last few years departments were forced to hold their budgets and now it's time to pay for upkeep and repair.

## **EXECUTIVE SESSION**

**MOTION** R Combs made a motion to go into Executive for Personnel {1VSA\$313[3] [a] [3]}. Seconded by R. Spaulding. All in favor. Motion carried.

**MOTION:** J Bruno made a motion exit Executive session at 9:30pm with no action taken. Seconded by Z Holzworth. All in favor. Motion Carried.

**ADJOURN**

**MOTION:** J. Leamy made a motion to adjourn. Seconded by R Combs. All in favor. Motion Carried.

Respectfully: K Stewart

DRAFT