

**Town of Castletown  
Select Board Meeting  
Minutes of August 25<sup>th</sup>, 2014  
Town Offices**

**MEMBERS PRESENT:** Thomas Etori, Richard Combs, Joe Bruno, John Hale, Bob Spaulding

**OTHERS PRESENT:** See attached list

Meeting called to order at 7:14 pm by Chairman J. Bruno with the Pledge of Allegiance.

**Minutes for Approval- Aug 18<sup>th</sup>, 2014**

Motion made to approve minutes of August 11 & 18, 2015 by T. Etori. Seconded by B. Spaulding.

R. Combs noted that in the 4<sup>th</sup> paragraph, amount should read 1. 45 million for Millbook contract. Also, J. Bruno asked about the slab.

**Minutes for Approval- Aug 11<sup>th</sup>, 2014**

J. Hale noted that it is "Constable" Stevens, and is on "disability leave". J. Hale would like a comma in the thousands. A heading should read "Future Town Office" on heading. All in favor. So voted.

**WARRANTS FOR APPROVAL**

**MOTION**

B. Spaulding made a motion to approve warrant 0825R for \$16,466.00, 0825 for \$175,404.01, 0821 for \$ 5,948.89, 0814 for \$21,781.82, 0821P for \$16,233.19 and 0814P for 13,750.47. Seconded by T. Etori. All in favor. So voted.

**MOTION**

B. Spaulding made a motion to approve warrant 0821.1P for \$565.00 and warrant 0814.1P for \$565.00. Seconded b T. Etori. R. Combs abstained. All others in favor. So voted.

**LISTERS ERROR'S & OMISSIONS**

**MOTION:**

T. Etori made a motion to accept the Lister changes as presented. Seconded by R. Combs for discussion.

R. Combs asked about the veteran's exemption. K. Miller replied that veteran's with certain percentage of disability receive a \$40,000 exemption. The second change is for Castleton State College which is exempt.

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### **VOTE ON MOTION:**

All in favor. So voted.

### **FIRE STATION SALE DISCUSSION**

J. Bruno stated that he would need time to read the deeds and easements and discussed the easements that were granted by the Mason's.

R. Combs stated the easement that allowed the water from the roof of the fire house to drip on the property is not transferable.

R. Combs stated that they would need a surveyor to find the pins, and that there is no way to look for pins under pavement.

J. Bruno state that the town attorney would be needed to go over deed. The Town Manager will contact a surveyor for the job.

G. Trudo said that the town could save that money, as the property has been surveyed and it is recorded at the Town Clerks office.

### **TOWN LAND DISCUSSION**

J. Bruno stated that he asked that this item be on the agenda. We have seen the deeds and get copies of survey maps for the many vacant properties that are owned by the town. This would allow the board to see what they are zoned for allow for further discussion of future use/sale of these properties.

T. Etori suggested the property at Rte. 30 North and Coon Hill for a possible logging site. Discussion will continue at the next meeting.

### **PURCHASE ORDER FOR APPROVAL - TOWN LANDS**

J. Bruno stated that this was for installation of the solar lighting at the Park n Ride.

### **MOTION**

R. Combs made a motion to approve the purchase order #035783 for Slate Valley Electric in the amount of \$6,000 for solar lighting at the Park and Ride. Seconded by B. Spaulding. All in favor. So Voted. T. Etori noted that this is grant monies.

### **APPOINTMENT OF AUTHORIZED REPRESENTATIVES - BOND BANK PROCEEDS**

M. Combs stated that this form needs to be signed stating that the board has duly authorized the Town Manager, Town Treasurer and Town Accountant to draw monies from the bond bank. J. Bruno, as chairman signed the authorization. The board also reviewed the expenditures listed on the first draw from the bond proceeds.

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#### **FIRE STATION CONTRACT**

The board reviewed the contract. T. Ettori stated that the board had decided that C. Jacien will sign the contract. R. Combs said that he would review it over the weekend to make sure all the changes were made.

T. Ettori asked if we should hold a percentage after completion for 90 days.

#### **POLICE CHIEF CONTRACT**

J. Bruno stated that the interviews were completed and that there were a few strong candidates for the position. We decided not to make any motions until this meeting.

#### **MOTION**

J. Hale made a motion to offer a contract to hire Peter Mantello as Police Chief with a starting salary of \$54,000.00/yr. Seconded by B. Spaulding.

Si Loomis asked who did the background check and J. Bruno noted that it was done by Deputy Chief Dechen.

T. Ettori noted that it is a one year contract renewable at the end of the first year.

R. Ladd inquired about the criminal background check. J. Bruno noted that it was done thru Vermont Criminal Information Center by Deputy Chief Dechen.

#### **VOTE ON THE MOTION**

All in favor. So voted.

#### **CITIZENS CONCERNS**

S. Stevens expressed his concerns about the privacy of the Executive Board sessions. Scott stated he heard about the new Police Chief's salary and benefit package before it was made public. J. Bruno agreed with Scott's concerns. B. Spaulding suggested moving the Executive sessions to another location.

Melanie Combs had a question about the time line for fixing the cave-in on River Street. Paul Eagan responded that he had talked with C. Jacien about this and the town will be digging a ditch along the south side of the street up to Whitlock Rd. J. Bruno asked when the core samples would be completed in that area. R. Combs stated that the engineering firm was booked until Aug. 27<sup>th</sup> and they would be completed shortly thereafter.

Deputy Chief Dechen handed out an evaluation of the existing police cars to the board members. The base price for a sedan is around \$26,000.00. The State Police are purchasing

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SUV Ford Explorers and having positive results with them. One of the SUV's the State Police have ran around \$29,276.00. There are different option plans you can get. J. Bruno asked what preference the Chief had and he responded that he would like an SUV. They have a longer life and are stronger than a passenger car. They produce them with the doors lowered so it is easy to step up into. The doors open wider. J. Hale asked about a price again and it was stated that it will around \$30,00.00 by J. Bruno. Deputy Chief Dechen stated that there was also a lease option which was \$7,500.00 a year for 3 (three) years with an option to buy also. Deputy Dechen stated the Chief's car is a sedan and does take a beating on dirt roads. There were just several thousand dollars worth of work done on the car under the extended warranty and it did not cost the town any money. Si Loomis did state that the police department does need a four wheel drive vehicle. He noted his four wheel drive has 167,000 miles on it.

L. Melandi voiced his concern about the revaluation of property. He asked if it was based on the market price. J. Bruno replied it is based on market price, COD and CLA. The state requires towns to do a reevaluation if the COD rises about 20%.

Mike Finnegan voiced his concerns about travel to and from the Pond Hill Rodeo. The problem only exists on Saturdays, the day of the rodeo. He understands that the ranch has no control, but is suggesting better police presence before and after the rodeo. Paul Eagan did respond by stating that at the end of the rodeo and announcement is made regarding the exiting of the ranch. People are informed to be careful and drive slow.

Pat Graziano asked if and when a second roadside mowing would be completed. Paul Eagan responded that they would be done in October.

#### **OTHER BUSINESS**

Peter Mantello arrived to the meeting. He was introduced to the attendees of the meeting. J. Bruno offered Mr. Mantello a one year contract for the Police Chief of Castleton with a salary of \$54,000.00. Mr. Mantello accepted. J. Bruno stated that the contract was not in his possession at this time and asked Mr. Mantello to come in to town offices next week to sign the contract.

G. Trudo asked if his check was included in the warrants and it was noted that it indeed was included. He "thanked the town".

Paul Eagan inquired about the check for the crushing and was it included in the warrants. Melanie Combs, Town Accountant stated that it was included in the warrants. J. Bruno stated the amount was \$57,400.00. Melanie then stated that there is a concern regarding a large credit that is due from this company stemming from last year's sand purchase. J. Bruno asked if it had to do with only paying for material delivered. Melanie replied that the town was

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overcharged. J. Bruno wanted to know if the charge was for material not delivered. Melanie stated that there was an error in calculation and didn't feel it was intentional. B. Spaulding inquired if it was the first time this board was hearing about this situation. J. Bruno stated it was the first time he had heard about it, but this board has only been together since March. R. Combs stated he had heard something about it in the past. J. Bruno asked if there was \$16,000.00 withheld from the invoice for \$57,400.00, Melanie answered "No". Heath did notice an error with a delivery of sand while Paul Eagan was out. Heath did notify Charles and they both called the company and spoke to the secretary about the difference. Paul Eagan explained that the weighing system had been converted from tons to yards and instead of dividing the secretary multiplied. This error resulted in a \$16,000.00 over charge to the town. Paul Eagan stated that the company has crushed an extra 500 yards of concrete, which will be used for the new fire dep., at no cost. This has reduced the credit to \$7500.00 of which a credit memo was given to the town today for future sand purchases. J. Bruno asked who authorized the "trade" for the monies owed to the town and it was stated by Paul that he and Charles agreed to the extra crushing in return for credit owed to the town.

### **SELECT BOARD CONCERNS**

J. Hale had a concern regarding the Town Clerk and assistant Town Clerk's salaries. J. Bruno referred to the February 10, 2014 meeting where K. Thornblade requested a raise for one of her assistants, Lydia, stating that Lydia could take over for her anytime and that D. Rosmus was not capable to replace her. The raise in question was from \$10.50/hr. to \$12.50/hr. At that time, C. Smith had questioned why D. Rosmus was not included in the request. The board at the time agreed the assistants should have been paid the same but Katy only wanted the increase for Lydia. J. Hale stated that the town clerk controls her budget so she can spend her monies the way she wants. J. Bruno did some research and found that the Board of Selectman sets the salaries of the assistants as they are not elected to their positions. Melanie stated D. Rosmus did receive her 3% raise when she returned to work about a week ago. Melanie stated to Katy that she could not give Deb a raise to \$12.50/hr. as Melanie did not have any ground to stand on to make that discussion. The board decided to continue discussion of pay scales.

J. Hale also inquired about applications for the town managers position. The deadline is August 29<sup>th</sup>, we should change it. They have received a few. R. Combs stated that any future advertisement for the position should be sent to (addressed to) the Select Board not the town manager.

J. Hale inquired about the drafting of the deed restriction document regarding not tearing down 556 Main Street. If Mr. Parisi had not been directed to do that, Mr. Hale would do it. T. Ettori stated that request would have to come from J. Bruno not the town manager. J. Bruno will contact Mr. Parisi regarding the deed restriction. J. Hale noted that the penalty is "rescission" which states that if the owner tears the building down, the land will revert back to the town and no the owner will not receive any money for the property.

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J. Hale also noted that the auctioneer's ad states it will be "sold to the highest bidder"; this is not an absolute auction. The contract states that it is the bidder of the Select Boards choosing.

J. Hale brought up an issue with the library and possible historic grants to help make it handicap accessible. T. Ettori responded the library has its own Board of Directors and they should handle it.

J. Hale inquired about the Crystal Heights land and J. Bruno stated he would get in touch with the town attorney about this.

B. Spaulding inquired about the need for an unmarked police car. J. Bruno stated he thought that the police car had had some body work done on it.

B. Spaulding stated he has been approached by some contractors who have stated that they are clueless as to what needs to be done for the new firehouse. J. Bruno asked if they are contractors that have been selected to do the work. B. Spaulding did not have the answer to that question. B. Spaulding stated it could be in reference to work that was not stated in the contract. R. Combs did say that tree and stump removal was a job that could be done by the town to save money. The general contractor gave the town a quote of \$13,600.00 for cutting and pulling trees and \$4,000.00 to dispose of the stumps. The work would be done by Fabian. Heath did walk the property with contractor and stated that 2 – 2 ½ acres would need to be cleared and either stumps removed or ground up. The contractor has not gotten back to Heath yet. T. Ettori stated that the trees that were to come down needed to be marked so there was a visual as to how many would be coming down. The property line needs to be flagged also. Heath stated the civil engineer is to flag the property. R. Combs stated the general contractor is responsible to have the property flagged, once the contract is signed.

### **ANY OTHER COMMENTS**

Roy Newton asked if local businesses were included in the bidding process. R. Combs responded that there are 3 big subcontracts going to local businesses.

Roy Newton also asked if there would be a ground breaking ceremony and if so, could the press be notified with the date and time.

Melanie Combs asked if there was going to be a press release regarding the new police chief.

As the Town Accountant, Melanie Combs reminded the Board that Bonnie Batchelder, the Town's auditing firm, would be in the town offices on Sept. 10 for the annual audit and encouraged the board to stop by. M.Combs also reminded the board of the meeting that evening with the Library Board, management, and the auditors which the board could also attend.

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Nancy Cameron stated she was very impressed with the efficiency of the paving of North Road

**Executive Session- Personnel and Real Estate**

**MOTION**

Motion made to enter into executive session for personnel and real estate with the board only at 9:05pm made by T. Ettori. Seconded by B. Spaulding. All in favor. So Voted.

**MOTION**

Motion to exit executive session at (time)\_\_\_\_\_pm with \_\_\_\_\_ action taken by (name)\_\_\_\_\_. Seconded by (name) \_\_\_\_\_.  
All voted in favor. So voted

**ADJOURN**

Motion to adjourn at \_\_\_\_\_pm by (name) \_\_\_\_\_.  
Seconded by (name)\_\_\_\_\_. All voted in favor. So voted

Submitted by: Valerie Waldron

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**Date of Approval**