

**TOWN OF CASTLETON
SELECT BOARD MEETING
MINUTES OF DECEMBER 8, 2014
TOWN OFFICES**

MEMBERS PRESENT: Joe Bruno, Richard Combs, John Hale, Robert Spaulding. Tom Ettori

OTHERS PRESENT: M. Shea, Town Manager, See attached list.

Meeting called to order at 7:00pm by Chairman, J. Bruno with the Pledge of Allegiance.

APPROVAL OF AGENDA

MOTION: J. Hale made a motion to approve the agenda as presented, seconded by R. Combs. All in favor. So voted.

MINUTES FOR APPROVAL – NOVEMBER 24, 2014

MOTION: R. Combs made a motion to approve the minutes of November 24, 2014. Seconded by J. Hale. All in favor. So voted.

WARRANTS FOR APPROVAL

MOTION: T. Ettori made a motion to approve warrants #1208R for \$237,747.42, #1208 for \$32,556.46, # 1204 for \$15,773.36, # 1128 for \$ 9,997.03, #1204P for \$13,630.47, # 1126P for \$11,864.11, # 1125P for \$10,900.00. Seconded by R. Spaulding. All in favor. So voted.

MOTION: T. Ettori made a motion to approve warrants # 1204.1P for \$ 565.00 and # 1126.1P for \$565.00. Seconded by R. Spaulding. All in favor. R. Combs abstained. So voted.

POLICE DEPARTMENT UPDATE- CHIEF MANTELLO

The total number of calls were 127 for the month of November. Total arrests were 6 and total tickets issued were 96.

The investigation of the fatal car accident is still underway. The State police are involved. R. Spaulding asked about the toxicology report. Chief Mantello replied that the results of the blood tests should be back soon. The drug results should be back in 2 - 3 weeks. Chief stated the reconstruction of the accident should be completed in 2 – 3 weeks also.

J. Bruno opened the discussion about the SUV and the possibility of turning it over to the constables for their use.

T. Ettori had a concern regarding the road safety of the vehicle as he thought it was determined to be unfit for road work. J. Bruno stated it was not “unfit”.

Chief Mantello stated the ball joints have been replaced. It does need winter tires. It runs fine but is not a "pursuit vehicle”.

PAGE 2 – Select Board Mtg – 12/8/14

M. Shea stated there was a problem with how the reimbursements have been handled. J. Bruno stated that there needs to be some investigation into how the insurance and vehicle maintenance would be handled and what the savings would be for the town in terms of insurance.

APPOINTMENT – BOND BANK AUTHORIZED REPRESENTATIVES UPDATE

J. Hale stated that this motion was just to add M. Shea's name to the account. J. Bruno stated that the bank requires at least 2 of the 3 representatives signatures.

MOTION: R. Spaulding made a motion to authorize M. Shea, Town Manager, as a Bond Bank Representative. Seconded by R. Combs. All in favor. So voted.

REQUEST FOR FIRE STATION BOND PROCEEDS WITHDRAWAL #2

MOTION: T. Ettori made a motion to approve \$241,972.74 from the Vermont Municipal Bond Bank. Seconded by R. Spaulding. All in favor. So voted.

J. Hale stated the sooner we draw down on account is better. J. Bruno is attending weekly meetings with builders and things are on schedule.

CITIZEN'S CONCERNS

S. Day was pleased to see on Front Porch Forum that Castleton College was offering a community dinner on 12/14/14 at the Senior Center. She encouraged the Board to attend as a show of good faith with working with the college. The first 60 people would be free.

P. Graziano commented on the motion at last meeting regarding the approval of the two days off for town employees. (the day after Thanksgiving and Christmas).

J. Bruno stated that it was a way to say "thank you" to the employees. The money was in the budget.

MANAGER'S UPDATE: FY 2015-16 BUDGET DISCUSSION

M. Shea that the budget is a work in progress. The numbers shown in the draft are not the latest or actual numbers. You will be given the most recent numbers for the budget approval.

M. Shea has asked the Dept. heads what they want for their budget. The requests should be based on a "zero-based" budget and not based on last year's budget.

M. Shea would like to meet with the individual members of the board during the upcoming weeks to discuss each dept's budget.

S. Day asked when the new appraisals will be completed and when they will go into effect and also if it will affect the budget.

Page 3- Select Board Mtg of 12/8/4

M. Shea stated that he did not know that yet.

M. Shea stated that the Rte. 30 sewer line project will be signed on Dec. 5, 2014 with a tentative begin date of April 6, 2015. J. Bruno stated that construction will depend on the weather.

M. Shea stated that the construction company will communicate with the business owners regarding any issues that might arise during construction.

M. Shea commented on the issue of hiring a Project Engineer for the project. He feels that with the short time length of project and the reputation of the company one is not needed. M. Shea stated that there is time to discuss this possible position.

OTHER BUSINESS

J. Bruno asked if the Purchase and Sale agreement with the Historical Society should be signed at this time.

J. Hale noted that the Certificate of Resolution and the Warranty Deed were straight forward but did not at this time include the Covenant drawn up by Town Attorney.

J. Bruno stated the Board did vote on attaching the Covenant to the Deed. J. Hale asked if there was a date for the closing. M. Shea replied that it should be Dec. 22, 2014, but unsure of the time.

MOTION: T. Ettori made a motion to appoint J. Bruno as agent to sign Certificate of Resolution. Seconded by R. Combs.

R. Combs voiced his concern about signing the Resolution prematurely as the Covenant was no included yet. J. Bruno stated he would not sign it until it was complete.

MOTION WITHDRAWN

T. Ettori withdrew his motion and R. Combs withdrew his second.

J. Bruno state that he would not sign the Purchase & Sales agreement until the Covenant is in the deed.

MOTION: T. Ettori made a motion to appoint J. Bruno as the Agent to sign the Certificate of Resolution, Warranty Deed and Purchase and Sale Agreement contingent upon insertion of "Covenant" that the Board had previously agreed upon. Seconded by R. Combs. All in favor. So voted.

PAGE 4 – Select Board d Mtg of 12/8/14

RAVNA & HOSPICE & ARC

T. Ettori asked how much ARC was looking for as no amount was in request. J. Bruno asked M. Shea to call ARC and ask for the amount they are looking for to be placed on the ballot.

MOTION: R. Combs made a motion to approve RAVNA & HOSPICE request to be included on the ballot as a non-budget item for one year only in the amount of \$6,720.00 for fiscal year 2015 which is the Town's fiscal year 2016. Seconded by T. Ettori. All in favor. So voted.

SELECT BOARD CONCERNS

T. Ettori asked M. Shea if anyone had talked to him about the Crystal Heights and sewer situation. M. Shea stated that he has spoken to VTRANS and Dufresnes and there are 3 options;

- 1) One Million ++
- 2) \$640,000.00
- 3) One Million

M. Shea states they are looking for grant money.

T. Ettori stated that C. Jacien had brought the State down here to inspect.

J. Bruno stated that there was possibly monies due to the fact that the septic in that area could fail.

J. Bruno asked if the project would be funded by the users or the town. T. Ettori stated that the town has to vote on the project.

M. Combs replied that was a state statute.

J. Hale stated there was another question regarding how far the sewer was to go, would it go to the property line and then have home owners pay to have it brought to their home.

J. Hale states he had spoken to J. Bruno about becoming a representative to the Rutland Regional Planning Commission.

T. Ettori stated that the Board needs a letter of resignation from S. Seguin first.

R. Spaulding inquired about the location of the fall out shelter and generator. J. Bruno replied that it was the Castleton Elementary School.

R. Combs stated they had asked not to be the shelter due to safety issues. There is a new administration at the school so this might change. The Legion had stepped up and stated they would be the shelter but they needed a generator.

Page 5 - Select Board Mtg of 12/8/14

S. Loomis states the Town Manager and Fire Chief were working on getting a new generator for the Legion. J. Bruno states we already have a generator and it is at the school.

S. Loomis states the school has it hooked up as a back up for the refrigerators and that the previous Board gave the generator to the school.

J. Bruno replied that he will need to see that in writing. He does not believe that the generator was given to the school. T. Etori states he does not believe that the generator was given to the school either. J. Bruno asked that M. Shea look into this.

J. Bruno asked about the sand situation at the at the town transfer station. R. Combs replied that the jersey barriers have been set up and that it looks good. The new signs are up also. P. Eagan does not want to put a tarp on top of the pile of sand. J. Bruno stated he thinks there should be a tarp and when each person finishes getting their sand they cover it back up.

EXECUTIVE SESSION - Real Estate & Personnel

J. Hale made a motion to enter into Executive Session for Real Estate & Personnel at 8:20 pm to include the Board & Town Manager. Seconded by R. Combs. All in favor. So voted.

Motion to exit Executive Session at 9:45pm by R. Combs with no action taken. Seconded by J. Hale. All in favor. So voted.

ADJOURN

Motion to Adjourn by T. Etori at 9:47 pm. Seconded by R. Combs. All in favor. So voted.

Respectfully Submitted

Valerie Waldron