

Select Board, June 2<sup>nd</sup>, 2014

**Town of Castleton  
Select Board Meeting  
Minutes of June 2<sup>nd</sup>, 2014  
Castleton town Office**

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

**MEMBERS NOT PRESENT:** Bob Spaulding

**OTHERS PRESENT:** Charles Jacien; see attached list

Meeting called to order at 6:30 by Chairman J. Bruno.

**Executive Session**

Motion to enter executive session with the board and town manager for personnel by R. Combs. Seconded by J. Hale. All in favor. So voted.

Motion to exit executive session with no action taken at 7:00 PM by J. Hale. Seconded by T. Etori. All in favor. So voted.

The regular meeting continued with the Pledge of Allegiance.

**Minutes for Approval-May 12, 2013**

**MOTION**

Motion to approve the minutes of May 12, 2014 by T. Etori. Seconded by R. Combs.

All in favor. So voted.

**Warrants for Approval**

**MOTION**

T. Etori made a motion to approve warrant 0602R for \$38,670.55, 0528R for \$7,322.33; 0602 for \$145,681.57; 0529 for \$6,666.28; 0515 for \$4,934.97; 0529P for \$14,158.07; 0522P for \$13,053.16; and 0515P for \$12,090.37. Seconded by R. Combs. All in favor. So voted.

T. Etori made a motion to approve warrant 0529.1P for \$563.23; 0522.1P for \$563.23; and 0515.1P for \$560.42. Seconded by J. Hale.

R. Combs abstained. All others were in favor. So voted.

**Re-Appraisal Updated- Bill Krajeski of New England Municipal Consultants**

B. Krajeski stated that the re-appraisal is around 30% complete. They are about to start the lake properties, of which there are about 710. He stated this will take around 45 days, and notices will be going out within the next 10 days. He noted they are running on schedule and expect to be finished with the field listing in March of 2015. He also noted that they don't begin any analysis of data yet and have not made any projections.

J. Hale asked what the next step was.

Select Board, June 2<sup>nd</sup>, 2014

B. Krajieski stated that they will look at land sales, residual sales, and build a model then layer in the cost approach for buildings. Then, that will be compared to actual sales.

J. Hale asked if lake frontage increases the appraised value. B. Krajieski stated it is driven by sales and that lake frontage can drive it up. J. Hale asked if it is subjective or if there is a direct correlation. B. Krajieski stated that it is both.

Town Manager Jacien asked how someone could opt out of having their house looked at inside. B. Krajieski stated they could call the listers office.

H. Steele asked how the Shoreline Protection Act will affect the values of the property. B. Krajieski stated he would look into that. He stated they would have to see how it affects the market.

K. Thornblade asked how water and sewer vs having septic and a well would affect the value. B. Krajieski stated that it all comes back to the real estate market, and that there is typically no difference.

#### **Lister's Request-Kim Miller**

M. Miller stated that the other two listers got a raise and he was not sure why he was left out since he has taken on a lot of additional responsibility.

Chairman J. Bruno stated that the senior listers have asked for raises in the past and were denied. The night that the raises were granted, N. Trudo spoke and the board agreed to give N. Trudo and K. Miller a raise based on seniority. He also noted they are trying to establish a range of pay.

K. Miller stated that N. Trudo should not have been discussing this on her own since they are 3 equal elected officials and that at all times, two listers should be addressing the board. She stated she had no idea she was getting a raise.

Chairman J. Bruno stated that it sounds like more continuity is needed in the listers office. K. Miller stated that N. Trudo has resigned and that she has spoken to L. Witt about writing a letter to be appointed as a lister.

Chairman J. Bruno asked if another lister is appointed, if she should get the same rate of pay as the other listers. K. Miller stated that she feels they should.

M. Miller stated that the listers have discussed a \$5 pay increase coming out of the reappraisal budget when the listers are acting as an appraiser.

Chairman J. Bruno stated that this issue would be on the agenda within the next two meetings.

#### **Discussion-Castleton Historical Society**

Town Manager Jacien stated that he asked the historical society to come in and see whether they had interest in the property at 556 Main St. S. Gowan stated that they are interested in the building.

T. Ettori asked how much they would be willing to spend, noting that he realized it was a difficult question. S. Gowan asked if the bidding has been advertised.

Town Manager Jacien stated that it was not, just a proposal to sell the property, which was posted on May 9<sup>th</sup>.

Select Board, June 2<sup>nd</sup>, 2014

S. Gowan stated that they have no bid price, but are interested. He stated they have had many discussions about uses for the building, but have not decided anything. He also stated that posting \$10,000 to bid would not be a problem.

**Purchase Orders for Approval: Fire Department; Park & Ride Lighting**

**MOTION**

Motion by J. Hale to approve purchase order 035095 for \$4200 to Chief Truck Maintenance LLC for fire gear. Seconded by T. Ettori.

H. Goyette stated that every year, as part of the budget, the fire department replaces 3 sets of fire gear. This was the lowest bid.

Vote on the Motion

R. Combs abstained. All in favor. So voted.

**MOTION**

Motion by R. Combs to approve purchase order 035094 to SOL Inc. for \$26,400 for the park and ride solar lights. Seconded by T. Ettori.

Town Manager Jacien noted that this is a grant item

Chairman J. Bruno asked if that price included installation. Town Manager Jacien stated it does not, but he estimates it to be around \$6000 and wants D. Gray to do it.

Chairman J. Bruno asked about annual maintenance. Town Manager Jacien stated that the batteries have a 5 year life and cost \$250 each. He noted it is less expensive than using regular electric lights.

Vote on the Motion

All in favor. So voted.

**MOTION**

Motion by T. Ettori to approve purchase order 05517 for \$7,200 for the rental of a John Deere tractor from Tenco for annual mowing. Seconded by J. Hale. All in favor. So voted.

**Unlicensed Dog Report and Warrant**

Chairman J. Bruno stated that he disagrees with the state statute that the town can destroy unlicensed dogs. He suggested sending a bill instead of just a warning.

K. Thornblade stated she would like to see the animal control officer go to people's homes. She stated she does not support destroying dogs either and that the board has never signed this warrant. She also noted that an employee of the town brings in an unregistered dog to work with them nearly every day. J. Hale suggested publishing the list. K. Thornblade stated she could have her assistant make phone calls.

Chairman J. Bruno stated that they could look at making it a town ordinance and a civil violation, which would result in a municipal ticket.

## Citizens' Concerns

None

## Town Manager's Update

**Village School Closure:** A request is in to the School board for a joint meeting to discuss the building and property. It seems that the board is not interested in a joint meeting. The SB should warn a special meeting so they may attend a school board meeting sometime in the summer to discuss this issue.

**556 Main Street:** The maps and charter will be taken to the Historical Society in a few days for storage. I am meeting with Paul Gawet over the weekend to work on the long-term storage of the marble plaque.

**Fire Department update:** The property has been closed on. The Vermont Bond bank has confirmed the acceptance of our application. We should know the terms sometime in July and funds will be available in August. The project is out for bid with a pre bid meeting scheduled for June 9, with an opening date of June 30<sup>th</sup>. The Act 250 application is filed. An authorization for a building permit fee not to exceed \$7,000 needs SB approval.

**Alternative Temporary Office location:** Dr. Diekel is offering his office space for \$1,600 a month. As opposed to the current \$1,300 for the modular offices and \$1,500 for the land. There is still the issue of location of the Town Clerk, because of the storm water situation at Castleton Meadows; this is not an ideal place for the vault. The TC would have to stay at the current location for \$500 a month. Some additional considerations include: Moving expense \$1,100, move phone \$500, move computers \$1,200, interior renovations for private entrance, possible interior door, and parking lot improvement \$6,000

**Sewer Update:** The Rte. 30 project is being scoped to include the force main just north of the medical center. The Crystal Heights extension is being review by the state for possible funding. This project will be ready to go out to bid in August. Dan Grey has in a proposal for the service upgrade at the Hydeville station.

**Highway Improvements:** With a 165K class 2 grant, roll over and the 300k in budget funds, there will be about 500k for road improvements. 2 miles on North Road and 2 miles on E. Hubbardton Road as well as Front hill are planned for repaving.. About 100k will be left over to chase the problems on Rice Willis and River Street. Crack sealing and crushing are out to bid for work scheduled after July 1.

**Personnel Policy/ Pay Scale:** A draft of the revisions has been sent to the Union for their review and comments. After three requests, the union has not responded. The Manager would like another review of the pay scale, be used as an incentive with the annual performance evaluations that are now indicated in the policy. Please take note that the upcoming budget cuts the salary of the Treasure in half and utilizes an hourly not to exceed figure.

**Village Center Renewal:** The two centers are up for their 5-year review, the application needs SB approval.

**Village School:** T. Kearns noted that the village school is on the agenda for this coming Wednesday.

**556 Main St:** J. Hale stated that about 5 boxes of old handwritten grand lists have been microfilmed and the historical society would like to store them. T. Ettori asked if they get a larger vault, if the town could have them back. Chairman J. Bruno stated that he thinks it is a good idea but may need to put something in writing. He suggested having a meeting with the historical society.

K. Thornblade asked if there has been any movement toward another vault. Town manager Jacien stated that they will have to deal with it if they sell 556 Main St.

**Fire Department Update:**

Town Manager Jacien stated that he needs authorization for a warrant not to exceed \$7000 for building permits.

**MOTION**

Motion by T. Ettori so approve a warrant not to exceed \$7000 for building permits to Labor and Industry. Seconded by J. Hale. R. Combs abstained. All in favor. So voted.

**Alternative Temporary Office Location:**

**MOTION**

Motion to have the town manager draft an agreement with P. Dieckel for renting the property and then examine the cost savings. Seconded by T. Ettori. All in favor. So voted.

**Highway Improvements:**

**MOTION**

Motion by J. Hale to approve spending \$2345 for new service at the Hydeville transfer pump to Slate Valley Electric. Seconded by T. Ettori. All in favor. So voted.

**Village Center Renewal:**

**MOTION**

Motion for the town manager to apply for two village center renewals by T. Ettori. Seconded by J. Hale. All in favor. So voted.

**Other Comments**

S. Gowan asked about the sidewalk planned to go down 4A West. Town Manager Jacien stated that they are looking at drainage and easement issues. He stated they hope to begin construction next summer.

K. Thornblade stated that she has a request to cater to 4 events in June at the Castleton Concerns which are now at the concert and that these requests are for serving alcohol.

**MOTION**

Motion to reject the application to cater for Sodexo for June by J. Hale. Seconded by R. Combs. All in favor. So voted.

T. Ettori suggested sending it to liquor control for an opinion.

Town Manager Jacien stated that he is speaking as a citizen when he expresses concern about itinerant merchants. He noted he is not talking about the farmer's market.

**Select Board Concerns**

J. Hale stated that to save the façade of 556, the town can grant an easement to a holding company such as the Preservation Trust of Vermont. This has been done for other historic buildings in Vermont.

Select Board, June 2<sup>nd</sup>, 2014

He stated there is usually a cost but he spoke to the Preservation Trust and they stated they would waive the fee.

**MOTION**

Motion to grant a façade easement to the Preservation Trust of Vermont, for the town property at 556 Main Street; that I, John Hale be directed to manage the grant process leading to final approval of documentation and signature by the Select Board; and that the Preservation Trust of Vermont's offer to cover their costs of the easement be accepted. Seconded by R. Combs.

Chairman J. Bruno stated that he does not want to see the building torn down or changed, but he is concerned with how this could affect the value. J. Hale noted that if a buyer is turned off by this, maybe they aren't a good buyer for the building.

The motion was tabled.

T. Etori stated that at the next meeting, he wants to discuss how the town closed on the Abatiell property and how money changed hands.

R. Combs asked about the Blissville rail road crossing. Town Manager Jacien stated that he has contacted VTrans about this. They are planning to put up rough road signs.

**Adjournment:**

**MOTION**

Motion to adjourn by R. Combs. Seconded by J. Hale. All in favor. So voted.

The meeting was adjourned at 9:08 P.M.

Submitted by Brittany Gilman

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Date of Approval