

**TOWN OF CASTLETON  
SELECT BOARD  
MEETING OF JUNE 30<sup>TH</sup>, 2014  
CASTLETON TOWN OFFICE**

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

**MEMBERS NOT PRESENT:**

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

Meeting called to order at 7:04 by Chairman J. Bruno with the Pledge of Allegiance.

**Minutes for Approval, June 14<sup>th</sup>, 2014**

**MOTION**

B. Spaulding made a motion to approve the minutes of June 16<sup>th</sup>, 2014. Seconded by J. Hale. All in favor. So voted.

**Warrants for Approval**

**MOTION**

T. Ettori made a motion to approve warrants 0629 for \$57,303.74; 0629A for \$125.00; 0629R for \$140.21; 0626 for \$5,381.67; 0619 for \$5,865.22; 0626P for \$14,473.35; and 0619P for \$15,746.09.

Chairman J. Bruno asked where the funding for warrant 0629A was coming from. Town Manager Jacien stated most likely from the police budget. Chairman J. Bruno asked why and Town Manager Jacien stated he was told by Chief Sherwin that it would be covered.

Chairman J. Bruno stated that he would like to get some clarification before paying that warrant. J. Hale stated that it could be specified that it would be paid from the police budget. He also noted that the Chief told the board two weeks ago that it would be paid.

B. Spaulding stated he was not comfortable with it.

Chairman J. Bruno, R. Combs, J. Hale, and T. Ettori voted in favor. B. Spaulding voted no. Motion carried 4 to 1.

**MOTION**

T. Ettori made a motion to approve warrants 0626.1P for \$563.23; and 0619.1P for \$563.23. B. Spaulding seconded.

All in favor. So voted. R. Combs recused himself.

**Appointments-Lister and Recreation Commissions**

V. Diamond stated that he had been a lister in the past and wanted to be involved again.

P. Decarolis stated that he has experience on the school board and likes to stay involved in the community, although he does not have any listing experience.

J. Bruno noted that V. Diamond ran last election but was defeated by N. Trudo.

**MOTION**

J. Hale made a motion to appoint V. Diamond as lister until next election. Seconded by B. Spaulding.

K. Miller stated that P. Decarolis would be her choice.

**Vote on the Motion**

J. Hale and B. Spaulding voted yes. Chairman J. Bruno, T. Ettori, and R Combs voted no. Motion fails.

**MOTION**

Motion to appoint P. Decarolis as lister until next election by R. Combs. Seconded by T. Ettori.

Chairman J. Bruno, R. Combs, J. Hale, and T. Ettori voted yes. B. Spaulding voted no. Motion carries 4 to 1.

Chairman J. Bruno stated that since neither candidate for the recreation commission was present, that it would be best to notify them and have them come in at the next meeting to introduce themselves.

**Listers' Rate of Pay, Request for Addition to Appraisal Contract**

Town Manager Jacien stated that the listers would like a rate of \$14 per hour for all 3 listers. Chairman J. Bruno stated that he is not comfortable paying someone with more experience the same as a new lister.

**MOTION**

Motion by T. Ettori to pay M. Miller \$14/hour. Seconded by B. Spaulding.

Chairman J. Bruno asked how long M. Miller had been a lister. K. Miller stated about 2 years.

N. Trudo stated that when M. Miller was appointed, he was making \$10/hour, and when he was elected, was raised to \$11.91 per hour, which was the same as the other listers at that time.

**Vote on the Motion**

All were in favor. So voted.

**MOTION**

Motion by T. Ettori to start the new lister at \$12 per hour effective until the next election. Seconded by R. Combs. All in favor. So voted.

K. Miller stated that in the original proposal for reappraisal, they did not ask the company to take photos, so the listers would have to take pictures.

Town Manager Jacien noted that in the contract, there is a line item for \$2200 for photography.

K. Miller stated it would be beneficial to take pictures from the lake, which was suggested by the appraisal company. She also stated it would be good for the listers to go out with the appraisers to gain experience.

Chairman J. Bruno stated that he does not feel the town should have to pay the boat rental for the appraisal company. N. Trudo noted that getting additional pictures is a bonus, but the job can be done without it. Town Manager Jacien also suggested utilizing Zillow and Google Earth.

Chairman J. Bruno asked if there are other anticipated extras. K. Miller stated only if the listers go out with the appraisers and the town would pay the regular rate, while the money from the state funds would pay the additional rate of pay they had proposed. Chairman J. Bruno asked if there was anything in the contract to that nature. K. Miller stated there was not.

N. Trudo stated that if the listers are going out assisting and learning, that should not equate to them making more money. K. Miller stated that if you are an appraiser, you get paid more, so the listers should get paid more if they are doing that job because the town would be getting a higher standard.

R. Combs asked how much money was available for the reappraisal. N. Trudo stated there was around \$175,000 available, and the current contract price is \$167,000.

R. Combs asked how many hours the listers would like to spend. K. Miller stated she did not know.

T. Etori stated that they need to find out about the photography and how much is included before making any other decision. J. Hale agreed. The issue was tabled until the next meeting.

#### **Treasurer's Salary**

Town Manager Jacien stated that the last Select Board set the budget with the treasurer's salary cut in half, and planned to pay an hourly rate. He stated that the salary is about \$200 per week for an average of 10 hours of work.

N. Trudo stated she did not even know this was on the agenda.

Town Manager Jacien stated that the new fiscal year starts tomorrow and that they need to know how to handle the treasurer's rate of pay.

N. Trudo stated that the position has always been hourly.

#### **MOTION**

Motion by T. Etori to pay the treasurer her current salary. Seconded by B. Spaulding.

Motion rescinded. Town Manager Jacien will get more information.

#### **Open Meeting Law Review and Discussion**

Town Manager Jacien stated that per the new law, the town must set two places the agenda will be posted 48 hours in advance as well as the website.

J. Hale asked if special meeting agendas have to be published in the paper. R. Newton stated that they do not have to be published, they just have to notify the paper by email if they request it. He also noted that he has had problems receiving minutes in the past.

The agendas will be posted at the town office, at the Castleton Post Office 05735, and the website.

**Façade Easement-556 Main Street**

G. Trudo stated he had a concern with the statement that the town would have to maintain the safety of the property per the VT Preservation Trust.

J. Hale requested that the topic be moved to the July 14<sup>th</sup> meeting.

**Fire Station Bond Documents Review and Approval**

J. Hale asked why the documents would be signed with no interest rate listed. He noted many items were blank. Town Manager Jacien stated that the bonds are not purchased yet, but that J. Facey needs to certify that the board has approved the town to bond.

J. Hale noted that one of the documents makes reference to the fire department and the town office, and needs to be changed (page C1). R. Combs also noted that the building should be referred to as the Emergency Response building instead of the First Response building.

**MOTION**

Motion by T. Ettori to approve the bond documents with the above changes. B. Spaulding seconded.

J. Hale noted that he knows the board has to do it, but does not feel entirely comfortable.

Vote on the Motion

All in favor. So voted.

Town Manager Jacien noted that there have been 6 bidders for the job, with Mill Brook as the low bid at \$1,450,600 and the high bid at Naylor and Breen for \$1,705,000.

**Route 30 South Bridge #93, Temporary Use Request**

Town Manager Jacien stated that the area being requested for use is the triangle on the driveway going down to the waste water treatment plant.

**MOTION**

Motion to accept the agreement with VTrans for Bridge Project Castleton BRF 015-2(10) to grant a temporary easement by R. Combs. Seconded by B. Spaulding. All in favor. So voted.

**Highway Bid Award-2014 Crushing**

**MOTION**

Motion by T. Ettori to award the bid for highway crushing to Sheldon Construction for a total cost not to exceed \$57,400. Seconded by B. Spaulding. All in favor. So voted.

**Request for Use of Town Lands-Lake Bomoseen Association**

**MOTION**

Motion to grant the use of the Commons Beach at Crystal Beach for the evening of July 4<sup>th</sup>, 2014 with a rain date of July 6<sup>th</sup>, 2014 to the Lake Bomoseen Association. Seconded by R. Combs. All in favor. So voted.

**Citizens' Concerns**

C. Smith stated that there is equity in the current fire house that could be used to offset the difference

in the bids for the new fire department. Chairman J. Bruno stated that is a possibility, but that they are currently seeing what they can cut from the budget to reduce it.

#### **MOTION**

Motion by T. Ettori to pay warrant 9135 for F. Taggart and Sons for \$7185 for the North Road culvert work. Seconded by R. Combs. All in favor. So voted.

#### **Town Manager's Update**

Fire Department Update: Upon further discussion with the Act250 commission, they have decided to identify our permit as a minor application. The deadline for any objection is July 8<sup>th</sup>.

Sewer Update: The Rte. 30 project design plans are 60% complete and will be ready to bid for fall construction. After an onsite inspection at Crystal Heights, it appears that we will be eligible for an approximate 35% grant to do some of the work, the other portion of this \$400,000 job will be financed through a 5-year loan with the state. No bond vote will be required because of the amount and duration of the proposed loan.

New Road Building Lots: In anticipation of the sewer line construction, the Manager and Zoning Officer are working on a feasibility plan for subdivision should look at the 10 acres.

Highway Improvements: Shoulders and ditches were the major concern over the last few weeks, after the extensive ditching, the next phase will be to reseed the areas in the next week.

Pay Scale: The Listers are requesting to an equal pay scale of \$14 an hour. Please take note that the upcoming budget cuts the salary of the Treasure in half and utilizes an hourly not to exceed figure.

Recreation Commission: The recreation commission has requested that the \$605.99 that has been used to construct a gatekeeper shop come out of the Recreation reserve fund.

#### **MOTION**

Motion to pay \$605.99 for the gatekeepers shack from the Recreation Reserve fund by T. Ettori. Seconded by B. Spaulding. All in favor. So voted.

#### **Any Other Business or Comments**

J. Squier stated that the town approved \$1.5 million to be spent on the fire department, so the town should not go above that price.

#### **Select Board Concerns**

J. Hale asked about the application for village designation. Town Manager Jacien stated that he got the application in today.

B. Spaulding asked for an update on the auction at 556 Main. Town Manager Jacien stated that no one has to appeal, but they must consider the façade easement slated to be discussed on July 14<sup>th</sup>. He stated he will get a tentative timeline from the auctioneer.

R. Combs asked when the Route 30 sewer upgrade was schedule. Town Manager Jacien stated that they are planning from the fall. B. Spaulding asked if it will go all the way up to the medical center. Town Manager Jacien stated yes.

Chairman J. Bruno stated that the transfer station needs a new dumpster for the plastics recycle container and that the current container is in poor shape. B. Spaulding suggested considering getting a refurbished one.

Chairman J. Bruno asked about paving Corey Lane. Town Manager Jacien stated that they have bids out for other paving and still have about \$100,000 in the budget. He stated that problems on Rice Willis Road and River Street have been discussed, as well as Corey Lane, Eagles Nest, and Woodard. There would be some drainage needed in at least two of the areas. To do Corey Lane, Eagles Nest, and Woodard Way, Town Manager anticipated the cost would be about \$100,000. He noted it is on the 5 year plan.

**MOTION**

Motion by B. Spaulding to do a study on the drainage issues and look into the cost to pave Corey Lane, Eagles Nest, and A. Woodard Way. T. Ettori seconded.

Town Manager Jacien noted it would be himself, H. Goyette and P. Eagan looking into it.

Vote on the Motion

All in favor. So voted.

**Executive Session - Legal, Personnel & Real Estate (if necessary)**

**MOTION**

Motion to enter executive session with the manager and the board regarding personnel by R. Combs. Seconded by B. Spaulding. All in favor. So voted.

The board entered executive session at 8:55 P.M.

**MOTION**

Motion of exit executive session at 9:25 pm with no action taken by R. Combs. Seconded by R Spaulding. All voted in favor. So voted

**ADJOURN**

R. Combs made a motion to adjourn at 9:30 pm. Seconded by J. Hale. All voted in favor. So voted.

Submitted by Brittany Colburn