

**TOWN OF CASTLETON
SELECT BOARD MEETING
MINUTES OF SEPTEMBER 22, 2014
TOWN OFFICES**

MEMBERS PRESENT: Joseph Bruno, Thomas Etori, Richard Combs, John Hale, R. Spaulding

MEMBERS ABSENT: None

OTHERS: Charles Jacien, Town Manager, see list attached

Meeting was called to order at 7:03 pm by Chairman Bruno with the Pledge of Allegiance.

Minutes for Approval - September 8, 2014

Motion by R. Spaulding to approve the minutes of September 8, 2014. R. Combs seconded. J. Hale questioned statement at bottom of page 2, change to C. Jacien from J. Hale; Page 3 - motion should be 'as presented' Page 4 - DRB appointments change from 4 years to 3 years; Page 6 - suggested that we should add 'Sheldon Sand & Gravel' owes us.

Motion to accept the changes by T. Etori, seconded by R. Spaulding. All voted in favor. So voted.

Warrants for Approval

MOTION

Motion by T. Etori to approve warrants #0922R for \$2869.75; #0911R for \$8737.12; #0922 for \$1719899.57; #0918 for \$5849.16; #0911 for \$5452.83; #0918P for \$12709.11; #0911P for \$12394.09. B. Spaulding seconded.

J. Hale asked if we authorized the purchase of the 40 yard container. The response was yes and not to spend more the \$5,000.00 and T. Etori made the motion.

VOTE ON THE MOTION

All voted in favor. So voted.

Motion to approve warrants #0918.19 for \$565.00 and #0911.1P for \$565.00 by T. Etori. R. Spaulding seconded. All voted in favor. (R. Combs abstained). So voted.

M. Combs noted that the minutes were attached to the invoice for the container purchase and a copy of the check from the college attached to the invoice for the body gear.

LISTERS - ERRORS & OMISSIONS - KIM MILLER

MOTION

J. Hale made a motion to accept the error as presented. R. Spaulding seconded for discussion. C. Jacien stated that the difference of \$1083.52 was the difference in tax.

Motion to table this issue until a lister can be present by J. Hale. R. Combs seconded. All voted in favor.

CONTRACT FOR APPROVAL - REVISED POLICE CHIEF CONTRACT

J. Bruno stated that he had spoken to the chief about the concerns expressed about comp time and it has been changed

Page 2 - Select Board Meeting Minutes of September 22, 2014

MOTION

Motion to approve the revised police chief's contract by R. Spaulding. T. Ettori seconded. All voted in favor. So voted.

HIGHWAY DEPT - PROPOSED TRUCK PURCHASE - BOB WARD

C. Jacien stated that over the years there has been talk by the previous boards that the highway work be contracted out and how sustainable the budget is with our highway budget at 1.1 million. It is better to contract out the larger projects and phase out the staff and stock. The purchase of this truck is in keeping with the vehicle 5 year replacement schedule. The financing of the trucks for 5 years, the money is taken out of the reserve account at about \$30000.00 yearly and the budget puts in about \$50000.00 yearly. Keeping the trucks more than 5 years they start to lose their value quickly and we end up selling them cheaply.

R. Ward explained that at this will put us on schedule and the next vehicle to go would be the 2006 which will give us a good trade in value. J. Bruno asked the year of the truck we are replacing. R. Ward responded that is a 1996 and we also have a 1990. He continues stating that the hydraulics are worn out and the cost to begin to refurbish it is about \$28,000. J. Bruno asked the status on the 1990 and R. Ward responded that it is still a pretty good truck and it had a straight dump box. This is used only as a backup truck which we use for rock fill etc. J. Bruno asked what we would do with the 1996. R. Ward thought we could sell it outright or have it on a used vehicle lot whichever is the best. R. Spaulding asked what equipment would go with it, i.e. plows, etc. R. Ward stated usually a wing and plow, but maybe keep the plow which would give us a spare plow.

T. Ettori asked about the mileage and which truck would he suggest. R. Ward stated after reviewing the bids, DeLurey was the lowest and only 1 hour away, where J & B and Clarks are about 2 hours away. He continued that the time factor for travel is better to Hoosick Falls.

J. Bruno asked about the lease program at the end of the 5 years. C. Jacien answered that the vehicle will be ours because we are paying about \$30000.00 year.

R. Ward explained that the equipment package includes, plow, wing, dump box, hydraulics, plow mounts, hitches, etc.

J. Bruno stated that between the cab & chassis and equipment the total will be about \$140000.

MOTION

Motion by T. Ettori to enter into lease/purchase agreement with DeLurey International and Viking Cives for equipment. R. Spaulding seconded. All voted in favor. So voted.

The warranty covers towing, etc.

PURCHASE ORDERS FOR APPROVAL

Annual Winter Salt (Highway)

C. Jacien stated that the salt is coming in about \$20 more a ton. We are purchasing about 600 tons this year because we have about 200 tons in our salt shed.

MOTION

Motion by R. Spaulding to approve the Purchase Order # 035737 to Cargill for 600 tons salt at

Page 3 - Select Board Meeting Minutes of September 22, 2014

\$76.02 ton. R. Combs seconded. All voted in favor. So voted

Ruby Lease Agreement (Highway)

Motion by R. Spaulding to approve Purchase Order #035863 for the lease of the Salt Storage Shed in the amount of \$3600.00. T. Etori seconded. All voted in favor. So voted.

Batchelder Associates PC

Motion by J. Hale to approve Purchase Order #035816 for the FY 2013-14 Annual Audit in the amount of \$10765.00. R. Spaulding seconded. All voted in favor.

Byrnes Truck Store (Recreation)

C. Jacien stated that we have a small lawn tractor about 5 years. M. Clifford stated that the beach staff uses it for raking the beach, trash & debris hauling and it is not a commercial mower.

MOTION

Motion by J. Hale to approve purchase order #035821 for \$3099.00 from Byrnes Truck Store. R. Spaulding seconded.

T. Etori asked that in the future all the proposals be submitted.

VOTE ON THE MOTION

All voted in favor. So voted.

CITIZEN'S CONCERNS

S. Day asked if there was a dialog with the college. J. Bruno responded that the Chief has met with the college and there is an additional officer on duty on Friday night. He will be at the next meeting to give an update.

L. Melendi asked if the town could ban the shop at the corners that sells bong, etc. J. Bruno responded they would thank it under advisement.

MANAGER'S UPDATE

Fire Dept. Update: Beginning work at the new fire station location is being done in house by our highway dept. J. Bruno asked if this impeded our regular schedule for work. There are a few projects that will need to be done (River Street & Barker Hill).

R. Combs stated that driveway is temporary and burning the brush could be a problem with smoke.

C. Jacien continued that the Highway Dept. hours will be tracked in house. M. Combs asked about how the board wanted to allocate the hours/pay from highway or bond money. J. Bruno responded that they would want an accounting of how much time the Highway is spending at the fire station and they review the info in a 2 week period. If they find that there are a lot of hours, the board would have to make a decision on whether they want the town general fund to pay on top of the bond. We will have to make a decision then if we are going to continue this we will have to be reimbursed from the bond.

R. Spaulding stated that because of the closeness to the medical center and the senior housing to the south, if they burn they would have to be careful of the smoke. He continued that if necessary, he

Page 4 - Select Board Meeting Minutes of September 22, 2014

would provide roll-off boxes to bring the brush to the Transfer Station.

J. Bruno said that they would give the Town manager the ok to get the brush cleared so they could start moving forward.

C. Jacien informed the board that Pat Traverse has contacted Green Mountain Power and they will give us a day of equipment and manpower to install our solar lights at the Park & Ride. Slate Valley will do the electrical and GMP will set the poles.

OTHER BUSINESS

R. Combs stated that a vendor needed to be hired to clear the Fire Station lot. He had contacted several loggers and excavators in the area and J. Trombley gave a quote of \$20,750 and White Construction is \$8,500 and Fabian for \$13,500. The contractor will remove the trees completely.

MOTION

Motion by to approve Lawrence White Construction to remove the trees in the amount of \$8,500. R. Spaulding seconded. All voted in favor. So voted.

SELECT BOARD CONCERNS

R. Spaulding has concerns about the bridge project on Route 30. The lights are in a position that they shine right at you in both ways. C. Jacien will contact the contractor about the lighting concerns and the early start on Sunday mornings.

T. Ettori stated that there were about 15 college students this past Saturday picking up trash on Main Street.

J. Hale stated that he was concerned about the deposit check. We were clear that the check had to be a bank check and I think that we should get the check made out to the Town and deposit it into a specially designed account that we hold it until we do close because anybody does bid might back out we, would not have the deposit to fall back on. He also stated that we all agree that we will chose the bidder and make the purchase and sales contract. He thought that the board should sign the purchase and sale contract, we want to be sure that it is correct and our attorney has looked at it. We want the deed restriction that is absolutely included in the deed that is why I think the select board to sign the document.

J. Bruno stated that we have already entered into an agreement with the auctioneer and the deposit is made out to the Auctioneer. The board does has the final say and the verbiage of the deed restriction is already been approved.

J. Hale continued saying the auctioneer told him that the deposit can be made on that day and there is no specification for a bank check and without our input they will do what they want.

J. Hale continued asked if we were going to meet with the Library and Auditors. C. Jacien responded that we were but there was a scheduling issue. They are taking steps to improve and yes there will be a meeting. No date has been set.

T. Ettori asked if anyone contacted the Fire District about getting water. Apparently a call was made representing the Select Board and had a concern and wondered if 50000 gallons was

Page 5 - Select Board Meeting Minutes of September 22, 2014

available. J. Bruno felt that they should have the call investigated and he had a concern about the call.

R. Combs stated that the ad says \$10000 deposit cash or check and felt that is someone gave us a deposit check and won the bid at \$90000 and the deposit check was not good, then at closing they will have to come up with the full amount. J. Hale is not concerned about the person giving a personal check who is going to try to win the bid, but who is trying to up the bid and has nothing to lose. C. Jacien responded that would be to our advantage, aren't we going for the highest bid.

T. Ettori asked if we were going to do the Cresci storm water this year. Back in March, Heath Goyette had a conversation with those involved and at that time Cresci still did not agree. We have the headwall issue on the Farrow side and freezes up on the Cresci side.

J. Bruno stated that this project was put out to bid and awarded to Fabian. When Fabian's spoke to Mr. Cresci had concerns about landscaping, etc. and he was willing to go forward with the project.

R. Combs asked if we had received a survey from Mark Courcelle on the old fire station. C. Jacien responded he had contacted Mark and will do so again.

R. Spaulding asked how many showed up at the 556 Main Street open house. C. Jacien responded that there were several viable people that attended.

J. Bruno asked about the replacement of the box culvert on Main Street. C. Jacien responded that the bid will go out soon.

ANY OTHER COMMENTS

G. Trudo stated that the bridge work on Route 30 start work at 6:00 am and that Zoning clearly defines hours of operation.

He continued that at any auction and you write a check for the deposit, the check better be covered because you may be liable for any expenses that occur if the property/equipment has to go back out to auction.

EXECUTIVE SESSION

Motion to enter Executive Session by T. Ettori for Legal, Personnel and Real Estate to include the Town Manager and Board at 8:50 pm. R. Combs seconded. All voted in favor. So voted.

Motion to exit Executive session by T. Ettori with no action taken at 9:59 pm. R. Spaulding seconded. All voted in favor. So voted.

ADJOURN

Motion to adjourn by T. Ettori at 10:00 pm. R. Combs seconded. All voted in favor. So voted.

Respectfully Submitted
V. Waldron

Date of Approval