

**Town of Castleton  
Select Board Meeting  
Minutes of March 23, 2015  
Castleton Town Offices**

**MEMBERS PRESENT:** Joseph Bruno, Richard Combs, John Hale, Robert Spaulding

**MEMBERS NOT PRESENT:** J. Leamy

**OTHERS PRESENT:** M. Shea, Town Manager

The meeting was called to order at 7:20 pm by J. Bruno, Chairman with the Pledge of Allegiance.

**APPROVAL OF AGENDA**

R. Spaulding made a motion to approve the agenda as presented. Seconded by J. Hale. All in favor. Motion carried.

**MINUTES FOR APPROVAL – February 16 & March 9, 2015**

R. Combs made a motion to approve the minutes of Feb. 16 & March 9, 2015. Seconded by R. Spaulding.

J. Hale noted that in March 9, 2015 meeting, he was also going to do some research and report back to the Board regarding the “old golf land” property. All in favor. Motion carried

J. Bruno requested that due to late start if Police Update could happen first. All agreed.

**POLICE CHIEF UPDATE- CHIEF MANTELLO**

Chief Mantello presented the board with copies of his report.

Chief reported that ticket revenues for February were \$994.50 (with an outstanding balance due of \$1,458.00). He noted that there was a small increase in calls for service, arrests and traffic violations.

J. Bruno asked for an update regarding the new police car. Chief Mantello responded that it was on a train and should arrive at Formula Ford sometime between Sunday and Wednesday of this week.

Chief Mantello reported that there are 4 patrols on the weekends, being funded by a grant from the Dept. of Health, there were 2 DUI's and about 10 underage drinking violations given. These patrols will be increased to 4 am as the weather gets warmer.

**REQUEST FOR LIQUOR LICENSE- FIRST CLASS LICENSE-Sodexo, VT, (CSC), Sunrise Family Restaurant, LLC**

**MOTION**

J. Hale made a motion to approve the First Class Liquor License for Sodexo, Vt ( CSC) as presented. Seconded by R. Spaulding.

J. Bruno asked where on campus the alcohol was being served. J. Stewart of Sodexo replied that it will be served in the Spartan Room, which is a Pub room in the dining hall. He reports that in the 3 years he has worked for Sodexo, there have been 3 events where alcohol was served in the dining hall.

**PAGE 2- SELECT BD MTG - 3/23/15**

R. Spaulding asked what type of events these were. J. Stewart replied that they were a Democratic Party attended by faculty, staff and students and two pub nights (open mike) attended by the same groups.

J. Stewart also stated that they have in the past applied with the town clerk (Katie) for any additional permits for alcohol use anywhere else on the campus. The permit then goes to Montpelier for approval. The cost is \$20.00 per permit. This would be for any event on campus outside of the dining hall.

J. Bruno noted that none of those permits were ever brought up before the board. He states that M. Shea needs to look into this.

**VOTE:** J. Hale & R. Combs voted yes and J. Bruno & R. Spaulding voted no. Motion failed.

**MOTION**

J. Hale made a motion to approve the First Class Liquor License for Sunrise Family Restaurant, LLC for malt beverages and wine as presented. Seconded by R. Spaulding. All in favor. Motion carried.

**Request for Liquor License Approval - Second Class License w/Tobacco License - Coco Mart Inc. and Shan Petroleum, Inc.**

**MOTION**

J. Hale made a motion to approve First Class Liquor Licenses/w Tobacco License for Coco Mart, Inc. & Shan Petroleum, Inc. Seconded by R. Spaulding. All in favor. Motion carried.

**Request for Liquor Licenses Approval - First Class License/w Outside Consumption - American Legion Post 50 & Iron Lantern, LLC**

**MOTION**

J. Hale made a motion to approve First Class Liquor Licenses w/outside consumption for American Legion Crippen Fellows Post 50 and Iron Lantern, LLC. Seconded by R. Spaulding. All in favor. Motion carried.

S. Day asked if First Class meant the business serves open containers and Second Class sells closed bottles. J. Bruno replied that was correct.

**ACCEPTANCE OF CITIZENS PETITIONS - SET DATE OF SPECIAL TOWN MTG; SIGNING OF WARNING.**

**MOTION:** R. Spaulding made a motion to accept the petition to have a revote on the Police Station: Article 1" Shall the Town appropriate \$300,420.00 for the purpose of constructing an addition to the Castleton Volunteer Fire Station for the Castleton Police Department? (Not in the budget). Seconded by J. Hale.

J. Bruno stated that all the signatures on the petition have been checked and approved.

J. Bruno stated the monies from the sale of the buses will be used for the construction of the Police

**PAGE 3- SELECT BD MTG- 3/23/15**

Dept. The Board has no intent to increase the tax rate for the town. If the bus money is used to buy down the tax rate it will be a onetime deal and the town will have nothing to show for it.

L. Ellwood asked what the square footage of the Police Dept. was. J. Bruno replied approx. 1,700 sq. ft.

J. Hale noted that the design has already been paid for and completed by Mr. Berryhill.

L. Ellwood asked where was the town getting the money to tear down the old firehouse from.

R. Spaulding asked L. Ellwood where he heard that the firehouse was going to be torn down as that has never been discussed.

J. Bruno stated that the town would be selling the old firehouse.

T. Day asked how the information about the new Police Dept. was going to be communicated to the public. S. Day suggested a mailing to each household.

J. Bruno stated that there will be another information meeting on May 11th, the night before the vote at the Senior Center.

**VOTE ON THE MOTION:** All in favor. So voted.

**MOTION:** R. Combs made a motion to warn the meeting on May 11, 2015 to take action on Article 1 on May 12, 2015. Seconded by R. Spaulding. All in favor. Motion carried.

**CITIZEN'S CONCERNS**

F. Taggart presented the Board with a petition to close the Castleton Village School and asked it to be added as Article 2 to the May 12, 2015 vote for the Police Dept.

**MOTION:** R. Spaulding made a motion to accept F. Taggart's petition to close the Castleton Village School. Seconded by R. Combs.

M. Combs asked if the petition had to be certified by Town Clerk before it was accepted. J. Bruno stated that it was certified by K. Thornblade on 2/3/14.

S. Stevens asked who owned the building. J. Bruno stated that the Castleton-Hubbardton Union did.

**VOTE ON THE MOTION:** R. Spaulding, R. Combs & J. Bruno voted yes, J. Hale voted no. Motion carried.

**MOTION**

R. Spaulding made a motion to add the petition as an additional Article to the May 11, 2015 informational meeting and the May 12, 2015 vote. Seconded by J. Hale.

D. Sequin asked about any estimates for improvements or renovations to the Village School. J. Bruno stated that the town did spend \$10,000.00 on a feasibility study.

**VOTE:** J. Bruno, R. Spaulding & J. Hale voted yes. R. Combs voted no. Motion carried

## **Page 5- Select Bd Mtg 3/23/15**

### **BID AWARD - ANNUAL AUDIT PROPOSALS**

M. Shea presented the board with information regarding each bid. He states that after talking to other towns and references he feels that Pace and Hawley was the best choice for the town.

R. Combs asked why there for three (3) numbers in the "Bid" column. M. Shea stated that it was a 3 year bid and each total represented one year.

### **MOTION**

R. Spaulding made a motion to approve Pace & Hawley as the Auditor's for the town for 3 years. Seconded by R. Combs. All in favor. Motion carried.

### **MANAGER'S UPDATE**

M. Shea reports that after interviews and references they will hire an Intern and he will begin on March 30, 2015.

### **OTHER BUSINESS—NONE**

### **SELECT BOARD CONCERNS**

J. Hale will report back to the Board regarding software used from Nemrc.

R. Combs asked M. Shea if he could touch base with the VT. Railway regarding the crossing at Blissville Rd. He would like M. Shea to also take a ride to River St. to look at the water crossing the road. It is ice first thing in the morning.

. Shea stated that the railroad crossing was on a list to be dealt with earlier than first thought. He would also take a ride to River St.

### **POLICY UPDATES FOR REVIEW & ADOPTION**

#### **Codes & Standards Certification of Compliance for Town Road and Bridge Standards**

**MOTION:** J. Hale made a motion to accept the Codes & Standards Certification of Compliance for Town Road and Bridge Standards as presented. Seconded by R. Combs. All in favor. Motion carried.

#### **Town Road and Bridge Standards for the Town of Castleton**

**MOTION:** R. Spaulding made a motion to accept the Town Road and Bridge Standards for the Town of Castleton as presented. Seconded by R. Combs. All in favor. Motion carried.

#### **Select Board Rules of Procedure**

**MOTION:** J. Hale made a motion to approve the Select Board Rules of Procedure for the Town of Castleton as amended. Seconded by R. Spaulding. All in favor. Motion carried

J. Hale presented a proposal to change the petition requirements for Social Service Agencies. He talked to all of the agencies and they are on board. This subject will be tabled until the April 13, meeting.

### **WARRANTS FOR APPROVAL**

**MOTION:** R. Combs made a motion to approve warrants #0323R for \$ 117,757.68, #0323 for #

99,071.67, #0320 for \$1,563,323.68, #0312 for \$16,007.65, #0319P for \$15,703.02, #0312P for \$12,991.68. Seconded by R. Spaulding. All in favor. Motion carried.

**Page 6- Select Bd Mtg 3/23/15**

\$12,991.68. Seconded by R. Spaulding. All in favor. Motion carried.

**MOTION:** J. Hale made a motion to approve warrants #0318P for \$548.74 and #0314P for \$1,472.23. Seconded by R. Spaulding. R. Combs abstained. All in favor. Motion carried.

**MOTION:** R. Combs made a motion to approve warrant #0313P for \$923.50. Seconded by R. Spaulding. J. Hale abstained. All in favor. Motion carried.

#### **ANY OTHER COMMENTS**

L. Ellwood asked about the rules for outside consumption of alcohol. J. Bruno replied those requirements are dictated by the State.

J. Bruno informed F. Taggart that the vote needed to be taken within 60 days of Town Clerk verifying the signatures.

N. Boutwell explained that the vote had to be warned 30 days from the day the Town Clerk stamps the petition. The vote must take place within the next 30 days. So, the vote can take place on the 31<sup>st</sup> day.

R. Combs stated that the Secretary of State did state that the signatures can be "old" signatures as long as they were verified again by the Town Clerk. J. Bruno asked N. Boutwell to validate the signatures.

Also, there will be a Special Meeting on Wednesday, 3/25/15 @ 6:00pm at the Town Offices.

M. Shea stated that the Motion to accept the motion for F. Taggart's petition is invalid.

M. Combs stated that the motion the Board made back on 10/13/14 regarding the purchase of the new Police Vehicle had the wrong numbers.

#### **MOTION**

J. Hale made a motion to amend the motion made on 10/13/14 as follows: to authorize the purchase of the 2015 Ford Interceptor Utility Police vehicle for \$27,580.00 with a finance charge of 6.50% over 3 years with an annual payments of year 1- \$10,000.00; years 2 & 3 \$9,889.45, which brings the total costs to \$29,778.90. Seconded by R. Spaulding. All in favor. Motion carried.

J. Bruno noted that the Chief should have brought this new information to the Board's attention.

#### **ADJOURN**

**MOTION:** R. Combs made a motion to adjourn the meeting at 9:20pm. Seconded by J. Hale. All in favor. Motion carried.

Respectfully submitted,

Val Waldron

---

Date of Approval