

**TOWN OF CASTLETON
SELECT BOARD MEETING
MINUTES OF APRIL 13, 2015
TOWN OFFICES**

MEMBERS PRESENT: J. Bruno, R. Combs, J. Hale, J. Leamy, R. Spaulding

OTHERS PRESENT: M. Shea, see attached listing

Meeting called to order at 7:25pm by Chairman J. Bruno with the Pledge of Allegiance.

APPROVAL OF AGENDA

MOTION: R. Combs made a motion to approve the agenda with a change to move Social Services to the front of the meeting. Seconded by J. Leamy. All in favor. Motion carried.

POLICIES FOR REVIEW & ADOPTION- SOCIAL SERVICES

J. Hale introduced the following Social Service Agencies Guests:

Ric Reardon, ARC- Rutland; Carol Flint- BROOC; Lynn Petty- Castleton Cares, Inc.; JoAnn Riley- Castleton Community Seniors, Inc.; Minga Dana, Ken Putnam & Jennifer Misencik- Marble Valley Reg. Transit District; Nan Hart- RSVP & The Volunteer Center; Jean Lamarre- Rutland Mental Health Svcs.; Sandra Conrad- Southwestern VT Council on Aging; MaryBeth Hadeka- RAVNAH.

All representatives were very happy that the Board was considering a change in the Town's petition policy for the groups. It was agreed by the Board that the agencies could appoint a member of the group to represent the group at the town meeting. The Board did reiterate that they would have to petition the Board if the amount of the request were to increase.

FINANCE SERVICES & INTERNAL CONTROL IMPLEMENTATION- NANCY TRUDO

N. Trudo introduced the plan to eliminate the use of cash at the Transfer Station and at Crystal Beach. The town will be implementing the use of credit and debit card machines. The only charge to the town is the initial cost of the machines and a monthly maintenance charge. The fee for use charge would be absorbed by the user. M. Shea has negotiated the fee for the machines from \$300.00 to \$500.00 each. There will be two machines purchased.

M. Shea noted that this is a safer method to use for all involved with cash transactions at the Transfer station and at Crystal Beach.

J. Bruno noted that the public will still be able to purchase Transfer stickers at the Town Hall and at Pruniers' with cash.

MOTION: J. Hale made a motion to accept the recommendation of the Town Manager and

treasurer establishing a relationship as outlined in material presented for the Town Transfer station and Crystal Beach. Seconded by R. Spaulding. **VOTE:** All in favor. Motion Carried.

REQUEST FOR LIQUOR LICENSE APPROVAL- FIRST CLASS- SODEXO VT, INC. (@CSC)

MOTION: J. Leamy made a motion to approve the liquor permit for Sodexo VT, INC at Castleton State College. Seconded by J. Hale. R. Combs, J. Hale and J. Leamy – YES--- R. Spaulding & J. Bruno- NO. Motion Carries.

REQUEST FOR LIQUOR LICENSE APPROVAL- SECOND CLASS LICENSE- MIDWAY OIL CORP.

MOTION: J. Hale made a motion to approve the liquor permit for malt beverages for store #750- Midway Oil Corp. Seconded by R. Spaulding. All in favor. Motion Carries.

REQUEST FOR LIQUOR LICENSE APPROVAL- FIRST CLASS LICENSE WITH OUTSIDE CONSUMPTION – INN THE FIELD, INC. (LAKE HOUSE)

MOTION: J. Hale made a motion to approve the liquor license with outside consumption for malt and alcohol beverages for the INN THE FIELD, INC (Lake House). Seconded by R. Spaulding. All in favor. Motion Carries.

Vt. Dept. of Forests & Parks- Bomoseen State Park Improvements- Bud Fetterolf/Robie Stoner.

Robie Stoner is from the Architectural Service used to design the new area. A map was displayed showing the new structure, beach area, parking and walking and bike paths. It was noted that erosion has caused much of the damage which has spurred the much needed improvements. The Mission 66 Style of the building will be preserved while incorporating updates. There will be more accessibility for patrons with disabilities. There will be a rain garden to handle the run off.

J. Bruno asked about public access to the day beach by boaters. D. Lincoln states that they will be adding docks for day boaters and the day use fee will probably be on the honor system and noted that the beach and camping will remain open during construction. The construction is being done by a local contractor.

APPOINTMENT – TOWN SERVICE OFFICER

MOTION: R. Combs made a motion to appoint Ellen LaFleche-Christian as the Town Service Officer for one year. Seconded by R. Spaulding. All in favor. Motion Carried.

PURCHASE ORDER FOR APPROVAL – FIRE DEPARTMENT

R. Combs made a motion to approve P.O # 036567to ' Truck Maintenance LLC for \$4,287.00 for 3 sets of Turnout Gear and 3 name tag prints. Seconded by R. Spaulding.

J. Leamy asked if this was a necessary purchase.

Page 3 – Select BD MTG – 4/13/15

R. Combs replied that a set of gear lasts about 3 – 5 years, they have about 30 members who enter into the fire. They do try to keep these volunteers as protected as possible and try to replace 3 sets every year. All in favor. Motion Carries.

VT. MUNICIPAL BOND BANK- REQUISITION #5 PAYMENT

MOTION: J. Hale made a motion to authorize the payment of requisition #5 for \$242,392.94. Seconded by R. Combs.

M. Shea stated that things are ahead of schedule and there closing should take place on or before the end of the month. All in favor. Motion Carries.

MANAGER'S UPDATE

Methods of Acceptable Payments Memo: In your packets you will see the memo to Castleton Transfer Station and Crystal Beach users

Move "to accent and affirm the managers' acceptable methods of payment memo and policy"

2015 Annual Town Meeting Survey Tool: I striving to do better.... I created a survey that could measure and aid us in providing relevant information for the Annual Town Meeting. Please go to the Towns website, at the top of the home page you find this survey:

2015 Annual Town Meeting Survey.

Please click on the below link and complete the survey. This survey is anonymous and there are no right or wrong answers. No personal data is collected or stored. Each question is optional. The more honest and detailed responses you provide will allow for more accurate municipal planning. The goal of this tool is to collect relevant data to best serve the voters of the Town of Castleton. The theme of this survey revolves around providing voters with adequate information prior to decision making.

https://docs.google.com/forms/d/1ayAyx8OWxloI9piOffhRZwp5Um7lxsgiyCDk0OdbJSQ/viewform?usp=send_form

New England Clean Power Link Project: In your packet I trust you have reviewed letter from Jeanne Elias...

The Board agreed that they would be interested in a presentation regarding the New England Clean Power Link Project.

New Fire Station Grand Opening: There are currently seven (7) items remaining on the "check off" list. As we move towards completion of this grand project, the next steps include the grand opening and celebration. Thus far I have heard of some very nice and family fun thoughts on this event. There have been talks of a regional event to include bouncy fun house, water events, hot dogs and

Page 4- Select Bd Mtg – 4/13/15

hamburgers and lots of community getting together. The time for this is penciled in for Saturday May 9, 2015 from 10:00am to 2:00pm. All are welcome!

May 9 seems to be the agreed upon date for the Fire House Open House if a Certificate of Occupancy will be issued by then.

MINUTES FOR APPROVAL- FEBRUARY 23, 2015, (2 sets)

MOTION: R. Spaulding made a motion to accept the 2 sets of minutes from the Feb. 23, 2015 meeting. Seconded by R. Combs.

J. Hale noted that there was a wording error on F. Taggart's motion.

V. Waldron noted that she had submitted two sets of minutes and the one with the correction had not been included.

VOTE: All in favor. Motion Carried. J. Leamy – abstained

NIMS ADOPTION DOCUMENT FOR THE TOWN OF CASTLETON

M. Shea stated that it is a proclamation stating how emergency responders would work together in the event of an emergency.

MOTION: R. Combs made a motion to appoint the Town Manager, M. Shea, to sign the NIMS document. Seconded by R. Spaulding. R. Combs seconded. All in favor. Motion carried

OTHER BUSINESS

J. Bruno stated that the policies for review and adoption for vehicle use and conflict of interest will be moved to the next meeting.

WARRANTS FOR APPROVAL

MOTION: R. Combs made the motion to approve warrants #0413R for \$30,548.94, # 0413 for \$93,891.86, #0409 for \$ 14,232.13, #0402 for \$ 7,499.46, #0326 for \$6,335.07, #0409P for \$11,660.85, #0402P for \$ 12,348.00, #0326P for \$13,048.84. Seconded by R. Spaulding. All in favor. Motion Carried.

MOTION: J. Hale made a motion to approve warrants # 0410P for \$ 548.73, #0403P for \$548.73 and #0327P for \$ 548.73. Seconded by R. Spaulding. All in favor. Motion Carried. R. Combs - abstained.

SELECT BOARD CONCERNS

J. Leamy asked if there would be a balanced budget on June 30th. M. Shea replied that he hoped one way or another there would be.

Page 5- Select Bd Mtg – 4/13/15

J. Bruno stated there was a serious situation at the Four Corners with the sewer situation. He stated there were only two answers to the junctions that were in need of repair.

- 1)** To try to repair with epoxy
- 2)** To replace and correct the problem

He would continue to visit the area and report back to the Board with the situation.

Executive Session - Labor Contract - 1VSA §313(a)(1)

MOTION: R. Spaulding made a motion to go into Executive Session for Labor Contract. J. Leamy seconded. All in favor. Motion Carried.

MOTION: R. Spaulding motioned to exit executive session. J. Leamy seconded. All in favor. Motion carries.

MOTION: J. Hale motioned that the Select Board considers the relationship of marriage, civil unions and domestic partnerships equal as it relates to all employee benefits and consistent with non-discrimination policies. J. Leamy seconded. All in favor. Motion carries.

ADJOURN

J. Leamy motioned to Adjourn. R. Spaulding seconded. All in favor. Motion carried.

Respectfully Submitted,

Valerie Waldron