

Select board, May 13<sup>th</sup>, 2013

**Town of Castleton  
Select Board  
Meeting of May 13<sup>th</sup>, 2013  
Castleton Town Offices**

**MEMBERS PRESENT:** Wenger Rehlen, John Hale, Ed O'Shea

**MEMBERS NOT PRESENT:** Thomas Ettori, Cristine Smith

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

Meeting called to order at 7:05 by E. O'Shea acting as Chair in Chairman T. Ettori's absence.

**Minutes for Approval- April 22<sup>nd</sup>, 2013**

**MOTION**

J. Hale made a motion to approve the minutes from April 22nd, 2013. W. Rehlen seconded.

All in favor. So voted.

**Warrants for Approval**

**MOTION**

J. Hale made a motion to approve warrant 0513 for \$41,231.31, 0513. for \$327.85; 0509 for \$6,348.89; 0502 for \$10,501.15; 0425 for \$4,165.28; 0509P for 12,291.91; 0502P for \$12,524.37; and 0425P for \$12,498.18. W. Rehlen seconded.

All in favor. So voted.

**Chief of Police Grant Update, State Park patrol contract**

B. Sherwin stated that he was presented with a contract between the Castleton Police Department and the VT State Parks to provide services for Bomoseen State Park. He stated that the primary protection would be to Bomoseen State Park, but the contract states that if it is not busy, they could be sent to Lake St. Catherine or Half Moon State Park to patrol. He stated that the contract begins around Memorial Day and ends September 15<sup>th</sup>, and it is for 37 7 hour patrols.

E. O'Shea asked if this has ever been done before. B. Sherwin stated it has not. E. O'Shea asked how the fees were determined. B. Sherwin stated that they are the standard fees.

J. Hale expressed concern about the amount of hours. B. Sherwin stated that the staff is willing to take on extra hours, and it will not affect coverage in the town.

M. Amer from VT State parks expressed desire to get the contract signed as soon as possible.

E. O'Shea asked if other departments service Lake St. Catherine and Half Moon. M. Amer stated that is it primarily the stated police. She stated Castleton PD would spend the majority of time at Bomoseen, but if there is down time, the officer could work with state park personnel to see where they are needed.

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B. Sherwin stated the intent is to do primarily foot patrol to deter potential issues. He stated that if there are issues, the officer on duty in the park would take care of it instead of being called from the town.

Town Manager Jacien asked how the department of fish and wildlife fit in. M. Amer stated that if there was an issue, they could call 911 or the state barracks, who would dispatch the appropriate person, which may or may not be fish and wildlife.

#### MOTION

J. Hale made a motion to accept the amended contract and authorize the engagement, as well as authorize the Town Manager to sign. Seconded by W. Rehlen. All in favor. So voted.

B. Sherwin stated that the town was awarded a \$35,334 grant from the VT Department of Homeland Security. He stated it is an equipment grant for computers for the cars and license plate reader. He stated it is time sensitive, and they need to be ordered and in place by July 30<sup>th</sup> to receive reimbursement. Some equipment would take 6-8 weeks to receive.

R. Adrienne expressed concerns about the license plate reader and the storing of information. B. Sherwin stated that it captures all license plates of vehicles that go by, and searches a database for wanted persons, suspended licenses, etc. He stated there are restrictions and policies on use.

J. Rehlen asked if the data is purged. B. Sherwin stated that it is, but he is not sure of the time frame.

#### MOTION

Motion to authorize the purchased of 3 computers for \$10,979 and a license plate reader for \$22,075 in anticipation of grant by J. Hale. Seconded by W. Rehlen. All in favor. So voted.

#### **Recreation Commission Update**

M. Clifford stated that all personnel had been hired, and 3 maintenance staff began that day. She stated that the gatekeepers would start Memorial Day weekend, and the snack bar would be open by Memorial Day. The gate fee is set at \$3 for adults and \$2 for seniors/children. Town Manager Jacien pointed out that this is on par with the state parks. M. Clifford also stated that a resident season pass will be instituted for \$15.

W. Rehlen asked about the use of bracelets to indicate who has already paid. M. Clifford stated this was tried in the past, and was not cost effective.

W. Rehlen asked about raising the gate fee. M. Clifford stated that it was raised 2 years ago, and they are trying to keep in line with the state parks. She stated she would discuss it at the Recreation Commission at the next meeting. Town Manager Jacien expressed concern that people would use Green Dump instead of Crystal Beach if the fee were raised.

K. Thornblade asked if the \$15 pass is for residents or taxpayers. M. Clifford stated it is for all taxpayers, and would need something to prove that they are taxpayers or residents.

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M. Finnegan expressed concern about the problems with the concession stand last year. M. Clifford stated that she was confident that would not happen again, and that the rental is an up-front payment this year.

W. Rehlen asked how much Crystal Beach is usually in the red. Town Manager Jacien stated that it is historically between \$20,000-\$25,000.

J. Rehlen asked what the count of paid admissions is. M. Clifford stated that a good day brings in between \$1000-1200.

R. Adrienne stated that he does not know many parks or recreation areas for the public that do break even.

J. Potter asked what a season pass for a non-resident/taxpayer would be. M. Clifford stated it would be \$30.

Town Manager Jacien stated that the town has been unable to find a person to fill the part time recreation director position.

W. Rehlen stated that he would like to see some figures/budget from Crystal Beach.

#### **Castleton State College- Zone Change Discussion**

E. O'Shea stated that the Board will listen, but that any changes need to go through the Planning Commission first.

J. Hale stated that the Planning Commission is looking for direction from the Select Board regarding the Reinfurt properties. The properties are outside the college zone. Originally, the Planning Commission proposed allowing the use of school in residential zones, but that was considered too broad. He stated that the new proposal is to rezone the Reinfurt property as College Campus, as it is contiguous to that zone.

S. Dikeman stated that the college purchased the properties in September of 2012 and requested a zoning change since it abuts college property. He stated that the proposal is to use the large house for admissions and the smaller house for a meeting space. He stated that the entrance would be on the campus side, and 8 spaces for visitor parking would be added to Seminary Lane. The building would operate on office hours of 8-5. He stated that the intent is to enter from the back and leave the historic staircase intact, as well as keep the residential look of the homes.

W. Rehlen asked about the fence. S. Dikeman stated that the college plans to leave it up, but improve it in some places. He also stated that they plan to maintain the building in his present state—there are no current plans for vinyl siding.

H. Goyette asked about drainage. S. Dikeman stated that they aren't that far in the planning process yet.

H. Goyette expressed concern about the property coming off the tax rolls. E. O'Shea stated it already is since the college owns it.

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J. Hale brought up the PILOT program, which he stated helps the town recoup some of that loss. Town Manager Jacien stated that the PILOT program is very detailed, and includes the 1% sales tax throughout the community. He stated that it does not consider the 80% school tax, only the 20% municipal tax. He did note that there are other contributions that the college makes to the community.

E. O'Shea asked if the college would provide the Planning Commission a copy of their 10 or 15 year plan. S. Dikeman stated that the 10 year plan is in the process of being developed.

D. Wolk stated that the college is currently in the process of inventing the new Castleton Plan. He stated that they are close to the capacity of their footprint. He stated they are looking at investing in Rutland, expanding graduate programs, online programs, and summer classes. He stated there will not be much additional building on campus. He noted that the college contributes \$80,000 in sewer fees, \$146,000 in water fees, and donations to the fire department. He expressed a desire to be good neighbors.

B. Cook stated that he has found the college to be misleading in the past, and urged the Select Board to think of what the residents on South Street have to endure.

M. Drogy expressed support for the colleges plans.

#### **Transfer Station- Fee Structure for 2013-14**

This agenda item was postponed to be discussed with a full board.

#### **Purchase Order for Approval- Volunteer Fire Department**

Town Manager Jacien stated that the purchase order is for fire gear and pagers. H. Goyette stated that there is about a \$300 difference in the price of fire gear between Reynolds and Sons and other companies, but that the quality is much better.

#### **MOTION**

J. Hale made a motion to approve purchase order 033442 for \$4783.80 and 033441 for \$2,145.00. W. Rehlen seconded. All in favor. So voted.

#### **Citizens' Concerns**

N. Cameron stated that she saw a rock thrown through the window of Applewood Bed and Breakfast. She stated she did report it to the police department.

S. Mayo suggested forming a committee to examine Main St. and the issues surrounding the college.

M. Combs asked about the status of the petition for the fire department. E. O'Shea stated he could not answer at this time when the vote would be. W. Rehlen stated that the board is waiting for more info, such as the wetland delineation. J. Hale stated that no one was trying to hold the vote back, they were simply waiting for more information. M. Combs stated she was just looking for a general time frame.

K. Thornblade asked if the town planned to purchase the property before the vote. E. O'Shea stated he was personally against that. J. Hale agreed.

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E. O'Shea stated that the board should have one of its members communicate with the Fire Department.

K. Thornblade stated that once the warning is drafted, a vote must take place no less than 30 days and no more than 45 days from that time.

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

**Grady Bridge:** A public informational meeting is scheduled for May 13<sup>th</sup> at 6pm to discuss the entire project and scheduling of phasing. This meeting will take place at the town office prior to the regular meeting.

**Police Coverage at State Parks:** Enclosed is a proposed contract for summer time coverage at the state parks. The Chief will explain the merits of this opportunity. In addition, he will talk about upcoming equipment grants, and a general update of the department.

**Recreation Commission update:** Discussion topics include, residential rate at the beach, concession stand operations and the lack of interest in someone to fill the director's position.

**Dusty Roads:** A liquid calcium product is being tested for dust control and possible salt wetting. A vendor owned container was recently installed at the garage. Cost of current use (bags, mixing and filling truck with water through a garden hose) takes a lot of time and the proper mixing ratio costs \$1.27/gal. The new product costs \$.91/gal, is more efficient on the roads and takes less time to prepare a truck.

**Saw Mill:** The Highway supervisor and crew do their best to utilize our resources. Recent cut logs from the water project transform into truck bedsides.

**Barker Hill Road:** Phase 1 of the road widening started. This over an acre of shoulder work is now complete. Some trees that restrict the travel lane will be removed soon.

**Paving Bids:** Bid packets will be available by the end of the week for an award at the June 10<sup>th</sup> meeting.

**Health Care Update:** Staff and manager recently attended a health care session to get the latest information on the exchange. The union and employees heard the same information; this should help in an agreement and transition into the new system.

**Emergency Management Drill:** Emergency personnel from throughout the county recently meet at the elementary school to go over a tabletop exercise conducted by the State police. Our Fire, Police, First Responders, Constables along with the Town's Emergency Management director attended.

**Dewey Field:** The graffiti has been removed; bleachers and dugouts will be repainted in the next few weeks. The highway department will put down topsoil and reseed with wildflowers, the old tennis court area.

**South Street Pump Station:** A new pump needed to be installed.

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**Road Tour and Sewer Commission Meetings:** The next select board meeting is scheduled for Memorial Day, this is usually rescheduled. A spring road tour needs to be scheduled, possibly for the week of the 20<sup>th</sup>. The sewer commissioners have to meet at least once a month for the next 6 months at least to get things in order with the ordinance, meters, Crystal Heights extension, and pipe inspection and replacement.

### **Select Board Concerns**

W. Rehlen asked about the guard rail at the end of Main Street. Town Manager Jacien stated that he has contacted T. Roberts about this, and is waiting to hear back.

W. Rehlen asked about the light on the flag pole at the library. T. Kearns stated that there is power at the lamp post that could be run to the flag pole. Town Manager Jacien stated that he would look into the cost of this.

J. Rehlen asked if the Dewey Field Fence design could be shown to the public. Town Manager Jacien stated that the plan is capped 6x6's, not a fence. He stated that they want foot traffic, just not cars.

E. O'Shea stated that it has come to his attention that the motion to authorize overspending of the constable's budget may not be legal since the budget was voted on by the tax payers. Town Manager Jacien stated that the board cannot just increase a budget after it has been voted on. He stated the board can ignore the overspending or make the constables live within their budget.

E. O'Shea stated that should be addressed at the next meeting with a full board.

### **Executive Session:**

#### **MOTION**

Motion to enter executive session for Legal with the Town Manager, E. O'Shea, J. Hale, and W. Rehlen. Seconded by W. Rehlen.

The board entered executive session at 8:54.

Submitted by Brittany Gilman