

**Select Board Meeting
Town of Castleton
Minutes of April 27, 2015
Castleton Town Offices**

MEMBERS PRESENT:: Joseph Bruno, Richard Combs, John Hale, Robert Spaulding, J. Leamy

OTHERS PRESENT:: M. Shea

The meeting was called to order at 7:15.M by J. Bruno, Chairman with the Pledge of Allegiance.

APPROVAL OF AGENDA

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

MINUTES FOR APPROVAL – April 23, 2015

R. Spaulding made a motion to approve the minutes of April 23, 2015. Seconded by R. Combs..
Correction: Page 1- \$50.00 price per machine. Page 4, delete R. Combs- Second on NIMS motion.
All in favor. Motion carried.

POLICE CHIEF UPDATE- CHIEF MANTELLO

Chief Mantello presented the board with copies of his report.

Chief reported that calls for service were down, traffic violations were up. Revenue for March is \$205.00.

J. Bruno asked about the miles on the new vehicle and when will the first service take place?
Chief Mantello replied that there are 2,000 miles on the vehicle already and the first service will take place at 3,000 miles.

Patrols have been doubled on Friday and Saturday nights, this will continue till the weekend of Graduation, May 9th. There have been no complaints from Main Street residents since the increasing of the patrols.

Chief Mantello reported that he will be instituting a fee for false alarm calls. He states that this is standard operation in most towns. The first false alarm will not be charged. The next false alarm will be \$55.00 and the second will be \$125.00. J. Bruno asked if these charges will cover the cost of the call. Chief replied that they would not.

J. Bruno stated that he should consider at least covering the cost of the call. Chief reported that he would be drafting and sending a letter regarding these charges to local businesses.

Castleton State College will be paying for two officers on Main Street for Graduation on May 9, 2015. He is also waiting to hear from H. Goyette regarding the possible need for an escort for the Fire Dept. on May 9.

REQUEST FOR LIQUOR LICENSE- FIRST CLASS LICENSE W/OUTSIDE CONSUMPTION-JACMAC, INC. (dba THE PALMS @ PROSPECT BAY GOLF)

MOTION: J. Leamy made a motion to approve the First Class Liquor License w/outside consumption for JacMac, Inc.(dba The Palms @Prospect Bay Golf) as presented. Seconded by R. Spaulding. All in favor. Motion Carried.

PURCHASE ORDER FOR APPROVAL- FIRST RESPONSE

MOTION: R. Spaulding made a motion to approve P.O. 036719 for Castleton First Responders point system for \$3,500.00. Seconded by J. Hale. **VOTE:** All in favor. Motion Carried

APPOINTMENT – FAIR HAVEN UNION SCHOOL BOARD

MOTION: R. Spaulding made a motion to appoint Fred Lewis to represent the Town of Castleton on the Fair Haven Union School Board until March 2016. Seconded by J. Hale.

R. Combs asked if anyone else had shown interest in the position. M. Shea said there was a conflict with that individual as he was still employed at Fair Haven Union High School and therefore could not be considered for the slot. **VOTE:** All in favor. Motion Carried.

CITIZEN'S CONCERNS

M. Combs asked why there were grade sticks and flags at the corner of Whitlock and River Streets? M. Shea replied that this was due to the major water issue in that area. The area was surveyed for the upcoming project to correct the water runoff problem.

M. Combs asked if the affected neighbors would be notified of the impending project. M. Shea stated that yes; all parties would be informed of the project.

POLICIES FOR REVIEW & ADOPTION-VEHICLE USE; CONFLICT OF INTEREST; SOCIAL SERVICES

J. Bruno stated that the policy was straight forward. M. Shea asked the Board members if they had any issues with the First Constable using a Police vehicle. There were no objections from the Board, R. Combs asked for confirmation that the fuel and maintenance costs would come out of the second Constables\$1,000.00 budget. M. Shea relied "Yes".

MOTION

R. Combs made a motion to accept and approve the Town of Castleton-Vehicle Use Policy as presented to the Board. Seconded by R. Spaulding. All in favor. Motion Carried.

CONFLICT OF INTEREST POLICY

M. Shea stated that this policy was an expansion of the ordinance that is on record. It gives guidance to staff and elected officials as to proper behavior.

R. Combs asked about a town employee who has a family member employed under them. M. Shea states that this would only fall under a conflict of interest if the family member was being treated differently.

MOTION

J. Leamy made a motion to accept and approve the Town of Castleton- Conflict of Interest Policy as

PAGE 3- SELECT BOARD MTG 4/27/15

presented to the Board. Seconded by R. Spaulding. **VOTE:** All in favor. Motion Carried.

SOCIAL SERVICES POLICY

J. Hale presented a change to the Board from the original wording of the petition. He proposed "at one of the past two years "annual Town Meetings. J. Bruno stated that the organization must petition at least once in order to be able to obtain a waiver.

MOTION:

J. Hale made a motion to accept and approve the Town of Castleton- Social Services Policy with the changes "one of the past two year's ". Seconded by R. Spaulding.

J. Leamy stated that he asked some Castleton citizens and some previous Board members if they would support this proposal. They stated they would not support it. J. Leamy stated he believed if a private group wants public money they should have to do the work to receive it. There is about \$46,000.00 at stake. He believes in the good work they do for the community and the people of Castleton.

J. Hale rescinded his motion. R. Spaulding rescinded his second on the motion.

MOTION:

R. Combs made a motion to accept and approve the Town of Castleton- Social Services Policy as presented by M. Shea with changes in PROCEDURE- paragraph 2A – first sentence line 2 change "past" to "prior" , "years' " to "year's" and line 3 – "meetings" to "meeting". Seconded by J. Hale.

VOTE: In favor- J. Bruno, R. Spaulding, R. Combs, J. Hale—Opposed – J. Leamy. Motion Carried.

VOAT ANNUAL TOWN HIGHWAY PLAN

J. Bruno asked how much per mile are we reimbursed? M. Shea could not answer this. He will look into this.

J. Leamy asked if he knew what portion of the private roads were still being maintained by the town. M. Shea stated he knew nothing about this and will look into it.

J. Bruno requested that this highway plan be looked into at a later date after the Board has answers to these questions.

MANAGER'S UPDATE

American Red Cross Shelter: In you packet you would of found the brochure on what the ARC Shelter is. Currently there is no record that the municipal sector has this. However the College does.

American Legion has expressed interest in becoming the Emergency Shelter for the town. M. Shea will look into this.

Transfer Station Bag Stickers: We now have three (3) locations in which one can purchase bag stickers:

Prunier's Mkt.; Castleton Corners Deli & Beverage King

PAGE 4 - SELECT BD MTG 4/27/15

Police Station Open House: The next open house and information meeting will be on Thursday April 30, 2015 from 5:30-7:00pm

New Fire Station Grand Opening: The time for will be Saturday May 9, 2015 from 10:00 am to 3:00pm. All are welcome!

Town Clerk Office: The landowner of the property where the Town Offices are approached M. Shea regarding the harsh winter and the possibility of being reimbursed for heat and electricity for the Town Clerk building for a total of \$1,200.00.

MOTION: R. Spaulding made a motion to pay B. Carpenter \$1,200.00 for reimbursement for heat and electricity for Town Clerk's office. Seconded by J. Hale. All in favor. Motion Carried.

M. Shea reported that there are additional costs for the food and bouncy house for the Fires House celebration.

MOTION: J. Hale made a motion to spend up to \$1,000.00 from the Fire House Budget for the new Fire House celebration. Seconded by R. Spaulding. All in favor. Motion Carried.

TDI New England Power will be at June 8th meeting and make a presentation to the Board.

OTHER BUSINESS: NONE

SELECT BOARD COMMENTS

R. Combs states he heard that if the Police Station is voted down that the old Mulholland Fire Station will be used for the Police Station along with the Town Offices.

R. Spaulding would like to get a final number for the cost of renovating that building as long as it did not cost the taxpayers any money.

J. Bruno requested that the Board put a dollar amount on the building and put it up for sale.

J. Leamy suggested that someone ask Mr. Berryhill to do a walk through to get a rough estimate of a renovation cost.

WARRANTS FOR APPROVAL

MOTION: R. Combs made a motion to approve warrants # 0427R for \$1,025.42, # 0427 for \$68,976.05, # 0423 for \$ 6,217.48, #0416 for \$5,,575.43, # 0423P for \$12,026.02, # 0416P for \$ 12,746.14. Seconded by J. Hale. All in favor. Motion Carried.

MOTION: R. Spaulding made a motion to approve warrants # 0424P for \$548.74 and #0417P for \$ 548.73. Seconded by J. Leamy. All in favor. Motion Carried. R. Combs abstained.

J. Leamy asked M. Shea if there was going to be a surplus of balanced budget on 6/30/15.

M. Shea replied that the process is the same as two weeks ago when the same question was asked. Every expenditure goes across my desk from paper to wages and is reevaluated. M. Shea will be bringing some line changes to the Board soon.

PAGE 5 - SELECT BD MTG 4/27/15

J. Leamy stated that he is only signing the warrants because M. Shea has a “plan”.

ANY OTHER COMMENTS

R. Combs asked how far north the sewer project was going. M. Shea responded that it was going as far as the Fire Station, possible to the Health Center.

J. Bruno stated that the manhole at the 4 Corners needs to be addressed.

J. Leamy asked if the sewer line had anything to do with the new Fire Station. M. Shea replied “NO”, it has been in need of being replaced for some time now.

ADJOURN

J. Leamy motioned to adjourn at 9:10pm. Seconded by R. Spaulding. All in favor. Motion Carried.

Respectfully Submitted,

Valerie Waldron