

**TOWN OF CASTLETON
SPECIAL SELECT BOARD MEETING
MINUTES OF JULY 20, 2015
CASTLETON TOWN OFFICES**

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

ABSENT MEMBER: R. Spaulding

OTHERS PRESENT: M. Shea, see attached listing.

Meeting called to order at 7:54 pm by Chairman J. Bruno with the Pledge of Allegiance.

APPROVAL OF AGENDA

MOTION: R. Combs made a motion to approve the agenda. Seconded by J. Leamy
All in favor. Motion Carried.

MINUTES FOR APPROVAL- JUNE 22, 2015

MOTION: R. Combs made a motion to accept the minutes of June 22, 2015 meeting as presented. Seconded by J. Leamy. All in favor. Motion Carried.

DISCUSSION AND ACTION ON REPAIR TO MASON'S PARKING AREA

M. Shea stated that G. Trudo and T. Boutwell are here to discuss the paving. G. Trudo stated that Mason's will do the prep work for the paving job.

J. Leamy asked about the price.

P. Eagan noted that the price given was \$57.94/ton. It will be 3" with 2 lifts. Wilk Paving will be completing the job.

J. Bruno asked if upon completion of this paving job, the lodge would sign off as to the Town's responsibility for sharing future repair costs.

T. Boutwell agreed.

MOTION: J. Hale made a motion to proceed with paving the Mason parking lot with the terms of a 50/50 split of costs, and authorize M. Shea, Town Manager, to sign the contract. Seconded by R. Combs. All in favor. Motion Carried.

POLICE DEPT. UPDATE- CHIEF MANTELLO

Chief Mantello reported that from May to June total calls were up and traffic violations were down. The Dept. is down a car, as the Dodge Charger has a blown motor.

APPOINTMENT – LISTER AND FOREST FIRE WARDEN

MOTION: J. Hale made a motion to reappoint H. Goyette as the Forest Fire Warden. Seconded by J. Leamy. All in favor. Motion Carried.

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LISTER: J. Hale noted that T. Dianne was involved in a tax grievance and that would be a conflict of interest.

MOTION: J. Leamy made a motion to table the Lister appointment until the grievance is completed. Seconded by R. Combs. All in favor. Motion Carried.

REQUEST FOR USAGE/TOWN GREEN- CASTLETON LION'S CLUB (ANNUAL AUCTION) -CASTLETON WOMEN'S CLUB (COLONIAL DAY)

MOTION: R. Combs made a motion to approve the use of the town green by the Castleton Lion's Club for their annual auction. Seconded by J. Leamy. All in favor. Motion Carried.

MOTION: J. Leamy made a motion to approve the use of the town green by the Castleton Women's Club for Colonial Day. Seconded by R. Combs. All in favor. Motion Carried.

CITIZEN'S CONCERNS

T. Dianne asked if there was any more conversation with the Police Dept. regarding new signs on Pencil Mill. J. Bruno stated he did not talk to the Chief yet, but he would discuss new signs with him.

R. Newton asked if there was any conversation regarding crosswalks on Rte. 30 for the area around the lake. J. Bruno stated that Rte. 30 was a state road and therefore VTRANS would have to handle those areas.

MANAGER'S UPDATE

Signing Warrants: Enclosed within your packets you would have seen information on this from Council. In an attempt to streamline this task and even though the process (that was discussed prior) is a very common practice. On further review, it seems to be a bit more detailed. The same process can be done with the following motion. This (motion) would not exclude anyone from reviewing or making reservations on any part or in its entirety to hold on an item for full Board consideration. For the bigger and not so usual item(s), they will be put before the full Board as usual. For the most-part this would cover customary and usual items. Which is usually 95% of the Warrant.

MOTION: J. Hale made a motion to approve J. Leamy & J. Hale to approve and sign payroll warrants only for the month of August. Seconded by R. Combs.

M. Combs asked if this was going to be a long standing order. J. Bruno stated that it would only be for the month of August.

J. Hale withdrew his motion and R. Combs withdrew his second.

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Wastewater FY-2016 Budget: Let's take another look... *In your packets you would see a revised budget proposal.*

Sale of 1996 Ford L 8000: The RFP solicitations went out on July 13, 2015. They are due back on August 12, 2015 at 3PM.

Town Properties: I have enclosed the document that includes town lands that could be for sale. (Parcel No.'s 45-50-45; 45-50-02; 10-02-34; 33-51-19; 02-01-23 & 24; 02-01-40 & 44; 43-50-24-1 & old fire station). This has been discussed several times in the last few months. Currently these properties are not bringing any tax revenue. I suggest that the sale of these properties will bring in revenue in the sale of it and also a steady stream of tax revenue. In looking forward to a permanent solution for the town offices, this revenue would allow a better solution such that the town will not have to Bond for the project.

M. Shea will get maps for the town properties and also acreage and the assessed values.
J. Bruno asked M. Shea to contact all abutting property owners regarding the sale of town owned property.

House Keeping: In reconciling end of year financial accounts the following need to be done: The allocation of undesignated funds is needed.

MOTION: R. Combs made a motion to designate revenue received from the sale of the school buses (\$322,307.83) to be used to reduce the municipal tax burden and associate it with the cost of construction of the new police station as an off set in reducing the tax burden in the Capital Improvements of the Town fund. Excess funds from this project shall be associated in the Capital Improvements of the Town Fund for the future Town Office. Seconded by J. Hale.

J. Leamy noted that the police station issue was now involved in a court case.

J. Hale replied that this was something that could be undone if needed.

M. Shea stated that the auditors would be coming soon and that the money needed to be moved from unreserved to a designated place.

VOTE ON THE MOTION: All in favor. Motion Carried.

MOTION: J. Hale made a motion to designate revenue received from the sale of 556 Main St. (\$65,200.00) and associate in the Capital Improvements of the Town fund for the future Town Office. Seconded by R. Combs. All in favor. Motion Carried.

MOTION: J. Hale made a motion to designate revenue received from the sale of the Coon Hill property (\$84,990.00) and associate in the Capital Improvements of the Town fund for the future Town Office. Seconded by R. Combs. All in favor. Motion Carried.

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John Berryhill Architect: I have before you the RFP for building the Police Station. Unless there is an issue from the Board, I will continue with the RFP process.

After reviewing the "Invitation to Bid" the following changes in 2nd paragraph to read: July 24, 2015, NOT Aug. 24th.

M. Shea stated that there were several proposed properties for the Town Office. J. Leamy asked that we get numbers (costs) for renovations to the proposed properties since they have been done.

Petition Submitted: There was no motion on the petition received from Tera Dianne.

MOTION: J. Leamy motioned to deny the petition to revote the Police Station based on the legal opinion of Paul Gillies. J. Hale seconded. All in favor. Motion carried.

J. Leamy asked that a copy of the response from Mr. Gillies be included with the minutes

Sidewalk Project: Enclosed is a copy of the proposal for Project Manager for the Sidewalk Project which is approved by the state. He asked to have a committee formed to review the applications for project manager. The committee would be J. Labarge, M. Shea & a Board Member.

MOTION: J. Hale made a motion to appoint R. Combs as the Select Board representative for the selection committee for the sidewalk project BID selection, joining M. Shea and J. Labarge. Seconded by J. Leamy. All in favor. Motion Carried.

OTHER BUSINESS

J. Hale reported that on July 11, 2015 there was a 45 minute firework display set off at Crystal Beach. He would like to find out who did this. M. Shea stated the he had notified the Police Chief.

SELECT BOARD COMMENTS

J. Bruno addressed a past request from the Lister's for an increase in their hourly pay. He feels that the lister's should be paid the same, a new rate of \$14.00/hr., which is in the budget.

MOTION: J. Leamy made a motion to increase the Lister's pay to \$14.00/hr. effective the week of 7/20/2015. Seconded by J. Hale. All in favor. Motion Carried.

WARRANTS FOR APPROVAL

MOTION: J. Hale made a motion to approve requisition #8 to the Vermont Municipal Bond Bank for \$130,944.73. Seconded by J. Leamy. All in favor. Motion Carried.

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MOTION: R. Combs made the motion to approve warrants #0629R for \$2,540.50, #0720 for \$47,438.99, #0629 for \$186,914.34, #0716 for \$30,624.35, #0630 for \$498.20, #0625 for \$5,802.86, #0716P for \$14,811.83, #0709P for \$14,821.25, #0701P for \$15,888.35, 0625P for \$13,896.14. Seconded by J. Hale. All in favor. Motion Carried.

MOTION: R. Combs made a motion to approve warrant # 0628 for \$177.68. Seconded by J. Hale. All in favor. J. Leamy abstained – Motion Carried.

MOTION: R. Combs made a motion to approve warrant # 0704P for \$517.16. Seconded by J. Hale. All in favor. J. Leamy- abstained- Motion Carried.

MOTION: R. Combs made a motion to approve warrant # 0703P for \$258.58. Seconded by J. Leamy. All in favor. J. Hale- abstained- Motion Carried

MOTION: J. Hale made a motion to approve warrants # 0717P for \$548.35, #0710P for \$546.54, #0702P for \$548.73. Seconded by J. Leamy. All in favor. R. Combs-abstained-Motion Carried.

OTHER COMMENTS:

J. Bruno read the response from the Castleton Hubbardton School Board dated 7-13-15

Executive Session. Executive Session, pursuant to 1 V.S.A. § 313 (a) (3) pending or probable civil litigation or prosecution, to which the public body may be a party.

MOTION: J. Hale moved to find that premature general public knowledge of the ongoing pending or probable civil litigation or prosecution will clearly place the town at a substantial disadvantage by disclosing its legal strategy.

MOTION: J. Hale moved that we enter executive session discuss the ongoing pending or probable civil litigation or prosecution under the provisions of Title 1 V.S.A § 313 (a)(1) at 9:20 pm. J. Leamy seconded. All in favor. Motion carried.

MOTION: J. Leamy motioned to exit Executive Session at 9:35 pm. J. Hale seconded. All in favor. Motion carried.

ADJOURN: J. Leamy motioned to Adjourn at 9:36 pm. J. Hale seconded. All in favor. Motion carried.

Respectfully Submitted,

Date of Approval

Valerie Waldron