

**TOWN OF CASTLETON
SELECT BOARD MEETING
MINUTES OF SEPTEMBER 14, 2015
CASTLETON TOWN OFFICES**

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

MEMBERS ABSENT: R. Spaulding

OTHERS PRESENT: M. Shea

Meeting called to order at 7:30 pm by Chairman J. Bruno with the Pledge of Allegiance.

APPROVAL OF AGENDA

MOTION: J. Leamy made a motion to approve the agenda as presented. Seconded by J. Hale. All in favor. Motion Carried.

MINUTES FOR APPROVAL: AUGUST 17TH & 20TH & 31ST, 2015

MOTION: J. Leamy made a motion to approve the minutes of Aug. 17, 20 & 31, 2015. Seconded by J. Hale. All in favor. Motion Carried.

POLICE DEPT. UPDATE- CHIEF MANTELLO

Chief Mantello thanked the Board for renewing his contract and the Board thanked him for accepting the contract.

Chief stated that there are extra patrols on the weekends as the students have returned. He has met with the football and hockey teams to set standards and expectations, he will meet with baseball and basketball at the appropriate time to do the same. The University will purchase some equipment for the Police Dept. in the near future.

TAX WARRANT FOR SIGNATURE

MOTION: R. Combs made a motion to approve and sign the Tax Warrant as presented. Seconded by J. Hale. All in favor. Motion Carried.

LISTERS- ERRORS & OMISSIONS

L. Witt discussed three changes to the 2015 Grand List subtracting a total of \$567,700.00.

MOTION: J. Hale made a motion to accept the recommendations of the Listers as set out in their Sept. 14, 2015 memo as to the College, Bauer & Kuntz and Antippas, Kuntz & Bauer properties causing a \$567,700.00 reduction in the appraised value on the Grand List. Seconded by J. Leamy. All in favor. Motion carried.

BID AWARDS- MUNICIPAL PROJECT MANAGER (SIDEWALKS); WINTER SAND, PROPANE, CONTRACT FOR POLICE STATION

M. Shea presented the Board with a MPM qualification analysis worksheet. R. Combs did look over the BIDS and came up with approximately the same recommendations as M. Shea. R. Combs noted the biggest difference in RRPC's BID was the lack of evidence in working with VTRANS. The top two BIDS were Staff Sterling and RRPC. There are two projects included in the BID. One project is a sidewalk from the Medical Center down to Drake Rd. and the other sidewalk is on South St. connecting the campus with Main St.

MOTION: J. Hale made a motion to accept the BID from Staff Sterling Management for the two sidewalk projects; STP EH10 and STP BP13 in the amount of \$44,630.00. Seconded by R. Combs.

M. Shea explained that the BIDS were evaluated on many different areas, not just cost. This is called the lowest qualified presentation. The Board does not have to take the lowest cost of the most qualified; you take the lowest qualified price. He informed the Board that is what they accomplished today.

VOTE ON THE MOTION

All in favor. Motion Carried.

WINTER SAND:

J. Bruno would like to move this item to the next meeting as all the BIDS were over budget. He requested that M. Shea contact local contractors that have materials which are accepted by the State's standards with delivery costs.

R. Newton asked what the low BID was and what the budget was.

J. Bruno replied that the budget is \$45,500.00 and lowest BID was \$54,000.00.

PROPANE:

MOTION: J. Leamy made a motion to award the BID to AmeriGas for \$1.349/gallon (1 yr. locked). Seconded by R. Combs. All in favor. Motion Carried.

Police Station Report

J. Bruno stated that the two lowest bidders were asked to reduce their BIDS. Both bidders only used the list of suggestions by the architect.

R. Combs was concerned because neither company did not come up with any original thoughts for cost reduction.

J. Hale expressed concerns about the removal of the Bonds.

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M. Shea stated if you take out the Bond there are other options such as a letter from their bank indicating a line of credit, letters of references of his credit, and to make sure work is complete before payment.

MOTION: R. Combs made a motion to offer the contract to McClure Construction contingent upon meeting the budget and a favorable decision from Superior Court. Seconded by J. Leamy. All in favor. Motion Carried.

CITIZEN'S COMMENTS

R. Newton asked for an update on the court action. J. Bruno stated he cannot comment because no decisions have been made and there is no court date set.

C. Brown asked if any decisions have been made regarding Creek Rd. J. Bruno stated that there have not been any decisions made, but he feels the barrels should be removed.

T. Diane asked if she could get a culvert at the end of her driveway like her neighbors, as the road keeps getting higher when the town does road work and her driveway washes out into her well. J. Bruno will refer this information to the Town Manager and the road foreman.

M. Combs asked about any information regarding permanent town offices. J. Bruno stated that they are moving forward and discussing options, but there are not definite plans.

M. Combs asked if there was still going to be an arena for the citizens to discuss the choices. J. Bruno stated that was still the plan.

C. Brown stated that the town does not get paid for land in the town that the State owns. He would like to see town control the amount of land the State purchases.

MANAGER'S UPDATE:

VOSHA: On August 26th, 28th and 31st Debra Kingsbury, VOSHA Senior Health Compliance Specialist and Stephen Murray, Safety Compliance Officer from the Rutland office paid an un-announced visit to the Town of Castleton. They visited the temporary Town Office and Police Station. They visited the Wastewater Treatment Plant, the new Fire Station, the Transfer Station and the Highway Garage. There were many pages of notes taken on recommendations. Many of which have been address. I was informed that there will be three (3) incidents formally noted, of which each have been worked on. A formal report will be issued within 30 days or so and forwarded to Montpelier. As we work to remedy these conditions, in the very near future I will be appointing a staff member to be our Safety Officer. This person will need to get caught up on VOSHA standards and aid in standard compliance. This will have a cost, to this end, having a safe work environment is the Law and does save in the long run.

J. Bruno asked if M. Shea had received a copy of the violations after the inspections. M. Shea stated he did not but will receive one within 30 days.

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2015 Road Paving: Last week the Town finished the follow roads and paving projects:

- North Road
- Rice Willis Road
- Blissville Road
- River Street
- Elm Street Parking Area
- Waste Water Treatment entry
- Mahar Road was patched where needed - it was not paved due to a past contractual issue

SELECT BOARD CONCERNS:

J. Hale:

- * Informed the Board that S. Day has an initiative that bridges the town and the University. He would like to invite her to a meeting to acknowledge her and inform the Board.
- * He would like the to reconfirm his authority to talk to VTRANS regarding the clear cutting at the intersections. The Board granted him permission to proceed.
- * He would like the noise ordinance revisited.
- * He presented the Board with an idea for tax abatement for the Grange and Senior Center based on “hardship and compassion”, and the tax evaluations.
- * He would like to be able to post the agendas on Front Porch Forum.
- * He would like the Board to have all agendas emailed to them.

R. Combs replied that the new town website will allow citizens to sign up to have the agenda automatically sent to their emails when it is posted.

M. Shea reported that the new website for the town should be up and running around the last week of September to the beginning of October, after training.

WARRANTS FOR APPROVAL

MOTION: J. Hale made a motion to approve warrants #0821P for \$548.35, #0828P for \$548.35 and #0904P for \$548.35. Seconded by J. Leamy. All in favor. Motion Carried. R. Combs – Abstained.

MOTION: J. Hale made a motion to approve warrant # 0910P for \$15,111.95. Seconded by J. Leamy. All in favor. Motion Carried. R. Combs – Abstained.

MOTION: R. Combs made a motion to approve warrants #0903P for \$14,316.17, #0820P for \$14,091.96 and #0827P for \$ 14,151.95. Seconded by J. Leamy. All in favor. Motion Carried.

MOTION: R. Combs made a motion to approve warrants #0903 for \$18,279.00, #0827 for \$7,099.22 and #0820 for \$6,112.90. Seconded by J. Leamy. All in favor. Motion Carried.

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MOTION: R. Combs made a motion to approve warrants #0914R for \$650.00 and #0914 for \$37,379.83. Seconded by J. Leamy. All in favor. Motion Carried.

MOTION: R. Combs made a motion to approve warrant #0915 for \$2,456.38. Seconded by J. Hale. All in favor. Motion Carried.

EXECUTIVE SESSION - Real Estate & Legal 1VSA 313(a)(1)

MOTION: R. Combs made a motion to enter into Executive Session for Real Estate and Legal matters with the Town Manager at 9:30pm. Seconded by J. Leamy. All in favor. Motion Carried.

MOTION

J. Leamy motioned to exit Executive Session at 10:10 pm with no action taken. J. Hale seconded. All in favor. Motion carried

ADJOURN

R. Combs motioned to Adjourn at 10:12 pm. J. Leamy seconded. All in favor. Motion carried.

Respectfully submitted

Val Waldron
Recording Secretary

Date of Approval