

**TOWN OF CASTLETON
SELECT BOARD MEETING
MINUTES OF FEBRUARY 27, 2017
TOWN OFFICES**

MEMBERS PRESENT: J. Bruno, R. Combs, J. Leamy, W. Potter, R. Spaulding

OTHERS PRESENT: M. Shea, Town Manager

Meeting called to order at 7:00pm by Chairman Bruno with the Pledge of Allegiance.

APPROVAL OF AGENDA

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

MINUTES FOR APPROVAL – FEBRUARY 13, 2017

MOTION: R. Combs made a motion to approve the minutes from February 13, 2017. Seconded by J. Leamy. All in favor. Motion Carried.

BANKING PROPOSAL- NANCY TRUDO

N. Trudo presented the Board with a comparison chart with 3 banking proposals and that People's Bank was a good deal. The town does have a 15 year working history in the past with People's Bank. They offer a good interest rate and the town could make some money on interest.

W. Potter asked why she did not consider T.D. Bank which has a higher interest rate.

N. Trudo replied that they are in Rutland and she was not comfortable driving to Rutland with the deposit and People's is offering \$500.00 for new checks, stamps and deposit slips.

R. Combs asked about the check scanning machine.

N. Trudo replied that each bank did offer the town a free machine.

J. Bruno asked about the insurance coverage for the town.

N. Trudo explained that FDIC is only insures up to \$250,000.00. The town needs to use a bank that is big enough to "collateralize" to insure all of our money.

MOTION: J. Leamy made a motion to allow J. Bruno sign the agreement to move to People's Bank. Seconded by R. Combs. All in favor. Motion carried

POLICE DEPARTMENT UPDATE- CHIEF MANTELLO

Chief Mantello stated that February was a quiet month.

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R. Combs asked about the University students.

Chief Mantello replied that things have been going well. They are preparing for St. Patrick's weekend and that since Fish Tails closed, they are keeping a close eye on house parties off campus.

J. Bruno asked about the transition with the State Police.

Chief Mantello replied that everything is going well.

HIGHWAY DEPT- ANNUAL POSTING OF TOWN ROADS (MARCH 1-MAY 15)

M. Shea stated that this was a yearly event.

MOTION: R. Combs made a motion to approve the Public Notice of Town Roads. Seconded by J. Leamy. All in favor. Motion Carried.

PURCHASE ORDERS FOR APPROVAL – PIKE INDUSTRIES (TABLED) & FIRE DEPT. (LAKE CITY FIRE EQUIPMENT)

MOTION: R. Combs made a motion to remove from the table the discussion for P.O. # 039525 to Pike Industries for \$5,695.47. Seconded by R. Spaulding. All in favor. Motion Carried.

MOTION: R. Combs made a motion to approve P.O. # 039525 to Pike Industries for \$5,695.47. Seconded by J. Leamy.

W. Potter questioned whether M. Shea signed the contract within 7 days, referring to page 1 of 1, under "Notes", second line.

R. Spaulding stated that it looks like the price goes up during the paving season.

M. Shea noted that if the price goes down we would get the lower price. He was informed that this was the first time in 18/19 years that the price has increased.

R. Spaulding questioned the 4th bullet under "Notes" on page 1 of 1, "price is valid thru 2016 paving season" and the exact application of this statement.

J. Bruno asked M. Shea if he asked anyone from Pike to come to the meeting.

M. Shea replied that he had not asked anyone to attend this meeting.

J. Bruno asked how would we know if the price went down and if he checks the prices to see if they are going down.

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M. Shea replied that he did in fact check the prices with a price analysis.

J. Bruno stated that Pike should have informed the town when the price increased so that we could decide if we wanted to reduce the amount of paving.

R. Combs agreed that the contractor should have informed us (Town) of the price increase.

J. Bruno requested that M. Shea to ask a representative from Pike to attend our next meeting.

R. Spaulding also requested copies of the original contract too.

VOTE ON THE MOTION: OPPOSED- J. Leamy, R. Combs, R. Spaulding, W. Potter, J. Bruno
MOTION FAILED.

FIRE DEPT- LAKE CITY FIRE EQUIPMENT

MOTION: R. Combs made a motion to approve P.O. 039346 to Lake City Fire Equipment for \$5,910.57. Seconded by R. Spaulding.

J. Leamy asked if this money was in the budget.

R. Combs replied yes, and there were 3 quotes.

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

REQUEST FOR LIQUOR LICENSE APPROVAL- SECOND CLASS LICENSE- MOBELL LLC (HARBOR VIEW GENERAL STORE); MIDWAY OIL CORP. (DUNKIN DONUTS)

MOTION: R. Combs made a motion to approve the 2nd class liquor licenses for Mobell, LLC (Harbor View General Store); Midway Oil Corp. (Dunkin Donuts). Seconded by J. Leamy.

J. Bruno stated that Chief Mantello stated everything was fine with the licenses.

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

REQUEST FOR LIQUOR LICENSE APPROVAL – FIRST CLASS W/OUTSIDE CONSUMPTION – THE PALMS @ PROSPECT BAY

MOTION: R. Spaulding made a motion to approve the first class liquor license w/outside consumption for The Palms @ Prospect Bay. Seconded by J. Leamy.

R. Spaulding asked about areas included in outside consumption.

J. Bruno replied it was the 9 hole golf course, outside deck and patio.

VOTE ON THE MOTION: All in Favor. Motion carried.

W. Potter asked M. Shea if he confirmed outside location of consumption for the Blue Cat.

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M. Shea replied that he did and it was the small area on deck with 2 chairs. The language on original request was not updated and the owner plans to re-apply.

CITIZEN'S COMMENTS

S. Ryan expressed her concerns about public safety on Drake Road. She states that there are no side (fog) lines on the street and the middle yellow line is barely visible. There are many people who walk and bike Drake Road which increases with the Lake population. She asked if anyone was looking into Lake Region grants for bike/walking paths.

S. Ryan asked for increase signage on Drake Road to include, "Children Playing" and "Deer Crossing". and also requested that the lines be repainted on Drake Road.

The Board did agree that more signage was needed.

R. Spaulding asked about the possibility of a street light at least at the dangerous curve.

J. Bruno stated that the town would have to pay for it.

M. Shea replied that the he has been working to map out the roads in the town and have the speed checked. Drake Road is in the crosshairs of the State to take action on this. So, since the accident, the traffic study we have done, it has risen so that the State has given the town money and we have been awarded this research where they have come down and researched the street from end to end. They realized that there are some things they are going to have to be doing. There is going to be increase signage.

MANAGER'S UPDATE

Annual Town Meeting Articles: I am have your completed Article guide for the annual town meeting informational presentation. Also as in previous years I am available to talk to each of you off-line more on the Articles you choose. I am also available to any and all voters in the community. ... just give me a call.

VCDP Grant for Windy Hollow Co-op: At your last meeting I reported out that the presentation in Montpelier to the Vermont Community Development Program (VCDP) went well. I am very happy to indicate that this \$364,000 grant has been approved.

R. Spaulding stated that he spoke to the owner of the property and he did not know what was happening.

J. Bruno informed M. Shea to ask the company that did presentation to get in contact with the owner.

Town Office Move and Transition: The date of the Modspace Lease renews the 2nd of each month, the storage container lease renews the 30th of each month, the lease to the Clerk's office renews
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the 1st of each month. This means that the Clerk needs to be out of her office, the trailers and container need to return to where they come from on or before this date. The monthly gross cost of these items are \$2,649. This does not include utilities, or other incidentals.

Before the move occurs the movers, old office break-down, utilities, communications, internet and computer services are being coordinated. A date certain is now needed. After talking briefly and informally with Mr. McCure, it is indicated that mid-April may be possible. I am hoping to receive a specific date in the very near future to have a seamless transition.

We have to give 30 day notice for the rental property and schedule the movers, Comcast.

The board discussed the timeline for completion of the building and an end date for the rental contracts.

J. Bruno instructed M. Shea that May 30th will be the date for the end of all the contracts regarding the temporary town offices and contact with the landlord of present town office location regarding the trailer, before we have it moved.

Correspondence: Letter from Devon Spaulding, Eagle Scott, to the Board.

M. Shea will send D. Spaulding a letter, he asked Board members to come to his office to sign it.

J. Bruno noted that the town is very proud to have young people like D. Spaulding in the town.

SELECT BOARD CONCERNS

R. Spaulding asked about the progress on the corner of Blissville and Rice Willis Roads.

M. Shea stated that he spoke to P. Eagan and that an engineering study would probably be needed. . He also stated that there may be grant for signaling. RRPC could be asked to do a traffic study. There was a possibility to reach out to the home owners about cutting back the vegetation to improve the sight line.

J. Bruno stated that at the south east corner the trees are in the ROW and should be removed so that there is a clear vision looking south.

R. Combs asked Chief Mantello if they had a speed and car counter.

Chief Mantello replied that they did indeed have one.

J. Bruno asked Chief Mantello to place it at the corner of Blissville and Rice Willis Roads facing South to count the cars going North.

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R. Spaulding stated that he had gone to the Transfer Station and was very impressed with the 2 employees that work there.

WARRANTS FOR APPROVAL

MOTION: R. Combs made a motion to approve warrants # 0227 for \$17,484.72, #0223 for \$5,712.40, #0216 for \$6,158.54, #0223P for \$13,659.92, # 0216P for \$14,369.06. Seconded by J. Leamy. All in favor. Motion Carried.

W. Potter asked why Ethan Barnes didn't take the Town truck to pick up the Town Reports. M. Shea responded he has access to the town truck when he needs it, maybe Paul was using it.

MOTION: R. Combs made a motion to approve warrants # 0222P for \$ 354.18 and # 0215P for \$336.37. Seconded by J. Leamy. All in favor. Motion Carried. W. Potter – Abstained

MOTION: R. Spaulding made a motion to approve warrants # 0221P for \$547.61 and \$547.62. Seconded by J. Leamy. All in favor. Motion Carried. R. Combs- Abstained

OTHER COMMENTS

M. Combs asked about the status of the town office.

J. Bruno replied that the inside was painted, electricians were working inside also and the siding was going up and that anyone can always stop in when the guys are there to see it.

EXECUTIVE SESSION

MOTION: R. Combs made a motion to go into Executive Session for Personnel with members of the Masonic Lodge and the Town Manager. Seconded by R. Spaulding. All in favor. Motion Carried.

MOTION: J. Leamy motioned to exit executive session at 9:04 pm with no action taken. R. Spaulding seconded. All in favor. Motion carried.

MOTION: J. Leamy motioned to go into Executive Session at 9:06 pm for a legal matter where premature public knowledge will clearly place the Town at a disadvantage. W. Potter seconded. All in favor. Motion carried.

MOTION: J. Leamy motioned to enter Executive Session to discuss a pending legal matter including the Town Manager under the provisions of Title 1, Section 313(a)(1). W. Potter seconded. All in favor. Motion carried.

MOTION: J. Leamy motioned to exit Executive Session with no action taken at 9:15 pm. R. Spaulding seconded. All in favor. Motion carried.

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MOTION: R. Combs motioned to go into Executive Session at 9:16 pm for a contract matter where premature public knowledge will clearly place the Town at a disadvantage. W. Potter seconded. All in favor. Motion carried.

MOTION: R. Combs motioned to enter Executive Session to discuss a contract matter including the Town Manager under the provisions of Title 1, Section 313(a)(1). W. Potter seconded. All in favor. Motion carried.

MOTION: J. Leamy motioned to exit Executive Session with no action taken at 9:25 pm. R. Combs seconded. All in favor. Motion carried.

MOTION: W. Potter made a motion to go into Executive Session for Personnel with the board only. Seconded by R. Spaulding. All in favor. Motion Carried.

MOTION: R. Combs motioned to exit executive session at 9:50 pm with no action taken. R. Spaulding seconded. All in favor. Motion carried.

ADJOURN

MOTION: J. Leamy motioned to Adjourn at 9:52 pm. R. Combs seconded. All in favor. Motion carried.

Respectfully

V. Waldron

Date of Approval