

**TOWN OF CASTLETON
SELECT BOARD MEETING
MINUTES OF MARCH 13, 2017
TOWN OFFICES**

MEMBERS PRESENT: J. Bruno, R. Combs, R. Spaulding, Z. Holzworth

MEMBERS ABSENT: J. Leamy

OTHERS PRESENT: M. Shea, Town Manager

Meeting called to order at 7:20PM by Chairman J. Bruno with the Pledge of Allegiance.

APPROVAL OF AGENDA

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

MINUTES FOR APPROVAL – FEBRUARY 27, 2017

MOTION: R. Spaulding made a motion to approve the minutes from February 27, 2017. Seconded by R. Combs. All in favor. Motion Carried. Abstained - Z. Holzworth

CONTINUED ORGANIZATION OF BOARD

RESOLUTION OF REGULAR MEETING DAY & TIME

ADOPTION OF RULES OF PROCEDURE

ADOPTION OF CONFLICT OF INTEREST POLICY

MOTION: R. Spaulding made a motion to continue holding Select Board meetings on the 2nd & 4th Monday's of the month at 7:00pm at the Municipal offices, unless otherwise noted. Seconded by R. Combs. All in favor. Motion Carried.

MOTION: R. Combs made a motion to accept the Rules of Procedures as presented. Seconded by R. Spaulding. All in favor. Motion Carried.

MOTION: R. Combs made a motion to accept the Conflict of Interest Policy as presented. Seconded by R. Spaulding. All in favor. Motion Carried.

**REQUEST FOR APPOINTMENT- FHUHS BOARD- JULIE FINNEGAN & JENNIFER JONES
CASTLETON HUBBARDTON SCHOOL BOARD- SHARON RYAN
DEVELOPMENT REVIEW BOARD- FRANK GIANNINI**

MOTION: R. Combs made a motion to take the 2 candidates for FHUHS Board into consideration. Seconded by R. Spaulding. All in favor. Motion Carried.

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R. Combs suggested that since the Board set a precedent last year, when we had an applicant come in and request to serve on a Board immediately after the election, that we advertise it for a period of time and then consider everyone's applications.

J. Bruno asked what the time period would be.

R. Combs suggested that we need to move quickly and do this at the next Board meeting, in two weeks.

J. Bruno allowed J. Finnegan to comment as she is involved.

J. Finnegan stated that she did not know that no one was running for these positions. She stated that the Town needs the representation. She asked how there could be better communication between the Board's so this does not happen again.

R. Spaulding asked if the Town Clerk could notify the Board right after the petitions are given to her, so the Board could advertise the open positions.

MOTION: R. Combs made a motion to take the application for the Castleton Hubbardton School Board into consideration. Seconded by R. Spaulding. All in favor. Motion Carried.

MOTION: R. Combs made a motion to take into consideration F. Giannini for the DRB. Seconded by R. Spaulding. All in favor. Motion Carried.

J. Bruno stated that F. Giannini has served on Boards in the past and recently resigned from the Planning Commission sighting personal issues. He will not be supporting F. Giannini.

R. Combs asked what the term was.

J. Bruno said it is until next appointment which is in June and then they are 3 year terms.

R. Combs stated that he would like answers to his questions, before he can support this. He asked if there were openings on the Planning Commission and if so, the Board should advertise those at the same time.

PURCHASE ORDERS FOR APPROVAL- PIKE INDUSTRIES & BELDEN COMPANY

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

J. Bruno had some concerns about the bill and has since gone thru the contract. In the contract on the 2nd to last page stated the total tonnage, then it said, total bid amount would not exceed that numbers and it did. On the 2nd page of the contract (#2)" it is understood by the contractor that the price adjustment increase may require the town to decrease the quantities

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of the paving and items in this contract to stay in the budget. “That did not happen, we were not notified. If we were notified we would have then had to make the decision to either stay within the budget, or find monies to pay for it.

R. Spaulding asked about a statement on page 3, (near the bottom of page) “bid price for entire 2016 – 2017 season”. What does that actually mean?

M. Mullins (Pike) stated that the town writes the contract. The contract was not changed this past year.

J. Bruno asked if the town had ever received a credit.

M. Mullins replied that he thought it was 2015.

R. Spaulding asked how does the Town know that the price has changed from the Bid to the actually paving.

J. Bruno stated that the town has a history of using Pike and would like to continue that relationship.

J. Bruno asked if Pike would be willing to absorb the extra paving costs this year and that the town could work with Pike on a system that would make the pricing issue more clear in the future.

M. Mullins stated that making that decision to write off that amount needs to be made by others above him. He will make that request. He also stated that he can come to P. Eagan or M. Shea with any price changes in future contracts.

VOTE: ALL OPPOSED

BELDEN

MOTION: R. Combs made a motion to approve P.O. # 039555 to Belden for \$25,600.00. Seconded by Z. Holzworth. All in favor. Motion Carried.

J. Bruno stated that this was for an emergency sewer line repair on Rte. 30N and that Belden came the next day and fixed the sewer line.

REQUEST FOR LIQUOR LICENSE APPROVAL- FIRST CLASS LICENSE- W/OUTSIDE CONSUMPTION: LAKE BOMOSEEN HOSPITALITY, LLC (LAKE HOUSE PUB & GRILLE); AMERICAN LEGION CRIPPEN FELLOWS POST #50.

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MOTION: R. Combs made a motion to approve the First Class Liquor license for Lake Bomoseen Hospitality, LLC (Lake House Pub & Grille) and American Legion Crippen Fellows Post #50 with outside consumption. Seconded by R. Spaulding. All in favor. Motion Carried.

REQUEST FOR LIQUOR LICENSES APPROVAL- FIRST CLASS LICENSE - SUNRISE FAMILY RESTAURANT, LLC.

MOTION: R. Combs made a motion to approve the First Class Liquor License for the Sunrise Family Restaurant, LLC. Seconded by R. Spaulding. All in favor. Motion Carried.

CITIZEN'S COMMENTS

J. Finnegan informed the Board and the public that there is a Castleton Hubbardton School Board budget meeting on 3/30/17 at 6:00pm where they will be presenting a budget for a 2nd vote.

M. Finnegan informed the Board that Board member J. Leamy was nominated to the Athletic Coaches Hall of Fame in Vermont.

C. Driscoll from the Carving Studio and Sculpture Center asked the Board if the town would like to be the recipient of a bench that is carved by local students during the summer. It is a 2 week course and is of no charge to the student. Continuing she stated surrounding towns have received benches. Fair Haven has their bench in the park and the Studio does ask for a contribution, most towns have donated between \$500.00 - \$1,000.00.

J. Bruno was certain they would be able to come up with a donation.

MOTION: R. Combs made a motion to accept a bench for the town from the Carving Studio and Sculpting center. Seconded by R. Spaulding. All in favor. Motion Carried.

MANAGER'S UPDATE

Website Updates: (yellow arrow) 2017 Annual Town Meeting Survey. When clicked on, it will indicate to please click on the below link and complete the survey. This survey is anonymous and there are no right or wrong answers. No personal data is collected or stored. Each question is optional. The more honest and detailed responses you provide will allow for more accurate municipal planning. The goal of this tool is to collect relevant data to best serve the voters of the Town of Castleton. The theme of this survey revolves around providing voters with adequate information prior to decision making. Also, (the orange arrow) under Quick Links and under E-Subscribe Services... in order to keep all up to date via email on all the changes to the website such as news, agenda, minutes and so much more I am recommending that you click on the E-Subscribe Services link every once in a while ensure that when new features are utilized you get to receive them in your email box.

Town Meeting Photos: I have talked the liberty of enclosing a few photos from the recent town meeting....

Spring Selectboard Institute: The informational packet for this training is in your packet and is on 3-18-17 in Montpelier. Would you like to attend?

SELECT BOARD COMMENTS - NONE

ANY OTHER COMMENTS - NONE

EXECUTIVE SESSION

MOTION: R. Spaulding made a motion to go into Executive Session for Real Estate with the Board, Town Manager and members of the Free Masons. Seconded by R. Combs. All in favor. Motion Carried.

MOTION: R. Combs made a motion to exit Executive Session with no action taken. R. Spaulding seconded. All in favor. Motion carried.

ADJOURN

MOTION: R. Combs made a motion to Adjourn. Z. Holzworth seconded. All in favor. Motion carried.

Respectfully

V. Waldron

Date of Approval