

**TOWN OF CASTLETON
SELECT BOARD MEETING
MINUTES OF APRIL 11, 2016
CASTLETON TOWN OFFICES**

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

OTHERS PRESENT: M. Shea, see attached

Meeting called to order at 7:1 by Chairman, J. Bruno with the Pledge of Allegiance.

APPROVAL OF AGENDA

MOTION: R. Spaulding made a motion to change the agenda by adding an Executive Session to end of meeting. Seconded by W. Potter. All in favor. Motion Carried.

MOTION: J. Leamy made a motion to amend the agenda by adding an Executive Session with the Board and Town Mgr. for personnel contract. Seconded by R. Spaulding. All in favor. Motion Carried

MINUTES FOR APPROVAL- MARCH 28 & APRIL 4, 2016

MOTION: B. Potter made a motion to approve the minutes of March 28, 2016 & April 4, 2016. Seconded by J. Leamy. Changes: 3/28/16- pg 2. J. Hale- change "that" to "what" they are bidding against. Pg. 3- VTAlert - "Comcast users must sign up thru Comcast in order to receive alert notifications."

REQUEST FOR LIQUOR LICENSE APPROVAL- FIRST CLASS- CRIPPEN FELLOWS AMERICAN LEGION POST #50.

MOTION: J. Leamy made a motion to approve the first class liquor license for Crippen Fellows American Legion Post #50. Seconded by R. Combs. All in favor. Motion Carried

REQUEST FOR LIQUOR LICENSE APPROVAL- FIRST CLASS LIQUOR W/ OUTSIDE CONSUMPTION- IRON LANTERN , LLC.

MOTION: R. Combs made a motion to approve the first class liquor license with outside consumption for the Iron Lantern, LLC. Seconded by J. Leamy. All in favor. Motion Carried

REQUEST FOR LIQUOR LICENSE APPROVAL- FIRST CLASS WITH OUTSIDE CONSUMPTION- EDGEWATER, INC.

MOTION: R. Combs made a motion to approve the first class liquor license with outside consumption for Edgewater, Inc. Seconded by W. Potter.

W. Potter asked if this was just for the Edgewater. Chief Mantello stated that all locations were under the same license.

R. Spaulding noted that the owner of Fish Tails was on it.

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J. Bruno had concerns that the Trak In and Fish Tails were different entities, as the Trak is seasonal and Fish Tails is open all year long. The license runs out on April 30th.

MOTION- J. Leamy made a motion table the liquor license renewal until the next meeting on April 25, 2016. Seconded by R. Spaulding. All in favor. Motion carried.

M. Shea will have the answers for next meeting.

APPOINTMENT- FHUHS SCHOOL BOARD-Z.FRED LEWIS

MOTION: J. Leamy made a motion to appoint Z. Fred Lewis to fill the vacancy for the remainder of this term until the next regular election. Seconded by W. Potter. In favor: B. Potter, J. Leamy, R. Spaulding, R. Combs. Against: J. Bruno. Motion Carried.

APPOINTMENT- CASTLETON HUBBARDTON SCHOOL BOARD- THOMAS KEARNS

MOTION: R. Spaulding made a motion to appoint T. Kearns to the Castleton Hubbardton School Board for the remainder of this year, until the next election. Seconded by R. Combs.

J. Bruno noted that the Superintendent asked for a 3 year appointment and the Board cannot do that. T. Kearns did not petition to be on the ballot in March. The Board did not receive a letter from T. Kearns.

T. Kearns stated he was told to either write a letter or come to the meeting by M. Shea. In favor: R. Spaulding & R. Combs. Against: J. Leamy, W. Potter & J. Bruno. Motion Fails.

J. Bruno directed M. Shea to advertise the vacant school board positions in the paper, and a letter of intent is required. J. Bruno stated that 83% of our taxes go to the school budget.

PURCHASE ORDER FOR APPROVAL- FIRE DEPARTMENT

MOTION: J. Leamy made a motion to approve P.O. 038198 for the Fire Dept. to Royal Group for keypad locking system. Seconded by w. Potter. All in favor. Motion Carried

J. Bruno asked where the money was coming from. M. Shea stated it is coming out of the bond proceeds.

R. Spaulding asked if it was put out to bid. H. Goyette stated that he had tried to solicit bids on line with no success. He did contact Royal and MT. Locks only Royal responded.

CITIZEN'S COMMENTS

E. Clark asked about Z. Fred Lewis being here for appointment and not being approved.

J. Bruno stated that this was the second time he was on the agenda and he was asked to send in a letter.

A. Shepherd asked why it was so hard to get persons to serve on the School Board and why the Board was being selective. J. Bruno stated that there is a process which people have to go thru. There are certain boards which the Select Board has to appoint members.

CITIZEN'S COMMENTS: R. Newton asked if the long range sidewalk plans included continuing from 4 Corners to Crystal Beach, even if they would have to go behind houses on Rt 30. He also suggested getting the University involved.

MANAGER'S UPDATE:

RFP for Construction on the Float Bridge: This project is evolving into the next phase. The RFP have been published and is on the website. A pre-bid meeting, which is strongly recommended, will be held on site at the Float Bridge Road causeway at 10 a.m., on April 25, 2016. Bids shall be submitted to Town of Castleton - Mark S. Shea, Town Manager - on or before 3:30 p.m. on May 6, 2016.

VT Alert: Just as a FYI, the town's website has the VT Alert button on its homepage. We are asking everyone to sign up for this simple and free service. If there is ever an emergency, you will receive important information to help.

Assessor Update: Please welcome Lisa J. Wright Garcia is our new Assessor. She comes with many years of local experience; she is a Certified Residential Appraiser, Project Supervisor certified by State of Vermont PVR. On the topic of education, she has a BA in Political Science from UVM and an M Ed. Form Harvard University. Interview for the Assessor Clerk occurred this morning and announcements will occur soon on this position.

Sidewalk Project (Phase II): This project is also progressing to its next stage where a public informational hearing will need to be advertised and scheduled soon. At this time Doug Henson, VP of Lamoureux & Dickinson, our design engineer will be here to aid in this process. Abutters will also be getting a letter in the mail such that I can keep them informed as this project move forward.

SELECT BOARD COMMENTS

NBF CONTRACT DISCUSSION & APPROVAL

W. Potter suggested the Board move on the proposal made by NBF to get started with construction of the new Town Offices.

MOTION: W. Potter made a motion to approve NBF proposal as presented. J. Leamy seconded.

M. Shea asked the board if they would give him feedback in the next couple of days, if none that he will execute the contract.

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

MOTION- W. Potter made a motion to accept the proposal from NBF as presented. Seconded by R. Spaulding. All in favor. Motion Carried.

R. Combs stated he received a letter in his mail box about Castleton University participating in the early green up program. He continued saying he was in support.

J. Bruno received a letter from Janet Currie with interest to serve on the Planning Commission. J. Currie stated that she lives on Ryder Rd. She would like to focus on the future of the town.

She has vast experience working for the BAR and is familiar with zoning and knows the statutes. She has her own property investment business.

R. Spaulding asked if she felt there would be a conflict of interest with her business. J. Currie stated that she did not feel there would be a conflict and she does know Roberts Rules.

MOTION: J. Leamy made a motion to appoint Janet Currie to the unexpired term to replace S. Seguin. Seconded by W. Potter. All in favor. Motion Carried.

J. Bruno asked M. Shea to look for grants for a generator for our Emergency Shelter Building. We need to get a grant for a generator for the legion.

J. Bruno asked M. Shea for an update on Creek Rd.

M. Shea stated that a bill has been sent to the property owner for the work done. He has talked to Town Attorney for the next plan of action. He asked what the board intent as to the driveway.

J. Bruno stated that the owner will be liable for other bills for any destruction of the road and we have already spent \$30,000 for road repair.

J. Bruno stated that the ledge had moved for about a month from Jan. – Feb. He is concerned if we have a wet spring about the potential danger if it falls due to rain.

P. Eagan stated he did climb up there to look at it. We can be proactive by removing some trees.

J. Bruno asked M. Shea to call the owner and try to come to an agreement to remove the top layer before it falls to the road.

J. Leamy asked M. Shea if there was anything signed by the Mason's to complete the agreement made with the town for the 50/50 paving of the old F.D. Parking lot and asked if the

property owner was sent a letter.

J. Bruno stated that there was a letter of agreement to be signed, but they did not because they feel that there is an issue with the 2 foot strip of land they feel they own and snow.

J. Bruno instructed M. Shea to send them a letter.

R. Combs asked M. Shea to look for minutes of the meeting that included the Mason's.

WARRANTS:

MOTION: W. Potter made a motion to approve warrants #0411R for \$1,336.56, #0411 for \$48,930.20, #0407 for \$8,246.73, #0331 for \$16,404.76, #0407P for \$12,107.21, and #0331P for \$12,389.37. Seconded by J. Leamy. All in favor. Motion Carried.

MOTION: R. Combs made a motion to approve warrants #0412 for \$28.57, #0408P for \$336.70, #0330P for \$336.70. Seconded by J. Leamy. All in favor. W. Potter abstained. Motion Carried.

MOTION: R. Spaulding made a motion to approve warrants #0409P for \$547.74 and #0329P for \$547.74. Seconded by J. Leamy. All in favor. R. Combs- abstained. Motion Carried.

MOTION: R. Combs made a motion to approve warrants # 0413 for \$37.63. Seconded by R. Spaulding. All in favor. J. Leamy- Abstained. Motion Carried.

EXECUTIVE SESSION:

MOTION: I move to find that premature general public knowledge of the pending contract discussion with Highway Foreman will clearly place the town in a substantial disadvantage by disclosing its strategy.

MOTION: J. Leamy made a motion to enter into Executive Session with the Highway Foreman & Town Manager for personnel contracts under the provision of Title 1, Section 313(a)(1) of the Vermont statutes. Seconded by R. Spaulding. All in favor. Motion Carried.

MOTION: J. Leamy made a motion to exit executive session at 10:20 pm with no action taken. R. Spaulding seconded. All in favor. Motion carried.

MOTION: R. Spaulding made a motion to approve the Highway Forman contract for 3 years as written with a salary of \$58,158.95. R. Combs seconded.

MOTION: R. Spaulding made a motion to have the Town Manager sign the contract and the board to sign. J. Leamy.

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ADJOURN: J. Leamy made a motion to adjourn at 10:23 pm. R. Spaulding seconded. All in favor. Motion carried.

Respectfully

V. Waldron

Date of Approval

DRAFT