

**TOWN OF CASTLETON
SELECT BOARD MINUTES
Monday, January 27, 2020 at 7:00pm
Castleton Town Office
263 VT – 30
Bomoseen, VT 05732**

PRESENT: Jim Leamy, Chair; Richard Combs, Vice Chair; Zack Holzworth, Secretary; Robert Spaulding, Member; Joseph Mark, Select Board Parliamentarian; Michael Jones, Town Manager; Eliza LeBrun, Recording Secretary; Peter Mantello, Police Chief; Mike Finnegan, Lt. Castleton Fire; Kathryn Paynter, Peg TV;

CALL MEETING TO ORDER

The meeting was called to order by Select Board Chair, Mr. Leamy at 7:00 pm

PLEDGE OF ALLEGIANCE

Mr. Leamy led the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. Holzworth made a motion to approve the agenda. Mr. Combs seconded the motion.

Mr. Spaulding noted that the word "Concerns" was not added to the Agenda section labeled Select Board Comments. The Town Manager assured him that it would be listed this way on the next Agenda.

All were in favor and the motion passed.

MINUTES FOR APPROVAL: 1/13/2020 and 1/21/2020

Mr. Combs made a motion to approve the Select Board minutes of 1/13/20 and 1/21/20. Mr. Holzworth seconded the motion.

The following corrections were noted in the minutes of 1/13/2020:

- Page 2, first sentence, 9th word, change *a* to *at*.
- Page 4, 1st paragraph, remove last sentence.

Mr. Combs amended his motion to include the changes stated. Mr. Holzworth seconded the amendment. All were in favor and the motion passed.

CITIZENS COMMENTS

Lt. Finnegan asked why the petition for SWAC was added to the Town Meeting Warning as it has been added every year for the last 2 years and keeps getting voted down. Mr. Finnegan would like more information as it appears to him to be a benefit to the trash haulers only.

Mr. Leamy explained to Lt. Finnegan that the Select Board is required to add any petition that is submitted to the Town Clerk with the correct number of signatures by Vermont State Statute.

Mr. Spaulding shared that the benefits are not just for the haulers.

Mr. Mark made a motion to direct the Town Manager provide the Select Board with an analysis of SWAC and RCSWD at the February 10th Select Board Meeting. Mr. Holzworth seconded the motion. All were in favor and the motion passed.

Mr. Jones asked the Select Board to consider having a public hearing to share this information with the voters prior to Voting Day.

POLICE CHIEF UPDATE: CHIEF MANTELLO

Chief Mantello shared the Castleton Police Department December 2019 Monthly Report with the Select Board.

Chief Mantello pointed out that there were more property watches in December, this could be due to several residents being away for the holiday. The Chief noted that each property was visited 2 to 3 times per week.

Chief noted that criminal arrests were up by 4.

There were 7 calls to Castleton University note that would have been from the first half of the month, as school was out most of the month.

Under Traffic Violations, an additional sum was added to reflect the number of warnings issued.

Chief Mantello also pointed out that the Town of Castleton has provided back up to Fair Haven 110 times in the past 6 months. Mr. Mark asked that the Chief indicate the number of times that Fair Haven provided back up to Castleton as well.

It was noted that Bruno's Towing had been removed from the Towing Company list. This was not done by the Castleton Police Department, rather they were removed automatically by Dispatch as per Dispatch's policy. Mr. Bruno has asked for the last several months of Tow reports and the Chief will provide theses. Chief noted that regarding the Tow companies, there are more requests for specific companies than just calls for service.

Chief Mantello recognized Officer Sazrejko for his work with Stuff a Cruiser. The Police Department was able to fill 3 cruisers with donations for Castleton Cares.

Chief also noted that Officer Sazrejko tracks all information for grant reimbursements, as noted on the last page of the packet provided to the Board.

Overall, the Chief identified an increase in calls annually. Many of the service calls are for fingerprinting. The Police Department charges \$25 for fingerprinting.

Mr. Spaulding mentioned that he has seen a Castleton Town Cruiser on Highway Route 4 a few times. It was clarified that the hours Castleton officers spend on the highway are billable to State grants.

Mr. Spaulding informed the Chief that there was a resident on Creek Road that had asked to have a cruiser sit on an empty lot. Chief Mantello asked Mr. Spaulding to have this resident contact the department so that they could get all the information.

FIRST CLASS LIQUOR LICENSE APPROVAL: IRON LANTERN

Chief Mantello clarified the difference between the 3 types of liquor licenses. A Third-Class license is needed for a restaurant or bar to sell liquor. A Second-Class license is needed when a business is selling beer and wine but not serving. A First-Class license is needed for a business to serve beer and wine.

Mr. Holzworth made a motion to approve a Second-Class License to sell Malt and Vinous Beverages for Toltec, Inc. dba Beverage King Market & Deli located at 334 Route 4A, Bomoseen, VT 05732. Mr. Mark seconded the motion. All were in favor and the motion passed.

Mr. Combs made a motion to approve a Third-Class Restaurant/Bar License to sell Spiritous Liquors for Iron Lantern LLC., dba Iron Lantern Restaurant located at 272A Route 4A West, Castleton, VT. Mr. Holzworth seconded the motion. All were in favor and the motion passed.

Mr. Holzworth made a motion to approve a Second-Class License to sell Malt and Vinous Beverages for Shan Petroleum, Inc., dba Shan Petroleum, Inc. located at 16 Route 4A West, Castleton, VT. Mr. Spaulding seconded the motion. All were in favor and the motion passed.

FIRE DEPARTMENT OFFICERS FOR APPROVAL

Mr. Combs recused himself for this discussion.

Mr. Holzworth made a motion to approve the following members of the Castleton Fire Department for the listed Officer Positions; Heath Goyette; Chief, Dan Ducharme; 1st Assistant Chief, Richard Combs; 2nd Assistant Chief, John Alexander; Captain, Michael Finnegan, Lieutenant. Mr. Mark seconded the motion. Mr. Combs recused himself from the vote. All remaining Select Board members voted in favor and the motion passed.

VERMONT RURAL FIRE PROTECTION (RFP) PROGRAM (FORMERLY DRY HYDRANT GRANT PROGRAM)

Mr. Jones explained that the Green Dump and Route 4A near the Castleton River are locations that currently contain dry hydrants. Dry Hydrants are pipes that run into a water source and can be used to draft water into a truck to be used for fire suppression. A regular Fire Hydrant is pressurized. Mr. Jones has asked Fire Chief Goyette to support the placement of dry hydrants at Prospect Point and Grady Bridge. Currently, Mr. Jones needs to send the application in for a feasibility study to determine if these locations are possible. Mr. Jones will gather the costs to the Town of Castleton and bring them to Select Board. Placement of the dry hydrants at these locations could possibly help to reduce residents' homeowner's insurance in these areas.

TOWN POLICY ON SALE OF TOWN OWNED PROPERTY (NON-LAND/NON-STRUCTURES)

Mr. Jones read the Purpose to the Select Board:

"The purpose of this policy is to provide a written pre-plan for simple, fair, advantageous, and practical disposal of Castleton's Town property. The policy endeavors to give everyone an opportunity to acquire an object(s); to eliminate any appearance of unfair advantage; to realize the greatest profit for the Town; and not to make the process so cumbersome as to discourage buyers or increase the Town's costs and efforts. The policy, therefore, becomes quite long with many details, but the objectives should be met."

The Town Manager identified several pieces of Town property that can be sold; the old Impala police cruiser, the old dump box, a ladder from the Tree Warden, the ladder behind the Fire Department that did not pass inspection and can be sold for scrap only.

Mr. Mark did not feel the last sentence in the purpose was necessary, *"The policy, therefore, becomes quite long with many details, but the objectives should be met."* And Mr. Mark recommended that on the second page in the first sentence, remove "it" and replace with *if they*.

Mr. Mark made a motion to accept the Sale of Town Property Policy with the above changes. Mr. Holzworth seconded the motion. All were in favor and the motion passed.

MANAGER'S UPDATE

Mr. Jones provided his Town Manager's Report to the Select Board for discussion.

Mr. Jones explained that he has contacted Mr. Shea at Rutland County Solid Waste about the issue of paper on the glass being crushed and used in roadways and what the Town can do. There is no commodity value in glass. If the Town stops crushing the glass and instead recycles it, there is no benefit. The Town could dispose of the glass with the bulk waste, but this is not recycling. This needs to be addressed sooner rather than later. At this time the Town is crushing the glass and piling it as it can no longer be used for road fill. There is not a cheap solution. The Town charges \$150 per ton of garbage and it costs the Town \$186 to get rid of it. Changes to pricing typically occur on July 1. It is less expensive to throw glass in with the bulk waste.

Mr. Holzworth made a motion to instruct the Town Manager to begin depositing glass in with the bulk waste immediately. Mr. Mark seconded the motion. All were in favor and the motion passed.

It was noted that a Sewer Commission Meeting needed to be scheduled for February 24, 2020 at 6:30pm to meet with Jeff Jordan and Wayne Elliot to discuss monitoring equipment for the Route 4A and Bomoseen Pump Stations. Mr. Combs shared that he will not be present.

The Town Manager shared that the Town is down to 450 tons of salt and he has authorized Paul to order the last 200 tons of salt that the Select Board authorized for the year.

SELECT BOARD COMMENTS

Mr. Combs shared that the Community Development and Economic Advisory Committee had met and established Mr. Brown as the Chair, Mr. Molnar as the Vice Chair and Mrs. Jones as the Parliamentarian of the committee.

Mr. Spaulding asked what the status of timeclocks in the Town Office was. Mr. Jones explained that he was not pursuing timeclocks in the Town Office unless specifically directed by the Select Board. Mr. Jones did not feel that they were necessary as he was present in the building every day.

Mr. Spaulding asked if the Town could pick up the scrap guardrails on Rice Willis Road. The Town Manager affirmed this and noted that the price of scrap metal is up right now.

Mr. Spaulding asked about the water issue on Little Rutland Road. Mr. Jones stated that the area had been added on to the April 15, 2019 storm by FEMA. The Town will be getting money to pay for the project, but Mr. Jones is not sure how much.

Mr. Mark reminded the Board that they had not had the meeting with the Fire District, and he would like to have this soon. Mr. Jones will speak to Chris Cresci and Jonas Rosenthal and ask them to set a date to come in and speak with the Select Board.

WARRANTS FOR APPROVAL

Mr. Holzworth made a motion to approve check warrant #0127R in the amount of \$300,000.00, check warrant #0127 in the amount of \$67,223.91, check warrant #0123 in the amount of \$6,181.10, check warrant #0116 in the amount of \$29,729.88, check warrant #0123P in the amount of \$16,565.34 and check warrant #0116P in the amount of \$15,972.72. Mr. Holzworth seconded the motion. All were in favor, and the motion passed.

Mr. Holzworth made a motion to approve check warrant #0124P in the amount of \$678.15 and check warrant #0117P in the amount of \$678.15. Mr. Mark seconded the motion. Mr. Combs recused himself from the vote. Those remaining were in favor and the motion passed.

PURCHASE ORDERS FOR APPROVAL

Mr. Combs made a motion to approve purchase order #044609 to T. Boutwell Logging, Inc. in an amount not to exceed \$3,784.48 for the purchase of 16 tire chains. Mr. Holzworth seconded the motion. All were in favor and the motion passed.

Mr. Combs made a motion to approve check warrant #0128 for \$1,459.37 to the State of Vermont Department of Taxes for franchise tax. Mr. Holzworth seconded the motion. All were in favor and the motion passed.

BREIF RECAP & ITEMS FOR FOLLOW UP

Mr. Jones restated the following items for follow up; guard rails on Rice Willis Road, ensure that Chief Mantello provides the number of back calls from Fair Haven to Castleton, corrected minutes will be posted online and the approved changes will be made to the Town Policy on the Sale of Town Property.

EXECUTIVE SESSION

Mr. Combs made a motion to enter Executive Session at 8:07pm to discuss personnel and contracts under the provisions of Title 1, Section 313 (a) (1) of the Vermont State Statutes with the Town Manager. Mr. Holzworth seconded the motion. All were in favor, and the motion carried.

Mr. Combs made a motion to exit Executive Session at 8:27pm with no action taken. Mr. Holzworth seconded the motion.

ADJOURN

Mr. Combs made a motion to adjourn the Select Board Meeting at 8:28pm. Mr. Holzworth seconded the motion. All were in favor and the motion passed.

Respectfully submitted; Eliza LeBrun, Recording Secretary