

**TOWN OF CASTLETON
SELECT BOARD MEETING
TOWN OFFICES
FEBRUARY 26, 2018**

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

ABSENT MEMBER: R. Combs

OTHERS PRESENT: M. Jones, Town Manager

Meeting called to order at 7:00PM by Chairman, J. Bruno.

APPROVAL OF AGENDA

MOTION: Z. Holzworth made a motion to approve the agenda. Seconded by R. Spaulding.

J. Leamy requested that an Executive Session for Real Estate 1 VSA\$313(a)(2)(a), after labor relations be added. All in favor. Motion Carried.

MINUTES FOR APPROVAL- FEBRUARY 12, 2018

MOTION: R. Spaulding made a motion to approve the minutes of February 12, 2018. Seconded by J. Leamy. All in favor. Motion Carried.

Correction: Select Board Concerns: R. Combs – Motion- J. Leamy- abstained.

POLICE DEPT. UPDATE- CHIEF MANTELLO

Chief stated that Property watches were increased and also more motor vehicle complaints, which consisted of vehicles off the road, (non-accident). There was also an increase in speeding violations.

The town has received insurance reimbursements from the Hazardous material spill on South Street. An invoice has also been drafted for the January 24th accident on Rte. 4A in which there was a hazardous material spill.

The Homeland Security Grant for digital radios is ahead of schedule. The handheld portable radios have been issued to the Officers and in -car radios have also been installed. This was a requirement from the State and we will be compliant when the digital switch occurs.

FIRE DEPARTMENT GRANT INFORMATION UPDATE- CHIEF GOYETTE

Chief Goyette stated that Grants have been sent off. There is one for extrication tools and to replace the 15 year old air packs. The Department has been fundraising for over a year now for the extrication tools, they have ordered and received 4 stabilization scrubs and cribbing, and a set of E tools (battery operated spreaders) from Hurst.

HIGHWAY DEPARTMENT- ANNUAL WEIGHT RESTRICTIONS FOR APPROVAL

MOTION: J. Leamy made a motion to approve the annual Weight Restrictions as presented. Seconded by R. Spaulding. All in favor. Motion Carried.

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REQUEST FOR LIQUOR LICENSES APPROVAL- SECOND CLASS LICENSE- P.F.B. INC. (PRUNIER'S MARKET); COCO MART, INC. (JIFFY MART)

MOTION: J. Leamy made a motion to approve the Second Class Liquor Licenses for P.F.B. Inc. (Prunier's Market) & Coco Mart, Inc. (Jiffy Mart) as presented. Seconded by Z. Holzworth. Seconded by J. Leamy. All in favor. Motion Carried.

REQUEST FOR LIQUOR LICENSES APPROVAL- FIRST CLASS LICENSE- LAKE BOMOSEEN LODGE, LLC. (LAKE BOMOSEEN LODGE)

MOTION: Z. Holzworth made a motion to approve the First Class Liquor License for Lake Bomoseen Lodge, LLC, (Lake Bomoseen Lodge). Seconded by J. Leamy. All in favor. Motion Carried.

CITIZEN'S COMMENTS

G. Trudo stated that he had found maps #1.1 and # 1.2, which is recorded in the new map book. When he went back to look at the index of the land plots and plans, it showed in the beginning there were 5 maps and according to the certified document from the Town, there were 4 maps. The land records at Lee Lodge are missing. He asked why and if possible where are they.

J. Bruno stated that no one on this Board knows where they are or what happened to them. Lee Lodge is not the only one to come to the Board about maps and deeds and pages missing out of our public land records.

G. Trudo asked if the town had any old records, the town came up with a proposal that was made to the town in 1947 which is a plot map, shows the property, basically a survey. In 1986, the Town Manager said they would have a property map and survey. I believe that accounts for one of the 4 maps and the survey is missing. In 1959 Lee Lodge said they would survey the property, and put it on a map which is now recorded at the Town Clerk's office. The map shows the extra 4 feet of property that the Town had asked for in 1959 and Lee Lodge agreed to sell it to them. After the map was recorded, two months later the Town backed out of the deal. The mistake was made when the map and a survey were not put into the records. The Town had that map because they gave it to Lee Lodge.

J. Bruno noted that it was not a survey, it was a plot plan. There is no name, no PE signature on it.

J. Bruno stated the Town sent the Lodge a proposal and asked what the status of the proposal. The next step if the proposal is not accepted is to have Lee Lodge have the property surveyed.

G. Trudo asked why the plot plan was not given to the surveyor. The Town has an obligation to give the surveyor the plot plan as stated in Title 26, section 2.9. If there was a discrepancy, the surveyor has an obligation to come to Lee Lodge to look at private records, which they did not do.

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J. Bruno stated that he did not know if the surveyor had seen this map.

G. Trudo asked that if a mistake was made, that it be corrected. He asked J. Bruno to show that plot plan to the surveyor.

J. Bruno stated he would be glad to.

G. Trudo noted that according to the deed, the pins were driven in the ground in accordance with that plot plan.

J. Leamy asked J. Bruno to stop the discussion and they will take it under advisement as it may involve litigation.

J. Bruno asked G. Trudo if the Lodge was accepting the Town's proposal. G. Trudo replied that they were not accepting the proposal.

J. Hale stated that they presented M. Jones a letter of intent for the Sand Hill property. There is an ongoing feasibility study. The intent is to get the State involved with some grant funding to go to the next level. They are asking the Board to take the letter under consideration and put it on the agenda for the next meeting.

J. Leamy asked about the "responsibility of the seller", of phase 1 and phase 2 in the letter.

J. Hale explained that the study will show the actual feasibility of the need of an assisted living facility in Castleton. It will help them build the right type of facility. In order to get a grant for the 2nd phase from the State, they need to have a 120 day lock on the property. There is no cost to the town.

J. Bruno said that it will block the town from accepting another offer during the 120 day period.

H. Goyette asked if it will be a tax paying entity.

J. Hale replied that it will be a for profit entity and will pay taxes.

M. Jones wanted to invite the community to the forum at Fair Haven Union High School regarding the recent safety issue.

There will be a "Back to the 80's" fundraiser for the Fire Dept. on April 21st from 7-10pm at the Castleton American Legion, tickets are \$15.00 per person.

REVIEW TOWN MEETING WARNING ARTICLES

J. Bruno stated that the Town Manager has dedicated some sections of the warning to each one of the Board members.

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MANAGER'S UPDATE

M. Jones stated the webpage is being updated. There is a Facebook page that is now being used as well as Front Porch Forum to increase availability of information to the community.

The Castleton Community Seniors will be celebrating their 20th anniversary on April 6th and he encourages the full time staff to stop in and say "hello" from 9- 11, lunch at noon, and guest speakers at 1:00. If you would like to be a guest speaker, please let M. Jones know.

M. Jones noted that the Town Clerk cannot take notes at the Town Meeting, it is a change from 2017.

J. Bruno stated that the Legislative body can appoint someone.

M. Jones stated that N. Boutwell heard thru her channels, that the Town Clerk cannot take notes.

J. Bruno states the Town Clerk has always taken the notes.

M. Jones stated there is a meeting with Belden to go over next stages of the Sewer project. All paperwork for the loan application has been sent in. He is also working on the easement issue.

M. Jones will be working on the health and wellness program and safety issues.

J. Bruno asked about the rug issue. M. Jones stated that they will be buying the rugs with the Fire Dept. and stated that we would be cleaning them. The cleaning schedule will be increased to once a week.

J. Bruno noted that the floors need to be done. The heavy traffic areas are showing the finish is starting to show. They should be done in the spring.

SELECT BOARD CONCERNS

R. Spaulding asked about non-profits become tax exempt.

J. Bruno replied they need to be a 501-3C and they do have to petition the first time. As long as their request does not increase they do not have to petition again for 5 years.

R. Spaulding asked the Board how they felt about mandating someone representing the businesses that are asking for a liquor license attend the meeting.

J. Leamy stated you can always hold the license until the next meeting to have your questions addressed.

J. Bruno stated that the Board asked the Town Manager or Admin. Assistant to start working on the wording for the Resolution that was approved at the last meeting. If you have any suggestions, please give them to the Town Manager.

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WARRANTS

MOTION: Z. Holzworth a motion to approve warrants #0226 for \$14,778.18, #0222 for \$4,829.98, #0215 for \$5,108.00, #0213 for \$20,715.41, #0222P for \$14,152.11, #0215P for \$14,589.87. Seconded by J. Leamy. All in favor. Motion Carried.

Z. Holzworth had a question about the breakfasts by the Highway Dept. J. Bruno stated that it is in the Union Contract and only if they are called out for a storm, not if they report at the regular scheduled time.

R. Spaulding has an issue with the policy of getting bids for over \$2,000.00 not being followed.

MOTION: Z. Holzworth made a motion to approve warrants #0221P for \$544.01, #0217P for \$544.01. Seconded by J. Leamy. All in favor. Motion Carried.

MOTION: Z. Holzworth made a motion to approve the Town Road and Bridge Standards & Certification for the Town of Castleton, Vermont. Seconded by R. Spaulding. All in favor. Motion Carried.

EXECUTIVE SESSION

MOTION: J. Leamy made a motion to go into Executive Session for Labor Relations 1 VSA §313 [a][1] with the Town Manger and the Board where premature general public knowledge of the pending contract will clearly place the town at a substantial disadvantage. Seconded by R. Spaulding . All in favor. Motion Carried.

MOTION: J. Leamy made a motion to go into Executive Session for Labor Relations with the Town Manger and the Board under 1 VSA §313 [a][1] of Vt. Statutes.

MOTION: Z. Holzworth made a motion to exit Executive Session at 8:30 with no action taken. Seconded by R. Spaulding. All in favor. Motion Carried.

EXECUTIVE SESSIONS - LABOR RELATIONS - 1 VSA §313(A)(1)

MOTION: Z. Holzworth made a motion to go into Executive Session for Real Estate with the Town Manager and Board Seconded by J. Leamy. All in favor. Motion Carried.

MOTION: Z. Holzworth made a motion to come out of Executive Session at 9:05pm with no action taken. Seconded by R. Spaulding. All in favor. Motion Carried.

ADJOURN: Z. Holzworth made a motion to adjourn at 9:06pm. Seconded by R. Spaulding. All in favor. Motion Carried.

Respectfully

V. Waldron

Date of Approval