

**TOWN OF CASTLETON
SELECT BOARD MEETING
MINUTES OF JANUARY 8, 2018
TOWN OFFICES**

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

ABSENT MEMBER: R. Spaulding

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 J. Leamy. All in favor. Motion Carried. R. Combs noted correction of adjourn time.

MINUTES FOR APPROVAL- DECEMBER 18 & 26, 2017

MOTION: J. Leamy made a motion to approve the minutes of December 18 & 26, 2017. Seconded by R. Combs. All in favor. Motion Carried.

TRANSFER STATION E-CYCLES AGREEMENT EXTENSION

MOTION: Z. Holzworth made a motion to approve the contract with the National Center for Electronics Recycling, Inc. Seconded by J. Leamy. All in favor. Motion Carried.

RE-APPOINTMENT – TOWN HEALTH OFFICER

MOTION: R. Combs made a motion to appoint J. Leamy as Town Health Officer for a 3 year term. Seconded by Z. Holzworth. J Leamy- recused himself. All others in favor. Motion Carried

POULTNEY METTOWEE CONSERVATION DISTRICT FUNDING REQUEST.

J. Bruno noted that H. Solomon was not at the meeting to discuss the request.

J. Leamy noted that H. Solomon has spent many hours with H. Goyette reviewing erosion on town roads.

MOTION: J. Leamy made a motion to place a request for a contribution of \$500.00 to Poultney Mettowee Natural Resources Conversation District as a special article for Town Meeting day. Seconded by Z. Holzworth. Z. Holzworth- YES..... J. Bruno, J. Leamy, R. Combs – NO Motion Failed.

MOTION: J. Leamy made a motion to allocate \$500.00 to the Poultney Mettowee Natural Resources Conversation District for erosion work from the General Fund. Seconded by R. Combs. All in favor. Motion Carried.

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UNASSIGNED GENERAL FUND SURPLUS 6/30/2017

R. Combs asked if the surplus of \$51,161.00 is correct and if so, the Board needs to make a decision on what to do with it.

J. Bruno stated that if nothing is done with it, it will be used to buy down the tax rate.

MOTION: Z. Holzworth made a motion to warn the allocation of \$17,000.00 out of unassigned general fund balance for the Police Vehicle Reserve fund, \$112,750.00 for the Fire Dept. vehicle reserve fund and \$21,411.00 to the Highway vehicle reserve fund. Seconded by R. Combs.

Vote: Yes- J. Bruno, R. Combs, Z. Holzworth. No-J. Leamy. Motion Carried.

TOWN REPORT-MEMORY PAGE & COVER

MOTION: R. Combs made a motion to accept M. Lyle's suggestions of S. Curran and J. Grey for the Memory page of the Town Report. Seconded by J. Leamy. All in favor. Motion Carried.

CITIZEN'S COMMENTS- NONE

CONTINUATION OF FY 2018-19 BUDGET REVIEW

J. Leamy shared a memo with ideas for some budget cuts.

J. Leamy stated that insurance premiums are going up 9%.

J. Leamy stated that removing the benefits if a person hired for Town Manger does not need them it would remove \$22,420.00, which is the cost of the family plan.

J. Leamy noted that level funding the tax listing line would cut out \$56,574.00

Chief Mantello informed the Board that he voluntarily will remove the \$17,000.00 reserve fund.

J. Bruno noted that the Police Dept. can do this due to the good fiscal management of Chief Mantello.

Fire Dept. should level fund the reserve account which would reduce the budget by \$27,750.00.

R. Combs asked if the voters do not approve the allocation of the general fund surplus, what would happen to the surplus.

J. Bruno answered that the surplus would be used to buy down the tax rate.

R. Combs also noted that if the Fire Dept. did not add to its reserve fund by 2023 it would be in the hole.

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R. Combs explained that the increase from \$60,000.00 to \$84,000.00 was to cover costs incurred by the purchase of two vehicles this year.

Highway Dept. can reduce the bottom line by reducing budget by \$13,472.00

Recreation Dept. is level funded except for salary increases which totals \$7,168.00.

M. Clifford stated that the wage increase was due to the increase in the minimum wage and the gradual wage scale used for returning employees. This assures that new employees are not making the same as returning employees.

J. Leamy stated that each dept. should start with a zero budget and build a new budget each fiscal year, not start with the previous year's numbers.

J. Bruno agreed with this.

MOTION: J. Leamy made a motion to take out \$22,420.00 from Manager's insurance benefits. Seconded by Z. Holzworth. VOTE: Yes- J. Bruno & J. Leamy, No-Z. Holzworth & R. Combs. Motion failed.

MOTION: Z. Holzworth made a motion to removed \$56,574.00 from the tax listing budget. Seconded by J. Leamy. VOTE: YES- J. Bruno, J. Leamy & Z. Holzworth. NO- R. Combs

MOTION: Z. Holzworth made a motion to reduce the Fire Dept. vehicle reserve fund by \$12,750.00. Seconded by R. Combs. VOTE: YES- J. Bruno, R. Combs, Z. Holzworth. NO- J. Leamy. Motion Carried.

MOTION: J. Leamy made a motion to level fund the Highway Dept. budget by reducing the vehicle reserve fund by \$13,472.00. Seconded by Z. Holzworth. VOTE: YES- J. Bruno, J. Leamy, Z. Holzworth. NO- R. Combs. Motion Carried.

MOTION: Z. Holzworth made a motion to reduce the Recreation budget by \$7,168.00. Seconded by J. Leamy. VOTE: YES- J. Leamy & J. Bruno, NO- Z. Holzworth & R. Combs. Motion failed.

MOTION: J. Leamy made a motion to approve the FY 2018-19 budget for \$3,112,212.00. Seconded by Z. Holzworth. All in favor. Motion Carried.

SELECT BOARD COMMENTS

J. Leamy stated that the Economic Development Committee asked that a tax stabilization article be included in March vote.

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MOTION: J. Leamy made a motion to include this article: "Shall the town authorize the Select Board to enter into Tax Stabilization Agreement pursuant to 24 VSA §2741 with any existing business or industry wishing to expand its facilities and any new business or industry wishing to locate in Castleton provided that such contract shall be for a term of not more than five (5) years and provided the tax shall not be less than the tax on the existing building prior to construction"? (Required 2/3vote). Seconded by Z. Holzworth. All in favor. Motion Carried.

WARRANTS FOR APPROVAL

MOTION: R. Combs made a motion to approve warrants # 0108R for \$650.00, #0108 for \$ 135,415.12, #0104 for \$ 14,561.57, #1228 for \$43,300.37, #0104P for \$12,461.22 and #1228P for \$18,470.57. Seconded by Z. Holzworth. All in favor. Motion Carried.

MOTION: Z. Holzworth made a motion to approve warrants # 0103P for \$544.06 and #1229P for \$544.06. Seconded by J. Leamy. All in favor. Motion Carried... R. Combs- abstain

EXECUTIVE SESSION

MOTION: Z. Holzworth made a motion to go into Executive Session at 8:30pm for Personnel [1 VSA §313 [a][3]. Seconded by R. Combs. All in favor. Motion Carried

MOTION: R. Combs made a motion to exit Executive Session at 9:05pm with no action taken. Seconded by J. Leamy. All in favor. Motion Carried.

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

Respectfully

V. Waldron

Date of Approval