

**Town of Castleton  
Select Board Meeting  
Minutes of June 27, 2016  
Town Offices**

**MEMBERS PRESENT:** J. Bruno, J. Leamy, R. Spaulding, R. Combs, J. Hale

**OTHERS PRESENT:** M. Shea, Town Manager, see attached listing

Meeting called to order by Chairmen, J. Bruno with the Pledge of Allegiance at 7:10PM.

**APPROVAL OF AGENDA**

**MOTION:** W. Potter made a motion to approve the agenda. Seconded by R. Spaulding. R. Combs asked to add approval of a purchase order for Vt. Dept. of Fire & Safety permit for the new town office added to the Warrants. All in favor. Motion Carries.

**MINUTES FOR APPROVAL—June 13 & 20, 2016**

**MOTION:** R. Combs made a motion to approve the minutes of June 13 and 20. Seconded by J. Leamy. All in favor. Motion Carries.

**APPOINTMENTS - DEVELOPMENT REVIEW BOARD & PLANNING COMMISSION  
PLANNING COMMISSION APPOINTMENTS**

**MOTION:** W. Potter made a motion to appoint Joe Bruno for 3 years to the Planning Commission. J. Leamy seconded. All in favor. J. Bruno abstained. Motion Carries.

**MOTION:** W. Potter made a motion to appoint Jon Pintello for 3 years to the Planning Commission. J. Leamy seconded. All in favor. Motion carries.

**DEVELOPMENT REVIEW BOARD APPOINTMENTS**

**MOTION:** R. Combs made a motion to appoint Robert Day to the Development Review Board for 3 years. R. Spaulding seconded. All in favor. Motion carries

**MOTION:** R. Combs made a motion to appoint Gordon Chader to the Development Review Board for 1 year. W. Potter seconded. All in favor. Motion carries.

**MOTION:** R. Combs made a motion to appoint John Hale to the Development Review Board for 3 years. R. Spaulding seconded. R. Combs and R. Spaulding voted yes. J. Leamy, W. Potter & J. Bruno opposed. Motion failed.

**MOTION:** W. Potter made a motion to appoint D. Kirk Israel to the Development Review Board for 3 years. R. Combs seconded. All in favor. Motion carries.

J. Bruno stated that we need to advertise for the positions on the DRB & Planning.

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### **BID AWARDS - HIGHWAY/CRUSHING & HEATING OIL**

**CRUSHING:** The board reviewed the crushing bids received and asked that the crushing gets done to bid specs. M. Shea stated that they will be entering into a contract.

**MOTION:** J. Leamy made a motion to award the Crushing bid to McCullough in the amount of \$5.69 per yard. R. Combs seconded.

J. Bruno would have liked to have had McCullough's bid broken down as to the amounts of each of the product.

M. Shea stated that the breakdown of the amounts will be in the contract.

#### **AMENDMENT TO MOTION:**

J. Leamy amended his previous motion to include 10,250 yards of gravel (8,000 yds. of ¾" minus; 2000 yds. of 1 ½" minus and 250 yds. of 3" stone) and approval of the contract. W. Potter seconded. All in favor on the amendment to motion. Motion carries.

#### **HEATING OIL BID**

R. Combs asked if the cap price from Champlain Valley Fuels is \$1.90 and Rutland Valero rack price plus 10¢, what does that mean?

M. Shea stated that this is a better quality fuel with lower sulfur and a better quality.

J. Bruno stated that it is #2 fuel oil and all fuel dealers get their fuel in Rutland, that price will not go above \$1.90. That means we will pay 10 cents over the rack price, not to exceed 1.90. We need an explanation.

**MOTION:** W. Potter made a motion to table this bid until next meeting. R. Combs seconded. All in favor. Motion carries.

### **PURCHASE ORDER FOR APPROVAL - ROADSIDE MOWING**

**MOTION:** R. Combs made a motion to approve Purchase Order # 038660 to Abele for \$4500 for one (1) month rental of a roadside mower & tractor. J. Leamy seconded. All in favor. Motion carries.

### **WARRANTS FOR APPROVAL**

**MOTION:** W. Potter made a motion to approve warrants #0627 for \$78,573.72; #0623 for \$1,464,937.17; #0616 for \$6,047.41; #0623P for \$15,545.18; #0616P for \$14,353.41. J. Leamy seconded. All in favor. Motion carries.

J. Bruno asked if there was a purchase order for batteries for the Constables. M. Shea stated there should be because he signed it.

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M. Combs responded that it was on the warrant under Regional Ambulance for AED Batteries.

J. Bruno asked if we receive a bill from Chris Immel for mowing of the fire station. M. Shea responded that we had not seen it.

J. Bruno asked how much surplus money was in the Police Department. M. Shea stated that he would get a copy of the latest printout. J. Bruno continued that questions were raised about the amount of surplus was in their budget and we had rejected the purchase of a new police car because it appeared they did not have the money. If they do have the money, then we should approve a new vehicle. They are currently borrowing the second constable's car as a backup. There is voter approval for money, if Police have been prudent with their budget and have enough surplus money for a vehicle, why wait until later.

**MOTION:** R. Combs made a motion to approve warrants #0624P for \$336.70 and #0618P for \$336.70. J. Leamy seconded. W. Potter abstained. All others in favor. Motion carries.

**MOTION:** W. Potter made a motion to approve warrants #0625P for \$547.75 and #0617P for \$547.74. J. Leamy seconded. R. Combs abstained. All others in favor. Motion carries.

**MOTION:** W. Potter made a motion to approve warrant # 0628 for \$47.52. R. Combs seconded. J. Leamy abstained. All others in favor. Motion carries.

#### **PURCHASE ORDER & WARRANT FOR APPROVAL**

**MOTION:** R. Combs made a motion the approve Purchase Order # 038463 for the Vt. Dept. of Public Safety Office the State Fire Marshall for \$3786.00 permit fee for the new town offices. W. Potter seconded. All in favor. Motion carried.

**MOTION:** R. Combs made a motion to approve Warrant #627R for \$3786.00. W. Potter seconded. All in favor. Motion carried.

M. Shea stated that the Police Dept. budget now has \$50,975.37.

J. Bruno asked if he anticipates spending over \$20,000 in this budget in the next two weeks. Would the board consider spending money on a new vehicle if there is money in the budget prior to July 1?

M. Shea stated that it will take several weeks before we would know how the budgets look.

The board continued to discussed the process of allocating any surplus money.

M. Combs stated she is not sure if they can move the money to the reserve account. Subject to voter approval, you could designate that any surplus in the Police operating budget be moved into the reserve account, then this would be placed before the voters.

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**MOTION:** R. Combs made a motion to put any Police Department surplus money into the Police Department reserve account, pending a check of the legalities and if we have to ask voter approval for that specific line item then we will do that. W. Potter seconded. All in favor. Motion carried.

J. Leamy stated that we have talked informally to turn over the sale of the 2 properties to a realtor, we have been working on this for several months. The properties are the old fire station and Sand Hill.

**MOTION:** J. Leamy made a motion to authorize the Town Manager to sign a contract with a realtor for a period not to exceed 6 month for the old Fire Station & Sand Hill properties. R. Combs seconded.

J. Leamy amended the motion to add 10% to the price. R. Combs seconded.

M. Shea asked if one of the previous offers came in prior to signing a contract would they entertain a price. The board agreed if it was a suitable price.

#### **VOTE ON THE MOTION & AMENDMENT**

All in favor. So voted.

D. Regimbald stated she had a petition about the refugee resettlement program and asked how she can get on the agenda to discuss this. She had talked to the Town Manager, and he told me there are several steps, get 5% of the voter's signatures.

J. Bruno stated that she needed to talk to the Town Manager and didn't need 5% of the voter's approval to get on the agenda.

J. Bruno stated that she can get on the Agenda on July 18<sup>th</sup>.

J. Bruno stated that the only item on the Agenda for July 11<sup>th</sup> will be to award the bid for the Town Office only.

#### **ADJOURN**

**MOTION:** J. Leamy made a motion to Adjourn at 8:40 pm. R. Combs seconded. All in favor. Motion Carried.

Respectfully

J. Potter

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Date of Approval