

**TOWN OF CASTLETON**  
**SELECT BOARD MEETING**  
**Minutes of November 26, 2018**  
**TOWN OFFICE**

**MEMBERS PRESENT:** Z Holzworth, R Combs, M Jones, R Spaulding, J Leamy

**MEMBERS ABSENT:** J Bruno

**OTHERS PRESENT:** See attached listing

**MEETING CALLED TO ORDER** by R Combs 7:00pm.

**APPROVAL OF AGENDA**

**MOTION:** R. Combs made a motion to approve the agenda Z Holzworth seconded. All in favor. Motion Carried.

**APPROVAL OF MINUTES – November 12, 2018**

**MOTION:** R. Combs made a motion to approve the minutes for November 12, 2018 as written. J. Leamy seconded. All in favor. Motion Carried.

**Safety Zones:** Scott Stevens was not able to attend therefore move past first agenda item.

**POLICE UPDATE: CHIEF PETER MANTELLO**

P Mantello total calls are down a little bit. University calls are down. Sewer project done. Overall doing well, full staff and no big issues. R Spaulding ask about the Municipal Ordinance violations: Chief responds that they are mainly open container and noise violations. Many activities are focused behind the Village Post Office. Owned by J Rehlen. Other than that not too many complaints. From Wednesday - Saturday Police had a campaign for safety, and issued over 70 tickets for primarily speeding. These efforts are required for equipment grants. Police gave out 6 meals for Thanksgiving and a gift certificate to Shaw's.

**Road name assignment: Blue Bird Lane**

**Motion:** Z Holzworth makes a motion to officially name the old route 27 Blue Bird Lane. There is question if it would be confused with Blue Bell Lane off Point of Pines. R Combs discussed google maps and how Blue Bell now comes up as Brusso Road. M Jones defers to K Stewart who informs the board that a resident contacted 911 and the responders had difficulty finding her because the road is not registered. All in favor. Motion carried.

**Wheelabrator Contract**

M. Jones presented the board with a contract last meeting for review and states that he has been in contact with them about the contract. M Jones has asked them why they should use Wheelabrator over other places. The City of Albany or other landfill in the area has closed, therefore there will be more volume for those remaining. Because the Town of Castleton has been a good customer, they are offering this contract to us before they make offers to others. M Jones wants to know if the board is happy with their service? Do they receive complaints? Comparatively to Rutland the cost is better. R Spaulding wants to know how it compares to our old contract. M Jones states the contract is the same and continues to state our demo waste is brought to Ace Carting. The staff has had difficulty with their inconsistent hour and time consuming to determine when and if they will be open. This delays hauls, and they have ended up going to Rutland as needed which is more expensive. R Spaulding refers to Ganesvoort, which is only 20 minutes past Ace Carting if they are not open. R Spaulding states that they will take everything. R Spaulding talks about keeping all our options open and goes on to say the with Rutland we are a member of the RCSWD and do not receive preferred rates. As member we should receive preferred rates. M Jones asks about Hubbards for demo waste. Wheelabrator has been very good. ACE Carting however shuts down unannounced. Their rates are good, and they are flexible about holidays etc. always accommodating and helpful.

**MOTION:** R. Combs made a motion to authorize the Town Manager to enter into contract with Wheelabrator. J Leamy second. All in favor Motion Carried.

**CITIZENS' COMMENTS:** None.

**TOWN MANAGER'S UPDATE**

No significant changes. The tractor that was purchased is still at the garage getting painted. Paul went down to look at it and the deck was not painted. They will paint the deck and the tractor should be here next week fully serviced and ready to go.

Next summer there will be ledge work going on Route 30 (Cliff Dwellers). Received notice from the state.

Freshcoat crack sealing is peeling up. M Jones has taken picture of it and will be contacting the company regarding the quality of the work. This is temperature and rain sensitive material. The work is unsatisfactory and should be put on the agenda for the Spring. We have used them for line striping. The contract was for \$17,000. Z Holzworth asks if the Fire Station was included in that project and M Jones states that the Fire Station sealing will be a project for next summer. M Jones talked about the invoice and not sure how much has been paid, referred to Taconic and that we have withheld the money for the guardrails until they are completed. M Jones will verify what has been paid to Freshcoat the work was not completed and they were told to stop due to weather etc. R Combs asks if Town Manager has had any luck in getting an engineer to come look at the Town Garage. M Jones has reached out to a local engineering company: Carrara's on Stage Rd. He has not received a call back. Paul has reached out as well. They are now moving on to others for contact.

**First draft of Budget:** There is not yet a first draft as there are a couple departments that still need to be added. M Jones will have a printed copy for the board by the end of this week which should allow time before the next meeting for members to review. M Jones will email and provide hardcopy no later than Friday. This is acceptable to the board. Next meeting is December 4<sup>th</sup>, Tuesday. Budget only. 6:00pm.

M Jones discussed the Vermont Municipal Compensation & Benefits book from VLCT. He has compiled data for comparable towns regarding wages and benefits. For example: Transfer station comparison is for those towns that run at 40 hours per week. This is for reference of the board.

#### **SELECT BOARD COMMENTS**

R Spaulding wants to know if the Town is up and running on hauling our own metal. M Jones states we are now, we have bins. Transition hasn't happened yet as the bin wasn't full.

We have a town employee who would like to purchase an old bin from the town. Normally we weigh the old bin and price it for scrap. M Jones wants to know if the board is ok with selling the container to an employee for the scrap price. Each member is fine with that and R Spaulding asks about the transfer of the container. The Town will move the container once to the site which is 1/5<sup>th</sup> of the distance we would need to haul it to get rid of it. R Spaulding mentions buyer should investigate any required permits.

R Spaulding asked about personnel changes at the Transfer Station. Some history of past positions is discussed. We do have a new full-time operator who moved into this role from the Highway Crew. When the Highway position became available, the Roustabout from the Transfer station applied for that role. The open transfer station position was posted internally for 7 days and is now posted externally. The position at the transfer station supports the Highway. Transfer Station Operator is a full-time job at 40 hours per week. If storms require operator be called in to plow outside of Transfer Station open hours and hauling requirements, and those hours put the operator over 40 hours in a week, that cost should be covered out of the highway budget. There is question about how this is possible, and that it has never been that way in the past... M Jones states clearly that it is in the job description for the position. The Roustabout position on the other hand is structured to support Sewer, Highway & Transfer station. Currently we have a vacancy for the Transfer Station/ Roustabout. There is much discussion as board members try to follow personnel changes. Roles are clarified and remain defined by the Union Contract. Roustabout when hired, will remain at transfer station during open hours, and support Sewer Plant and Highway Department as needed.

**Town of Hubbardton & Transfer Station:** Hubbardton has been allowed to dump their debris at no cost. There is a load of culverts that needed to be removed from the bin and cannot be crushed. Hubbardton should either remove the debris or pay the going rate to have us haul it away. It is agreed that the Town of Hubbardton should use the scale when they come to the transfer station and should pay for the disposal. M Jones will draft a letter and communicate this to the Town of Hubbardton so that going forward they will pay for the disposal of their Municipal waste.

**PURCHASE ORDERS FOR APPROVAL**

**MOTION:** Z Holzworth made two motions to approve purchase orders #041795 Fire Department (Points) & #042293 FMCSA. J Leamy seconds. All in favor. R Combs Abstained. Motions carried.

**WARRANTS FOR APPROVAL**

**MOTION:** Z Holzworth made a motion to approve the following warrants: #1126 \$67,568.93 #1121 \$5561.82 #1115 \$6119.32 #1121p \$15409.35 #1115p \$19026.75 J Leamy Seconds. All in favor. Motion Carried. R Combs abstained.

Z Holzworth made a motion to approve #1122p \$548.20 #1114p \$548.19 J Leamy seconds. All in favor. Motion Carried. R Combs abstained.

Signing of warrants.

R Combs asks if there is a need for executive session regarding real estate or personnel. No need for executive session.

**MOTION:** R. Combs made a motion to adjourn at 8:12pm. Z Holzworth seconded. All in favor. Motion Carried.

**ADJOURN**

Submitted by: Karen Stewart