

TOWN OF CASTLETON
SELECT BOARD MEETING
Minutes of December 17, 2018
TOWN OFFICE

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

OTHERS PRESENT: See attached listing

MEETING CALLED TO ORDER by J. Bruno at 7:00pm.

APPROVAL OF AGENDA

MOTION: J Bruno makes a motion to approve the agenda. Remove Scott Welch Tree Maintenance from the Agenda. All in agreement. Motion Carried.

MOTION: Z Holzworth make a motion to approve the minutes from November 26th and December 4th. No corrections. All those in favor. Motion carried.

Police Update: Chief Pete Mantello reports that there is nothing significant to report. Arrests stayed about the same. Traffic violations increased. Focus on North Rd. Consistent calls from College. R Combs asks Pete about the budget line regarding part time weekend coverage. Pete states that for the last three years they were able to supplement using wrap funds. Chief talks about the specific reasons grant funds can be supplemented. R Combs states summarizes that they will have to determine whether to fund the coverage in the budget for part time weekend coverage in the village. On a lighter note, Chief lets peoples know about a national video contest for police departments. The Castleton Video can be seen on You Tube. Please view and vote.

Emergency Generator: Quotes received from Stubbins, Fisher and Brook Field. Town Manager recommends Brook Field as they currently maintain other sites for us, they are reliable, and are the lowest bid. J Bruno asks about the budget for the cost. There is \$23,000 in this year's budget and the additional cost will be budgeted in next years budget. R Combs makes a motion to award the contract for the Generator at the Legion to Brook Field Service in the amount of \$27,845.00. Second. All in favor. Motion carries.

Municipal Waste from Hubbardton: Robert Gibbs, Duane Gibbs, Richard Grabowski & Janet Morrey attend to discuss and represent. Town Manager states that the Town of Hubbardton brought and unloaded culverts at the Castleton Transfer Station. No fees were charged, and the culverts overfilled the bin. There is no formal agreement between our two towns and Castleton would like to establish a

more formal agreement for how Construction Debris will be handled in the future at Castleton's Transfer Station. Janet Morrey states that she rode with the driver on the day culverts were left. This has always been a gentlemen's agreement. Culverts are recyclable and therefore shouldn't cost to dispose of... clarification is provided that if a cost is attached to the disposal than a more formal agreement should be established as Castleton should not pay for the removal of Hubbardton's debris It is agreed that a discussion will be had, and a more formal agreement will be established. Mike Jones will contact select board in Hubbardton to have the discussion.

Town Report: Recommendation for cover and memorials. Castleton Community Seniors 20th anniversary/Cover. Jeff Larson and Bev Davidson to be highlighted in memory. Decided. Karen will look for calendar regarding Town Report deadlines from the state.

Amendment to owner-engineer agreement: J Bruno asks if they want another \$6500? M Jones states that what happened was that Aldrich and Elliot is looking to cover the straight time Ben Williams (project engineer) had to be on site. This amount is above and beyond the bond capacity, and the state won't cover it. There is two hundred dollars left and therefore the cost to the Town would \$6300. Joe wants to know if anyone has spoken to Belden? J Bruno states that someone should reach out to Belden's. There is a question of how much we have paid to Belden at this time. Melanie will investigate. Mike will contact Belden's to set up a conference. Joe and Jim would be happy to participate in the discussion.

Manager's update:

Project updates: Float Bridge guardrails are complete and paid for. Lakes and Ponds permit expires in February 29th. Working with Patrick Griffin to get application submitted so work can start. Next Spring, Summer or Fall. Traffic shouldn't be an issue if one lane remains open. Therefore, after June 22 Mike Jones will speak to Jethro about resuming the project on the other side of the causeway.

Highway garage, Bill Nores will come to assess the work required at the highway garage. He was recommended for this kind of structural work.

Sewer project: already discussed. Belden paid to date \$268,643.38. Town still owes Belden's a large balance on the work. Mike will set up a meeting for discussion about the final bill, overage & A-1 (for sand bag left underground that interrupted flow and caused problems at the sewer plant).

Route 30 paving project 2019: We did receive preliminary information for this project from the state.

Winter Prep: McClure's addressed the furnace issues at the sewer plant and has visited the fire station to check out the radiant heat.

Assessor Clerk/Zoning: interview scheduled.

Grants & Aid: Nothing new to report.

Green Lantern Group: First bill in February we should see any savings for January.

Correction: Last week M Jones stated the emergency vehicle was on scene at CVS in 30 minutes, based on a discussion with the principal. Since that time, he has investigated this further and found they were on site in 18 minutes, not considering the 911 call and the dispatch. It could have been getting close to 30 minutes from the principal's perspective, but M Jones wanted to be clear that Castleton responders were on site in 12-13 minutes and it took 18 minutes for emergency to arrive.

Citizen's Comments:

Shirley Sequin attending to speak on behalf of the police department. Shirley lives in the village and is grateful for the service and coverage on the weekends. College kids are a problem for those who live in the village and she states the pressure is there to provide police coverage. She encourages the board to continue to fund the part time weekend officers. At times, calls have been made to the police on the weekends & citizens have been instructed that the officers are already on scene someplace else in the village and will be there as soon as they can. Shirley expresses concern for the safety of officers who must break up gatherings of 200+ students. She refers to two years ago when officers were attacked while attempting to break up a college party. She wants there to be adequate coverage for the safety of the citizens, students & officers.

Mike Finnegan has some points to make about next years budget. His concerns are: Level funding is a cut in the budget. Fire Department equipment is getting more expensive every year. Infrastructure concerns... references the Town Garage. And states that if we have infrastructure projects looming, we need to fix them instead of paying down the tax rate. Town is looking to hire employees; the town needs to pay a competitive wage. Castleton has the reputation for paying less than other towns and should offer a competitive wage in order to hire and retain good people.

Select Board Comments:

Z Holzworth makes a motion to appoint John Hale to the alternate seat on the DRB. R Combs seconds. J Bruno opposed & would like it noted: JH cost the town of Castleton over 100,000\$ for 556 Main. He is an instigator & creates discontent, and when he joined the LBA people who have been members for a long time have left. J Bruno does not support Mr. Hale's appointment as alternate seat on DRB. M Jones will investigate policy changes for making all alternate seats 1-year appointments.

Motion: R Combs makes a motion that J Hale be appointed for a 1-year term. Z Holzworth seconds, J Leamy in favor. J Bruno votes no. Motion carried.

Warrants for approval:

R Combs makes a motion to approve warrants: 1217 \$15811.01, 1213 \$5061.29, 1213 \$13645.67. Z Holzworth seconds. All in favor. motion carried.

Z Holzworth makes a motion to approve warrant 1212p \$545.72. J Leamy seconds. R Combs abstains. All in favor. Motion carries. (signing of warrants)

Continuation of budget:

Board members check to make sure they are all using the correct version of the budget.

R Combs would like to see a budget that doesn't cause the taxes to go up, using a combination of the surplus and highway carryover to make this a tax neutral budget increase.

Payroll is about a third of the budget. Payroll & FICA.

J Bruno wants to know how we can not raise taxes but raise the budget 8.4%? R Combs suggests the much of the increase is due to onetime expenses that can be covered using the Highway carryover (paving, engineering etc) J Bruno would like to see how this approach will affect the numbers. M Jones will plug in the changes to show the effects of this recommendation.

R Combs continues with his recommendations... Should we budget what we spend for Legal Services? Budgeted is \$20,000. Recommended that we budget \$30,000. \$3500 Capital Improvement Fire House parking lot. Is \$3500 enough? M Jones states that he doesn't know as he does not yet have the quotes.

M Jones states that there is paving money in the budget. Can we use money from the paving carryover for the sealing of FD pavement?

Part time other police officers for \$15,000+ coverage on weekends for village and college students. R Combs recommends that we do fund this. Also recommends we fund the reserve account for the PD.

Summer maintenance, other purchased services \$6300 Crushing, crosswalk painting etc..... is there some way to move monies from roadside mowing or something else to cover that?

Capital Projects paving & crack sealing: \$22,000 The carry over would cover this amount.

Stormwater drains: The increase may be warranted. We will have \$46,000 in carryover and we don't know what our share of the grant funds look like yet. Possible to take it out? M Jones states that for state funds best to cover both sewer and storm drains, through the state revolving funds. It was projected that it would be a \$500,000 project. R Combs considers this and decides it is good to leave it in the budget.

Mechanics budget up \$9,000 increased to \$80,000.

Constable proposed to level fund. Doesn't see the need for more hours.

Recreation department historically has underspent their budget. Martha Clifford speaks to projects that need to be accomplished. Dewey, Beach & Hydeville.

Jim Leamy will provide his budget input at this time:

Wage increase for 3% full time and 2.5% part time across the board, based on actual current earnings. Estimated cost will be 24,000+/-

Increase in insurance premiums 5% starting January 1st.

Police department Part time officers weekend coverage: Jim believes the University should carry half the cost as the reason this coverage is required is due to the college students.

Instead of putting 17,000 into the capital reserve. PD should buy vehicles as needed with the department revenue.

FD level fund. And recommends that when FD needs a new vehicle they should consider a vehicle that has multiple uses.

Constables should be level funded.

Transfer station can save \$28,000 by increasing the revenue so the transfer station pays for itself.

July 4th level fund & recreation level fund.

J Leamy believes that these recommendations will save \$126,000. Expresses concern about employment opportunities in town. We only have primary homeowners that carry the burden of the tax rate.

J Leamy asks mike to call up the business office at the Slate Valley Unified School District to inquire about the school budget and its impact on Castleton.

M Jones will input these recommendations and print out the spreadsheet for how that impacts the budget.

Discussion about changing the permit prices for the transfer station. J Bruno states that is used to be \$40 and the Town lowered it a few years ago. The Board will consider raising the permit fee. At ACE we are paying 100% to bring our trash, which will cost \$6,000 more than we budgeted for.

Zack Holzworth agrees with R Combs recommendations. M Jones will input the changes for both scenarios/recommendations and provide copies to board members.

Next meeting is the 7th of January. Budget must be finalized.

Z Holzworth makes a motion to enter executive session at 8:33 for Personnel (Manager & Board.) All those in favor. Motion Carried.

J Bruno makes a motion to come out of executive session at 8:56pm. No action taken.

J Leamy makes a motion to adjourn at 8:58. Z Holzworth seconds. All those in favor. Motion carried.

Adjourn.