

**TOWN OF CASTLETON
SELECT BOARD MEETING
TOWN OFFICES
JUNE 12,2017**

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

OTHERS PRESENT: M. Shea- Town Manager- see attached list

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

APPROVAL OF AGENDA

MOTION: J. Leamy made a motion to approve the agenda . Seconded by Z. Holzworth
All in favor. Motion Carried.

MINUTES FOR APPROVAL- May 22, 2017

MOTION: Z. Holzworth made a motion to approve the minutes to May 22, 2017 with one correction. Pg. 5, line 5- change “statues” to “ status”& line 25- “Castleton EDC” not” RECD”
Seconded by R. Combs. All in favor. Motion Carried.

DONATION PRESENTATION- TERRY MORAN

T. Moran representing the Lake Bomoseen Association presented the Town of Castleton with a
“ Depth Map of Lake Bomoseen”.

The Board members all thanked the Association for the map and it will be hung in the Town
Offices.

COIN DROP REQUEST- 8TH GRADE CLASS WASHINGTON DC TRIP

MOTION: J. Leamy made a motion to approve the coin drop as presented. Seconded by R.
Combs. All in favor. Motion Carried.

S. Stevens stated he would be setting it up, taking it down and no one under the age of 16
would be on the road.

REQUEST FOR TOWN GREEN USAGE- CASTLETON WOMEN’S CLUB/COLONIAL DAY

MOTION: R. Combs made a motion to approve the usage of the town green as presented.
Seconded by Z. Holzworth. All in favor. Motion Carried.

REQUEST FOR LIQUOR LICENSE APPROVAL- FIRST CLASS LICENSE-BRETING, LLC

MOTION: R. Combs made a motion to approve the First Class Liquor License as presented.
Seconded by Z. Holzworth. All in favor. Motion Carried.

R. Combs asked Chief Mantello if there were any issues. Chief Mantello stated there were not any issues and he supported it.

POLICE DEPT. UPDATE- CHIEF MANTELLO

Chief Mantello stated there was an increase in Citizen's Assists. There will be increased directed patrols. Lake Bomoseen and the State Park are now opened.

Chief Mantello stated that he had a meeting on 6/5/17 with the LBA, residents, Fish & Wildlife, Lt. Stedman, Commander of the marine division. There were about 40 people in attendance. They came up with short term goals. There are only 30 people who handle all the lakes in Vermont, 3 of which handle Lake Champlain, Lake Catherine and Lake Bomoseen. Fish and Wildlife stated that it would alright if Castleton Police patrolled the water. The Chief stated that he could handle about 8-10 hours a week for a boat patrol.

J. Leamy commented on the fact that the State is passing on its' responsibilities to the Town's.

J. Leamy asked if the LBA has a boating safety policy.

Chief informed the Board that he had a surplus in his budget and would like to purchase a new vehicle by July 1, 2017. He has put about \$4,900.00 of repairs into the Impala, it's a 2011 with 133,000 miles on it.

J. Bruno asked what the year of the next oldest vehicle was.

Chief replied the 2013 Taurus and he had 3 BIDS and the EXP is 4 wheel drive and very roomy.

J. Bruno asked how much it was. Chief replied \$35,000.00.

M. Shea stated that it was in their budget.

J. Leamy asked if this would impact the overall budget if there were any shortfalls in other areas.

M. Shea that the budge was doing OK and didn't expect anything likely that to happen.

The Chief was asked to bring in detailed information for the next meeting.

BID AWARD- BARKER HILL PROJECT

M. Shea reviewed the BID analysis for the project.

J. Bruno asked if there was a pre-bid meeting with the contractors.

M. Shea replied there was not and it was not required.

PAGE 3 – SLCT BD MTG- 6/12/17

J. Bruno replied that it was very helpful to have one with the contractors so that the Bids are all to the same specifications and guidelines.

J. Bruno had a concern regarding the BIDS as there is a big difference in prices, the range is \$10,000.00 up to \$34,000.00.

P. Eagan replied that he had met with each contractor individually and explained what had to be done. He also spoke to other towns that had used the contractors.

J. Leamy asked why the town was not doing the project.

P. Eagan replied that the town does not own the proper equipment needed for the project and would not be done as effectively or as fast.

G. Trudo stated that the cost to rent equipment would be between \$3,000.00 and \$4,000.00 a week and that did not include the manpower to run it.

P. Eagan does consider which projects can be done by the town and which ones need to be BID out.

J. Leamy asked if someone could come to the meetings and explain that to the Board.

J. Bruno asked M. Shea to hold a pre-bid meeting at Barker Hill with the 5 contractors who placed BIDS.

MOTION: J. Leamy made a motion to table the BID award for Barker Hill. Seconded by Z. Holzworth. All in favor. Motion Carried.

PURCHASE ORDERS FOR APPROVAL- 1ST RESPONDERS, VFIS BENEFITS, HIGHWAY/LANE ENTERPRISES, WWTF/R.M. HEADLEE VALVES, APC SERVICES

FIRST RESPONDERS- VFIS BENEFITS

MOTION: R. Combs made a motion to approve P.O. 040103 for \$7,500.00 as presented. Seconded by R. Spaulding. All in favor. Motion Carried.

HIGHWAY/LANE ENTERPRISES

MOTION: R. Combs made a motion to approve P.O. 039957 for \$ 6,527.14 as presented. Seconded by Z. Holzworth. All in favor. Motion Carried.

WWTF/R.M. HEADLEE VALVES

MOTION: R. Combs made a motion to approve P.O. 040151 for \$3,112.00 as presented. Seconded by R. Spaulding. All in favor. Motion Carried.

APC SERVICES

MOTION: R. Combs made a motion to approve P.O. 040184 for \$2,879.00 as presented. Seconded by Z. Holzworth. All in favor. Motion Carried.

J. Bruno asked M. Shea if the data rack was included in this invoice.

M. Shea replied that it was included and informed the Board that there was one more invoice for McClure Construction.

J. Bruno replied that he was not comfortable paying them the total owed as they still needed to complete a final walk thru and the installation of the clock. There was a sign off of "substantial completion" so we could move in. There is also the matter of the fire suppression system. He also suggested subtracting the fire suppression system and a couple thousand more for a cushion.

MOTION: R. Combs made a motion to approve a payment of \$54,700.00 to McClure Construction. Seconded by R. Spaulding. All in favor. Motion Carried.

UNLICENSED DOG REPORT & WARRANT

N. Boutwell stated that there were 45 animals from last year that have not been licensed this year.

J. Bruno asked if she has tried to contact the owners.

N. Boutwell stated that she has sent out letters in March and late May and continues to try to find and contact the owners.

CITIZEN'S COMMENTS

R. Ladd stated that the front door of the Town Office was locked again tonight as it was for the last meeting.

J. Bruno stated he would look into having it kept open on meeting nights.

A. Breting stated that J. Cameron went to the last DRB meeting to ask about the permit issued for his business and what permit date they were going to use and was told by DRB that it was a Select Board issue now.

J. Bruno stated that they rescinded their decision back to the original permit.

A. Breting stated that this would mean that his time frame to expand would be expired.

PAGE 5- SLCT BD MTG – 6/12/17

G. Trudo stated that Sect. 1104 C in Zoning states that if a mistake is made by ZA then a extension can be given.

MOTION: Z. Holzworth made a motion to grant a one year extension from Feb. 28, 2017- permit # 7923. Seconded by R. Spaulding. All in favor. J. Leamy- abstain- Motion Carried.

F. Taggart informed the Board that the 300 ft of sewer on the North across North Road and down Rt 30 is not for sale anymore. He requested that a Sewer Meeting be held before next Select BD meeting and he be on the agenda.

MANAGER'S UPDATE

New Town Office: ... Several weeks ago there was a tentative date this month for the Grand Opening, due to several reasons this will need to delay to a later date.

Grants Update: I have been informed that the town WAS awarded \$71,766.99 for Road Paving. We are approved for \$17,000 for Public Safety Communication Grant, and \$3,000 for an Emergency Operation Center. Thus far each grant the town has applied for we have been approved in whole or in part. We are still waiting on the two fire fighters grants.

Revised new town office construction contingency: As requested, I have attached financial details as it relates to the new town office contingency based upon what I know at this time. There is a balance of \$23,685.14.

J. Bruno asked M. Shea what the contingency total was at start of project.

M. Shea replied that he did not know, as it had changed.

Peoples Bank Resolution: In these modern times the Town is required to continue to do business in these days of electronic transaction. I am asking that this tool be restored...

J. Bruno asked how many cards there are. M. Shea replied there is only one.

4th of July Committee & Fire Works: I have been told as recently as this afternoon that there will be funds available from private donations to fund this year's annual fireworks celebration. You will see this purchase order at your next meeting on June 26th.

MOTION: R. Combs made a motion to approve People's Bank Business Card Resolution as presented. Seconded by R. Spaulding. All in favor. Motion Carried.

SELECT BOARD CONCERNS

R. Spaulding asked when the decision was made to farm out the lawn mowing.

J. Bruno replied it was done at the last meeting.

PAGE 6- SLCT BD MTG- 6/12/17

J. Burke replied that the gentleman was doing a nice job.

J. Bruno asked if the tree on Main Street was down. R. Ladd replied that only the stump was left.

P. Eagan replied that it was going to be \$300.00 to grind the stump.

J. Currie asked if the Board was going to void the Breting permit, the town record shows two permits 2015 & 2017. The 2017 permit for Breting was rescinded and needs to be removed from the town record.

J. Bruno asked M. Shea if he has heard anything regarding the Windy Hollow project.

M. Shea replied that he emailed the representative about 2 weeks ago.

J. Bruno asked M. Shea to give him the date of the email.

J. Bruno asked about the Buck property.

M. Shea replied that he met with the owner last Wednesday, 6/7/17, and there is another meeting set up for next week.

M. Combs asked the Board for guidance regarding payments for the Town Office.

MOTION: J. Leamy made a motion that any and all expenses not budgeted for come out of contingency. Seconded by R. Spaulding. All in favor. Motion Carried.

WARRANTS FOR APPROVAL

MOTION: R. Combs made a motion to approve warrants # 0612R for \$ 719.30, #0612 for \$219,628.97, #0608 for \$8,122.11, #0606 for \$8,560.65, #0601 for \$5,625.99, #0525 for \$5,425.83, #0608P for \$14,545.34, #0601P for \$14,126.24, #0525 for \$13,785.97. Seconded by R. Spaulding. All in favor. Motion Carried.

MOTION: R. Spaulding made a motion to approve warrants # 0607P for \$547.61, #0531P for \$547.61 and #0524P for \$547.61. Seconded by Z. Holzworth. All in favor. Abstain- R. Combs- Motion Carried.

MOTION : R. Spaulding made a motion to approve warrant # 0611 for \$15.00. Seconded by J. Leamy. All in favor. – Abstain- Z. Holzworth. Motion Carried.

EXECUTIVE SESSION

MOTION: J. Leamy made a motion to enter Executive Session for Collective Bargaining. R.

PAGE 7 - SLCT BD MEETING MINUTES OF 6/12/17

Spaulding seconded. All in favor. Motion carried.

MOTION: Z. Holzworth motioned to exit Executive Session at 9:00 pm with no action taken. R. Spaulding seconded. All in favor. Motion carried.

MOTION: R. Spaulding motioned to enter Executive Session at 9:02 pm with the Board and Counsel per 1VSA 313 (3) (a) (3). J. Leamy seconded. All in favor. Motion carried.

MOTION: R. Combs made a motion to exit Executive Session at 9:48 pm with no action taken. R. Spaulding seconded. All in favor. Motion carried.

MOTION: J. Leamy made a motion to Adjourn at 9:49 pm. R. Spaulding seconded. All in favor. Motion carried.

Respectfully,

V. Waldron

Date of Approval