

**TOWN OF CASTLETON
SELECT BOARD MEETING
MINUTES OF August 28, 2017
TOWN OFFICES**

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

MEMBER ABSENT: R. Spaulding

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

Meeting called to order at 7:05 pm by Chairman J. Bruno.

APPROVAL OF AGENDA

MOTION: R. Spaulding made a motion to approve the agenda. J. Leamy seconded.
R. Combs seconded.

J. Bruno asked for a second Executive Session for Union Negotiations. All in favor. Motion Carried.

MINUTES FOR APPROVAL- July 24, August 7 & 9, 2017

MOTION: R. Combs made a motion to approve the minutes of August 7 & 9, 2017. J. Leamy seconded. All in favor. Motion Carried.

Errors & Omissions - Lisa Wright/Jacob Dorman

L. Wright explained that the listing represented errors that need correcting. She continued stating that Castleton has always put c/o (care of) the new owner on the second line and their address for any change in ownership after April 1st. Statute states that the tax bill and grand list should reflect the legal owner of record as of April 1st and send a copy to the new owner.

MOTION: R. Combs motioned to approve the correction to Parcel # 010100015.2, Lawrence Infurna from \$547,600 to \$548,200. (boundary line adjustment with Alexander) Z. Holzworth seconded. All in favor. Motion carried.

MOTION: J. Leamy motioned to approve the correction to Parcel # 010100015.3, Michael Alexander from \$378,900 to \$338,900. (includes Veteran's Exemption of \$40,000 & land adjustment with Infurna) Z. Holzworth seconded. All in favor. Motion carried

MOTION: Z. Holzworth motioned to approve the correction to Parcel # 080200033, Marilyn Trepanier from \$128,000 to \$88,000 (include Veterans Exemption of \$40,000). J. Leamy seconded. All in favor. Motion carries.

MOTION: R. Combs motioned to approve the correction to Parcel # 445000025-T, Theresa Longtin from \$0.00 to \$15,100 (removal of Veteran's Exemption). J. Leamy seconded. All in favor. Motion carried.

MOTION: J. Leamy motioned to approve the correction to Parcel # 242100016, Silas Loomis from \$124,200 to \$84,200 (include Veteran's Exemption). Z. Holzworth seconded. All in favor. Motion carried

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MOTION: J. Leamy motioned to approve the correction to Parcel # 34500021-A, William Gilbert from \$31,800 to \$16,400 (per BCA decision in 2016). Z. Holzworth seconded. All in favor. Motion carried.

MOTION: J. Leamy motioned to approve the correction to Parcel # 050200035, Robert Day from \$215,700 to \$214,600 (sold .85 ac to Rehlen). Z. Holzworth seconded. All in favor. Motion carried.

MOTION: J. Leamy motioned to approve the correction to Parcel # 050200034, John Rehlen from \$253,100 to \$255,600 (purchased portion from Day). Z. Holzworth seconded. All in favor. Motion carried.

MOTION: R. Combs motioned to approve the correction to Parcel #425100030, Pearly Provo, from \$42,900 to \$0 (structure removed and land added to 425100031) Z. Holzworth seconded. All in favor. Motion carried

L. Wright explained she would like to have a change in procedure regarding address changes for property transfer after April 1 of each year.

Tax Collection Warrant for Approval

MOTION: R. Combs motioned to approve the Warrant for Tax Collection. J. Leamy seconded. All in favor. Motion carried.

Police Department Update - Chief Mantello

Chief Mantello reviewed the monthly report presented and highlighted that due to the number of highway deaths this year the State is requesting more directed patrols. They also are doing checks on persons on the sex registry. He continued stating that he has met with the sports teams at Castleton University and will have more patrols on weekends for the next 6 to 8 weeks.

J. Bruno asked about the new car status. The chief responded that it should be here by the end of October.

The chief also stated that due to the CO issue, they will be having the vehicles checked out by Ford and will also have CO detectors installed.

Bid Awards - Heating Oil & Propane

MOTION: J. Leamy motioned to approve the bid for Heating Oil to Champlain Valley P & H in an amount not to exceed \$1.77 per gallon. R. Combs seconded. All in favor. Motion carried.

MOTION: J. Leamy motioned to approve the bid for propane to Fyles Brothers in an amount not to exceed \$1.35 per gallon. R. Combs seconded. All in favor. Motion carried.

Purchase Orders for Approval - Highway - G. Stone Motors; Nicom Crack Sealing; Hadeka Stone Corp. and Transfer Station - Wastequip

MOTION: R. Combs motioned to approve Purchase Order #040501 for G. Stone Commercial Division in the amount of \$5,100 for Excavator rental. Z. Holzworth seconded. All in favor. Motion carried.

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Motion: R. Combs motioned to approve Purchase Order #040507 for Nicom in the amount of \$19,000 for crack sealing. J. Leamy seconded. All in favor. Motion carried.

MOTION: R. Combs motioned to approve Purchase Order #040388 for Hadeka Stone Corp. in the amount of \$3,654 for stone. Z. Holzworth seconded. All in favor. Motion carried.

MOTION: R. Combs motioned to approve Purchase Order #040491 for Wastequip in the amount of \$4,600 for a roll-off. Z. Holzworth seconded. All in favor. Motion carried.

R. Combs asked if this was an open 40 yard. M. Shea responded yes.

J. Bruno asked if they were all set at the Transfer Station, were there others that need to be replaced.

M. Shea responded that we need to purchase one more this year. Continuing stated that the fence at the Transfer Station need to be fixed, and will need to put it out to bid in the near future.

Citizen's Comments

S. Day thanked those members who participated in the 4th of July parade, for the paving on Float Bridge Rd and the Lion's Club for the new Pavilion at Crystal Beach. Continuing she stated she was sorry that he was leaving. She handed out a work place 'Bullying' policy she found, stating that she thinks it is due to the work place climate around the country.

H. Steele asked the status of the agreement with the Lake House.

M. Shea responded that since that meeting the Lake House and the State have eliminated parking on the right side of the road they are using the parking lot and are doing everything pursuant to the insurance company and counsel for the most part. They also decided to do the snack hut and are still waiting for one more payment. He talked with Kyle last week and will be coming in with the final payment.

H. Steele continued stating she had a copy of the contract that is not signed yet, and a lot of the things in it are not happening.

The board asked for a copy of the contract.

J. Bruno asked why the contract has not been signed yet. M. Shea stated he is trying to have him come in.

Manager's Update

Route 30 Sewer Project: As planned this project has been fast tract such that it may be possible to complete the needed improvement to the sewer main from the Castleton Corners to the Wastewater Treatment Facility. The enclosed "Advertisement for Bids" was published on Saturday August 26, 2017 in the Rutland Herald.

Several members questioned the 4 week time frame for bids to come in. M. Shea stated that A & E did the ad, and will check why 4 weeks and not 2 weeks.

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Revised new town office construction contingency: There is a balance of \$9,771.38.

J. Bruno asked if there were any more outstanding bills.

M. Combs stated that the \$9,771.38 is after McClure's bill is paid.

Select Board Comments

R. Combs asked the status of the sidewalk projects.

M. Shea stated that the Drake Road to Hydeville project will ready for bid about April 1st. The Rte. 30 project is still on hold due to one person holding out on the driveway cut.

R. Combs asked what specifically is the problem. M. Shea replied that the person does not want to sign the easement.

Z. Holzworth asked how to dissolve the district that involves the street lights and make it town operated. J. Bruno stated that we will have to look into it.

J. Bruno asked if the board made a motion to have no cash at the Transfer Station. And asked the board to consider credit cards & check, however if a resident goes to the Transfer Station with their trash and does not have a check or credit card to let them pay cash.

M. Shea stated that there is no policy but a memo to the no cash. This direction is a recommendation from an independent auditor, to make it the best operation.

J. Bruno asked about the sewer repair this week on Rte. 30. M. Shea responded that there was a leak in the same area that was repaired recently. This property has 2 connections and there are no maps to show them so we were not aware there were 2.

Warrants for Approval

MOTION: R. Combs made a motion to approve warrants # 0828R for \$12,416.76; #0827R for \$762.50; #0814R for \$1,628.00; #0828 for \$74,655.08; #0824 for \$6,134.53; #0822 for \$358.52; #0871 for \$6,314.29; #0814 for \$95,099.84; #0810 for \$8,678.92; #0808 for \$29,266.36; #0803 for \$7,341.92; #727 for \$6,057.64; #824P for \$15,906.67; #817P for \$16,070.31; 0810P for \$16,260.66; #0803P for \$16,387.80 and #0727P for \$15,638.88. J. Leamy seconded. All in favor. Motion Carried.

MOTION: J. Leamy made a motion to approve warrants #0823P for \$547.16; #0816P for \$547.16; #0809P for \$547.16; #0802P for \$547.16; and #726P for \$547.16. Z. Holzworth seconded. All in favor. Motion carried.

Executive Sessions - Personnel 1 VSA §313 (3)(a)(3)

MOTION: R. Combs motioned to enter Executive Session for Personnel to include the Town Manager and Planning Commission Chairman. Z. Holzworth seconded. All in favor. Motion carried.

MOTION: J. Leamy motioned to exit Executive Session at 8:48 pm with no action taken. Z. Holzworth seconded. All in favor. Motion carried.

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MOTION: Z. Holzworth motioned to enter Executive Session per 1 VSA §313 (3)(a)(3) for Personnel to include the Town Manager. J. Leamy seconded. All in favor. Motion carried.

MOTION: J. Leamy made a motion to exit Executive Session at 9:00 pm with no action taken. Z. Holzworth seconded. All in favor. Motion carried.

Adjourn

R. Combs made a motion to Adjourn at 9:01 pm. J. Leamy seconded. All in favor. Motion carried.

Respectfully

Jill Potter

Date of Approval

DRAFT