

**TOWN OF CASTLETON  
SELECT BOARD MEETING  
Minutes of NOVEMBER 13, 2017  
TOWN OFFICES**

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

Meeting called to order at 7:10pm by Chairman J. Bruno.

**APPROVAL OF AGENDA**

**MOTION:** R. Spaulding made a motion to approve the agenda. Seconded by Z. Holzwoth  
All in favor. Motion Carried.

**MINUTES FOR APPROVAL- OCTOBER 23. 2017**

**MOTION:** Z. Holzworth made a motion to approve the minutes of October 23, 2017.  
Seconded by R. Spaulding with correction. All in favor. Motion Carried.

**COMMUNITY DEVELOPMENT BLOCK GRANT INFORMATION -WINDY HOLLOW CO-OP  
RESIDENTIAL ANTI-DISPLACEMENT & RELOCATION PLAN**

R. Combs noted that the language used is better.

R. Spaulding asked who the "subgrantee" was.

S. Martin replied that it is referring to the Co-op who is buying the property. She also stated that this plan is a requirement for any VCDP project that receives funds.

R. Combs stated that there is no displacement taking place with this project, but if another project in town did require displacement whoever receives that money is responsible for the displacement and its costs.

**GREEN LANTERN GROUP PROPOSED SOLAR ARRAY**

J. Bruno stated that the Planning Commission did met and agreed to designate this site as a preferred site.

B. Longtin explained the Lister needs to update the lot number and address on the form that needs to be signed. In order for it to become a designated preferred site the Planning Commission , Select Board and RRPC have to designate it as a preferred site.

J. Bruno noted that the town will save \$5,300.00 a year on their electric bill.

**MOTION:** R. Combs made a motion to designate Green Lantern Solar array as a preferred site under Rule 5.100. Seconded by R. Spaulding. All in favor. Motion Carried.

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**MOTION :** R. Combs made a motion to appoint J. Bruno, Chairman, to sign the Designation as preferred site. Seconded by J. Leamy. All in favor. Motion Carried.

### **APPOINTMENT -RECREATION COMMISSION (3 years)**

**MOTION:** J. Leamy made a motion to appoint A. Niklasson to the Recreation Commission for a 3 year period. Seconded by R. Spaulding. All in favor. Motion Carried.

### **BID AWARD-TOWN OFFICE CLEANING**

**MOTION :** R. Spaulding made a motion to award the bid for the cleaning of the Town Office to Simply Clean. Seconded by Z.Holzworth. All in favor. Motion carried.

J. Bruno noted that their bid did include a thorough cleaning of the building, including windows.

### **FLOAT BRIDGE UPDATE**

R. Combs noted that the Army Corp of Engineers, permit will expire on December 6, 2017.

J. Leamy noted that the final engineering has not been completed and the town can not apply for the grant until that is complete.

J. Bruno asked that a representative from Enman-Kesselring Engineers attend the next meeting to explain costs and answer any questions the members may have.

### **REIMBURSEMENT REQUEST FOR SIGNATURE-CLASS 2 ROADWAY GRANT**

**MOTION:** R. Combs made a motion to appoint J. Bruno to sign the Request for Reimbursement for the Class 2 Roadway Grant. Seconded by J. Leamy. All in favor. Motion carried.

### **PURCHASE ORDERS FOR APPROVAL-FIRE DEPT.: POINTS DISTRIBUTION; WOODARD MARINE & LIFE GUARD SYSTEMS (ICE WATER GEAR GRANT \$\$);MUNICIPAL EMERG.SVCS**

**MOTION:** Z. Holzworth made a motion to approve P.O. 040611 for the Points fund for the CFD for \$9,000.00. Seconded by R. Spaulding. R. Combs -abstained. All others in favor. Motion carried.

**MOTION:** Z. Holzworth made a motion to approve P.O. 040612 to MES for \$2,020.00. Seconded by R. Spaulding. All in favor, Motion carried.

J. Leamy asked the Chief if it was in the budget.

H. Goyette stated the money was in the budget. They test the hose every two years and a 500 ft. section did not pass. They will be using the old couplings to save money.

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**MOTION:** Z. Holzworth made a motion to approve P.O. 040614 to Woodard Marina for ice water rescue equipment for \$ 6,808.32. Seconded by R. Combs. All in favor. Motion carried.

**MOTION:** Z. Holzworth made a motion to approve P.O. 040615 to Life Guard Systems for ice water rescue equipment for \$ 4,098.46. Seconded by R. Spaulding. All in favor. Motion carried.

**MOTION:** Z. Holzworth made a motion to approve P.O. 040616 to Life Guard Systems for \$ 8,687.00. Seconded by R. Spaulding . All in favor. Motion carried.

H. Goyette explained that the two purchase orders to Life Guard Systems are completely covered by a grant. If they have a class of 35 people, all but \$187.00 will be covered. The difference will be paid for by the Fire Dept.

#### **SIDEWALK PROJECT UPDATE & DESIGNATION OF INTERIM MUNICIPAL PROJECT MANAGER**

J. Bruno noted that R. Combs has been working on this project and recommends that he be the interim project manager.

**MOTION:** R. Spaulding made a motion to appoint R. Combs as the Interim Municipal Project Manager. Seconded by J. Leamy. All in favor. Motion carried.

#### **CITIZEN'S CONCERNS**

C. Smith asked for an update on the sidewalk project since it has been ongoing for at least 6 years.

R. Combs stated that Phase 2 is 100% complete and is ready to go out to bid in the spring with a completion in summer 2018. Phase 1 is being held up by one easement and we are in negotiations with that citizen. The Board will discuss how to proceed around this issue, and then Phase I will be ready to go to bid in spring with completion in summer 2018 also.

C. Smith asked if the sidewalks would go into the residential elderly housing unit as originally planned.

R. Combs replied that they will not be going into the housing development, the plan has been revised in a few areas due to the rising costs of materials and might have to be revised again.

#### **SELECT BOARD CONCERNS**

R. Spaulding asked what might cause the building lights to be on when noone was in the building.

M. Combs replied that are thinking that it might be the lights from the traffic from the Police Dept depending on how sensitive the sensors are.

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R. Combs noted that the Board needs to start to think about the Town Report.

M. Combs asked for direction from the members regarding the budget worksheets that have been passed out to the Dept. heads and the information that needs to be put into them.

### **WARRANTS**

**MOTION:** R. Combs made a motion to approve warrants # 1113R for \$ 3,483.00, #1113 for \$221,229.82, #1109 for \$8,356.83, #1107 for \$11,323.00, #1102 for \$5,024.57, #1030 for \$16,476.37, #1109P for \$12,496.09, #1102P for \$12,599.55, #1027P for \$15,398.88, #1026P for \$13,803.57. Seconded by Z. Holzworth. All in favor. Motion carried.

**MOTION:** Z. Holzworth made a motion to approve warrants # 1108P for \$547.16, #1101P for \$547.16 and #1025P for \$547.16. Seconded by R. Spaulding. R. Combs -abstain... All others in favor. Motion carried.

E. Barnes, Transfer Station Operator, informed the Board that he had received a last minute notice from Waste Management that they will no longer have their gates be open to take construction debris from our transfer station. I have received quotes from 3 places per tonnage prices.

J. Bruno asked if a decision had to be made tonight.

E. Barnes replied that it did not have to happen tonight.

J. Bruno stated to use Finch until a decision is made.

R. Spaulding stated that there are a few more options and he would give them to E. Barnes for consideration.

### **EXECUTIVE SESSION**

**MOTION:** Z. Holzworth made a motion to enter into Executive Session at 8:15pm for Personnel {1 VSA§ 313(3)(a)(3)}. Seconded by J. Leamy. All in favor. Motion Carried.

**MOTION:** Z. Holzworth made a motion to exit Executive Session at 8:55pm. Seconded by J. Leamy. All in favor. Motion Carried.

**ADJOURN:** Z. Holzworth made a motion to adjourn. Seconded by R. Spaulding. All in favor. Motion Carried.

Respectfully

V. Waldron,

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Date of Approval