

**TOWN OF CASTLETON
SELECT BOARD MEETING
Minutes of OCTOBER 23, 2017
TOWN OFFICES**

MEMBERS PRESENT: J. Bruno, Z. Holzworth, R. Combs, J. Leamy, R. Spaulding (by phone for executive session)

OTHERS ABSENT: M. Shea- Town Manager, see attached list

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

APPROVAL OF AGENDA

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

AMENDED AGENDA – R. Combs added to agenda “and potential action regarding an employee” after Executive Session.

MINUTES FOR APPROVAL- October 9, 2017

MOTION: R. Combs made a motion to approve the minutes of October 9, 2017. Seconded by J. Leamy. All in favor. Motion Carried.

POLICE DEPARTMENT UPDATE- CHIEF MANTELLO

Chief noted that service calls had increased, most likely due to the University being back in session. There were also more accidents in September. There were two excessive speed incidents. When it's 30 mph over speed limit it is a criminal offense.

The new vehicle came in last week and the equipment has been ordered. The winter tires and lettered will be out on shortly.

Chief asked the Board their thoughts on what to do with the Impala, sell it or give it to the second Constable.

J. Bruno asked what year it was and how many miles were on it and how much they could get for it.

Chief replied that it was a 2011 and had approximately 122,000.00 miles and it would probably sell for \$1,200.00 to \$1,500.00.

J. Bruno said the Board would have to discuss the issue and if it would be passed on to one of the constables.

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Chief stated that the radios, cameras and radar will be removed from the Impala and the radios were going to be sold.

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

J. Bruno explained that the members had received the paperwork at the last meeting and they had some questions, so they asked you to attend the meeting to help answer the questions.

J. Bruno stated that it read that if the Co-Op's plan does not work that the Town of Castleton is responsible for the relocation.

S. Martin replied that what was presented to the Board was a policy. If someone were to come to you and they had received VCDP funds, that would cause displacement, they would have to follow the policy that the town put forth. They are not displacing anyone during construction. If something did happen that would cause someone to be displaced, the folks at Windy Hollow would have to come up with a plan to relocate those displaced persons. They would have to follow the town's policy. The policy has to follow the guidelines that have been set, that you received.

The guidelines would be needed and followed for any project the Town received VCDP money for, i.e.: roads, sidewalks, if the project were to displace someone. It is not just for the Windy Hollow project.

J. Bruno received a letter from A. Kroll, Director of Grant Mgt. and it states that whatever action is taken the Grantee (municipality) is ultimately responsible for the relocation. We need to be sure that we have a plan before we enter this agreement. We were told that the town would have no responsibilities that the grant money just needed to be passed thru the town to the Co-op.

S. Martin stated the sub-grantee, (Windy Hollow) if there is displacement caused by the sub-grantee, they have to come up with the plan for relocation, the town just needs to approve the plan. If you are receiving VCDP funds and someone is getting displaced, some of the grant money would be for relocating them and putting them up somewhere.

J. Crowingshield stated that the town is just the pass thru for the Co-op to receive the grant money. If the Co-op displaces someone they have to follow the guidelines the Town of Castleton sets up and the Co-op is responsible for any costs incurred.

J. Leamy asked what would happen if the Co-op did not follow the policy, then it states that the town is ultimately responsible.

S. Martin replied that was a good question and she would think the one recourse would be for

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VCDP to pull their funding. If there would have been the need for relocation of anyone during the project funds, would have been requested for that specific purpose in the grant.

R. Combs asked what happens if in 3 years Windy Hollow decides that they want to eliminate 3 lots and those people have to relocate, is this relevant to this project.

S. Martin replied only if VCDP money was involved. If Windy Hollow Co-op was to get another grant in the future, it would require them to come back to you and go thru this whole process all over again.

R. Combs asked what else the town needed to do.

S. Martin replied someone from the town needed to attend a Fair Housing Training. It has to be within one year of us receiving the money.

R. Combs asked about dates for the training, having the dates will make it easier to figure out who can attend from the town.

S. Martin replied she would look into that and get back to the Board with the dates and locations.

J. Bruno asked if the training was a one-time attendance.

S. Martin replied that it is a one-time attendance.

S. Martin will get any information regarding the policy the town for the Board to review.

ERRORS & OMISSIONS – ASSESSOR LISA WRIGHT/JAKE DORMAN

MOTION: J. Leamy made a motion to approve the following error, mobile home unit 37-50-23.B, the Assessor's request to remove the mobile home from the Grand List as it was sold moved to Wells prior to 4/1/2017. Seconded by R. Combs. All in favor. Motion Carried.

CITIZEN'S COMMENTS – NONE

MANAGER'S UPDATE – NONE

SELECT BOARD CONCERNS

J Bruno stated that the Board has the Road Surface Cut Policy in their packets, he asked the members to review it for the next meeting.

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WARRANTS:

MOTION: R. Combs made a motion to approve warrants # 1023R for \$16,117.68, #1023 for \$153,318.71, #1019 for \$5,975.52, # 1012 for \$ 20,417.80, #1019P for \$14,448.18, #1012P for \$14,075.14. Seconded by J. Leamy. All in favor. Motion Carried.

MOTION: Z. Holzworth made a motion to approve warrants #1018P for \$547.16 and #1011P for \$ 547.16. Seconded by J. Leamy. R. Combs- abstain—All in favor. Motion Carried.

EXECUTIVE SESSION

MOTION: Z. Holzworth made a motion to go into Executive Session pursuant to 1VSA 313(a) (3) – Appointment or employment or evaluation of a public officer or employee and potential action regarding an employee. Seconded by R. Combs. All in favor. Motion Carried.

MOTION: Z. Holzworth made a motion to exit Executive Session at 8:25pm with no action taken. Seconded by J. Leamy. All in favor. Motion Carried.

MOTION: R. Combs made a motion to authorize the Select Board Chair to execute any and all documents necessary for the Town Manager's separation from employment and consult with legal counsel. Seconded by J. Leamy. All in favor. Motion Carried.

M. Combs asked for clarification. J. Bruno replied that they cannot comment any further. M. Combs asked if issues and questions still went to M. Shea.

J. Bruno replied that if anyone needs anything they can get in touch with himself and J. Leamy will be around to address any day to day or emergency issues.

ADJOURN

MOTION: J. Leamy made a motion to adjourn at 8:30pm. Seconded by R. Combs. All in favor. Motion Carried.

Respectfully

V. Waldron

Date of Approval