

**TOWN OF CASTLETON
SELECT BOARD MEETING
TOWN OFFICES
NOVEMBER 27, 2017**

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

MEMBERS ABSENT: J. Bruno

Meeting called to order at 7:00pm by Vice Chairman; R. Combs

APPROVAL OF AGENDA

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

MINUTES FOR APPROVAL- November 13, 2017

MOTION: Z. Holzwoth made a motion to approve the minutes of November 13, 2017.
Seconded by R. Spaulding . All in favor. Motion Carried.

FLOAT BRIDGE UPDATE- BLAIR ENMAN, ENMAN KESSELRING CONSULTING ENGINEERS

B. Enman stated that they have been involved in the project from about 2014. The East side project has been complete. They are now working on the proposal for construction of the West Side of the Bridge.

R. Combs asked if the Town should be sending out the engineering for bid.

R. Spaulding asked if it is a continuous process including both the East and West sides of the bridge.

B. Enman stated that they started with the footings of the bridge and have received all permitting for construction on both sides of the bridge.

J. Leamy stated it seemed it would be counter-productive and cost the town more money to start all over with a new engineering company.

J. Leamy asked about the "construction phase" and the possibility of reducing this cost.

B. Enman replied that this cost was based on the number of construction observations that the town wanted or that the project needed.

J. Leamy asked if B.Enman would be willing to help with the upcoming expiration of one of the permits (ACOE) on Dec. 7, 2017 and if it would be pro bono.

B. Enman replied he would make a call tomorrow and begin to work on it, free of charge.

MOTION: R. Spaulding made a motion to proceed with Enman Engineering to complete the West Side of Float Bridge. Seconded by Z. Holzworth. All in favor. Motion Carried.

MOTION: J. Leamy made a motion to allow R. Combs to sign the agreement with Enman Engineering for the West side of Float Bridge. Seconded by R. Spaulding. All in favor. Motion Carried.

POLICE DEPT. UPDATE- CHIEF MANTELLO

Chief noted that the traffic hazards had increased 100% due to the recent wind storm.

R. Spaulding stated that he has had a conversation with 3 residents regarding speeding on River St, Pine Street and Drake Rd. He has given the information to an officer.

Chief stated that there are now 3 speed limit signs on Pine Street.

Chief Mantello would like to "Thank" the Castleton Fire Dept. for their help on Oct. 30, 2017 on the rollover on South Street. Chief Mantello informed the Board that Officer Szarejko has calculated the amount of time used by everyone for the clean-up and he will bill the insurance company. It was over \$8,000.00.

Chief Mantello stated that the Winter Parking Ban is now in effect.

ROUTE 30 NORTH SIDEWALK UPDATE

J. Burke informed the Board that it is unfair that Pat Moore (neighbor) should lose the use of her driveway after 65 years of having use of it. He stated that he and his client are upset that the Town has done nothing to fight VTRANS for them.

R. Combs stated that he is just learning about the process that has taken place regarding the right of way and the sidewalk project. He did talk to T. Gillman and was informed that getting

approval for the driveway would not happen. The client could apply for a permit, but it would be denied. The client would have to appeal.

R. Combs stated that even without asking the neighbor they have missed the window for construction in 2018 anyway. So the Town should investigate the situation further on behalf of the P. Moore.

R. Spaulding asked to be part of the process.

R. Combs stated that Phase II will go out for bid in January and will be built in 2018, it is from Drake Rd to Hydeville Post Office.

APPOINTMENT – RECREATION COMMISSION (3 YEARS)

MOTION: R. Spaulding made a motion to appoint Y. Traverse to the recreation commission for a 3 year period. Seconded by J. Leamy. All in favor. Motion Carried.

PURCHASE ORDERS FOR APPROVAL- WWTF & POLICE DEPT.

MOTION: Z. Holzworth made a motion to approve P.O. 040803 to Brook Field Service for preventive maintenance for the generators for \$2,877.00. Seconded by R. Spaulding.

J. Leamy stated that he does not like “preferred vendors” and would like to see 3 quotes.

R. Combs would like to talk to J. Jordan and ask him for answers to the Select Board’s questions.

MOTION: J. Leamy made a motion to table the motion on the P.O. 040803 until the next meeting. Seconded by R. Spaulding . All in favor. Motion Carried.

MOTION: Z. Holzworth made a motion to approve P.O. 040589 to Adirondack 2-Way Radio, Inc. for radios for the Police Cruisers for \$30,646.40. Seconded by J. Leamy. All in favor. Motion Carried.

Chief Mantello noted that this purchase is thru a Homeland Security Grant, the purchase must be made in total before the Grant monies will take effect.

CITIZEN’S CONCERNS

V. Waldron informed the members that she had not seen any permits for change of use for the new Heritage Bank on Main Street. The previous upstairs was used as rental units for individuals. The bank now uses the upstairs for offices. When she questioned our Zoning Administator, J. Biasuzzi , he told her that the legal counsel for the owner of the building assured him that a permit was not needed. V. Waldron’s concern is that our Z.A. should not be taking the word of the legal counsel for the owner on whether or not a permit is needed.

R. Combs replied that it will be looked into and an answer may not be available for a few weeks.

PRE-BUDGET 2018-19 DISCUSSION

M. Combs, Town Accountant updated the Board on the budget process. The Dept. heads were all sent a memo regarding their responsibilities for the upcoming budget process. The majority have turned their budget requests in.

M. Combs will be preparing the administrative budgets the town manager has done in the past. She will put the budget numbers into a spread sheet so the Select Board members can begin to look them over.

M. Combs asked the Board to come up with a meeting schedule so that the budget will be ready for the final review.

The Board will have the first copy of the budget for review for the Dec. 11th meeting. They will hold a special Select Board Meeting just for the budget on Dec. 18th. The second regular monthly meeting falls on Christmas Day and there is a scheduled Planning meeting on Dec. 26th. The Board agreed that if there is no Planning meeting on Dec. 26th, the regular scheduled Select Board meeting will be held on the 26th, with a review of the budget on the agenda. The final review of budget and warnings should take place on the Jan. 8th, 2018 meeting. The meeting on Jan. 22, 2017 will be for signing off on budget and warnings.

M. Combs will present the members with a raw budget at the 12/11/17 meeting, giving the members a week to review it and question any department heads if need be.

J. Leamy thanked M. Combs for all the extra work she has and will be doing for the budget preparation.

SELECT BOARD CONCERNS

J. Leamy stated that, in the absence of a Town Manager, someone needs to be appointed from the Board to sign paperwork for a tax sale.

MOTION: J. Leamy made a motion to authorize R. Combs to sign tax sale paperwork. Seconded by R. Spaulding. All in favor. Motion carried.

Z. Holzworth stated that the tree in the right-of-way at his house is still there. It is on Corey Lane at the corner of 4A. Z. Holzworth will call P. Eagan regarding the determination of the right of way.

Z. Holzworth also inquired about a letter from REDIC asking for money. The other members had not seen the letter, so they will discuss it at the next meeting.

R. Combs wanted to Thank the American Legion for their donation of a new flag for the vestibule of the Town Offices.

Chief Mantello also thanked the American Legion for their donation of a new flag for the Police Dept.

WARRANTS

MOTION: Z. Holzworth made a motion to approve warrants # 1127for \$28,567.89, #1122 for \$6,147.07, #1116 for \$5,313.42, #1122P for \$12,392.95, #1116P for \$12,626.75. Seconded by R. Spaulding. All in favor. Motion carried.

MOTION: Z. Holzworth made a motion to approve warrants # 1121P for \$547.16, #1115P for \$547.16. Seconded by J. Leamy. R. Combs –abstain. All in favor. Motion carried.

EXECUTIVE SESSION

MOTION: J. Leamy made a motion to go into Executive at 8:30pm for Personnel {1VSA\$313[3][a][3] with the Board and Chief Mantello. Seconded by R. Spaulding. All in favor. Motion carried.

MOTION: Z. Holzworth made a motion to exit Executive session at 9:50pm. Seconded by R. Spaulding . All in favor. Motion Carried.

MOTION: J. Leamy made a motion to authorize the Police Chief to sell the Chevrolet Impala to the highest bidder with the revenues being returned to the Police Reserve fund. Seconded by R. Spaulding. All in favor. Motion Carried.

ADJOURN

MOTION: J. Leamy made a motion to adjourn at 10:10pm. Seconded by Z. Holzworth. All in favor. Motion Carried.