

**TOWN OF CASTLETON
SELECT BOARD MEETING
MINUTES OF MARCH 14, 2016
CASTLETON TOWN OFFICES**

MEMBERS PRESENT: J. Bruno, R. Spaulding, R. Combs, W. Potter

MEMBERS ABSENT: J. Leamy

OTHERS PRESENT: M. Shea, Town Manager

The meeting was called to order by Chairman, J. Bruno at 7:05pm with the Pledge of Allegiance.

APPROVAL OF AGENDA

MOTION: R. Spaulding made a motion to add an Executive Session for Contracts at the end of the meeting. Seconded by R. Combs. All in favor. Motion Carried.

APPROVAL OF MINUTES: FEBRUARY 2, 2016 (2 SETS); MARCH 7, 2016

MOTION: R. Spaulding made a motion to accept the minutes of Feb. 2 (2 sets) and March 7, 2016 with corrections. Seconded by R. Combs.

R. Combs stated that there were 2 items: February 22: on page 2 he asked that Police be inserted before chief; on page 4 the Warrants after Select Board Concerns were from the February 8 meeting and approved on the February 22, Informational Meeting on page 1, in the 4th paragraph it should say, "decrease" instead of increase.

Minutes for March 7th - the motion to elect J. Bruno as chair should be W. Potter seconded.

VOTE: All in favor. Motion Carried.

APPOINTMENTS:

FENCE VIEWERS:

MOTION: R. Combs made motion to appoint M. Davidson, B. Potter and J. Bruno for 1 year as fence views. Seconded by R. Spaulding. All in favor. Motion Carried.

INSPECTOR OF LUMBER/SHINGLES & WOOD

MOTION: R. Combs made a motion to appoint T. Ettori for 1 year as inspector of lumber/shingles& wood. Seconded by W. Potter. All in favor. Motion Carried.

WEIGHER OF COAL

MOTION: R. Combs made a motion to appoint R. Steele for 1 year as weighed of coal. Seconded by W. Potter. All in favor. Motion Carried.

TREE WARDEN

MOTION: R. Combs made a motion to appoint C. Immel for 1 year as tree warden. Seconded by W. Potter. All in favor. Motion Carried.

RUTLAND COUNTY SOLID WASTE REP & ALTERNATE

MOTION: R. Combs made a motion to appoint T. Gilbert for 1 year as Rutland County Waste Rep. and R. Spaulding as alternate for 1 year. Seconded by W. Potter. All in favor. Motion Carried.

OVERSEERS OF HISTORIC CEMETERIES

MOTION: R. Combs make a motion to appoint R. Ladd, K. Flowers & J. Pintello for 1 year as overseers of historic cemeteries. Seconded by B. Potter. All in favor. Motion Carried.

NEWSPAPERS

MOTION: R. Combs made a motion to designate the Lakes Region Free Press, Rutland Herald & Lakeside News as the town's newspapers. Seconded by R. Spaulding. All in favor. Motion Carried.

J. Bruno thanked R. Newton for covering the Bomoseen & Benson's fishing derby's this year.

BANK DESIGNATION

MOTION: R. Combs made a motion to designate Citizen Bank as the town's bank. Seconded by R. Spaulding. All in favor. Motion Carried.

RUTLAND REGIONAL AMBULANCE REPRESENTATIVE

MOTION: R. Combs made a motion to appoint A. Dutton for 3 years as the Rutland Regional Ambulance representative. Seconded by R. Spaulding. All in favor. Motion Carried.

EMERGENCY MANAGEMENT COORDINATOR & DIRECTOR

MOTION: R. Combs made a motion to appoint for 1 year, M. Brown, as emergency mgt. coordinator for a period of 1 year. Seconded by R. Spaulding. All in favor. Motion Carried.

MOTION: R. Combs made a motion to appoint for 1 year, M. Shea, as emergency mgt. director for a period of 1 year. Seconded by R. Spaulding. All in favor. Motion Carried.

TOWN ATTORNEY(S)

MOTION: R. Combs made a motion to designate, T. Parisi, L. Vandenberg Baldwin & P. Gilles as the Town's Attorney's for 1 year. Seconded by R. Spaulding. All in favor. Motion Carried.

LIQUOR LICENSE APPROVAL- SECOND CLASS LICENSE- CASTLETON VILLAGE STORE, INC.; TOLTEC, INC.

MOTION: R. Combs made a motion to approve the 2nd class liquor licenses for Castleton Village Store, Inc. DBA Castleton Village Store, Inc. and Toltec, Inc. DBA Beverage King Market & Deli. Seconded by R. Spaulding. All in favor. Motion Carried.

REQUEST FOR LIQUOR LICENSE APPROVAL- FIRST CLASS W/OUTSIDE CONSUMPTION: CASTLETON PIZZA PLACE & DELI, INC. (BLUE CAT); CASTLETON PIZZA PLACE & DELI, INC. (BIRDSEYE DINER)

MOTION: R. Combs made a motion to approve 2 – First Class liquor licenses with outside consumption for Castleton Pizza Place & Deli, Inc. (Blue Cat); Castleton Pizza Place & Deli, Inc. (Birdseye Diner). Seconded by R. Spaulding. All in favor. Motion Carried.

REQUEST FOR LIQUOR LICENSES APPROVAL- FIRST CLASS LICENSE – SUNRISE FAMILY RESTAURANT, LLC.

MOTION: R. Combs made a motion to approve the first class liquor license for Sunrise Family Restaurant, LLC. DBA Sunrise Family Restaurant, LLC. Seconded by B. Potter. All in favor. Motion Carried.

HIGHWAY DEPT. – CERTIFICATE OF COMPLIANCE /TOWN ROADS & BRIDGES

M. Shea stated that this is an annual occurrence required by the State. It is required when applying for paving and VTRANS grants. We do not have an up to date highway network inventory yet. There is a grant in the works to have the inventory done in the spring. It is a computer program.

R. Spaulding asked M. Shea if this has ever done before. M. Shea replied, "NO", it is a new standard.

J. Bruno stated there is a map at the town garage of all the roads in town.

M. Shea stated that are looking for the condition of the roads, the maintenance that has been done on them, cracks, sealants.

R. Spaulding asked who would be working on this. M. Shea replied it would be himself, RRPC and the Highway foreman.

MOTION: R. Combs made a motion to accept and sign the Certificate of Compliance. Seconded by R. Spaulding. All in favor. Motion Carried.

PURCHASE ORDERS FOR APPROVAL-POLICE DEPT. TMDE CALIBRATION LABS, INC. & TAX DEPT. (TOWN REPORTS) – KRIEG PRESS, INC.

R. Combs commented that the P.O. # 038112 for the Police Dept. would be reimbursed thru the Governor's Highway Safety grant.

M. Shea suggested that TMDE not receive the money until the town has been reimbursed.

R. Combs stated that M. Shea will take care of this if PO is approved.

M. Shea replied he would.

MOTION: R. Combs made a motion to approve P.O. # 038112, TMDE Calibration Labs, Inc. for 2 radar units for \$4,060.00, to comply with the terms of the grant. Seconded by R. Spaulding. All in favor. Motion Carried.

MOTION: R. Combs made a motion to approve P.O. # 038278 to Krieg Press, Inc. for the annual town reports for \$3,091.00. Seconded by R. Spaulding.

R. Spaulding commented that it looked like they are not quoting on the same thing.

J. Bruno asked why is this coming to the Board after it has already been done.

M. Shea stated that they don't know the details that are needed up until the end of the project.

PAGE 4- SELECT BD MTG- 3/14/16

VOTE: All in favor. Motion Carried.

MOTION: R. Combs made a motion to approve P.O. # 038120 to Tom Hughes for carpeting for the Police Station for \$ 3,800.00. Seconded by R. Spaulding.

R. Combs asked where the money was coming from. J. Bruno stated it was in the budget.

R. Spaulding stated that this was done before it coming to the Board.

M. Shea agreed there was a disconnect regarding this purchase order. The construction is moving along at a fast pace, there is an April 1st completion date.

J. Bruno stated that the Chief did go around and get prices, it is within the budget but, the Board needs to be asked first with proper bids. In this situation, he did agree with M. Shea that things are moving along quickly at the Police Station. McClure's is completing a stoop on the front door at no extra charge.

VOTE: All in favor. Motion Carried.

APPOINTMENT - Castleton Hubbardton School Board- Zack Holzworth

J. Bruno is glad that Z. Holzworth will do this, but he is concerned about interested persons that do not go out and get needed signatures for their petitions and then come to the Board for an appointment.

MOTION: R. Combs made a motion to appoint Z. Holzworth to the Castleton Hubbardton School Board for the period up to the next election. Seconded by R. Spaulding. All in favor. Motion Carried.

CITIZEN'S COMMENTS:

J. Hale asked if the Sand Hill Property was for sale yet.

M. Shea stated it was not actively being advertised.

H. Goyette informed the Board that C. Decker had passed away.

J. Bruno instructed the Town Manager to send condolences to the family from the Board.

MANAGERS UPDATE: NONE

SELECT BOARD CONCERNS

J. Bruno stated that he is concerned about a rock slide on Creek Rd, north of the fixed guard rails. H. Goyette stated that they are monitoring it.

J. Bruno asked the M. Shea to have the Town Attorney get in touch with owners of property on Creek Rd to come to an agreement and get the water/culvert situation fixed. He stated that there is a terrible trench on one side of the driveway and he can see where the debris will come down and plug up the DI again.

PAGE 5 – SELECT BD MTG- 3/14/16

M. Shea stated he would do that.

WARRANTS FOR APPROVAL

MOTION: R. Combs made a motion to approve warrants # 0314R for \$82,784.10, 0314 for \$59,122.50, #0310 for \$5,570.74, #0303 for \$15,846.36, #0225 for \$5,975.94, #0310P for \$12,524.93, #0303P for \$14,234.24, #0225P for \$13,250.31. Seconded by R. Spaulding. All in favor. Motion Carried.

R. Combs asked about the \$850.00 for gymnastics. M. Shea stated that it was in relation to the recreation program.

R. Spaulding stated that some line items are not listed with a department.

M. Combs stated that it is typically a town wide item if it is not attached to a dept. This happens due to space constrictions also.

MOTION: R. Combs made a motion to approve warrant # 0306P for \$23.50. Seconded by W. Potter. All in favor. Motion Carried. R. Spaulding abstained.

MOTION: R. Combs made a motion to approve warrants #0313 for \$37.37, #0311P for \$336.70, #0304P for \$336.70, 0226P for \$336.70. Seconded by R. Spaulding. All in favor. Motion Carried. W. Potter abstained.

MOTION: W. Potter made a motion to approve warrants #0312 for \$72.90, #0312P for \$547.74, #0305P, for \$547.74 & 0227P for \$547.75. Seconded by R. Spaulding. All in favor. Motion Carried. R. Combs abstained.

OTHER COMMENTS:

R. Newton asked about the progress on crosswalks at the Trak Inn, Woodard Marina and the boat landing (Green dump).

J. Bruno stated that the State would have to be involved at the Trak Inn, Woodards and green dump would be the town.

J. Bruno instructed M. Shea to look into the process for the town to put crosswalks at these two locations. He stated that maybe the Woodard family would help with the cost at their location.

EXECUTIVE SESSION

MOTION: R. Spaulding made a motion to go into Executive Session pursuant to 1 VSA §313(A)(1) for a contractual matter where premature knowledge would be damaging to the Town, and may be jeopardized by public disclosure to include the Town Manager. R. Combs seconded. All in favor. Motion carried.

MOTION: R. Spaulding made a motion to go into Executive Session for contracts with M. Shea and the Board. Seconded by R. Combs. All in favor. Motion Carried.

MOTION:

R. Spaulding made a motion to enter into a contract with Lamoureux & Dickinson for consulting on the Sidewalk Project Phase 2, Project # STP BP13(10) in the amount of \$38,433. W. Potter seconded. All in favor. Motion carried.

ADJOURN

R. Combs made a motion to Adjourn at 9:05 pm. R. Spaulding seconded. All in favor. Motion carried.

Respectfully

V. Waldron

Date of Approval