

**TOWN OF CASTLETON  
SELECT BOARD MINUTES  
TOWN OFFICE  
Monday, July 27, 2020 at 7:00pm**

**PRESENT:** Jim Leamy, Chair; Richard Combs( Via Zoom) Vice Chair; Zach Holzworth, Secretary; Robert Spaulding, Member; Joseph Mark(Via Zoom),Parliamentarian; Michael Jones, Town Manager; Laura Sargent, Recording Secretary.

**Others:( VIA ZOOM)** Karina Daily (VNRC), Pat Keller, William Eldridge(VT F&W), Gabe Bolin(PE, Stone Environmental), Joan Brown,Nancy Mark, Tom O'Brian(Architect for Library), Melanie Combs(Town Accountant)

**CALL MEETING TO ORDER:**

The meeting was called to order by Mr. Leamy at 7pm

**PLEDGE OF ALLEGIANCE:**

Mr. Leamy led the pledge of allegiance

**APPROVAL OF AGENDA:**

**Mr. Holzworth made a motion to approve the agenda as presented for July 27, 2020.**

**Mr. Spaulding seconded the motion. All were in favor and motion passed.**

**MINUTES FOR APPROVAL:**

**Mr. Mark made a motion to approve the minutes for July 13, 2020 with the following corrections.**

1. Page 1 under Citizens Comments and concerns Haven and road should be capitalized.
2. Page 2 Correction in spelling the name Mary Maloid to Mary Maloy.
3. Page 3 Where it reads Mr. Mark asked that whatever plans and proposals come forth with cost benefit numbers. Should read Mr. Mark asked that whatever plans and proposals come forth should include cost benefit numbers.
4. Page 3 Select board Comets & Concerns, should be SELECT BOARD COMMENTS & CONCERNS.
5. Page 3 the spelling of Mark Shays name to Mark Shea.
6. Page 3 Under purchase orders for approval- Where it reads Mr. Mark made a motion for purchase order, It should read Mr. Mark made a motion to approve Purchase order #045184 for 2 Dual KA In-car Radar and 2 Mounting Brackets In the amount of \$4100.00. Mr. Holzworth seconded the motion. All were in favor and the motion was approved.
7. There are 6 times where the word second is that should be seconded

**Mr. Holzworth seconded the motion.**

**All were in favor and the minutes were passed.**

**CITIZEN's COMMENTS & CONCERNS:**

Mr. Jones(Town Manager) received an email from a citizen concerning a property dispute and was questioned how it should be addressed. Mr. Leamy stated the person that has the dispute should address the select board directly at a further meeting so the whole Select Board could hear the citizens' concern. All members of the Select Board agreed.

**PELLETIER DAM REMOVAL PROJECT:**

William Eldridge from the Vermont Fish & Wildlife service addressed the board first. The Vermont Fish and Wildlife own the Pelletier dam based on its current conditions it is a good candidate for removal for water quality benefits, and quality of habitat benefits. VTF&W would like to remove the dam and restore a cold water or trout fishery.

Karina Daily(VRNC) briefed the board on the benefits of the dam removal such as lower water levels during floods and other high-flow events, reconnects the stream or river so fish can move more freely, improving habitat for fish and wildlife, Eliminates the cost of periodic inspections, maintenance, and repairs to keep the dam safe. Erases liability associated with the dam such as damage downstream if the dam fails, or injury of someone at the dam-which lowers homeowner insurance premiums.

Gabe Bolin the project Engineer from Stone Environmental provided the Selectboard a 22 page document on the removal of the Pelletier Dam that included a brief history of the dam,a Topographic survey,sediment characterization, Geomorphic assessment,and a Hydrologic & Hydraulic analysis along with proposed grading, Dam removal design, Final design with costs and potential savings.

**CASTLETON FREE LIBRARY HANDICAP ACCESS & GRANT APPLICATION SIGNATURE:**

Nancy Mark updated the Select Board on the Handicap access & grant application and how the current conditions of the Library steps do not make it very accessible to anyone with a wheelchair, walker or even a child's stroller. Anyone who is even a little unsteady would have to go around to the back of the building and enter through the basement which is where the children's room is located. Nancy Mark also referenced the 2018 Castleton Town Plan that 27% of the towns population are 55 and over and based on this there is a need for the Library to be handicap accessible. Nancy Mark supplied the board with Seven documents which shows the planned addition to the rear of the Library for handicap access that would house an elevator for anyone to be able to access the main floor of the Library. Nancy Mark also Included a letter of support from the Rutland Regional planning Commission. Nancy Mark updated the Select Board that the project would cost approximately \$500,000.00, The Library has a very generous pledge of \$300,000.00 from the Friends of the Castleton Free Library in addition the Library will be using \$100,000.00 of investment funds. The remaining \$100,000.00 the Library is seeking from a grant application from the Accessibility Modification Grant from the Vermont Community Development program that needs to be submitted by September 1, 2020. Nancy Mark requests the Signature of the board to proceed with the grant application.

Mr. Spaulding asked about the aesthetics of the building project.

Tom O'Brien (Architect) explained there are guidelines that the Vermont Department of Historical Preservation have for this type of project.The New addition needed to stand apart from the existing structure.

**Mr. Holzworth made a motion to endorse the Castleton Free Library Accessibility project and to support the Resolution VCDP grant application.Mr. Spaulding seconded the motion.**

**Mr. Mark Recused himself. All others were in favor and the motion passed.**

**LIQUOR LICENSE: SECOND CLASS BEEJJ, INC DBA: CASTLETON CORNERS DELI**  
**Mr. Mark Motioned to approve Second Class Liquor License with Tobacco Endorsement for BEEJJ,INC.**  
**Mr. Spaulding seconded the motion. All were in favor and the license was approved.**

**BID AWARD: TRANSFER STATION CONCRETE FOOTINGS:**  
**Mr. Spaulding made a motion to approve MYRON WHITE CONCRETE for design and Installation of concrete footings similar to the current footings that support the commercial scales at the Transfer Station in the amount not to exceed \$33,600.00 and no later than August 20th, 2020.**  
**Mr. Holzworth seconded the motion. All were in favor and the motion passed.**

**BID AWARD: COON HILL RESTORATION (EXCAVATION)**  
**Mr. Mark Moved to award the phase 1 project to Taconic Excavating \$18650.00 and also approve Taconic Excavating for the phase 2 projection in the amount of \$8400.00.**  
**Mr. Holzworth seconded the motion.All were in favor the motion passed.**

**BID AWARD: COON HILL RESTORATION (TREE REMOVAL)**  
**Mr. Holzworth made a motion to award the bid for tree removal on Coon Hill Road to Black Bear Tree Land and Forest for an amount not to exceed \$5000.00 and to be performed by August 10th, 2020.**  
**Mr. Spaulding seconded the motion. All were in favor and the motion passed.**

**SET TAX RATE:**  
**Mr. Combs made a motion to set the municipal tax rate to a rate of \$0.4588 the local tax rate to \$0.0050 the total municipal rate to be raised to\$0.4638 per \$100.00 of assessed value.**  
**Mr. Spaulding seconded the motion.**

Mr. Leamy stated he would not be voting for this, we are in the mits of a recession, we have people who are out of work and feel that the difference between 0.4291 and 0.4638 could be found somewhere else.The budget was passed in early March and that was before the covid-19 hit and things have changed since then. Mr. Leamy understands the reasoning but he has to come down on the side of the taxpayers.

Mr. Holzworth asked from the budget process last fall that the tax rate was not going to increase and it would be tax neutral? Mr. Jones stated it was a lack of revenue coming in from the transfer station and the revenue from the beach due to covid-19.

**Mr. Spaulding, Mr. Combs, Mr. Mark all said I. Mr. Leamy and Mr. Holzworth said No. The motion carried 3 to 2 .**

**Interim homestead Education assessment:**

Mr. Jones stated that until there's a school budget passed by the school the state gave an interim number which means revised tax bills would have to be sent out to everyone and there's a cost associated with that.

Mrs. Combs stated we are basically accepting what the state has given as a number because the board is not setting the rate.

Mr. Combs made a motion to acknowledge and accept the Interim homestead education tax rate of \$1.0551 and accept the Non-Homestead Educational tax rate \$1.7177 per \$100.00 for a total Interim tax rate for residents at \$1.5189 per \$100.00 of assessed value and accept the Non-Resident tax rate \$2.1815 per \$100.00 of assessed value.

Mr. Mark seconded the motion.

Mr. Combs, Mr. Mark, and Mr. Spaulding said I.

Mr. Leamy and Mr. Holzworth said no. The motion carried 3 to 2.

**Penalties:**

Mr. Holzworth made a motion to set the Low penalty rate for late homestead declaration filing at 3.00% and the High penalty rate for late homestead declaration filing at 3.00%.

Mr. Spaulding seconded the motion. All were in favor and the motion passed.

**KILCHEVSKY CULVERT:**

Mr. Jones stated the culvert that runs under the Little Rutland Road has a hole in it. The April 15, 2019 storm actually created a problem on a residents property there was a hole in the property . Fema accepted the project. there's no bottom and the water is going somewhere it appears to be going where the property owners retaining wall for their parking is and that where a whole in the property has formed is and it's a sizable whole. So we need to repair the culvert as well as the whole in the property. This is grant funded and should be hired out. We are currently accessing: What is the Town responsibility to repair?

**OUTSOURCE TAX BILL PRODUCTION. INTERIM & REVISED**

Mr. Spaulding made a motion out source to Chris Miele from NEMRC to do the outsourcing tax bill production, interim and final tax bills at \$145.00hr.

Mr. Holzworth seconded the motion. All were in favor and the motion was passed.

Mr. Holzworth made a motion that the selectboard request that the School Board pay for all costs of the second mailing of amended tax bills. No second the motion failed.

**FIRE EQUIPMENT :APPROVAL**

Mr. Combs recused himself from the fire equipment purchase.

Mr. Spaulding made a motion to approve 3 sets of Quaker Safety, Patriot EZ Pak NFPA Structural firefighting turnout gear from Lake City Fire Equipment for a total price of \$4,950.00

Mr. Holzworth seconded the motion. All approved and the motion passed.

**WWTF UV QUARTS LAMPS PURCHASE:**

Mr. Mark made a motion to approve the purchase order #045285 from Quartz Lamps Inc. Qty of 128 Trojan lamp UV3000 and QTY of 128 domed quartz sleeve not to \$5,128.00 including shipping Mr. Holzworth seconded the motion. All were in favor, the motion passed.

**MANAGERS UPDATE:**

Mr. Mark was wondering about the loss of revenue from the transfer station now that composting has been started. Mr. Jones stated they are seeing a reduction of the weight and volume.

**SELECT BOARD COMMENTS & CONCERNS:**

Mr. Mark said he heard from a small number of people who are worried about the return of the Castleton University students to our town. He suggested that the Select Board invite President Spiro to the next meeting. All agreed.

Mr. Spaulding stated he was still looking for the quantity and cost of the hazardous waste collected at the transfer station. Mr. Holzworth had spoken to Mr. Shea about contacting Mr. Spaulding and was unaware that Mr. Shea has not done so and in turn will reach out once again to Mr. Shea.

Mr. Spaulding asked about having only 1 meeting in August

Mr. Leamy stated Subject to the necessity of having a second meeting other than signing Warrants.

**WARRANTS FOR APPROVAL:**

Mr. Combs made a motion to approve the following warrants

Warrant #0727 in the amount of \$22,191.90

Warrant #0723 in the amount of \$32,572.63

Warrant #0716 in the amount of \$7,671.31

Warrant #0723P in the amount of \$17,235.07

Warrant #0716P in the amount of \$17,438.32

Mr. Holzworth seconded the motion. All were in favor and approval of the warrants were passed.

Mr. Holzworth made a motion to approve the following warrants

Warrant #0724P in the amount of \$694.76

Warrant #0717P in the amount of \$694.76

Mr. Spaulding seconded the motion.

Mr. Combs recused himself. All others were in favor and approval of the warrants were passed.

Mr. Leamy made a motion to go into executive session at 9:13pm for Real Estate with the Town Manager and Jon Hale, Mr. Spaulding Seconded the motion. Mr. Holzworth was not present; he was letting Jon Hale in the Town office. All others were in Favor and the motion passed.

Mr. Mark Made a motion to come out of executive session at 9:30 with no action taken.

Mr. Holzworth seconded the motion. All were in favor and the motion passed.

Mr. Holzworth made a motion to adjourn at 9:30. Mr. Spaulding seconded the motion. All were in favor and the meeting was adjourned.