

**TOWN OF CASTLETON
SELECT BOARD MEETING
MINUTES OF FEBRUARY 13, 2017
TOWN OFFICES**

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

OTHERS PRESENT: M. Shea, Town Manager, See attached list

Meeting called to order at 7:00pm by Chairman Bruno with the Pledge of Allegiance.

APPROVAL OF AGENDA

MOTION: J. Leamy made a motion to approve the agenda. Seconded by R. Spaulding. J. Bruno added an Executive session for a Personnel matter. All in favor. Motion Carried.

MINUTES FOR APPROVAL – JANUARY 23 & 25, 2017

MOTION: R. Combs made a motion to approve the minutes from January 9 & 12, 2017. Seconded by W. Potter with correction on 1/23/17- Motion for Fire Dept. Seconded by R. Spaulding. Pg. 3 – 2nd line top of page – change “time” to “town”. All in favor. Motion Carried.

HIGHWAY DEPT. – ANNUAL CERTIFICATE OF HIGHWAY MILEAGE & ANNUAL CERTIFICATE OF COMPLIANCE /ROAD & BRIDGE STANDARDS

MOTION: R. Spaulding made a motion to approve the Certificate of Highway Mileage Year Ending February 10, 2017. Seconded by J. Leamy.

J. Leamy asked if the State miles were included in this number.

M. Shea replied yes, the actual town mileage was just under 56 miles.

VOTE: All in favor. Motion Carried.

MOTION: R. Combs made a motion to approve the Certification of Compliance for Town Road and Bridges Standards and Network Inventory. Seconded by R. Spaulding. All in favor. Motion Carried.

M. Shea stated that now that the Network Inventory is complete the Town of Castleton's portion for grants will decrease from 20% to 10%.

REQUEST FOR LIQUOR LICENSE APPROVAL – SECOND CLASS LICENSE – CASTLETON VILLAGE STORE, INC., TOLTEC, INC. (BEVERAGE KING MARKET & DELI); SHAN PETROLEUM, INC.; P.F.B., INC. (PRUNIER'S MKT), COCO MART, INC. (JIFFY MART)

R. Spaulding asked if Chief Mantello had reviewed these licenses.

M. Shea replied that Chief Mantello stated these were all set.

MOTION: R. Combs made a motion to approve the Second Class Liquor licenses for Castleton Village Store, Inc, Toltec, Inc. DBA as Beverage King Market & Deli, Shan Petroleum, Inc., P.F.B., Inc. DBA as Prunier's Market, Coco Mart, Inc DBA Jiffy Mart. Seconded by J. Leamy. All in favor. Motion Carried.

REQUEST FOR LIQUOR LICENSES APPROVAL- FIRST CLASS LICENSE 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 First Class Liquor Licenses with outside consumption for Castleton Pizza Place & Deli, Inc. (Blue Cat); Castleton Pizza & Deli Inc., (Birdseye Diner). Seconded by J. Leamy.

W. Potter asked where the outside consumption was at the Blue Cat.

M. Shea was instructed to find out where the outside consumption was.

VOTE ON THE MOTION: All in favor. Motion Carried.

REQUEST FOR LIQUOR LICENSES APPROVAL- FIRST CLASS LIQUOR LICENSE- SODEXO VERMONT, INC.

MOTION: R. Combs made a motion to approve the First Class Liquor License for Sodexo Vermont, Inc. Seconded by J. Leamy.

R. Spaulding asked if this was just for consumption at the University.

M. Shea replied "yes".

VOTE: IN FAVOR: W. Potter, R. Combs & J. Leamy. **OPPOSED:** R. Spaulding & J. Bruno
MOTION CARRIED.

PURCHASE ORDERS FOR APPROVAL- HIGHWAY DEPARTMENT- SOUTHWORTH MILTON, INC. & PIKE INDUSTRIES

MOTION: R. Combs made a motion to approve P.O. # 039527 to Southworth Milton, Inc. for \$19,080.41 less the return of \$6,051.28 for a net cost of \$13,029.13. Seconded by J. Leamy. All in favor. Motion Carried.

R. Combs asked if there were any other BIDS for this.

M. Shea replied that this is a very speciality item and this company is the only one that had the motor in our area.

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MOTION: R. Combs made a motion to approve P.O. # 039525 for paving price adjustment of \$5,695.47. Seconded by J. Leamy.

R. Combs asked what this was for.

M. Shea explained that the cost of fuel has gone up and since the signing of the contract and when the work was done.

J. Bruno asked where the evidence was that the cost had gone up.

M. Shea stated that he had the paperwork in his office but not with him.

MOTION: J. Leamy made a motion to table the P.O. # 039525 to Pike Industries for the extra cost of \$5,695.47 until the next meeting. Seconded by R. Spaulding. All in favor. Motion Carried.

CITIZEN'S COMMENTS- NONE

MANAGER'S UPDATE

Annual Town Meeting Articles: Just as in each year, in preparing for a more organized informational meeting. Each Board member selected articles that they would move at this meeting and take initial questions from the public. I have again prepared this enclosed form to aid each of you. Also as in previous years I am available to talk to each of you off-line more on the Articles you choose.

VCDP Grant for Windy Hollow Co-op: Last Thursday the Vermont Community Development Program (VCDP) meet with myself and the other stake holders for this grant opportunity to present the detail of the project in Montpelier. I believe it went well, but we should know for sure on or about March 3rd for sure.

Sewer Commissioners Meeting: Some time again I sent out emails and text and have not heard back from a minority of the Board. Is Thursday 2-23-17 at 6:30pm O.K.?

OTHER BUSINESS – NONE

SELECT BOARD COMMENTS

W. Potter had a concern about the security system for the new Town Hall and the fact that it is not in the budget.

M. Shea stated that he had talked to the Board about this at a previous meeting. M. Shea states that he has been talking to and looking for the University to pay for it, as they did with the Police Department.

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J. Bruno asked if M. Shea had any prices for the system.

M. Shea he only had one from the preferred vendor who did the Police Station System.

J. Bruno instructed M. Shea to attain 3 BIDS for this.

W. Potter was concerned that the walls had gone up and all mechanical work was complete.

J. Bruno stated that they would talk about it at any other meeting.

R. Spaulding stated he wanted to reinforce R. Comb's suggestion about the safety at the intersection of Blissville and Rice Willis's roads.

M. Shea stated that P. Eagan is looking into what can be done, i.e.: cutting back shrubbery and the possibility of needing a study.

R. Combs instructed M. Shea to find out what options we have and what processes would need to be completed.

J. Bruno suggested a flashing yellow light for North & South bound traffic. J. Bruno stated that the Town Hall is on schedule. The mechanical should be complete this week and waiting for water this week.

W. Potter asked if there was any news on the Belden bill.

J. Bruno replied that he spoke to Belden and they are willing to pay half of the bill and that A & E should be brought into the conversation, as they were the project manager for the project and had a project manager on site. He suggested that the Board invite someone from A & E to talk with them.

M. Shea stated that A & E will be at the sewer meeting on 2/23/17.

WARRANTS

MOTION: R. Combs made a motion to approve warrants # 0213R for \$88,708.25, #0213 for \$211,027.22, #0207 \$39,461.04, #0202 for \$5,605.80, #0126 for \$5,414.71, #0209P for \$13,222.75, #0202P for \$13,509.60, #0126P for \$12,976.19. Seconded by J. Leamy. All in favor. Motion Carried.

MOTION: R. Combs made a motion to approve warrants # 0212 for \$25.68, #0208P for \$336.37, #0201P for \$336.37, #0125P for \$336.37. Seconded by J. Leamy. W. Potter – abstained. All in favor. Motion Carried.

MOTION: W. Potter made a motion to approve warrants #0207P for \$547.61, #0131P for \$547.61, # 0124 for \$547.61. Seconded by J. Leamy. R. Combs – abstain. All in favor. Motion Carried.

EXECUTIVE SESSIONS

MOTION: I move to find that premature public knowledge of the pending legal matter will clearly place the town at a substantial disadvantage by disclosing its negotiation strategy. Seconded by R. Combs. All in favor. Motion Carried.

MOTION: J. Leamy made a motion to enter into Executive Session at 7:50 pm to include the Town Manager to discuss a legal matters under provision 1 VSA§313(a)(1) of the Vermont Statues. R. Combs seconded. All in favor. Motion Carried.

MOTION: J. Leamy motioned to exit Executive Session at 8:00 pm with no action taken. R. Spaulding seconded. All in favor. Motion carried.

MOTION: I move to find that premature public knowledge of a contract matter will clearly place the town at a substantial disadvantage by disclosing its negotiation strategy. R. S Paulding seconded. All in favor. Motion Carried.

MOTION: W. Potter motioned to enter executive session for a contract matter to discuss a contract matter under provision 1 VSA §3313(a)(1) of the Vermont Statutes. R. Spaulding seconded. All in favor. Motion carried.

MOTION: J. Leamy motioned to exit Executive Session at 8:04 pm with no action taken. R. Spaulding seconded. All in favor. Motion carried.

MOTION: W. Potter made a motion to enter Executive Session at 8:05 pm for Personnel with the board only. R. Spaulding seconded. All in favor. Motion Carried.

MOTION: J. Leamy made a motion to exit Executive Session at 8:38pm with no action taken. R. Spaulding seconded. All in favor. Motion carried.

ADJOURN

MOTION: J. Leamy made a motion to Adjourn at 8:40 pm. R. Combs seconded. All in favor. Motion carried.

Respectfully

V. Waldron

Date of Approval