

**TOWN OF CASTLETON**  
**SELECT BOARD MINUTES**  
**Monday, June 10, 2019 at 7:00pm**  
**Castleton Town Hall**  
**263 VT – 30**  
**Bomoseen, VT 05732**

**PRESENT:** Jim Leamy, Chair; Richard Combs, Vice Chair; Joseph Mark, Select Board Parliamentarian; Michael Jones, Town Manager; Eliza LeBrun, Recording Secretary; Peg Camera Operator; Hope Rogers; Jim Thomas; Rob Slute (sp); Joe Bruno; Helen Steele; Joseph Manez; Heath Goyette

**ABSENT:** Mr. Holzworth, Secretary; Robert Spaulding, Member;

**CALL MEETING TO ORDER**

The meeting was called to order by Select Board Chair, Mr. Leamy at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

Mr. Leamy led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

**Mr. Combs made a motion to accept the Agenda. Mr. Mark seconded the motion. All were in favor, the motion passed.**

**CITIZENS COMMENTS**

Mr. Rob Steele shared that he is still having issues over the sidewalk in front of his business. Mr. Steele is concerned about the thickness of the sidewalk in certain other locations being doubled for vehicles to drive on as well as not having a curb cut added (example Prunier's Market parking lot). He does not understand why the sidewalk in front of his business is not double thick and why he needs a curb cut. Mr. Steele showed photos of the different thickness of sidewalk. Curbs were explained to keep traffic from parking on the sidewalks and keep pedestrians safe.

Mr. Thomas asked about recycling plastic bags at the transfer station. A company called Trex will install a baler for plastics. Trex will pick up 20 to 40 bales at a time, each bale weighs 1,000 lbs. The cost of the baler is \$12,000, however, Trex will not bill for the installation or the baler. The payment for the baler will be deducted from the value of the bales.

The Lyon's Club started talking about this program last year, however, as they do not meet again soon, Mr. Thomas will work on a proposal for the Select Board for the June 24<sup>th</sup> meeting.

The baler will take bread bags, pellet bags, bubble wrap, etc.

Mr. Mark asked if the Board could see an estimate of how many bales are produced by like sized Towns and provide the names of these Towns.

Mrs. Steele was concerned about the number of cars parking at Crystal Beach that were patrons of the Lake House restaurant and not paying for parking. She believes that anyone parking at Crystal Beach should have to pay, not just the residents who are using the beach.

Mr. Manez had a complaint regarding East Crystal Haven and the road service. It is a common road for access to the lake. The road is a disaster, he has spoken to Mr. Jones over the winter, and in the summer the potholes are severe. Mr. Manez feels that the grading is not working as the dirt is not being packed into the potholes. Mr. Jones has spoken to the highway department, but will follow up with the road foreman.

Mr. Bruno asked that a sign be put on the front of the Town Office so that people came to the front door and not the back door for public meetings.

#### **HEATING OIL BID**

Mr. Jones shared the results of the Request for Bids for heating oil. Sam's U-Save Fuels, Inc. bid a price per gallon of \$2.180. Irving bid a price per gallon of \$2.49. Local Fuel Co., Inc. bid a price per gallon of \$2.05.

**Mr. Mark made a motion to accept the bid for heating oil from Local Fuel Co., Inc. with a price per gallon of \$2.05. Mr. Combs seconded the motion. All were in favor and the motion passed.**

#### **PROPANE BID**

Mr. Jones shared the results of the Request for Bids for propane. Irving bid a price per gallon of \$1.165. Fyles Brothers Inc. bid a price per gallon of \$1.35.

**Mr. Mark made a motion to accept the bid for propane from Irving with a price per gallon of \$1.165. Mr. Combs seconded the motion.**

Mr. Combs asked what would happen if the Town switched from Fyles Brothers now to Irving, would the tanks have to be removed? Mr. Jones noted that yes, the tanks would have to be removed, and perhaps it was not worth it to change.

**No members were in favor of the motion and the motion failed.**

**Mr. Mark made a motion to accept the bid for propane from Fyles Brothers Inc. with a price per gallon of \$1.35. Mr. Combs seconded the motion. All were in favor and the motion passed.**

#### **RUTLAND REGIONAL PLANNING COMMISSION APPOINTMENTS**

*Regional Board of Commissioners Certification / Janet Currie alternate (tbd PC member)*

**Mr. Mark made a motion to appoint Janet Currie as the Castleton representative to the Rutland Regional Planning Commission. Mr. Combs seconded the motion. All were in favor and the motion passed.**

**Mr. Combs made a motion to appoint Joe Bruno as the alternate to the Rutland Regional Planning Commission. Mr. Mark seconded the motion. All were in favor and the motion passed.**

*Rutland Region Transportation Council Certification / Paul Egan alternate Michael Jones*

**Mr. Combs made a motion to appoint Paul Egan as the Castleton representative to the Rutland Region Transportation Council Certification and Michael Jones as the alternate. Mr. Mark seconded the motion. All were in favor and the motion passed.**

#### **TRANSFER STATION FEES: UPDATE FOR JULY 1ST**

Mr. Jones explained that last year the Transfer Station operated in a deficit. At this time, it is also in the red. Mr. Jones shared that the current processing fee for recycling is not covering the cost of disposal. However, Mr. Jones does not think that the Town should charge for recycling as it will not encourage people to recycle.

Mr. Mark believes that a large number of people are bringing in items without permits as well. Mr. Jones agreed. Mr. Mark was concerned that increased prices may discourage people from buying permits. Mr. Jones does not believe this will happen as they will still need to dump their garbage.

It was also noted that the information on the website was hard to read. Mr. Combs agrees with Mr. Mark that increasing prices may discourage people from using the Transfer Station, but feels the increases are a good idea. Mr. Jones noted that in comparison, he believes residents will pay more anywhere else.

Mr. Bruno did not feel that the increases were very large and felt the proposed changes were good.

Mr. Goyette noted that people with multi-use or more than 1 home, have not been buying separate permits. Specifically, he noted that commercial haulers buy 1 permit, but dump a lot more.

Mr. Mark believes that at one point the haulers were paying a per resident per pick up fee. Mr. Jones will follow up on that. It was also suggested that the Town could charge a per property fee in addition to all other charges. Argument was made that those residents that do not use the Transfer Station would then be paying for it.

**Mr. Mark made a motion to accept the Town Manager's recommendations for consideration. Mr. Combs seconded the motion. All were in favor and the motion passed.**

#### **QUOTES FOR SCARIFIER & BUCKET**

Mr. Jones stated that he has frozen all spending for now and he will look into the budget more. This item will be saved for the meeting on June 24, 2019.

#### **LAMOUREUX & DICKERSON: AMENDMENT #1: ADDITIONAL ENGINEER SERVICES AND FEES**

Mr. Jones shared that Doug Henson of Lamoureux and Dickerson billed the Town for additional hours on the project in the amount of \$3,000.00. However, there were items removed from the project that may save the Town money keeping the Town on budget. Mr. Jones recommends that the Town pay from the sidewalk funds for this service.

**Mr. Combs made a motion to pay Amendment #1 to Lamoureux & Dickerson for additional engineer services and fees. Mr. Mark seconded the motion. All were in favor and the motion passed.**

#### **COIN DROP DISCUSSION: ADHERENCE TO SPECIFICATIONS**

It was brought to the Town Manager's attention that the 4-H group did not have all of the required signage during their coin drop. There was concern that the only signs they had were cardboard signs being held, there were no signs stating coin drop ahead. Another issue was that the adults in the road did not have vests on.

Mr. Combs asked if there was a way that the Town can help with the signs as the Town is requiring 8 signs. Mr. Jones stated that all the Town signs are purchased thru the state and he will look into the cost.

Mr. Jones suggested adding the following requirement to the Coin Drop Policy;

*6. Organizations shall contact the Castleton Police Department 30-minutes to the scheduled start time of their coin drop by calling (802) 468-5012 and requesting an officer come and verify the coin drop location and that all requirements of Appendix have been met. Organizations who are not set up in the correct locations or who are not in compliance shall not be allowed to start the coin drop until they are in compliance.*

**Mr. Mark made a motion to approve the recommendation from the Town Manager. Mr. Combs seconded the motion. All were in favor and the motion passed.**

Mr. Mark feels that section 3a of the Coin Drop Policy is confusing, and that an amendment may be helpful. Mr. Mark suggested that before the line “these will be granted by lottery” the following be added “except for the privileged status of the 2 Town agencies, see 3B below, these will be granted by lottery.”

**Mr. Mark made a motion to add the language “except for the privileged status of the 2 Town agencies, see 3B below” prior to “these will be granted by lottery” to the coin drop policy. Mr. Combs seconded the motion. All were in favor and the motion passed.**

It was also clarified that the Town could not approve coin drops on Route 4a or Route 30 as they are state roads.

#### **MANAGER’S UPDATE**

Mr. Jones only commented on those items which needed action.

Phase I Easements – Meeting with Kevin Mulholland tomorrow. Muhammad has provided in writing that he will accept ½ of the repair costs to the fuel tank fill cover that was damaged in the parking lot of his business in 2018. Belden agreed to pay under protest \$500-\$825 and the Town would then need to pay \$798.48 and that would be half of the cost to repair the cover. Muhammad would then sign the easement for Phase I of the sidewalk project. If we do not approve the payment, we would not get the easements, and then would not get the grant to complete Phase I.

**Mr. Mark made a motion to approve payment of \$798.48 from the sidewalk funds as settlement of damages at Muhammad’s. Mr. Combs seconded the motion. All were in favor and the motion passed.**

Mr. Jones explained that an excavator rental was needed as the current Town excavator was not large enough and was needed on other projects at this time. Three bids were received.

**Mr. Mark made a motion to authorize the expenditure of \$6800 to hire Joe Garrigan excavation for the rental of up to 4 weeks of an excavator. Mr. Combs seconded the motion, all were in favor and the motion passed.**

Mr. Jones shared that the Transfer Station heating and cooling systems need to be replaced as they are not safe. There are rebates available for these purchases. He also recommends a smoke and carbon

monoxide detector be added. This is something that Mr. Jones will bring back several quotes on June 24 for the Select Board to review.

Regarding the \$2,000 hazmat claim in front of the Senior Center, a settlement was received. Mr. Goyette has requested that the Town authorize the Fire Department to purchase 10 high-intensity flashlights, 2 new LED box lights and required vehicle mounted chargers, and 6 new radio cables to replace old ones.

**Mr. Mark made a motion to authorize the expense of \$1975 to be expensed out of the \$2,000 the fire department received for the previous hazmat incident. Mr. Leamy seconded the motion. All were in favor and the motion passed.**

#### **SELECT BOARD COMMENTS**

There were no Select Board comments.

#### **WARRANTS FOR APPROVAL**

**Mr. Combs made a motion to approve check warrant #0610 in the amount of \$399,984.64, check warrant #0609 in the amount of \$25,079.86, check warrant # 0606 in the amount of \$20,295.62, check warrant #0530 in the amount of \$6,050.88, check warrant #0606P in the amount of \$15,088.37 and check warrant #0530P in the amount of \$16,320.11. Mr. Mark seconded the motion. All were in favor of the amended motion and the motion passed.**

Check warrant #0605P in the amount of \$504.16 and check warrant #0529P in the amount of \$504.16 were tabled until the regularly scheduled Select Board meeting on June 24, 2019.

#### **PURCHASE ORDER FOR APPROVAL**

**Mr. Mark made a motion to approve purchase order #038571 in the amount of \$3,500.00 to Castleton First Responders. Mr. Combs seconded the motion. All were in favor and the motion passed.**

Purchase order #043404 in the amount of \$1,920.00 to Reynolds and Sons Inc, was tabled until the regularly scheduled Select Board meeting on June 24, 2019.

#### **EXECUTIVE SESSIONS**

**Mr. Combs a motion to enter Executive Session at 8:25p.m. to discuss to discuss labor relations and contracts under the provision of Title 1, Section 313 (a) (1) of the Vermont State Statutes with the Town Manager. Mr. Mark seconded the motion. All were in favor and the motion passed.**

**Mr. Combs made a motion to exit Executive Session for Labor Relations at 8:42p.m. with no action taken. Mr. Mark seconded the motion. All were in favor and the motion passed.**

#### **ADJOURN**

**Mr. Mark made a motion to adjourn the Select Board Meeting at 8:43p.m. Mr. Combs seconded the motion. All were in favor and the motion passed.**

Respectfully submitted; Eliza LeBrun, Recording Secretary