

**TOWN OF CASTLETON
SELECT BOARD MINUTES
Monday, June 24, 2019 at 7:00pm
Castleton Town Hall
263 VT – 30
Bomoseen, VT 05732**

PRESENT: Jim Leamy, Chair; Richard Combs, Vice Chair; Zack Holzworth, Secretary; Robert Spaulding, Member; Joseph Mark, Select Board Parliamentarian; Michael Jones, Town Manager; Eliza LeBrun, Recording Secretary; Nedra Boutwell, Castleton Town Clerk; Hope Laughlin, Peg Camera Operator; Laura Jackubowski; Jim Thomas;

ASBENT: 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. Mark made a motion to accept the Agenda. Mr. Holzworth seconded the motion. All were in favor, the motion passed.

MINUTES FOR APPROVAL – May 28, 2019, May 28, 2019 Special, June 10, 2019

Mr. Combs made a motion to approve the minutes of May 28, 2019, May 28, 2019 Special Meeting, and June 10, 2019. Mr. Mark seconded the motion. Mr. Holzworth abstained from the vote. Mr. Leamy, Mr. Combs and Mr. Mark voted in favor and the motion passed.

CITIZENS COMMENTS

Mr. Jim Thomas approached the Select Board about the plastic bag baler again. Mr. Thomas reminded the Select Board that the company TREX would install a \$12,000 baler for the Town of Castleton, to be paid in plastic bales in the first 3 years of operation. TREX will provide a trailer for the removal of 40 bales of plastic per month.

The Select Board still has questions about the project and gave Mr. Thomas specific questions to which answers will be required. There is currently no information on like sized Towns in Vermont. Mr. Mark would like to know if a Town the size of Castleton can benefit from a program like this? Discussion was held on whether or not the Town could pay this off in 3 years and if Poultney and Fair Haven might be interested in the program as well.

Mr. Combs identified the need to discuss infrastructure requirements.

Mr. Leamy would like to add a meeting with the TREX representative to the Agenda for Monday, July 22, 2019.

POLICE UPDATE: CHIEF MANTELLO

Chief Mantello reviewed the May 2019 Police Department Monthly Report. Chief Mantello noted that there were more accidents and medical emergencies in May. Criminal arrests were up slightly and there was an increase in directed patrols.

The Fair Haven High School graduation was in May and there were as much people present as a regular college.

There is an influx of transients in the parks. There is a group from the mid-west and the Police Department has received more calls about strange= vehicles

Chief Mantello met with Mike Bruno last week and reviewed the previous months tow reports. Town Manager Mike Jones shared with Chief Mantello that Cushman Towing would like to be on the tow list.

Mr. Jones shared that the Town is ok with moving the barrier on Glenn Brook Road for the 4th of July parade.

Mr. Mark would like to see about putting up parade notice along the roadway in the future so that drivers will know to expect delays. Although It is too late for this event, perhaps they could be used in the future.

APPOINTMENTS: PLANNING COMMISSION, DRB

Mr. Mark made a motion to re-appoint Bob Day to the Development Review Board for a term of 1 year. Mr. Holzworth seconded the motion. All were in favor and the motion passed.

Discussion was had regarding the need to speak to Ms. Currie prior to approving any Planning Commission appointments.

Mr. Holzworth made a motion to appoint Janet Currie to the Planning Commission for a term of 3 years expiring on 06/30/2022. Mr. Mark withdrew his second.

Mr. Holzworth made a motion to table all Planning Commission reappointments until the next regularly scheduled Select Board meeting on 7/8/19. Mr. Mark withdrew his second. Mr. Combs seconded the motion. All were in favor and the motion passed.

Mr. Leamy would like to request a meeting with the Planning Commission Chair at 6:30pm on Monday, July 8, 2019.

WINTER SAND BID AWARD

Mr. Combs made a motion to award the 2019-20 Winter Sand Bid to Stan Martell Sand and Gravel at \$15.25 per yard for 4,000 yards for a total of \$61,000. Mr. Holzworth seconded the motion. All were in favor and the motion passed.

SIGN ANNUAL FINANCIAL PLAN TOWN HIGHWAYS

It was explained that VTRANS figures are based on miles of roads. This was put together by Brain Sanderson. Mr. Jones shared that this is a formality that is completed annually stating the Town of Castleton qualifies for paving grants. This document certifies that the Town of Castleton will spend at least \$300 per mile. Discussion was held.

Mr. Combs made a motion to sign Form number TA-60 as presented. Mr. Mark seconded the motion. All were in favor and the motion passed.

QUOTES FOR SCARIFIER & BUCKET

Mr. Jones requested that this item be tabled.

SIGN LOCAL EMERGENCY MANAGEMENT PLAN MUNICIPAL ADOPTION

Mr. Jones explained that this document was vetted through the Rutland Regional Planning Commission. The copy presented today was for the Select Board members to review and vote on at the next regularly scheduled Select Board meeting on Monday, July 8, 2019.

UNREGISTERED DOG WARRANT

Information was presented to the Select Board regarding the current number of unlicensed dogs which 58 were licensed in the past. The first time notice was sent to 140 residents regarding unlicensed dogs, the second time the number of letters was down to 60 residents. As of today, the Constables has not followed up. The Castleton Dog Warden does have the list and, in the past, has worked diligently on the list.

Mr. Combs asked Town Clerk Nedra Boutwell to look into what the penalty for owner of an unlicensed dog is as he does not agree with the penalty of euthanizing the dog.

Mr. Combs made a motion to accept the list of unlicensed dogs as presented by the Town Clerk. Mr. Holzworth seconded the motion. All were in favor and the motion passed.

MANAGER'S UPDATE

Mr. Jones will provide a copy of the budget and illegal inflows for the sewer commissioner meeting.

Mr. Jones presented the Historic Cemetery Budget from 2009/10 to last year. Ken Flowers and Ray Ladd Inventoried the cemeteries and what repairs were needed for stones and fences. As they are not sure how to get the work done, Mr. Jones is working out the state resources to get a quote for repairs. At this time, Mr. Jones would like the Select Board to encumber funds so that there will be enough next year for repairs.

Mr. Mark made a motion to encumber \$5,000 from this fiscal year into the next fiscal year for the specific purposes of repairs in the historic cemeteries. Mr. Combs seconded the motion. All were in favor and the motion passed.

Mr. Jones shared that he was informed that Castleton owns 18 acres on Birdseye that have never been assessed. The land is in Poultney. Mr. Jones would like to contact Poultney for more information. Mrs. Boutwell has been researching for information on the deed but can't find it. She believes the deed may have been prior than 1860 and lost in the fire. However, Mrs. Boutwell has been able to find that there is an underground pipe on the goes to the old water district and a portion of the pipe is till in use. She is not having a lot of luck finding information.

Mr. Leamy asked that Mary Jo assist with the research and grievance process.

Mr. Combs made a motion to authorize the Town Manager to begin the appeal and grievance process of 18 acres in the Town of Poultney. Mr. Holzworth seconded the motion. All were in favor and the motion passed.

In regard to sidewalk updates, Mr. Jones has spoken to Carl Devino of Belden's and there will be no more deviations from the plans or VTRANS can withhold funding from the final bill. The sidewalk project will be moving forward and finished as planned.

Mr. Jones also shared with the Board that Chris Ruffin resigned from his position at the Wastewater Treatment Facility.

SELECT BOARD COMMENTS

Mr. Mark would like to see the Conflict of Interest Policy be printed on Town letterhead and have a signature page added.

Mr. Leamy shared that on Monday, July 8, 2019 there is a hearing scheduled for resident Mrs. Moore's property in regard to the sidewalk to the Medical Center. VTRANS plans to remove the curb cut located on Route 30 for Mrs. Moore's access. Mr. Combs would like to see support for her present at the hearing.

The Select Board discussed the potential for having only 1 meeting in the month of July and August. At this time, there will be 2 meetings scheduled in July but they will aim for 1 meeting in August. This will be discussed at the last July meeting.

WARRANTS FOR APPROVAL

Mr. Combs made a motion to approve check warrant #0624R in the amount of \$650.00, check warrant #0624 in the amount of \$111,652.71, check warrant #0620 in the amount of \$1,570,346.43, check warrant #0613 in the amount of \$30,840.83, check warrant #620P in the amount of \$15,921.76, and check warrant #0613P in the amount of \$16,070.93. Mr. Holzworth seconded the motion. All were in favor of the amended motion and the motion passed.

Mr. Holzworth made a motion to approve check warrant #0619P in the amount of \$635.84, check warrant #0612P in the amount of \$504.17, check warrant #0605P in the amount of \$504.16, and check warrant #0529P in the amount of \$504.16. Mr. Spaulding seconded the motion. Mr. Combs recused himself from the vote. Those remaining were in favor and the motion passed.

PURCHASE ORDER FOR APPROVAL

Mr. Mark made a motion to approve purchase order #038564 to VFIS for Benefits from June 1, 2019 thru 2020 in the amount of \$7,500. Mr. Holzworth seconded the motion. All were in favor and the motion passed.

Mr. Mark made a motion to approve purchase order #043324 to VFIS for the Annual Premium from June 1, 2019 thru 2020 in the amount of \$23,763.86. Mr. Holzworth seconded the motion. Mr. Combs recused himself from the vote. Those remaining were in favor and the motion passed.

EXECUTIVE SESSIONS

Mr. Combs made a motion to enter Executive Session at 8:05p.m. to discuss labor relations/ contracts under the provisions of Title 1, Section 313 (a) (1) of the Vermont State Statutes with the Town Manager at 8:05p.m.. Mr. Holzworth seconded the motion. All were in favor and the motion passed.

Mr. Combs made a motion to exit Executive Session for Real Estate at 9:05p.m. with no action taken. Mr. Holzworth seconded the motion. All were in favor and the motion passed.

Mr. Mark made a motion to approve a 3-year contract for the services of our Town Manager. Mr. Holzworth seconded the motion. Mr. Leamy voted against the motion, the remaining 3 present Board members were in favor and the motion passed.

ADJOURN

Mr. Mark made a motion to adjourn the Select Board Meeting at 9:08 p.m. Mr. Holzworth seconded the motion. All were in favor and the motion passed.

Respectfully submitted; Eliza LeBrun, Recording Secretary