

**TOWN OF CASTLETON**  
**SELECT BOARD MEETING**  
**Minutes of September 24, 2018**  
**TOWN OFFICE**

**MEMBERS PRESENT:** J. Bruno, R. Combs, J. Leamy, Z. Holzworth

**MEMBERS ABSENT:** R. Spaulding

**OTHERS PRESENT:** See attached listing

**MEETING CALLED TO ORDER** by J. Bruno at 7:00pm.

**APPROVAL OF AGENDA**

**MOTION:** Z. Holzworth made a motion to approve the agenda as written. J. Leamy seconded. All in favor. Motion Carried.

**APPROVAL OF MINUTES – SEPTEMBER 10, 2018**

**MOTION:** R. Combs made a motion to approve the minutes for September 10, 2018 as written. J. Leamy seconded. All in favor. Z. Holzworth abstained. Motion Carried.

**APPOINTMENT OF ZONING ADMINISTRATOR**

**MOTION:** J. Leamy made a motion to appoint Jonas Rosenthal as the permanent Zoning Administrator. R. Combs seconded. All in favor. Motion Carried.

**PLANNING COMMISSION: LETTER OF RESIGNATION**

**MOTION:** J. Leamy made a motion to accept Christine Smith's letter of resignation from the Planning Commission and thanked her for her years of service to the town. Z. Holzworth seconded. All in favor. Motion Carried.

**MUNICIPAL GRANT UPDATE: INELIGIBILITY**

J. Currie stated after speaking with J. Rosenthal and E. Bove of RRPC, it was determined Castleton is ineligible for the Municipal Grant because the new Town Plan has not yet been adopted by RRPC and will not be adopted until the October meeting which is past the deadline for the grant. The concentration will now be on getting the Village Designations approved so the town can be eligible for future grant opportunities.

**MAKING STRIDES: LETTER EVENT FYI**

There is a Breast Cancer Awareness walk on October 21<sup>st</sup>. The Fire Department will be assisting with traffic control.

**SALT BIDS, MOWER PURCHASE, CRACK SEALING**

P. Eagan was present to discuss the bids. He recommended the town purchase salt from Cargill as they have been used in the past so the quality of the salt is already known. The bid from Apalachee is for a pink salt that hasn't been used by anyone in the area before. The state is the first to try it out this coming winter. P. Eagan was concerned about moisture content as it is being stored outside under a tarp. Too high of a moisture content will result in needing to use up to 1% more salt based on P. Eagan's estimates. M. Jones also recommended Cargill for the same reasons. P. Eagan stated there is roughly 60 tons left and that over 1000 tons were used last year. This year was budgeted for 800 tons and the bid from Cargill, although slightly higher than Apalachee, is still within budget.

**MOTION:** Z. Holzworth made a motion to award the salt bid to Apalachee for \$75.00/ton for 800 tons. J. Leamy seconded. Z. Holzworth voted yes, everyone else voted no. Motion failed.

**MOTION:** R. Combs made a motion to award the salt bid to Cargill for \$79.53/ton for 800 tons. J. Leamy seconded. All in favor. Motion Carried.

P. Eagan spoke about the tractor the Town is considering buying from the City of Albany. He stated he and Bob Ward both went and drove the tractor and it is in good condition. There were no visible cracks or leaks and everything was in working order. The only thing it may need is paint because the paint is falling off the hood which is a known problem for that year of New Holland tractors. P. Eagan stated the tractor has been owned by the City of Albany since 2001 when they bought it new and has only ever been used to mow around the water pipe. It has around 3000 hours on it which equals less than 200 hours per year and has been operated by the same person since it was new. Capital Tractor has done all of the service on it since it was new. P. Eagan advised the Town should expect roughly ten years out of the tractor which would save the town \$60-70,000 in renting costs. He also advised the mower would most likely be the first thing to go, as they normally do, and would cost \$40-50,000 to replace. Capital Tractor gave an original price of \$55,000, but offered a price of \$44,896.00 after negotiations with M. Jones and P. Eagan. M. Jones advised there is \$53,000 in an unassigned fund balance for the Highway Department where the money could come from. J. Leamy stated he would like pressure put on Capital Tractor to have the tractor available by mid-October so fall mowing could start without having to rent a tractor. P. Eagan stated the City of Albany is awaiting a new tractor that is being built to replace this one.

and it will not be available until they receive their new tractor, but that he would make sure they know the importance of receiving the tractor as early as possible.

**MOTION:** R. Combs made a motion to purchase a New Holland TS100 4WD cab tractor with Alamo Machete boom mower, Boom Axe rotary head and rear flail mower from Capital Tractor in Greenwich, NY for \$44,896.00. Z. Holzworth seconded. All in favor. Motion Carried.

P. Eagan stated Vermont Roadworks never came through with a bid for crack sealing which is why there are only two bids. He stated all he knows of Freshcoat Asphalt is that they are in Barre as well and that Freshcoat and Nicom are using the same material and same process. He stated he believes Freshcoat is qualified to do the work. P. Eagan advised crack sealing is normally done for five days.

**MOTION:** R. Combs made a motion to award the bid for crack sealing to Freshcoat Asphalt Services for five days at a rate of \$3,450.00 per day. Z. Holzworth seconded. All in favor. Motion Carried.

M. Jones stated line striping would only need to be done at the seven railroad crossings and the Town Office as Crystal Beach is not ready yet.

**MOTION:** R. Combs made a motion to award the bid for line striping to Bendig Paving & Sealing for \$1,004.00 for the seven railroad crossings and town office parking lot to include two handicap spaces. Z. Holzworth seconded. All in favor. Motion Carried.

#### **APPROVAL FOR EXTRICATION TOOLS, FEMA GRANT EXPENDITURE**

Chief H. Goyette was present to request the Select Board approve the purchase order for the extrication tools awarded by the FEMA grant. The total purchase is \$37,464.00 and of that, the town is responsible for \$3,000 with the rest being covered by the grant.

**MOTION:** J. Leamy made a motion to approve Purchase Order #041788 to Firematic Supply Co. in the amount of \$37,464.00 for extrication tools. Z. Holzworth seconded. All in favor. Motion Carried.

#### **FOURTH OF JULY PARADE AND FIREWORKS**

R. Franzoni thanked the Board for their past support. He reviewed the history of the Fourth of July celebrations and stated the hope is for the celebration to continue to grow. S. Day and S. Lobdell also spoke about the growth of especially the parade and fireworks. They both stated the importance of support from the town fiscally and hope they will be considered at budget time. S. Lobdell suggested an amount of \$7,500 citing support of other nearby towns for their town celebrations and concerts. J. Bruno said it would be considered at budget time.

#### **CITIZEN'S COMMENTS**

Neil Robinson asked if a delegate had been chosen for the October 4<sup>th</sup> meeting with VLCT to discuss the resolution that was rejected regarding education tax for homeowners. J. Bruno volunteered to attend as a representative for the Select Board.

**MOTION:** R. Combs made a motion to send J. Bruno as a delegate to the October 4<sup>th</sup> VLCT meeting to represent the Town of Castleton. Z. Holzworth seconded. All in favor. Motion Carried.

S. Day asked M. Jones to speak about the upcoming Leadership Conference at CU on October 1<sup>st</sup>. M. Jones stated anyone in the community is welcome. The idea is to network with other communities about goals and get support for improvement ideas that have proven successful for other communities. M. Jones, J. Rosenthal, S. Day, and all Planning Commission members are attending.

#### **TOWN MANAGER'S UPDATE**

Float Bridge Project-The new General Permit was received which is good until 2023. J. Doran advised he plans to proceed the first week of October. However, he is still waiting on the fabric to be delivered so that timeline may be pushed out. J. Bruno advised if the project can't be completed before winter, it should not be started until spring.

Johnson Spooner Rd- All work was completed. R. Harrington's driveway has been repaired to his satisfaction. P. Eagan advised the project was over budget by roughly \$8,000 in materials for stone and culverts.

Sidewalk project- Work has been delayed until spring with a finish date of July 1, 2019.

Transfer Station- The concrete pad is supposed to be poured 9/25 depending on weather. The entire project should be done before winter.

Sewer project- M. Jones stated it is roughly two weeks from any water disruption. He stated Belden is hoping to be able to go under the water line so there would be no disruption, but are not sure yet if that will be possible. J. Bruno advised M. Jones to make sure Hubbardton Forge is kept in the loop regarding water disruption. M. Jones stated he has instructed Belden to make sure they give one week notice of any known water disruptions so the word can be passed.

Assessor & Zoning Administrator- M. Teetor has begun work as the new Assessor. J. Rosenthal stated the 2014 Village Designation rejections were not far off from what they should have been so the process doesn't need to be completely started over which will make it go quicker and that will be the main focus for now.

Police Department- Belden has hired Castleton PD for traffic control while they work on the Four Corners.

Tax Sale Policy- There was discussion about what the time/dollar threshold should be for tax sale. J. Currie advised other towns she has worked with use a five year or \$500 threshold that seems to work well. The board agreed that should be adopted.

Richard Pontillo- R. Pontillo was wondering when two board members could do a site visit to hopefully move the project along. J. Bruno and J. Leamy volunteered and gave a date of 5:00pm Friday the 28<sup>th</sup>.

White Can Safety Awareness Day- Monday, October 15<sup>th</sup>, the 55<sup>th</sup> Annual Observance of White Cane Safety Day is being observed from 11:30am-1:30pm at the Campus Center, room 1787, 49 University Dr. This is being sponsored by the Vermont Division for the Blind and Visually Impaired.

### **SELECT BOARD COMMENTS**

J. Bruno asked M. Jones if a dog complaint on Blissville Rd had been taken care of. M. Jones stated C. Forrest was supposed to reach out last Friday. J. Bruno stated the Dog Warden budget needs to be discussed at budget time and that it should be a paid position as there is a lot involved and there is a lot of equipment that needs to be replaced.

### **PURCHASE ORDER FOR APPROVAL**

**MOTION:** R. Combs made a motion to approve Purchase Order #042095 to Competitive Computing for a total of \$3,524.39 for two new Desktop Computer Towers for the Police Department. Z. Holzworth seconded. All in favor. Motion Carried.

J. Leamy asked if three bids were received. M. Jones stated the computer towers need to be custom built so it would be difficult to get three bids to include the same thing.

### **WARRANTS FOR APPROVAL**

**MOTION:** R. Combs made a motion to approve warrants #0924 for \$197,068.91; #0920 for \$5,240.41; #0913 for \$8,169.23; #0911 for \$22,918.54; #0920P for \$14,619.52; and #0913P for \$14,419.60. Z. Holzworth seconded. All in favor. Motion Carried.

**MOTION:** Z. Holzworth made a motion to approve warrants #0919P for \$548.19 and #0912P for \$548.19. J. Leamy seconded. All in favor. R. Combs abstained. Motion Carried.

### **EXECUTIVE SESSION: PERSONNEL 1 VSA SECTION 313(3)(a)(3)**

**MOTION:** Z. Holzworth made a motion to enter into Executive Session for Personnel 1 VSA Section 313(3)(a)(3) to include the Board and Town Manager at 8:08pm.

**MOTION:** Z. Holzworth made a motion to exit Executive Session at 9:35pm with no action taken. J. Leamy seconded. All in favor. Motion Carried.

### **ADJOURN**

**MOTION:** Z. Holzworth made a motion to adjourn at 9:36pm. J. Leamy seconded. All in favor. Motion Carried.