

**TOWN OF CASTLETON
SELECT BOARD MINUTES
Monday, January 11, 2020 at 7:00 P.M.
Castleton Town Office
263 VT – 30
Bomoseen, VT 05732**

PRESENT: Jim Leamy, Chair; Richard Combs, Vice Chair; Zack Holzworth, Secretary; Joseph Mark, Select Board Parliamentarian; Robert Spaulding, Member; Michael Jones, Town Manager; Charlie Brown, Clare Bartholomew; Jonas Rosenthal.

CALL MEETING TO ORDER

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

APPROVAL OF AGENDA

Mr. Holzworth made a motion approve the agenda. Mr. Spaulding seconded. All were in favor and the motion passed.

MINUTES FOR APPROVAL:

Mr. Leamy commented that the minutes of 12 28 2020 were not available for approval.

CITIZENS COMMENTS:

Charlie Brown questioned the changes to the Zoning Regulations and how it will impact the river corridor. The Zoning updates were provided to the Select Board for informational purposes however, it was not on the Agenda for tonight's meeting. A public hearing scheduled for 1-14-2021, Thursday: posted and advertised.

Charlie asked why when landowners make changes to their property the abutting property owners are notified, but when the Town of Castleton changes the zoning regulations people are not notified? Charlie spoke to Jonas and was upset that his property rights may/will be affected. There will be a hearing on Thursday when Charlie can voice his opinion and discuss further.

Charlie asked about the Village School. He is encouraged the Select Board to take back ownership of the school and not let it fall back into the hands of the State of Vermont. Mike Jones made a note to investigate this further. Joe Mark commented that the district can use the building for an alternate educational purpose, if however, the district does not have another educational purpose for this building it can be returned to the Town for one dollar. Mike Jones will follow up on this and investigate further.

Clare Bartholomew addressed the board. She stated that she was invited to this meeting and wanted to talk. Jim Leamy informed her that the board would like to discuss her issues during executive session as there is a possibility of litigation. Clare challenged this statement, however, agreed to call back at 8:00pm when Executive Session is estimated to begin.

LIQUOR LICENSE BEVERAGE KING REQUEST FOR APPROVAL

Mr. Leamy inquired about Chief Pete's approval of this request. Mike Jones stated that it is our procedure and without approval from the Chief of Police it would not be on the agenda.

Mr. Spaulding makes a motion to approve Beverage King's request for a liquor License Renewal. Zack Holzworth seconds the motion. All in favor and the motion passed.

UPDATE PERSONNEL POLICY

A first draft of the new personnel policy was provided for review. Mike is asked for feedback on the draft copy.

Bob had no comments.

Zack had no comments.

Joe Mark commented:

There is redundancy in definitions, and it creates confusion.

Regarding references to part time employees, there are some contradictions (page 4, page 12)

Joe has made notes on his copy and will drop this off to Mike Jones.

Dick has no comments.

ANNUAL HIGHWAY MILEAGE CERTIFICATION

Mr Holzworth made a motion to approve the certificate of Highway Mileage as presented. Bob Spaulding seconded this motion and asked for clarification on the road class for the benefit of the public. *Class 1 state highways (4A & Route 30) *Class 2 secondary roads like south street and the main paved roads & *Class 3 are our dirt roads maintained one step up from a *class 4 which is a trail. All in favor and the motion passed.

COVID-19 SAFETY & HEALTH WORKPLAN

Mike Jones stated he has updated the work plan & it has been corrected to include that the Library is open to the public and not just for curbside pickup.

Zack Holzworth made a motion to adopt the Covid-19 Safety & Health Workplan. Bob Spaulding seconded the motion. Dick Combs expressed his support. Joe Mark suggested two changes: Page 5- No more than one employee are permitted to travel in a town vehicle. Suggestion is to change "are" to "is". Page 6- All town personnel who work at Town owned facilities shall work, whenever possible, with one person per office. Suggested change to "with a maximum of one person per office". Jim Leamy asks if all those are in favor of adopting this policy with the changes as recommended by Joe Mark. All are in favor and the motion passed.

TRANSFER STATION QUOTES FOR STICKER PURCHASE

Zack Holzworth made a motion to purchase the stickers from Trend. Bob Spaulding seconded this motion with discussion. Zack suggested going with Margaret's recommendation. Dick Combs asked "if the Town Manager or Public Works Director had an opinion that differs from the recommendation?" Mike does not have a preference. Ed had no input. Dick stated that Rutland Printing has been in

business for a long time and wondered why we should doubt the quality of their product. Zack, Dick, and Jim discussed that these are bag stickers that get placed on the garbage bag and tossed. Zack rescinded his motion. Bob withdrew his second.

Mr. Holzworth made a motion to award the bid to Rutland Printing in the amount of \$2,501.45 for transfer station stickers. Mr. Spaulding seconded the motion. All in favor and the motion passed.

Bob asks if Hubbardton should have different color stickers? Jim asks Ed if he has any input on this question. Bob makes the point that it makes sense going forward to have Hubbardton stickers versus Castleton stickers.

HUBBARDTON TRANSFER STATION ASSESSMENT

Mr. Leamy asked for any questions or comments on the assessment. Mr. Spaulding asked for any updates. Mike Jones placed the current information in everyone's mailbox. Bob asked how does Melanie arrive at 20%? Mike Jones provided some clarification that Melanie did not assign the 20%. The 20% was the amount that was brokered many years ago. Bob suggested that we should explore how to get an accurate number. Mike said he would follow up. Dick stated that the Board does need to act upon this tonight in order for Hubbardton to formalize their budget.

Mr. Combs made a motion that Castleton send Hubbardton a formula value based on 20% share of the revenue analysis as performed by Town Government. Mr. Holzworth seconded the motion. All in favor and the motion carried. No additional comments or questions.

MANAGER'S REPORT

Bottom of page 7, paragraph 10: Mike discussed that the Fire Department will apply for grant SCBA for air packs and to replace engine 6 at a cost of about \$250,000.

Mike asked the Board to permit the Chief Heath Goyette to apply for this grant using a grant writer. Using a grant writer will be worth the investment.

Dick recommended that the board support this and in when there is a dollar amount the board can make an official motion to approve. All agreed.

Bottom of page 8: Mike spoke with several state departments and planning commissions & wants to pursue a recreation park behind the Town Office. The Better Places Grant can be used to make improvements to the Hydeville Green which can fund a gazebo. Mike stated that the voters to support the proceeds from the sale of Town Land (Crystal Meadows and Crystal Heights) going toward a recreation park. This would be the first step in a four-pronged approach to determine interest from the community. No motion needed. Informational only.

Bob expressed disappointment that RCSWD has not provided him with the information requested. Mike received some information "today" that he will share with Bob. Bob has concerns about the surcharges and tipping fees. Mike will follow up on the Variable Pricing. Bob is asking Zack to find out the total

surcharges collected for 2019 and what was collected for 2020 and up to this point for the whole district.

PURCHASE ORDERS FOR APPROVAL

Mr. Spaulding made a motion to approve purchase order 046415 in the amount of \$8,570.46. Mr Holzworth seconded, all in favor and the motion passed.

WARRANTS FOR APPROVAL

Mr. Combs made a motion to approve the following warrants:

0111R \$650.00, 0111 \$38,001.86, 1231 0111 \$10,027.93, 1231 \$5,895.63, 0107P \$16,154.13, 1231P \$15,352.47. Mr. Spaulding seconded, all in favor and the motion passed.

Mr. Leamy asks Mike Jones to follow up on the Wastewater treatment facility flow during the snow melt.

Mr. Spaulding made a motion to approve 0106P \$694.30 & 1230P \$692.42. Mr. Holzworth seconded, Mr. Combs recused himself from this vote. 4 in favor and the motion passed.

Mr. Combs made a motion to enter Executive Session for potential litigation with the Town Manager and Clare Bartholomew, Charlie Bartholomew and Ed Savage (at no time noted) Mr. Holzworth seconded, all in favor and the motion passed.

Mr. Leamy made a motion to exit executive session at 8:20 pm with no action taken. Mr Holzworth seconded, all those in favor and the motion passed.

Mr. Holzworth made a motion to adjourn at 8:21. Mr. Spaulding seconded the motion; all were in favor and the motion passed.

Respectfully submitted, Karen Stewart