

TOWN OF CASTLETON
SELECT BOARD MINUTES
November 8, 2021
Zoom Virtual & Public Meeting Fire Department Meeting Room

Meeting Recording:

Start Time: Nov 8, 2021, 06:47 PM

https://us02web.zoom.us/rec/share/6U998diFt4kmRHiPyx3KUWHiXJlqEJNcu26yIYZtuX3mQk4MpnDoPtf_rCdTn6n1.pCE-NlhbyVk8yv2

Start Time: Part 2. Nov 8, 2021, 07:30 PM

https://us02web.zoom.us/rec/share/7ibCpTOB7OR-4qaihMTHdzh5JLAucMEpG8OEHiyTcEQVyeteErVwdTmfT4Dg71m.UIQEY_oc1uqeqlFC

PRESENT: Jim Leamy, Chair; Richard Combs, Vice Chair; Joseph Mark, Select Board Parliamentarian; Robert Spaulding, Member; Michael Holden, Select Board Member; Michael Jones, Town Manager; David Blow, Professor & his CU Class; Lyle Jepson & Kim Rupe, Chamber & Economic Development of the Rutland Region; Joe Rice, Transfer Station Operator. Attending via Zoom; Elizabeth LaLumiere; CU Student; Katy Culp; resident; Peter Mantello; Castleton Police Department; Jeff Schrader, Jonas Rosenthal; Zoning Administrator.

CALL MEETING TO ORDER

The meeting was called to order by Select Board Chair, Jim Leamy at 7:00 P.M.

PLEDGE OF ALLEGIANCE

Mr. Leamy led the Pledge of Allegiance.

APPROVAL OF AGENDA

Mr. Holden made a motion approve the Agenda. Mr. Spaulding seconded the motion. All were in favor. The motion passed 5-0.

APPROVAL OF MINUTES:

09-13-2021: **Mr. Combs made a motion approve the minutes. Mr. Holden seconded the motion.** A discussion took place where Mr. Mark commented that "Missing" should be changed to "Absent" regarding Mr. Spaulding's attendance. He also noted that to be consistent, the only items underlined should be when motions and seconds to motions are made, as well as when action is taken on a motion. He also stated that on page #5, third paragraph from the bottom, the words "Planning Commission" should be capitalized. **Except Mr. Spaulding, all were in favor of the motion with the changes.** Mr. Spaulding abstained because he was not present at the meeting. **The motion passed 4-0.**

10-11-2021 Special meeting: **Mr. Combs made a motion approve the minutes. Mr. Holden seconded the motion.** A discussion took place where Mr. Mark commented that "Missing" should be changed to "Absent" regarding Mr. Spaulding's attendance. He also suggested that the minutes be consistent when identifying a person(s) in the minutes and standardize the naming convention by giving them a title of Mr., Mrs., or Ms. **Except Mr. Spaulding, all were in favor of the motion with the changes.** Mr. Spaulding abstained because he was not present at the 10-11-2021 special meeting. **The motion passed 4-0.**

10-11-2021: **Mr. Combs made a motion approve the minutes. Mr. Holden seconded the motion.** A discussion took place where Mr. Mark commented that “Missing” should be changed to “Absent” regarding Mr. Spaulding’s attendance. Mr. Mark also stated that under the historic data regarding solid waste, that there is a highlighted area with a percentage figure that did not make sense. Mr. Combs advised it was not correct and he had not redone the math, but that missing figure should have been in the neighborhood of 15 or 16% and the fiscal year 20-21 figure was incorrect and should have been in the 15-16% range. Mr. Jones advised he took the figures from the audio recording of the meeting and could not hear all of what was said. Mr. Combs advised he could go back to look at his notes. Mr. Mark also advised that on page #2, under Selectboard comments and concerns, it where is it is stated that Mr. Mark also suggest that “John Burke is invited”, and that should read, “John Burke be invited”. Mr. Spaulding stated that under the very last line under “adjourned” that “Mr.” should be placed before “Combs”. Mr. Spaulding also advised the word “Manager” is misspelled somewhere in the draft minutes, but he could not find where he saw it. **Except Mr. Spaulding, all were in favor of the motion with changes.** Mr. Spaulding abstained as he was not present for this meeting. **The motion passed 4-0.**

10-25-2021 **Mr. Combs made a motion approve the minutes. Mr. Holden seconded the motion.** A discussion took place The motion passed. Bottom paragraph page 1, fourth line from the bottom, the word should read, “Mr. Mark noted” that the board skipped over approving the agenda. He also advised on page 3, fourth paragraph from the bottom, 3rd line, the blades are 143 feet so the circled diameter sweep “would be” 143 feet. Second from bottom paragraph, after “Sheri Grabowski, Hubbardton” add a comma after Hubbardton. Mr. Mark advised that on the fourth page, last line, that based on who favored the motion, it should read, “the motion carried 4-1”. **All were in favor of the motion with the changes. Motion passed 5-0.**

10-25-2021 Special meeting: **Mr. Combs made a motion approve the minutes regarding the Castleton Village School as presented. Mr. Holden seconded the motion.** A discussion took place where Mr. Mark noted that under explanation by the Selectboard, fourth line, “Article of Agreement” should read “Articles of Agreement”. Last sentence should read, “If the District decides it no longer wants to operate an education program in a school that was transferred to it.” Next paragraph should read “Articles of Agreement”. Page 3, under the section that includes John Burke’s comments, 5th line says “the board as asked SVUUSD, have not heard back”, the next sentence should be a new paragraph to start a new question and should be capitalized. Two lines later, “Mr. Leamy personal opinion”, appears to be another answer and should have a paragraph in front of it. The answer given to Mary McIntyre should be “its” and not “it’s”. **All were in favor of the motion with the changes. The motion passed 5-0.**

11-01-2021: **Mr. Combs makes a motion to accept the meeting minutes from November 1st as presented. Mr. Holden seconded.** A discussion took place where Mr. Mark stated that on page #2, third line from the bottom that the goal of Water/Wastewater appears to be an answer to the question that proceeds it. He suggested a new paragraph be started with a capital “A”. **Except Mr. Spaulding, all members were in favor of the motion with recommended changes.** Spaulding abstained as he was not present at the meeting on 11-01-2021. **Motion passed 4-0.**

CITIZENS COMMENTS & CONCERNS (Items not on the agenda)

Ms. Jane Nicklaw, 999 Blissville Road, addressed the Board about the Slate Quarry and that it was deemed a danger to the community. She is also questioned Mr. Leamy whether some illegally dumped tires had been picked up. Ms. Nicklaw referenced a letter that Mr. Leamy had sent her. Mr. Leamy advised he contacted the owner of the quarry property and that the owner attempted to locate the tires and was unsuccessful. Mr. Leamy also advised he would be agreeable to making an appointment to conduct a site visit. This is an issue she brought before the Selectboard at a previous meeting and had not heard anything back. Ms. Nicklaw advised now that it has been determined the slate quarry is considered a public safety hazard, she wants to file the quarry a nuisance since there have been four incidents where rocks have flown from the quarry on damaged homes and property around it. Ms. Nicklaw wants the town to “stand up” and “follow their own rules and regulations” regarding explosives, and the quarry operators need to be held accountable. Mr Leamy will ensure that these complaints are investigated by the appropriate department to see if there is Town jurisdiction. Mr. Leamy thanked Ms. Nicklaw for her comments. Mr. Combs advised that there was a citation issued to the quarry owner and that copies of the Rutland Herald article would be provided to the board members.

No other citizens that wish to address the Board.

CHAMBER & ECONOMIC DEVELOPMENT OF THE RUTLAND REGION: Lyle Jepson

Lyle Jepson addressed the Selectboard to explain what the Chamber and Economic Development (CEDRR) of the Rutland Region’s marketing initiative is about, and how funding from the Town will be used in this initiative. Mr. Jepson shared that Rutland County is the 2nd oldest county in Vermont and is slowly losing population and that this regional marketing initiative is to promote our region and reverse the trend of people leaving the area. He stated that this includes retention of young adults, like the Castleton University students in attendance at the meeting. Lyle informed the Selectboard that they typically look for support in the form of \$1.00 per resident, which is based on the most recent census data. This funding from the Town would be used to support this regional marketing initiative. Lyle thought funding from the Town was coming through the Town’s Community Development and Economic Revitalization Advisory Committee (CDERAC), and how much could he look forward to from the Town.

Kim Rupe, also from CDEDRR, highlighted the marketing initiative and provided the board with several data points about the county. She advised that extensive work has been done in the past five years to increase data collection.

Agenda items discussed during a power issued that temporarily shut down the virtual component of the meeting:

Injured pedestrian in Castleton Village – a temporary fix will include placing concrete barriers at the location to deter pedestrians from mis-stepping off the curb. Mr. Jones advised a claim was started with the Vermont League of Cities and Towns (PACIF).

Police Department – Purchase/Lease new vehicle – There was a brief discussion, but since Chief Mantello was dropped from the Zoom meeting due to technical difficulties, Mr. Leamy decided it should be tabled to another meeting.

Start new recording due to technical issues.

Castleton Village School, Select Board Next Steps

Mr. Mark discussed the need for the Board to begin to make some decisions soon and encouraged the Town to contact an attorney about legal and policy questions. The issue of looking at deferred maintenance needs beyond the 250,000 as acknowledged by Chris Cole. For example: Is there Asbestos that would need to be abated? It will also be important to discuss with the Hubbardton Select Board, as they are part owners as well.

Mr. Leamy asked the Board if anyone objected to hiring an attorney to research the necessary information? Last heard from Slate Valley was that the cost would be shared in thirds among Hubbardton, Castleton and Slate Valley. Therefore, with a total cost of 15,000 each would pay 5,000 for an appraisal of maintenance issues. Mr. Mark noted that the library had a maintenance appraisal done of the maintenance issues at the library, and the \$5,000 cost was shared with the Historic Preservation. Mr. Mark has the contact information and will provide the information to Town Manager, Michael Jones.

Mr. Leamy asked who should be responsible to hire this person/agency for the appraisal. Mr Mark shared his opinion that if a private person were buying a house and wanted it checked out, that costs would fall on that person. Since the Town is in effect the client in this situation, we [Town] be prepared to pay the fee and then charge a share of it with the school district and if amendable, the Town of Hubbardton. In advance of making any commitment, Mr. Mark suggested the Town consider that the school district and Town of Hubbardton may not want to share the fee, but since the building has real value to the Town of Hubbardton, that perhaps their share reflect their ownership stake, which has been suggested at 11%. Mr. Mark also stated that since the Slate Valley Unified Union School District deferred the maintenance, that perhaps they share in the cost of the appraisal. Mr. Mark stated he will share the contact information of the appraiser used with Mr. Jones and ask him to reach out to this person.

Mr. Combs references the Warning needs to be posted in mid-late January, therefore we do not have much time to prepare. The board discussed hiring an attorney and appraiser that could get this work done in a condensed timeline. He board discussed that a vote to close the school will be a school vote and the vote to purchase the school will be a Town vote between Castleton and Hubbardton. It will be important to communicate with key community groups to make sure that people understand what they are voting for.

Mr. Leamy asks if there are two Board members willing to work on this. Mr. Mark agreed to continue to work on this issue and Mr. Combs agreed to help.

MANAGERS REPORT (SEE ATTACHED FILE FOR FULL REPORT)

Use of ARPA funds for sewer lines will be discussed at a Board of Sewer Commissioners meeting.

NICOM finished the Crack Sealing.

Fire Station: Mr. Jones has reached out to McClure's to get an estimate for the water damage and for a quote to insulate the eaves. Mr. Jones advised this is also being pursued as an insurance claim through the Vermont League of Cities and Towns.

Fire Department Operations: Solicited quote from three vendors for Fire Apparatus. They have received two for the purchase of a new vehicle. The Assistance to Firefighter Grant has opened, and Mr. Jones recommends that the Town apply for the, and that it would be worth the investment to hire a grant writer. Mr. Combs discussed purchase and expressed he is in favor of hiring a grant writer as it should improve our chances of award. Mr. Spaulding suggested using police officer Justin Szarejko since he does such a good job at pursuing other grants for the police department. Mr. Jones acknowledged Officer Szarejko's efforts, but this grant is technical and will require looking up information that Officer Szarejko does not have access to but is needed for the grant. Further discussion was had about asking DPW Director Chris Fouracre to write the grant or to reach out to fire departments who have used grant writers in the past.

Jonas worked to get the minutes up to date. There is one meeting missing from June. Mr. Jones asked for the Boards help in filling in the blanks for motions made etc.

Transfer Station: Mr. Combs discussed information received regarding private hauler and Hubbardton Permit numbers. Hubbardton is charged 20%.

2020-21 22.83%

2021-22 25.49%

Mr. Combs recommended that the calculation be left at 20% and can reevaluate if needed in September. Mr. Spaulding recommends that the Transfer Station track source of garbage suggesting that somewhere on the slip for items going across the scale that it be identified as coming from Castleton or from Hubbardton. Mr. Rice, Transfer Station Operator, stated they can be flexible and modify their approach to weights and charges.

Mr. Jones stated Wednesday he meets with Green Mountain Power and an engineer from MSK Engineering regarding the Scoping Study for Salt/Sand shed placement.

Mr. Rosenthal expressed concern about the difficulty hiring a recording secretary and expressed frustration about technology. Mr. Jones stated that we have hired Allison Harvey who will start on Monday 11-22-2022 taking the meeting minutes.

Mr. Mark asked about the dispatching cost increase for Fire and Police. Mr. Jones stated that has been suspended at this time.

PURCHASE ORDERS FOR APPROVAL

Mr. Holden made a motion to approve 047669 for \$2,235.00 to Leavitt Communications. Mr. Spaulding seconded the motion. All were in favor and the motion passed 5-0.

Mr. Spaulding made a motion to approve 047186 for \$9,000 to Castleton Volunteer Fire Department / Points Fund. Mr. Mark seconded the motion. Except Mr. Combs, all were in favor and the motion passed 4-0. Mr. Combs recused himself.

WARRANTS FOR APPROVAL

Mr. Combs made a motion to approve check warrant #1108R in the amount of \$650.00, check warrant #1108 in the amount of \$229,913.72, check warrant #1104 in the amount of \$5,715.11, check warrant

#1028 in the amount of \$32,676.49, check warrant #1104P n the amount of \$16,153.87 check warrant #1028P in the amount of \$16,566.74. Mr. Holden seconded the motion. All were in favor the motion passed 5-0.

Mr. Holden made a motion to approve check warrant # #1105P in the amount of \$628.33 and check warrant 1029 in the amount of \$628.33. Mr. Spaulding seconded the motion. Except Mr. Combs, all in favor and the motion passed 4-0. Mr. Combs recused himself

OTHER BUSINESS

Mr. Leamy asked is anyone wished to address the Board considering the technical problems experienced during the meeting. No response.

SELECT BOARD COMMENTS & CONCERNS

Mr. Holden asked Mr. Jones what happened with the pressure washing the Town Office building since the Town had rented a lift. Mr. Jones did not have time as he was writing meeting minutes all weekend. Mr. Jones noted that employee Joe Rice had pressure washed the front of the building on Sunday.

Mr. Spaulding asked Joe Rice about the new roll off box. Mr. Rice stated that the company fabricating the box is behind and he should hear something by the end of the month.

Discussion about crosswalks and scoping study. Mr. Jones advised that the scoping study is in process. Mr. Holden asked if the highway department could at least paint the crosswalk that goes across Route 4A from South Street to North Road. Mr. Jones advised

Mr. Mark asked the class who had a difficult time finding the turn off Route 30 to get to the building for this meeting. Mr. Mark stated that it would help if the Health Center had better lighting on their sign. Mr. Jones acknowledged it is a dark turn and lighting can be explored.

ITEMS FOR RECAP AND FOLLOW UP

None.

EXECUTIVE SESSION

Mr. Combs made a motion to enter executive session with the Board and the Town Manager to discuss a Real Estate issue at 8:27 P.M. Mr. Holden seconded. All were in favor and the motion passed 5-0.

Mr. Combs made a motion to exit Executive Session at 8:45P.M. with no action taken. Mr. Holden seconded. All were in favor and the motion passed 5-0.

ADJOURN

Mr. Holden made a motion to adjourn the Select Board Meeting at 8:46. Mr. Spaulding seconded the motion. All were in favor and the motion passed 5-0.

Respectfully submitted, Michael Jones