

TOWN OF CASTLETON SELECT BOARD MINUTES

Monday, August 28, 2023 7:00 p.m.
Castleton Fire Station Community Room
273 Route 30N, Bomoseen
In-Person & Zoom Virtual Public Meeting

Zoom Meeting Recording Link:

https://us02web.zoom.us/rec/share/5D7q_jrSqJFsNfol70OEXnsaHgJLZfV-bh6F5cx4mQVwfVh49HCHQd5GBqW_mcJC.q70wTSUGcyoVjLuc

PRESENT: James Leamy, Chair, Joseph Mark, Parliamentarian, Richard Combs, Robert Spaulding, MaryLee Harris, Michael Jones, Town Manager, See Attached List

PRESENT VIA ZOOM: Allison Harvey, Recording Secretary

CALL MEETING TO ORDER

The meeting was called to order by Select Board Chair J. Leamy at 7:01 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by J. Leamy.

APPROVAL OF AGENDA

ML Harris made a motion to approve the agenda as presented. R. Spaulding seconded. A. Harvey stated the minutes for approval should be August 14, 2023 not August 8, 2023. **All voted in favor with the noted change. Motion carried 5-0.**

APPROVAL OF MINUTES – August 14, 2023

R. Comb made a motion to approve the minutes of August 14, 2023 as presented. R. Spaulding seconded.

Page 1 – Present – *MaryLee Harris* should be added.

Page 1 – Second to last line on the page, starting with the sentence starting with *Also stated* should be the start of a new paragraph and *B. Ramos* should be added to the beginning of the sentence.

Page 2 – second line of the Bid Award for Heating Oil should read: *asked for their price over the rack price, which they provided.*

Page 3 – first line of E-Biz paragraph – *look slike* should be changed to *looks like*

Page 3 – first line of Manager's Report – *of costs* should be inserted after *mitigation*

Page 3 – second paragraph of Manager's Report – *They got \$18,000* should be replaced with *They received the Better Roads grant reimbursement of \$18,000*

Page 3 – first line of the third paragraph of Manager's Report – *they* should be changed to *Staff and the DPW Director*

Page 3 – next to last paragraph on the page – *a* should be added at the end of the first line, *the* should be inserted before *union contract* and *staff* should be inserted between *pull* and *from*.

Page 4 – fifth line from the top of the page – *been in the common area* should be inserted after *shouldn't have*

Page 4 – fourth line from the bottom of the page – *almost* should be inserted after *deer was*

All voted in favor. Motion carried 5-0.

CITIZENS COMMENTS & CONCERNS - ITEMS NOT ON THE AGENDA:

Hal Monez of 68 Pine Street stated he had been in a few meetings ago with an issue with the noise coming from the The Bomoseen Dog. It still continues, his floors in his house shake it is so loud, there have been no changes since he last attended a meeting and made this board aware of the problem. Mr. Monez addressed the noise ordinance and questions why nothing has been done about the noise, it has been going on every weekend. They have a second petition which he presented to the board, but nothing has been done. M. Jones stated he has not spoken to the police chief, this is the first time he's heard about no one going to monitor the noise. Brief discussion on the noise ordinance, and what portions of it applies to this concern and what can be done to address it.

M. Jones stated in the July 24, 2023 minutes, there is a figure of \$105,723.98 that should be amended to read \$135,723.98 which was the quote/estimate for the auditors. They need a correction for the auditors. The Board will need to amend the minutes of 7/24/23 to correct the amount authorized for the self-contained breathing apparatus. **J. Mark made a motion to amend the minutes of July 24, 2023 to correct the amount authorized for the self-contained breathing apparatus from \$105,723.98 to \$135,723.98. R. Combs seconded. ML Harris recused herself. All others voted in favor. Motion carried 4-0.**

PAYOUT TO RUTLAND COUNTY SHERIFF'S DEPARTMENT FOR TRAINING OF NEW OFFICER

M. Jones stated that Chief Mantello has explained this payout is the same concept of what they did for Officer Webster when he was hired. When an employee signs on with the Sheriff's Department, if they leave before a certain time, they have to reimburse the Sheriff's Department for their training costs. The Town has hired another Rutland County Sheriff's Department deputy and their training needs to be reimbursed. The cost to attend the Police Academy is approximately \$25,000 and can be as high as \$28,000. They are requesting a payout of \$14,074.32 for the full-time certification cost. **J. Mark made a motion to authorize the Town Manager to make a \$14,074.32 payment to the Rutland County Sheriff's Department to cover approximately half of the training costs of officer Joshua Piatea who has been hired to join to the Castleton Police Department. R. Combs seconded. All voted in favor. Motion carried 5-0.**

ACCEPTANCE OF \$1.2M BIKE & PEDESTRIAN GRANT AWARD FOR THE CASTLETON VILLAGE DESIGNATED CENTER

M. Jones stated he has received notice that they have been awarded this grant and it needs to be accepted by the Board and there is a form to sign that he needs to send back. **R. Combs made a motion to accept the \$1,209,600 million grant for the 2023 VTrans Bicycle and Pedestrian Grant program and authorize the Town Manager to sign the agreement form. ML Harris seconded. All voted in favor. Motion carried 5-0.**

MUNICIPAL ENERGY RESILIENCE PROGRAM GRANT

M. Jones stated this grant is an opportunity for an assessment to be done of the CVS property, which he is recommending. It is more than a regular energy audit, much more in depth. They will do an assessment of the building for energy losses and will tell them in a report what can be done to improve overall energy efficiency. They can get up to \$500,000 with no local match for windows, heating system, insulation, etc. He is asking the board to approve for him to submit a pre-application for level two, which doesn't commit the town and is no cost to the town. Discussion on the benefits of the application and whether it would be worthy of the time and efforts to try to get funds and if the building would even qualify for the funds. **J. Mark made a motion to authorize the Town Manager to submit a pre-application form in anticipation of a possible application to the UGF municipal energy resilience program. R. Combs seconded. All voted in favor. Motion carried 5-0.**

ELECTRIC VEHICLE CHARGING STATION GRANT

M. Jones stated there has been discussion among residents about EV charging stations. He hadn't considered taking any action on the suggestion until this grant application came up. The park and ride is being upgraded and there is a grant coming up for that as well. Charging stations will generate revenue if the Board chooses to charge for electricity to charge vehicles. They would charge a fee above what Green Mountain Power charges the Town so there is revenue above costs. He would propose two charging stations with two ports possibly somewhere in the village near the old Texaco station. He is looking to see if the board would be interested in moving forward with it. **R. Combs made a motion to authorize the Town Manager to complete the application for the EV Charging station program and provide accurate and complete information. R. Spaulding seconded. All voted in favor. Motion carried 5-0.**

EMERGENCY AUTHORIZATION TO MAKE REPAIRS TO THE GRADER

R. Combs made a motion to approve Purchase Order #050789 to Milton Cat for emergency repair to the grader for the sum of \$34,912.75. R. Spaulding seconded. Discussion on copies of quotes and the different numbers. M. Jones stated there was a \$2,500 add on for new gears. **R. Combs amended the motion to change the dollar value to \$37,387.13. R. Spaulding seconded the amendment.** R. Combs questioned if they put this much into this grader, how long do they think it will last. M. Jones stated they are saying five years plus or minus on these repairs. Discussion on what should be checked on an annual basis for maintenance. **R. Combs amended the motion to include estimate #SCQT147044 for \$10,456.57 and estimate SCQT148107 for \$26,930.56. R. Spaulding seconded. All voted in favor of the amended motion. Motion carried**

5-0. M. Jones stated that amount will deplete the operating repair and maintenance funds and suggested it come from the unassigned highway carryover which is at about \$109,000. R. Combs made a motion to authorize the Town Manager to pay for the approved repairs to the grader from the unassigned highway carryover funds. R. Spaulding seconded. All voted in favor. Motion carried 5-0. M. Jones stated they should get the grader back in two weeks.

PURCHASE ORDERS FOR APPROVAL

R. Combs made a motion to approve Purchase Order #050946 to Castleton First Responders in the amount of \$4,500 for the FY 24 points. J. Mark seconded. ML Harris asked what the points were. R. Combs stated he believed much like the fire department, the responders are awarded points for their response to calls, trainings, etc. **All voted in favor. Motion carried 5-0.**

R. Combs made a motion to approve Purchase Order #050995 to Patriot Properties, Inc. in the amount of \$3,250.00 for the Classic Maintenance & Technical Support. R. Spaulding seconded. It was stated this was for the assessor's computer program, a planned and anticipated expense. **All voted in favor. Motion carried 5-0.**

R. Combs made a motion to authorize the Town Manager and Town Mechanic to order 8 Firestone tires from Pete's Tire Barn, Inc. for a total cost of \$2,840.00 for the older tandem truck. R. Spaulding seconded. All voted in favor. Motion carried 5-0.

WARRANTS FOR APPROVAL

R. Combs made a motion to approve check warrant #0828A in the amount of \$25,420.00, check warrant #0828R in the amount of \$650.00, check warrant #0818 in the amount of \$7,808.71, check warrant #0824 in the amount of \$6,248.64, check warrant #0828 in the amount of \$234,201.37, check warrant 0817P in the amount of \$23,153.91 and check warrant #0824P in the amount of \$18,293.17. ML Harris seconded. All voted in favor. Motion carried 5-0.

J. Mark made a motion to approve check warrant #0818P in the amount \$641.32 and check warrant #0825P in the amount of \$641.32. ML Harris seconded. R. Combs recused himself. All remaining members voted in favor. Motion carried 4-0.

SELECTBOARD COMMENTS and/or CONCERNS:

J. Mark stated he reviewed the recording of the 5/9/2011 meeting that was mentioned by T. Kearns at the last meeting, and suggested others review it so they can address it at another meeting.

J. Mark stated he has talked with M. Jones about the property on the west end of Main Street, west of R&D, which has a lot of furniture left in the front yard. He is guessing that it might be in the Town right of way, but he is not sure. M. Jones stated he has spoken to the tenant, who gave him the name of the owner, which is a property management company. It is being addressed by D. Fabricious. M. Jones also stated he has talked with the Zoning Administrator, who indicates there is nothing to address the issue within the Town regulations and that they may want to take it up with the Planning Commission in their re-write of the zoning regulations they are working on. J. Mark stated he may recall something about a permanent yard sale not being allowed in the regulations, but he is not sure where to address it or find it.

R. Spaulding asked where they stand with the roll off truck. M. Jones stated it is being worked on, they have a second quote from Central Vermont Truck Repair, it is going there for work to be done. R. Spaulding stated it has been sitting in the weeds while there has been \$750-850 disposal costs every week while it was parked, which doesn't include the hauling costs, making that \$10,500-11,500 spent that he feels was not necessary.

R. Spaulding asked why their equipment is in such disrepair and not maintained, such as the grader, another truck and the roll off truck. Do they know why they are in the condition they are in. M. Jones stated a lot of it has been a lack of emphasis within the department of them being taken care of for the long term, by doing undercoating, regular maintenance checks, etc. R. Spaulding stated he wasn't sure how knowledgeable the employees are about knowing what should be looked at annually or on a regular basis. M. Jones stated it has been addressed.

M. Jones noted the financials he provided the board members for the end of the fiscal year, and stated they are unaudited numbers. They can discuss any questions at the next meeting. Some areas are overspent, some are under spent, most of the overspent is fuel costs and Police Department overtime because they were short people. Maintenance and repairs are high also.

BRIEF RECAP & ITEMS FOR FOLLOW UP:

None at this time.

ADJOURN – 8:22 pm

ML Harris made a motion to adjourn at 8:22 p.m. R. Combs seconded. All voted in favor. Motion carried 5-0.

Respectfully Submitted

Allison Harvey

Recording Secretary

DRAFT