

**TOWN OF CASTLETON
SELECT BOARD MINUTES
Monday, July 12, 2021
Zoom Virtual Public Meeting**

PRESENT: Jim Leamy, Chair; Richard Combs, Vice Chair; Joseph Mark, Select Board Parliamentarian and Secretary; Robert Spaulding, Member; Michael Holden, Select Board Member; Michael Jones, Town Manager; Eliza LeBrun, Recording Secretary;

CALL MEETING TO ORDER

The meeting was called to order by Select Board Chair, Jim Leamy at 7:03p.m.

APPROVAL OF AGENDA

Mr. Combs made a motion to approve the agenda. Mr. Spaulding seconded the motion.

Mr. Leamy asked to add a Development Review Board application to the agenda after Comments and Concerns.

All were in favor of the change and the motion passed.

APPROVAL OF MINUTES: 6/28/21

Mr. Combs made a motion to approve the minutes of 6/28/21. Mr. Spaulding seconded the motion.

The following changes were noted:

- Mr. Spaulding's name needed to be removed from the list of Select Board Members present.
- The Town Manager was not present for Executive Session for Personnel.
- Mr. Mark made the highlighted motion on page #2 and Mr. Holden seconded the motion.
- The word auction was misspelled.
- The word surplus was misspelled.
- Change "2 year terms" to "4 year terms" in the second bullet under CDERA Charter for Signing.
- Change the fourth bullet under CDERA Charter for Signing to end with "shall keep and publicly post minutes."
- Remove the first motion on the 4th page, it is a duplicate.

All were in favor and the motion passed.

CITIZENS COMMENTS & CONCERNS

There were no citizen's comments or concerns at this time.

DEVELOPMENT REVIEW BOARD APPLICATION

Mr. Spaulding made a motion to appoint Laura Seargent to a term up to a 3 years so long as it corresponds to the DRB's staggered appointment schedule, effective immediately until June 30, 2024, on the Development Review Board. Mr. Holden seconded the motion.

Discussion was had regarding how many positions were available on the Development Review Board at this time. There is still one position open.

All were in favor and the motion passed.

ARPA BOARD APPROVAL TO CERTIFY ELIGIBILITY FOR FUNDS

Mr. Combs made a motion that the Town of Castleton accept it allocation of Coronavirus Local Fiscal Recovery Funding (CLFRF) from the US Treasury, along with the Awards & Conditions and Assurances of

Compliance with the Civil Rights Requirements that are requirements of accepting funds. Mr. Mark seconded the motion. All were in favor and the motion passed.

Mr. Combs made a motion to appoint Mr. Leamy to serve as the Town of Castleton's "Authorized Representative" as required by the Coronavirus Local Fiscal Recovery Funding (CLFRF) from the US Treasury, to sign the Award Terms & Conditions and Assurances of Compliance with the Civil Rights Requirements by July 15, 2021. Mr. Mark seconded the motion. Mr. Leamy recused himself from the vote. All remaining members of the Select Board voted in favor of the motion. The motion passed.

Mr. Combs made a motion to name Mr. Jones to be the "Contact Person" for the Town of Castleton's CLFRF Award from US Treasury.

MANAGER'S REPORT

Mr. Jones provided the Select Board Members with the Manager's Report.

Mr. Spaulding asked if there was a working "Roustabout" for the Town of Castleton. Mr. Jones indicated that there is one "Roustabout," Chris Forrest, that works for the Town. Discussion was had regarding a time when there was only one person working at the Town Landfill and safety issues. It was determined that the individual working had been advised to contact the Supervisor if assistance was needed and the employee did not.

Mr. Spaulding asked about the issue listed with regard to Permits requested for the Town of Castleton Landfill.

Mr. Jones indicated that the individuals requesting the permits do not live in the Town of Castleton, they are trying to use a relative's address in Hubbardton. It is against Town policy to bring in trash from other Towns.

PURCHASE ORDERS FOR APPROVAL

Mr. Combs made a motion to approve Purchase Order #46971 to Watch Guard for the purchase of in-car camera systems in the amount of \$9,790.00, \$8,223.60 to be covered by a the AHSP Equipment Grant. Mr. Mark seconded the motion. All were in favor and the motion passed.

WARRANTS FOR APPROVAL

Mr. Combs made a motion to approve check warrant #0712 in the amount of \$36,654.61, check warrant #0630R in the amount of \$41,666.67, check warrant #0712 in the amount of \$98,298.45, check warrant #0708 in the amount of \$25,543.51, check warrant #0701 in the amount of \$6,469.81, check warrant #0708P in the amount of \$20,449.27 and check warrant #0701P in the amount of \$18,496.84. Mr. Mark seconded the motion. All were in favor and the motion passed.

Mr. Holden made a motion to approve check warrant #0709P in the amount \$700.16 and check warrant #0702P in the amount of \$694.30. Mr. Mark seconded the motion. Mr. Combs recused himself. All remaining Select Board Members voted in favor and the motion passed.

Mr. Holden made a motion to approve check warrant #0711 in the amount \$94.08 and check warrant #0710P in the amount of \$273.36. Mr. Mark seconded the motion. Mr. Leamy recused himself. All remaining Select Board Members voted in favor and the motion passed.

SELECT BOARD COMMENTS & CONCERNS

Mr. Jones made a correction to a statement he made in a previous meeting stating that the annual lease for Solar at the Gravel Pit. The lease is not \$15,000 per year for 20 years, it is actually \$10,000 per year for 25 years.

Mr. Mark was given an update copy of the CDERAC Charter to review for the Select Board.

Mr. Jones noted that on Monday, July 26, 2021 there will need to be another Sewer Commission Meeting to discuss the budget, and there will need to be a Public Meeting for the scoping study on Staso Road included in the Select Board Meeting. It was determined that the Sewer Commission Meeting time will be 6:30pm on Monday, July 26, 2021 and the Select Board Meeting will be warned for 6:45pm in case the first meeting ends earlier than anticipated.

Mr. Mark asked that at some point the Select Board discuss the ARPA process and noted he would like to see community involvement in the decisions on how to spend the money.

Mr. Spaulding asked Mr. Holden if he had gone online to find the total district surcharges collected for the year 2020 by the Rutland County Solid Waste District. Mr. Holden has not.

Mr. Leamy recommended that Mr. Holden or Tim Gilbert submit a report to the Select Board regarding what has been accomplished to date by the RCSWD.

It was clarified that the current paving locations were decided during a regular Select Board meeting in June.

It was noted that the Select Board meetings are now open to the public as well as online on Zoom.

Discussion was had regarding money being sent to Rutland County on behalf of local municipalities rather than directly to the municipalities. At this time, VLCT and Legislature were fighting the Treasury Departments decision.

Mr. Combs noted that he could not locate the minutes from the Development Review Board regarding the venue on Rice Willis Road. Mr. Leamy recommended that he contact Jonas Rosenthal.

EXECUTIVE SESSION

Mr. Combs made a motion to enter Executive Session with the Town Manager to discuss Personnel 1VSA Section 313 [3](a)[3] at 7:47pm. Mr. Holden seconded the motion. All were in favor and the motion passed.

Mr. Combs made a motion to exit Executive Session with no action taken at 8:09pm. Mr. Spaulding seconded the motion. All were in favor and the motion passed.

ADJOURN

Mr. Combs made a motion to adjourn the Select Board Meeting at 8:10pm. Mr. Holden seconded the motion. All were in favor and the motion passed.

Respectfully submitted; Eliza LeBrun, Recording Secretary