

**TOWN OF CASTLETON  
SELECT BOARD MINUTES  
Monday, August 9, 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, Member; Michael Jones, Town Manager.

**CALL MEETING TO ORDER**

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

**APPROVAL OF AGENDA**

**Mr. Leamy made motion to approve the agenda. Mr. Mark moved and Mr. Holden seconded the motion.** Mr. Leamy asked if any Comments or Concerns regarding agenda. There were none.  
**All in favor and the motion passed.**

**APPROVAL OF MINUTES: 7/26/21**

Mr. Combs made a motion to approve the minutes of 7/26/21. Minutes were not available, postponed until next meeting.

**CITIZENS COMMENTS & CONCERNS**

There were no citizen's comments or concerns at this time. Town Manager stated concern that he knew some were going to join but were not on at this time. Mr. Combs suggested that when and if they do join the board would provide time to address. Town Manager attempted to contact those known to him to be missing, upon return five (5) citizens were then present waiting to join. Mr. Leamy opened the floor to said citizens. Jen Jones, Castleton Day, is seeking permission to use the Village Green for live music and vendors during this event from 11am-2pm on Sunday, September 19. The Board had no questions and thus Mr. Leamy asked for a motion to approve the request.

**Motion made by Mr. Holden to approve the use of the Village Green from 11-2, Mr. Spaulding seconded the motion. All in favor, motion passed.**

**REMEMBERING THE VICTIMS OF COVID-19: Statehouse Lawn 09-09-2021**

**Mr. Spaulding made a motion to recognize the event, seconded Mr. Holden. All in favor, motion passed.**

**PUBLIC HEARING FOR STASO ROAD STORMWATER SCOPING STUDY: DEVON NEARY**

Mr. Neary (Rutland Regional Planning Commission) stated the Steering Committee had selected MSK Engineers and Fitzgerald Environmental Associates as consultants and they have prepared a report. MSK Engineering, Andrew Rodriguez and Evan Fitzgerald presented overview with discussion.

**TIM GILBERT: RCSWD UPDATE**

Update was emailed to Board. Mr. Gilbert provided additional information. A discussion happened between Mr. Gilbert and Mr. Spaulding with Mr. Spaulding asking for further information about district surcharges and the Material Recovery Facility (MRF). Mr. Gilbert was going to try and get answers to items he was not able to address at the meeting.

#### **TAX STABILIZATION POLICY: REVIEW AND PROPOSE REVISIONS FOR SIGNING**

Mr. Jones stated that a final signed copy of said policy cannot be located. This policy was approved by voters as shown in minutes; however, no content was included in said minutes. Mr. Mark asked if the rates are comparable to other towns. Discussion ensued and Mr. Mark was satisfied with response.

Mr. Combs made motion to formally reaffirm/recertify the Tax Stabilization Policy as approved by the voters, dated (Mr. Jones to research this date and add it). Seconded by Mr. Leamy. All in favor, motion passed.

#### **WINTER SAND BID AWARD**

Mr. Combs made motion to award bid quote #1 - 3000 cubic yards delivered to Martelle Trucking at \$1750/yard for a total of \$52,500. Mr. Holden seconded. Discussion: Mr. Jones stated this amount is under budget and good quality, meets specifications. All in favor, motion passed.

#### **CRACK SEALING BID AWARD**

Mr. Jones stated the bids were sent to all normal vendors for both Winter Sand and Crack Sealing. NICOM price stayed the same as last year (\$4150/day) and they had done a decent job and Mr. Jones has no issues with recommending them again. The bid is for 5 days at 8 hours per day, last year they completed in 4 days. Mr. Spauling made a motion to accept NICOM to do crack sealing at the bid price of \$4150 per day, 8 hour days. Mr. Combs seconded. Discussion: Reword motion to add "for a five (5) day contract". All in favor, motion passed.

#### **TAX WARRANT**

Mr. Combs made a motion to approve and sign warrant to the tax collector of the Town of Castleton in County of Rutland. Mr. Holden seconded. Discussion: Purpose is to authorize the tax collector to collect taxes for the Town of Castleton, re-authorize each year. Tax collector is appointed by the Board. All in favor, motion passed.

#### **TAX MAP CONTRACT: Franco Rossi (purchased business with who we are contracted)**

The Board previously had asked Mr. Jones to investigate. Mr. Jones findings are: \$15/parcel sketch is an optional layer. There are many layers at additional costs that can be added. It would be requested not automatically charged. No plans to ask for more however should Zoning and Assessors desire they would address with the Board in the future. No additional questions.

Mr. Mark made a motion to approve the contract for tax map services submitted by Franco Rossi for services at a cost of \$3502(?). Mr. Holden seconded. Discussion: none. All in favor, motion passed.

#### **TOWN MANAGERS REPORT**

Bike and ped grant, kick off meeting, sidewalks from corners to Parson's Hill. Awarded grant 50%, waiting for contract and call from Project Manager.

Mr. Mark made a motion to accept VTRANS small scale bicycle and pedestrian grant for \$92,500 which required a one-to-one match by the Town. Mr. Combs seconded. Discussion: Mr. Leamy asked where the money comes from? Mr. Jones stated there are two different funds from current sidewalk projects and in the bank. All in favor, motion passed.

Mr. Spaulding asked for clarification regarding Pedestrian access project. Mr. Jones stated it is from the university to Main St, and east to rail trail and west to sand hill road. Scoping study will address accessibility and safety, will hold a public meeting. VTRANS stated it needs to be warned two weeks out. Cross walk, sidewalks, lighting etc included in study.

Transfer station update, no action needed. Working on keeping appropriate signage etc for e-cycles. Joe Rice and Bob Ward are working on moving bins to lower portion to be able to hold six (6) gaylords on a pallet. We currently have only four (4) and we turn people away when full. We will solicit bids for bins.

Solar project update, spoke with Tom Hand, we have a little work left to fill in the hole to get good gravel out, the crew has been digging ditches to fill and should be done this week. Mr. Spaulding asked why Jethro & Pete Doran would remove 1200cu yards without getting paid for it. Mr. Jones stated the Town did not have to pay because the solar company paid to have it removed.

Sewer plant update, no action needed. Sludge tank explained, try to draw down, Rutland shut down for upgrades, but the plug held. Jeff has been siphoning off water to keep it below level. Back to normal business. Mr. Spaulding is in favor of extending sewer lines down Preston Land and Crystal Heights with the American Recovery Act funding. Mr. Jones had received community questions regarding the potential use of the American Rescue Plan Act funds but deferred answering questions until the Board decides on how to proceed. We did get approximately \$236,000 (half of payments for ARPA monies this year), plus additional monies from county in future. Still no detailed answers on exactly what monies can be used for.

Castleton University –letter needs to be sent requesting to increase the EU's. 240 average EU's since 2014.

FEMA projects, culvert, South St trestle is a monumental project. Discussed more in-depth.

Lighthouse Marine LLC completed weed harvesting at Crystal Beach and mouth of Sucker Brook.

The Park and Ride was paid for with a grant. Mr. Jones advised he has received complaints about the lights not working and he is researching the grant and instructions on how to check each unit. If the controllers are bad, they may be under warranty, but the batteries are not covered under warranty.

The Town's property on Sand Hill Road still has for sale sign, but the Select Board entered into a purchase and sales contract.

#### **PURCHASE ORDERS FOR APPROVAL**

**Mr. Combs made a motion to approve PO #047205 for Belden Construction LLC, Phase 1 Sidewalk, in the amount of \$66,314.00. Mr. Mark seconded. No discussion. All in favor, motion passed.**

## **WARRANTS FOR APPROVAL**

Mr. Combs made a motion to approve the following check warrants: #0806 in the amount of \$5,252.45, #0805 in the amount of \$7,010.64, #0730 in the amount of \$30.00, #0729 in the amount of \$9,115.88, #0723 in the amount of \$300.18, #0805P in the amount of \$21,580.64, #0729P in the amount of \$26,965.72. Mr. Holden seconded the motion. All in favor, motion passed.

Mr. Combs made a motion to approve check warrant # 0809 in the amount of \$158,903.23. Mr. Mark recused himself. Mr. Spaulding seconded. All remaining in favor, motion passed.

Mr. Combs made a motion to approve check warrant #0804 in the amount of \$27.45. Mr. Holden recused himself. Mr. Mark seconded. All remaining in favor, motion passed.

Mr. Mark made a motion to approve check warrant #0806P in the amount , and check warrant#0730P in the amount of \$711.51. Mr. Holden seconded the motion. Mr. Combs recused himself. All remaining in favor, motion passed.

## **SELECT BOARD COMMENTS & CONCERNS**

Mr. Spaulding asked for effort to be made to make the next board meeting for warrants only.

Mr. Mark asked if there is a plan for a public meeting to discuss ARPA ideas. Brief discussion and they would aim for a September meeting and would warn two weeks out.

## **EXECUTIVE SESSION**

Mr. Combs made a motion to enter Executive Session with the Town Manager to discuss Personnel issues at 8:39pm. Mr. Spaulding seconded the motion. All were in favor and the motion passed.

Mr. Holden made a motion to exit Executive Session with no action taken at 9:23pm. Mr. Mark seconded the motion. All were in favor and the motion passed.

Mr. Combs made a motion to enter Executive Session with the Town Manager for pending litigation at 9:24pm. Mr. Holden seconded the motion. All were in favor and the motion passed.

Mr. Holden made a motion to exit Executive Session with no action taken at 9:32pm. Mr. Combs seconded the motion. All were in favor and the motion passed.

## **ADJOURN**

Mr. Holden made a motion to adjourn the Select Board Meeting at 9:2pm. Mr. Mark seconded the motion. All were in favor and the motion passed.