

**TOWN OF CASTLETON**  
**Special SELECT BOARD MEETING**  
**Minutes of DECEMBER 26, 2017**  
**TOWN OFFICE**

**MEMBERS PRESENT:** Z. Holzworth, R. Combs, J. Leamy, J. Bruno

**MEMBER(S) ABSENT:** R. Spaulding

**Others Present:** See attached listing

Meeting called to order at 7:00pm by Chairman J. Bruno & Pledge of Allegiance.

**APPROVAL OF AGENDA**

**MOTION:** Z. Holzworth motioned to approve the agenda. Seconded by J. Leamy.  
All in favor. Motion Carried.

**MINUTES FOR APPROVAL - DECEMBER 11, 2017**

**MOTION:** J. Leamy motioned to approve the minutes of December 11, 2017. Z. Holzworth seconded. Corrections: R. Combs - Page 2 (bottom of page) change Tillman to Gilman. Z. Holzworth - Page 1 - change 'of' to 'if' in paragraph 'R. Spaulding suggested..... 'utilize Finch Waste.....'. All in favor. Motion carried.

**POLICE DEPARTMENT UPDATE**

Chief Mantello reviewed his November report with the board. The officers had a food drive last week and delivered them to the food shelf.

**TRANSFER STATION WASTE DISPOSAL AGREEMENT**

E. Barnes explained that this agreement with Ace Carting for the construction & bulky materials.

**MOTION:** Z. Holzworth motioned to approve the C & D Waste Disposal Agreement with Ace Carting. J. Leamy seconded. All in favor. Motion carried.

**APPOINTMENT - DEPUTY HEALTH OFFICER**

The Deputy Health Officers appointment expires on December 31, 2017.

**MOTION:** J. Leamy motioned to appoint Joe Bruno as the Deputy Health Officer for 3 years. Z. Holzworth seconded. All in favor. Motion carried.

**PURCHASE ORDER FOR APPROVAL - Northstar Fire Works**

**MOTION:** R. Combs motioned to approve Purchase Order # 040993 in the amount of \$7,000 for Northstar Fireworks.

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It was noted that the cost is covered by donations.

**VOTE ON THE MOTION:** All in favor. Motion carried.

### **TOWN REPORT - DEDICATION, MEMORY PAGE AND SELECT BOARD REPORT**

J. Leamy stated that the attached suggestion was to dedicate it to the Citizens of Castleton. The others members of the board agreed with the suggestion.

R. Combs suggested putting the Town Office on the cover where you can see the side also.

J. Leamy suggested that we include the Public Safety Building (Fire & Police).

J. Bruno asked for suggestions for the Memory Page.

### **CITIZEN'S COMMENTS**

R. Franzoni asked about the cross walks on Main Street and maybe get lights that flash.

P. Eagan stated that he tried to get someone this past fall.

### **CONTINUATION OF FY 2018-19 BUDGET**

J. Bruno stated that they had marked some of the department budgets for review.

R. Combs stated that the board agreed that the budget was down on paper but in reality it was up because the Town Office payment of \$192,000 was not included. Taking the budget decrease of \$67,000 from the \$192,000 the budget is up \$125,000. The Assessor budget is 45% of that figure, \$2400 in Municipal Equipment, \$25,000 in Police, \$34,000 in Fire Dept., \$13,500 in Highway, \$2,000 in Cemetery and \$7,200 in Recreation.

Z. Holzworth stated he has list of other towns that have assessors or listers showing what other town are paying their listers and assessors.

#### **Police Department**

J. Bruno stated the Police Dept has an increase of 6%.

R. Combs stated that a portion we do not have control over which is \$8,000 of the \$25,000 increase, and \$17,000 was for the reserve fund to purchase a cruiser.

P. Mantello stated that last year we agreed to reduce the reserve money and the next year we would put it back in. He would like to put the cruiser replacement on a 2 year cycle instead of a 4 year.

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#### **Fire Department**

H. Goyette explained the increase is Capital Reserve and insurance coverage. The Capital Improvement line was increased to \$35,000 by the board last year. He continued stating that to replace the pumper would be about \$550,000. He presented the board with a spread sheets of the vehicles replacement schedule, budget forecast and reserve funds for their review.

#### **Highway**

R. Combs stated that the Highway went up \$13,000 which is 1%. He continued stating that \$11,500 is for building maintenance which needs footings and paint.

P. Eagan stated that the roadside mowing is higher for 2 mowings; Paving was back to 2 miles instead of 2.5 miles, which will include paving the town office and Cresci, increase in the crack sealing. There could be an increase in the paving this next year.

M. Combs asked the board to look at the notes column, there are several lines that show monies held over so you can increase that line item and do more or reduce the amount of the budget.

P. Eagan stated that currently we may have enough crushed gravel to go another year barring any major issue, if we do, there is \$30,000 in that line.

J. Bruno asked about in Winter Maintenance Sidewalks (other purchase services) in the notes FY 2017 carryover \$120,000.

M. Combs replied that is the Town's share of the sidewalk project, put money aside every year for the project. We put in \$45,000 this year, so then there will be \$165,000, there may be some engineering costs that will come out of that figure.

#### **RECREATION**

R. Combs state that most of the increase was in Crystal Beach personal services and operating supplies, and 32% increase in Youth Sports.

M. Clifford explained that there are more teams and the personal services are umpire fees.

J. Leamy asked if they had considered an increase in the cost.

M. Clifford replied that they increase the fee at Crystal Beach last year and the youth sports was increased this year. She continued stating that the beach resident & non-resident fee are the same. A resident pass fee is \$15.00 and the non-resident fee is \$70.00, and we made an agreement with Hubbardton last year for \$35.00 season pass.

The wages at the beach are on a graduated system so that if we have returning personnel then

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they will get a raise. New hires are at the minimum rate. Returning gate personnel increase would be \$.75/hr. and maintenance would be \$1.00/hr. up to 3 years.

J. Bruno stated that we will need to finalize the budget in the next 2 weeks.

J. Leamy stated that the big budget items are Highway, Fire & Police asking that those departments should look at their budget and see where they can make adjustments. If they can't, then the board will have to.

**SELECT BOARD CONCERNS**

**MOTION:** R. Combs motioned to approve Purchase Order # 040893 to CMC Printing for bag stickers in the amount of \$2806.00. Z. Holzworth seconded. All in favor. Motion carried.

**WARRANTS FOR APPROVAL**

**MOTION:** R. Combs motioned to approve warrants #1225 for \$40,239.92; #1221 for \$5,099.76; #1219 for \$1,647,212.25; #1214 for \$ 5,284.89; #1221P for \$12,556.72; #1214P for \$13,141,98. Z. Holzworth seconded. All in favor. Motion carried.

**MOTION:** Z. Holzworth motioned to approve warrants #1220P for \$544.06 and #1214P for \$544.06. J. Leamy seconded. R. Combs abstained. All others in favor. Motion carried.

**EXECUTIVE SESSION - PERSONNEL 1 VSA §313(3)(a)(3)**

**MOTION:** J. Leamy motioned to enter Executive Session at 8:40pm pursuant to Title 1 Section 313(a)(3) for Personnel. Z. Holzworth seconded. All in favor. Motion carried. (R. Spaulding participated via phone.)

**MOTION:** J. Leamy motioned to exit Executive Session at 9:05 pm with no action taken. Z. Holzworth seconded. All in favor. Motion carried.

**MOTION:** R. Combs motioned to Adjourn at 9:06pm. Z. Holzworth seconded. All in favor. Motion carried.

Respectfully

V. Waldron

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Date of Approval