

**TOWN OF CASTLETOWN  
SELECT BOARD MEETING  
MINUTES OF NOVEMBER 10, 2014  
TOWN OFFICES**

**MEMBERS PRESENT:** Joe Bruno, Richard Combs, Thomas Ettori, Bob Spaulding

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** M. Shea, Town Manager,

Meeting called to order at 7:10 pm by Chairman J. Bruno with the Pledge of Allegiance.

**Approval of Agenda- 11/10/14**

J. Bruno inquired what this new item was. M. Shea responded that it allows for additions or changes to the agenda.

**MOTION:** R. Combs made a motion to approve the agenda as presented. J. Hale seconded. All in favor. Motion carried.

**MINUTES FOR APPROVAL OF OCT. 27, 2014**

**MOTION:** J. Hale made a motion to approve the minutes of October 27, 2014 as presented. Seconded by R. Combs. All in favor. Motion carried.

**WARRANTS FOR APPROVAL**

B. Spaulding made a motion to approve warrants: #1110R for \$209,242.83, #1110 for \$34,294.60, #1106 for \$15,290.68, #1030 for \$5,159.23, #1106P for \$14,299.93, #1030P for \$11,213.57. R. Combs seconded.

T. Ettori would like each member to receive a copy of the bills pertaining to the construction of the firehouse.

**VOTE:** All in favor. Motion carried.

**MOTION:** B. Spaulding made a motion to approve warrants: # 1106.1P for \$565.00 and #1030.1P for \$565.00. T. Ettori seconded. All in favor, R. Combs abstained. Motion carried.

**TOWN REPORT: MEMORY PAGE & DEDICATION & COVER**

M. Jakubowski asked the Board if they had looked over material presented to them at the last meeting.

J. Hale stated that the dedication page of the Town Report should be to the Police Dept. J. Jones should also be included. The Board agreed that Memory Page should include the people that M. Jakubowski had presented at previous meeting.

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### **POLICE CHIEF UPDATE**

Chief Mantello reports that the total number of tickets issued as 107, generating \$20,718.00 in fines. Anticipated revenue for the town for the month of October: \$11,562.60. Calls or service totaled: 124. Total arrests for the Month of October: 15

Chief Mantello reported to the Board that the additional costs for equipment for the new cruiser will be \$7,159.95. This includes stripping, lights and cameras. There is a grant that will cover \$4,000.00.

R. Combs asked where the money would come from. J. Bruno responded that it would come out of the reserve fund, which is why the car is being leased not purchased out right so monies will be available for additional needs.

### **MOTION:**

T. Ettori made a motion to approve \$7,159.95 for equipment for the new police vehicle. J. Hale seconded. All in favor. Motion carried.

### **BID AWARD- MAIN STREET CULVERT REPLACEMENT**

J. Bruno noted that Fabian Earthmoving was the lowest bidder and would honor their BID till next year, as this paving plants will be closing soon for the 2014 season.

### **MOTION:**

R. Combs made a motion to accept the bid of \$40,995.00 from Fabian Earth Moving to replace the box culvert which runs from Seminary Street across Main St to the Library. Seconded by J. Hale. All in favor. Motion carried.

### **VILLAGE DESTINATION:**

J. Bruno asked why we did not have a village designation. J. Hale replied that it had lapsed. M. Shea stated that he will work with the State and with Rutland Regional to reapply for it. He explained that there are great advantages to having a village designation, including big grants and tax credits to local businesses.

### **CITIZENS CONCERNS**

P. Graziano asked if a second mowing had been done in town. P. Eagan replied that he was not able to procure the machine in a timely manner. He apologized for this. Apparently there is only one machine available for rent in the area and he did not get his request in soon enough.

P. Eagan approached the Board with a suggestion of getting together with some surrounding towns to possible purchase one.

### **MANAGER' S UPDATE**

M. Shea states he was approached by J. Berryhill regarding the hiring of a Clerk of the Works for

the fire station project.

J. Bruno replied that he, H. Goyette and D. Pratt visit the site daily and review with the builder what will be done that day. There is a multitude of knowledge between Board members and towns people to keep a close eye on the construction. J. Bruno attends the Monday morning contractor meetings. J. Bruno feels that it would be a waste of money to hire a Clerk of the Works.

R. Combs reiterated that everyone on the Board has a certain expertise in a wide range of areas and is willing to help oversee that area of construction.

M. Shea suggest a project manager for the sidewalk project from Drake Rd. to the Medical Center. The sidewalk from Drake Rd to Creek Rd. needs to be planned and scheduled. J. Bruno did agree that this would be a good move.

M. Shea would like to hire someone local if possible. He has been in contact with the engineer and J. Potter is working on acquiring the necessary easements.

M. Shea reported that he will be in touch with Rutland Regional Planning to help with the bidding of the project, ie: environmental issues, bid analysis.

M. Shea he would like to allow town employees to participate in the budget process. He will be challenging them to explain/show their methodology of their budgets. This will promote transparency. He would also like to begin to recognize the hard work done by the employees.

J. Hale asked if the budget process was on track. M. Shea replied that he was working on excel sheets and would present the Board with a draft of the budget schedule at the next meeting.

#### **OTHER BUSINESS**

J. Hale brought up the sale of 556 Main Street. He states the on the advice of the attorney there is another step regarding the sale of 556.

#### **MOTION:**

R. Combs made a motion to give notice per 24 VSA 1061 regarding the terms of the sale of 556 Main St. Terms of total sale \$77,700.00 minus \$2,500.00 (Historical Society) for a total sale price of \$75,200.00. Seconded by T. Ettori. In favor- T. Ettori, B. Spaulding, J. Hale; Opposed R. Combs, J. Bruno- Motion carried.

#### **MOTION:**

T. Ettori made a motion to pay P.O. #036185 to T. Hirchak Auctions for \$7,673.91. Money to come out of \$10,000.00 deposit received from Historical Society. B. Spaulding seconded.

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**VOTE:** All in favor. Motion Carried

### **SELECT BOARD COMMENTS**

T. Ettori commented that the lights at the Park & Ride work well but they are ugly. The next time we do a project like this we need look at pictures first.

J. Hale asked if the Firehouse contractors were buying local. J. Bruno stated that we can not force them to use local businesses.

R. Combs reported that the local eateries are very happy with the increased business. J. Bruno reported that in his conversations with the contractor it looks like the concrete should be poured this week, weather permitting.

P. Eagan stated that he is very happy that the Board is taking on the responsibility of overseeing the construction of the Fire House as opposed to hiring an independent person. He is glad to hear that it is being watched over.

### **EXECUTIVE SESSION – PERSONNEL & CONTRACTURAL MOTION:**

T. Ettori made a motion to enter into Executive Session for a Personnel & Contractual matter with the Town Manager at 8:30 pm. J. Hale seconded the motion. All in favor. Motion carried.

### **EXIT EXECUTIVE SESSION**

Motion by T. Ettori to exit Executive Session at 10:00 pm and approval of the contract with Mark Shea. J. Hale seconded. All voted in favor. Motion carried.

### **ADJOURN**

Motion to Adjourn by R. Spaulding at 10:03 pm. R. Combs seconded. All voted in favor. Motion carried.

Respectfully submitted,

Valerie Waldron