## TOWN OF CASTLETON SELECT BOARD MINUTES

Monday, September 26, 2022 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/TOrPwDfc-YBQPKDOXSq0wIdOhusdEREcNPA2mpnGE2z-FPEOMSuXi2c4e8zL0bWV.LR3YxdHOLjQ5Nqlb

**PRESENT:** Jim Leamy, Chair; Richard Combs, Vice Chair; Joseph Mark, Parliamentarian, Mary Lee Harris, Robert Spaulding, 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 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

# The Pledge of Allegiance was led by J. Leamy.

## APPROVAL OF AGENDA

ML Harris made motion to approve the agenda. R. Spaulding seconded. All were in favor. Motion carried 5-0.

**APPROVAL OF MINUTES**

**ML Harris made a motion to approve the minutes of September 12, 2022 as presented. R. Spaulding seconded.**

Page 1 – Mary Lee Harris should be attended to those Present.

 **All were in favor. Motion carries 5-0**

CITIZENS COMMENTS & CONCERNS - ITEMS NOT ON THE AGENDA:

None at this time.

POLICE UPDATE: Chief Mantello

Chief Mantello reviewed service calls of his report. There was nothing significant to report. It was questioned if there are any developments on break ins. Chief Mantello stated they have a suspect, but nothing definite yet. Further review of outreach and requests for assistance. Was a busy summer around the lake, should quiet down now that summer is over. Speed carts are still out, will take them in next week. Have submitted a grant through the Sheriff’s Association for department related tools.

R. Combs asked about the school bus situation/complaint at Preston Lane. P. Mantello stated have been keeping an eye on it, they have not had any reports from bus drivers at all this year but will continue to monitor in that area.

J. Mark questioned if wouldn’t be beneficial to ask the President of the University to meet with the Board to address town/gown relationships. M. Jones stated he needs to make contact with the President anyway, he will set it up.

M. Jones stated they had a problem with a resident in a work zone on Crampton Road, Constable Loomis went to the site while they were working and approached the resident, and it has been taken care of.

M. Jones asked about retail thefts and if the department is doing any outreach with business owners. P. Mantello stated they have not done much yet, the employees are just letting the ones stealing go, and there are often only two employees at the site, and it is difficult for them to keep up.

MANAGER’S REPORT

M. Jones stated he would like to request to be authorized to apply for a grant for the Staso Road storm water project. It is coming up in November, they have $200,000 set aside for the project, but they don’t have quite the 20% of the total amount of the project yet, based on an educated quote from engineers. If they apply for the grant, they will have to cover the 20%, which could be $50-60,000 more than what they have and he asked the board if they wanted to fund that. To add that much to the highway budget would be pretty extensive. J Leamy asked if ARPA funds were available, M. Jones stated they are. R. Combs asked about reserve funds, if there are any that can be used, M. Jones stated not for that particular thing. J. Mark felt this is a long-term infrastructure item and he would support the use of ARPA funds if necessary and M. Jones should apply for grants that are out there. R. Combs agreed and felt it would be irresponsible not to purse funds through grants. Estimates are 1.2 – 1.3 million for salt and sand shed, stormwater permit, and mitigation measures, etc. The scoping study has been done and paid for, discussion held on what makes the project so costly, that it is not for just a salt and sand shed, but mitigation, as well. M. Jones stated he just needs a go ahead to pursue the grants, as they will have to commit some amount of money to do that. Also discussion held on the grant request and what the time line would look like, when the project might be started. M. Jones explained it depends on such things as time of year and type of grant applied for. R. Spaulding made a motion to authorize the Town Manager to apply for grants for the Staso Road Stormwater Project. R. Combs seconded. All were in favor. Motion carries 5-0.

M. Jones stated he would also like to apply for grants to the Better Road and Grants and Aid programs for the potential project at the Kilchevsky property. He has had meetings at the site, and they would need to have engineering, slopes and materials needed to apply for the grants, so he is requesting to hire an engineer and use FEMA funds to pay for the engineering. M. Jones further stated that Nicole Kesselring had started on the engineering with the Kilchevsky but had stopped, so she is familiar with it all, he would like to hire her. J. Leamy asked what part of the project the homeowner is responsible for and what is the Town responsible for. Discussion on easements and how they have been encroached upon. M. Jones felt the homeowner would need to pony up some funds for the easement burdens that need to be addressed. J. Mark stated he felt the project is broken into two parts, and they should engineer it as such, so they can go forward with it as two separate projects if needed. R. Combs made a motion to authorize the Town Manager to hire Nicole Kesselring to engineer the project and use FEMA funds to pay for the fees. R. Spaulding seconded. All were in favor. Motion passes 5-0.

M. Jones would like to discuss with board in executive session the transfer station and what he has reported to the board briefly in his report.

M. Jones stated the poured concrete wall and a problem with rodents has come up again. It had gone away for a while, but they are having a problem with it again. He explained the issue and the possibility of an erosion problem because of the dirt being kicked out by rodents and it cannot be put back in without taking out the wall.

M. Jones stated there is some equipment missing recently, the thefts are not on cameras but they are going to move them so things can be seen better. They are not sure how anyone got to them, there was no forcible entry. They lost a chain saw, chaps and a weedwhacker.

Aldrich and Elliott will be at the WWTF setting up, they will be a little out of sequence, but they are going to work with weather. They will be cleaning the SBR tanks and they are going to monitor for electrical consumption, the town will be reimbursed for the difference as they already pay $80,000 a year, so they don’t need to spend any more than that.

M. Jones stated they are hoping to piggyback on the contracts with VTrans, and they need to negotiate it out with them, if not, there could be a problem getting contracts finalized.

M. Jones stated he still have not heard back from the contractor for the Fire Station ice back up issues, but they have looked upstairs, it was never insulated, which is causing the problem with the freezing in the winter.

M. Jones stated he will talk to Fire Chief re SOP’s and SOG’s, as time is running short and they are holding up a $10,000 grant, need to get done or they are at risk of losing the grant. The truck committee has had a first meeting, but there is still no action on a recommendation for Engine #2. Brief discussion on how to accelerate the process with the fire department and getting things done before the grant is lost. The last meeting with the safety committee was June 21 2022. J. Mark recommended the chair draft a letter to the Fire Chief to get things moving.

M. Jones thanked Joe Kinney and his students from the University for cleaning headstones in cemetery on Main Street, J. Mark volunteered to draft a letter thanking them.

There has been some vandalism to Dewey field, M. Clifford is pursuing now to do some repairs. R. Combs stated he has roller that can be borrowed if needed.

Review of the regional emergency dispatch issue, there are two routes that are possible. A State level committee and a regional one. Of the 11 million available, about 6.5 million will be distributed to regional centers for the first couple years of operating. If they go with the sheriff’s dept, they have the infrastructure, but the State is saying take some money and work regionally, but when those funds are used up, they need to come up with a way to sustain the PSAP center for the long term from what he is understanding

J. Leamy asked when the Town Manager wanted to address the planning grant, M. Jones stated he is not ready to talk about it yet.

## PURCHASE ORDERS FOR APPROVAL

## None at this time.

## WARRANTS FOR APPROVAL

R. Combs made a motion to approve check warrant #0925 in the amount of $499,867.01, check warrant #0922 in the amount of $1,689,097.24, check warrant #0915 in the amount of $27,684.71, check warrant #0922P in the amount of $16,982.54, check warrant #0915P in the amount of $16,721.48. ML Harris seconded the motion. All were in favor. Motion passed 5-0.

R. Spaulding made a motion to approve check warrant #0923P in the amount $654.67 and check warrant #0916P in the amount of $654.67. ML Harris seconded the motion. R. Combs recused himself. All remaining members voted in favor. Motion carried 4-0.

**SELECT BOARD COMMENTS & CONCERNS:**

ML. Harris asked at what point do departments present budgets to the board. M. Jones stated the departments provide him with their proposed budgets and he presents them to the board late October or early November.

R. Spaulding asked about the year-end numbers, if the board would be seeing them soon. M. Jones has the preliminary, he can get those to the board.

R. Spaulding asked about the Rutland County Solid Waste and the time that they left the Transfer Station for Hazardous Waste collection day. M. Jones stated it was ten minutes, and they had been advised they left early.

BRIEF RECAP & ITEMS FOR FOLLOW UP:

None at this time.

**8:04 PM - ENTER EXECUTIVE SESSION**

**R. Combs made a motion to enter Executive Session to discuss Real Estate to include the Town Manager. R. Spaulding seconded. All were in favor. Motion passed 5-0.**

**8:21 PM – EXIT EXECUTIVE SESSION**

**R. Combs made a motion to exit Executive Session, no action taken. B. Spaulding seconded. All were in favor. Motion passed 5-0.**

**8:22 PM – ENTER EXECUTIVE SESSION**

**R. Combs made a motion to enter Executive Session to discuss Personnel to include the Town Manager. R. Spaulding seconded. All were in favor. Motion passed 5-0.**

**8:54 PM - EXIT EXECUTIVE SESSION**

**R. Combs made a motion to exit Executive Session, no action taken. R. Spaulding seconded. All were in favor. Motion passed 5-0.**

## ADJOURN

R. Combs made a motion to adjourn at 8:54 p.m. J. Mark seconded. All were in favor. Motion carried 5-0.

Meeting adjourned.

Respectfully Submitted

Allison Harvey

Recording Secretary