

**TOWN OF CASTLETON
SELECT BOARD MEETING
Meeting Minutes of March 12, 2018
TOWN OFFICES**

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

OTHERS PRESENT: M. Jones, Town Manager, see attached listing.

Meeting called to order at 7:00PM by M. Jones, Town Manager

APPROVAL OF AGENDA

MOTION: J. Bruno made a motion to approve the agenda. Seconded by J. Leamy. R. Combs requested that an Executive Session for contracts, 1VSA §313(a)(1) be added to the agenda. Seconded by R. Spaulding. All in favor. Motion Carried.

RE-ORGANIZATION OF BOARD - ELECTION OF BOARD OFFICERS

M. Jones asked for nominations for the Chairman.

MOTION: J. Leamy made a motion to nominate J. Bruno as Chairman. Seconded by R. Spaulding. All in favor. Motion Carried.

J. Bruno asked for nominations for V. Chairman, Clerk & Parliamentarian

MOTION: J. Leamy made a motion to nominate R. Combs as Vice Chairman. Seconded by R. Spaulding. All in favor. Motion Carried.

MOTION: R. Combs made a motion to nominate Z. Holzworth as Clerk. Seconded by J. Leamy. All in favor. Motion Carried.

MOTION: R. Combs made a motion to nominate J. Leamy as Parliamentarian. Seconded by R. Spaulding. All in favor. Motion Carried.

MOTION: R. Combs made a motion to accept the 2nd & 4th Monday's at 7:00pm for regular Select Board meetings. Seconded by J. Leamy. All in favor. Motion Carried.

ADOPTION OF RULES OF PROCEDURE

MOTION: R. Combs made a motion to adopt the Rules of Procedure as presented. Seconded by Z. Holzworth. All in favor. Motion Carried.

CONFLICT OF INTEREST/ETHICAL CONDUCT

MOTION: Z. Holzworth made a motion to adopt the Conflict of Interest /Ethical Conduct as presented. Seconded by J. Leamy. All in favor. Motion carried.

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ADOPTION OF ROBERTS RULES OF ORDER

MOTION: J. Leamy made a motion to adopt Roberts Rules of Order as presented. Seconded by Z. Holzworth. All in favor. Motion carried.

MINUTES FOR APPROVAL- FEBRUARY 26, 2018

MOTION: Z. Holzworth made a motion to approve the minutes of February 26, 2018 with correction. Seconded by J. Leamy. Correction: pg. 1- line 25- change "scrubs" to "struts". All in favor. Motion Carried.

REQUEST FOR LIQUOR LICENSES APPROVAL FIRST CLASS WITH OUTSIDE CONSUMPTION- LAKE BOMOSEEN HOSPITALITY, LLC (LAKE HOUSE PUB & GRILLE)

MOTION: Z. Holzworth made a motion to approve the First Class Liquor License with Outside Consumption for Lake Bomoseen Hospitality, LLC (Lake House Pub & Grille). Seconded by J. Leamy. All in favor. Motion carried.

REQUEST FOR OUTSIDE CONSUMPTION ONLY- LAKE BOMOSEEN LODGE,LLC (LAKE BOMOSEEN LODGE)

MOTION: Z. Holzworth made a motion to approve Outside Consumption only for Lake Bomoseen Lodge, LLC, (Lake Bomoseen Lodge). Seconded by J. Leamy. All in favor. Motion carried.

R. Combs asked how they were planning on monitoring the entrance/exit of the open area.

K. Sparks stated the area was cordoned off with a split rail fence. There are two large glass "garage" doors that can be opened up and the bar is now in the front of the building. The bartenders will have a view of the outside area.

R. Spaulding stated that the previous owners had a "security" person standing at the entrance/exit area.

J. Bruno stated that the concern is that an underage drinker can drink in the parking lot and go into the outside area if no one is at the gate checking ID's.

K. Sparks stated that they will have a hostess at the "gate" area.

CITIZEN'S COMMENTS

S. Lobdell expressed his concern about the loss of the Tax Accessor and the Grand List which is due April 1st.

J. Bruno stated that the Board did accept the Accessor's letter of resignation.

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J. Bruno did ask M. Jones to check with the assistant accessor.

J. Dorman presented the members with a copy of a statement that he proceeded to read aloud.

J. Bruno asked if J. Dorman was qualified or comfortable to do any of the tasks that he listed in his letter.

J. Dorman replied that he could only help with the things that the Accessor had delegated to him to complete. He was not able to help with the items he listed in his letter.

J. Leamy asked the Board to refer to this situation in Executive Session under Contracts and Personnel.

MANAGER'S UPDATE

Assessor Resignation: ... Several weeks ago the Town's Assessor resigned. I recommend having a discussion in Executive Session about the way forward concerning personnel matters.

Grants Update:

- Assistance to Firefighter Grant – Submitted by Dan Ducharme. No updates to report.
- PACIF Grant – Submitted by Justin. No updates to report.
- Sidewalks – No word back on status of finals plans approval from the State.

Stone Carving Studio: Upon reviewing minutes of board meetings, there was no specific line item identified for paying for the stone bench from the Carving Studio which is set to be delivered before the Open House event on 28 April 2018. Need guidance on where to source the \$500.00.

Funds for bench will come out of building contingency account. There will also need to be a foundation laid for the bench to be placed on, also to come out of the contingency account.

Payment of Refurbishing historic town heirlooms/property: I recommend that bids specifications be generated to fund the cleaning and framing of the old town map before it gets damaged beyond repair. I also understand that Selectman Joe Bruno paid for refurbishing the deer head mount from the old town office. There is history behind the deer head and the owl that were displayed in the old town office on Main Street.

J. Bruno asked M. Jones to contact RMG for a price on moving and installing the Marble plaque.

Abandoned Property: Two boats, a boat trailer, and wooden outbuilding have been abandoned at the lake access at Crystal Haven. One boat has been identified and the owner will be contacted. The outbuilding was left by a previous homeowner. The area is also a source of frustration by Crystal Haven residents who complain that fisherman are dumping pails of bodily waste on the shore. It also needs some attention as it is becoming overgrown and should be added to an area to mow and keep tidy.

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J. Bruno instructed M. Jones to get rid of the outbuilding and wooden boat.

Mowing for this summer: I would like to get bids requests sent out in April for mowing of town properties.

Weed harvesting/Weed Control on Lake Bomoseen: I would like to recommend using money from the \$17,000 sitting in an account for Weed Harvesting be appropriated to hire a person, or group, to manually pull, harvest, and remove weeds from the Crystal Beach swimming and dock areas, as well as the town lake access at Crystal Haven. It could be sent out as a bid to contract out the services, rather than hire a town employee. There is no money appropriated in the Weed Harvesting Department to hire town employees or pay for services or equipment. If approved to perform such a task, the weeds could be offered to residents for use as fertilizer or composting material to reduce the burden of getting rid of the material.

SELECT BOARD CONCERNS

J. Leamy mentioned to M. Jones to keep an eye on the budget as year ending is approaching.

R. Spaulding asked if M. Clifford and D. Gibbs could be put on the agenda to discuss the Hubbardton fees for Crystal Beach.

WARRANTS FOR APPROVAL

MOTION: R. Combs made a motion to approve warrants #0312R for \$650.00, #0312 for \$59,115.63, #0308 for \$5,201.62, #0301 for \$6,742.75, #0223 for \$8,287.73, #0308P for \$14,132.00, #0301P for \$12,956.85. Seconded by Z. Holzworth. All in favor. Motion carried.

MOTION: Z. Holzworth made a motion to approve warrants #0310P for \$923.50, #0307P for \$544.01 & #0228P for \$544.01. Seconded by J. Leamy. All in favor. Motion carried. R. Combs – abstained.

MOTION: R. Combs made a motion to approve warrants #0309P for \$73.50. Seconded by Z. Holzworth. All in favor. Motion carried. R. Spaulding- abstained.

MOTION: R. Combs made a motion to approve warrants #0312P for \$923.50. Seconded by R. Spaulding. All in favor. Motion carried. Z. Holzworth- abstained.

EXECUTIVE SESSION - Real Estate 1VSA §313(a)(2);Personnel 1VSA§313(3)(a)(3); Pending Litigation 1 VSA §313(a)(1)

MOTION: R. Spaulding moved to find that premature general public knowledge of the Real Estate will clearly place Castleton at a substantial disadvantage by disclosing its negotiation strategy. Seconded by J. Leamy.

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MOTION: R. Combs moved that we enter Executive Session to discuss Castleton's Real Estate under the provisions of Title 1, section 313(a)(1) of the Vermont Statutes. Seconded by R. Spaulding.

R. Combs withdrew his motion.

R. Spaulding withdrew his motion.

MOTION: R. Combs moved that we enter Executive Session to discuss Castleton's Real Estate under the provisions of Title 1, VSA section 313(a)(2) with the Town Manager. Seconded by R. Spaulding. All in favor. Motion Carried.

MOTION: R. Combs motioned to exit Executive Session with no action taken. J. Leamy seconded. All in favor. Motion carried.

EXECUTIVE SESSION - PERSONNEL

MOTION: R. Combs motioned to enter Executive Session for Personnel to include the Town Manager. Seconded by R. Spaulding. All in favor. Motion carried.

MOTION: R. Combs motioned to exit Executive Session with no action taken. J. Leamy seconded. All in favor. Motion carried.

ADJOURN

R. Spaulding motioned to Adjourn at 9:00 pm. J. Leamy seconded. All in favor. Motion carried.

Respectfully,

V. Waldron

Date of Approval

DRAFT