

**CASTLETON COMMUNITY DEVELOPMENT AND ECONOMIC
REVITALIZATION ADVISORY COMMITTEE MEETING**

**Special Meeting
Thursday, April 27, 2023
Castleton Fire Department
and ZOOM**

Meeting Recording:

<https://us02web.zoom.us/rec/share/zl7dnf0BMy0LKkpYedVE4pZ1FPdxXeOUvORuffpWxmCLaFrzXgNdn1ImWHX7VS8V.aYB129Wkg3SHt2UT>

Passcode: %yFR0+OZ

Those in attendance included: Mary McIntyre, Ted Molnar, Petrina teRiele, Martha Clifford

Others present by Zoom included: Richard Combs, Beth Murphy, Bo Elliot Ramos, Allison Harvey

M. McIntyre called the meeting to order at 6:31 P.M. This is a special meeting because a quorum could not be obtained for the regular meeting.

Approve Agenda

M. McIntyre made a motion to approve the agenda as posted. T. Molnar seconded. All voted in favor of the agenda. So voted.

Approval of Minutes of March 16, 2023

M. McIntyre stated they would wait for the approval of minutes, as T. Molnar needs to leave early so they will discuss the agenda items he is involved in at this time.

Bike Extravaganza/Corn Hole (Ted Molnar, Dick Combs & Mary McIntyre)

T. Molnar stated Olivia at the Chamber and Economic Development of Rutland County is the primary contact he has been speaking with. They are busy doing their own marketing on their end, but she is also going to be getting to the posting of the Castleton items. It seems the photos may have been lost that were sent to them. She stated the number of people that have visited the site from January 1 through February has increased a lot. T. Molnar stated it is not certain what has caused the increased hits considering the photos posted are older, but there is an increase. M. McIntyre stated she has received notification there has been an increase in hits on the CDERAC Facebook page as well.

T. Molnar stated regarding the high-speed internet, he has contacted Tim Munks, the town representative to OCCUD, and according to him they are now negotiating a contract for a high-speed internet company to be installed. There is money available, funds are waiting to be spent. The committee is going to contract with an ISP and once done, they will publish where the lines will be, etc.

T. Molnar further stated he has formed a task group with 4 people on it for the bike extravaganza. He would not mind one additional member from this committee to be on it, as it involves a lot of work. He will continue to try to bring in Mark Brown, who has done this type of event before and he has a lot of

knowledge. They plan to have a first meeting in mid to late May and they will propose a September date for the event if they are going to do it. He hopes to draw up a budget and ask for partial funding. The Committee discussed the budgeting, expending funds and the Town's process for approval/disbursement of funds. R. Combs clarified the procedure for encumbering funds before the end of the fiscal year, stating that any funds not spent before the end of the year are returned to the general fund unless they are encumbered, which is done through a resolution by the Board of Selectmen.

T. Molnar stated the bench installation on the river is moving forward also. He is working to set up a date for them to be installed. He will keep the Committee up to date on the status of the Bridge Committee and the installation. M. Clifford asked about the Town Highway piece of the benches, how they are involved and where the benches will be installed. T. Molnar stated the benches have been built and are very heavy and will assist with getting them to the location of installation. M. Clifford asked after T. Molnar left why Town Highway is involved. R. Combs stated it should be clarified if it is a Town fence or a State fence that needs to be gone through for the installation, as he suspects that's the reason for Town Highway involvement.

Approval of Minutes of March 16, 2023

M. Clifford made a motion to approve the minutes of March 16, 2023. P. teRiele seconded.

Page 1 – Attendance – Janet Currie and Bo Elliot Ramos should be moved to the present not in Zoom.

Page 1 – First line of the Retail Cannabis paragraph, *buildings* should be changed to *building*. End of the second line, *however* should be deleted. Third line, *processing* should be changed to *process*. Discussion on whether changes should be made to the cannabis discussion and the comments made by J. Currie. It was felt the minutes as typed is what was stated, no further changes made to this section.

Page 2 – next to last line, *sign in* should be *sign-in*. Last line *consider that to get* should be changed to *consider that, to get*.

Page 4 – last paragraph, *flash back* should be changed to *crosswalks*. Second line a new sentence should be added after Creek Road: *Two permanent installed solar feedback signs on Route 4A from Exit 5 and Route 30 from the north going south into Town.*

Page 5 – Last paragraph before Adjourn. *M. McIntyre* should be changed to *Z. Holzworth*.

All voted in favor. So voted.

Corn Hole

M. McIntyre stated she has discussed the Corn Hole Tournament with R. Combs, and they feel it is going to be cheaper to build the equipment than purchase it, and R. Combs would try to get some help in putting them together. He estimates it to be about \$100 for materials to build, plus labor hour and half to build and to finish, probably another hour. He is guessing about 80 hours of labor plus materials to build 8-10 sets. M. McIntyre asked if he could draw something up to get to M. Jones for the cost of materials. R. Combs will provide that, and that M. Jones has suggested it may be better suited for the cost to come out of the Recreation budget rather than CDERAC. M. McIntyre stated there are Lions members that are willing to help with construction and the Lions focus is community oriented so they could possibly be lined up to help construct them. Lengthy discussion held on the concept of a corn hole tournament, where the funds would come from, and whether it could be accomplished before the end of the fiscal year. R.

Combs will discuss with the Town Manager tomorrow to see if they should proceed and how they can proceed with funding and scheduling.

CU Library Update – Ted Molnar

No update at this time.

Selectboard Update (Dick Combs)

R. Combs stated he has nothing to report other than some housekeeping items. They are still negotiating with the Town of Hubbardton with buying out their share of the CVS property.

Recreation Board Update (Bo Elliott Ramos/Martha Clifford)

B. Ramos stated according to their research, a set of eight cornhole bags can be ordered for \$25.

The Town is moving ahead with the HeyGov application for a lot of their accounts receivable operations. They are still trying to get the registration pages, etc on the app as well. Right now they are going through Eventbrite for registrations, but they will move registrations over to HeyGov, They have a spreadsheet prepared for the programs they have set up and going currently. So far they have: summer adventure camps, 1-6 grade for a week day camp, sailing camp for two weeks, two weeks of tennis camp for youth and adults, swimming lesson at Crystal Beach. Youth softball is currently going and will go into summer. They also have pickle ball, basketball for adult rec, which will also go into summer. They have been struggling with balance of volunteers and scheduling and keeping the volunteers on board, as they are hard to get but working on that. Field maintenance is also ongoing and in progress. Discussion on participation and sharing of recreation events on the internet/social media.

M. Clifford stated the beach has a significant carryover money to use before June 30. She is concentrating on a new roof and purchasing/replacing grills and chain link fence. They also have reserve funds they will use for the roof, then the fencing with the remainder. The grills and sand for the beach, mulch for gardens and play equipment will be the carryover. Staff started today with clean up and part-time help when out of school. Also working on getting the HeyGov app started for the beach receipts, is ongoing and not sure how it will wash out but will continue to work on it. The pavilion is probably 50% booked for the summer, reservations start in January for the pavilions.

Business Meeting Follow Ups

Broader Feedback/Survey – Beth Murphy/Zack Holzworth/Bo Elliot Ramos

B. Murphy stated not much to report. Questioned if B. Ramos had the survey on the CDERAC site and that would be the uptick in hits. B. Murphy also questioned if a hard copy should be printed and left at the Town Office for people to pick up and fill out. B. Ramos thought that would be a worthy option.

M. McIntyre had mentioned flowers to the Town Manager, he wants to do a type of competition for 5th and 6th graders. B. Ramos stated there are others that would be willing to participate as well. B. Murphy left meeting at this time.

Marketing (Contact Lyle Jepson/Olivia Lyons)– Ted Molnar

Nothing at this time.

CU Content Lab – Martha Clifford

M. Clifford stated the research lab is in the school and allows or encourages experiential learning for students. It's like internships, so it would have to be a specific project to ask them to participate. She doesn't see it as a large resource until there is something that has specifics for a learning experience, which would also require a supervisor for the participant, which can be a lot of work. B. Ramos may have some project-based stuff that could be considered, but it wouldn't be until this fall semester. M. McIntyre suggested maybe someone could run the cornhole league, which may be something they can pursue.

Water & Sewer – Mary McIntyre

M. McIntyre asked R. Combs if he had any updates on this. R. Combs stated they are still working with engineers and waiting for detailed reports on Depot Terrace, Preston Lane and Crystal Heights. Nothing yet on Creek Road but the Town Manager is trying to get a timeline for that. M. McIntyre stated she spoke with K. Fowler, the Fire District is still working on getting funding.

Signage - Mary McIntyre

M. McIntyre for welcoming people into town, beautification was part of this.

AARPA Grant – Petie teRiele

Nothing yet, should be hearing something in June. Should be AARP, not ARPA.

Welcome Wagon Bags (Mary McIntyre)

M. McIntyre stated she had put off distribution of Welcome Bags until better weather. M. Clifford has been helping her to determine who is coming here to live, or if they are buying property to rent out or just a vacant lot. M. McIntyre went to Eagle's Nest to deliver recently, and it was well received. She has been reaching out to the donating businesses and found that not many coupons have been redeemed. They are at the point where they will also need to get more donations to replenish.

New Business

None at this time.

8:05 pm Meeting Adjourned

R. Combs made a motion to adjourn. P. teRiele seconded. All voted in favor. So voted.

Respectfully Submitted

Allison Harvey, Recording Secretary