

**TOWN OF CASTLETON
SELECT BOARD MEETING
MINUTES OF JANUARY 11, 2016
CASTLETON TOWN OFFICES**

MEMBERS PRESENT: J. Hale, R. Combs, J. Bruno, J. Leamy, R. Spaulding

OTHERS PRESENT: M. Shea, Town Manager; see attached listing

Meeting called to order at 7:04 by Chairman J. Bruno with the Pledge of Allegiance.

APPROVAL OF AGENDA

MOTION: R. Combs made a motion to approve the agenda as presented. Seconded by R. Spaulding. All in favor. Motion Carried.

MINUTES FOR APPROVAL: DECEMBER 28, 2015

MOTION: R. Combs made a motion to approve the minutes of December 28, 2015. Seconded by R. Spaulding. All in favor. Motion Carried

Correction: Addition: Select BD Concerns: J. Hale asked M. Shea to look into the failure of the E-notice link with the Web Designer. J. Leamy asked that the numbers of town trucks be changed to 6 and 7, not 7 and 8.

APPOINTMENT-PLANNING COMMISSIONER (3 YEARS)

J. Bruno introduced B. Longtin. B. Longtin is a Probation Officer in Rutland. He has lived in Castleton since 2003.

MOTION: J. Leamy made a motion to appoint B. Longtin to the Planning Commission for a 3 year term. Seconded by R. Combs. All in favor. Motion Carried.

APPROVAL OF LOAN APPLICATION & AGREEMENT – CLEAN WATER STATE REVOLVING LOAN

M. Shea stated that this is a 0% loan. The Board agreed that they needed some clarification on the terms. This will be postponed until the next meeting.

CONTINUED REVIEW OF 2016-2017 BUDGET

M. Shea presented the Board with the budget plan. The plan presented had a total increase of 7.5%. The biggest reason for the increase is the cost of insurance.

M. Shea asked the Board for direction in presenting the “Capital Improvement Plan.” There are two ways to address it, include the capital items into the 2016-2017 budget or add a line item for each separate “capital improvement “.

The Board seemed to agree that having a separate line item would be the way to present this to voters at Town Meeting.

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CITIZEN'S COMMENTS

P. Graziano made a request to have the employee's wages included in the town report.

MOTION: J. Leamy made a motion to include the employee's wages and benefits in the town report until further notice. Seconded by R. Spaulding. All in favor. Motion Carried.

P. Graziano also questioned the justification of a 26% increase in the Constable budget, when the town has a full time Police Dept.

MANAGER'S UPDATE

Elm Street Property: At the time of this meeting, this building would have been cleaned out and the for Sale process in on going. Appraisal came in at \$175,000.00. M. Shea will be building a presentation to put on line.

Sidewalk Project Bids: The Second phase of this project is being solicited via the RFQ process for design engineering were due on January 6, 2016 at 1:00pm. Two bids have been received. Moving forward the Selection Committee will be meeting to evaluate the bids and bring this information to the Board for consideration soon.

4th of July Discussions: For some time there has been a group of individuals interested in filling a void the town has. This is on a 4th of July Celebration. I have included in your packet an email that mentions a few eager individuals that are interested in this becoming a town asset for the community.

Town Meeting Warning: In your packets you will see a basic draft document with thoughts on what we may see in your upcoming meeting. Let's Talk.

Vermont Rural Fire Protection Task Force: Enclosed is a request from Vt. Rural Fire Protection requesting a donation.

MOTION: J. Leamy made a motion to donate \$100.00 to the Vermont Rural Fire Protection Task Force. Seconded by R. Spaulding. All in favor. Motion Carried.

OTHER BUSINESS

M. Shea asked what the Boards' thoughts were on presenting the Capital Improvement Budget as separate line items for the voters or should it be included in the total budget.

J. Bruno supports having them as separate line items. J. Leamy, R. Combs and R. Spaulding agreed that was the appropriate way to present the budget items.

SELECT BOARD CONCERNS:

J. Hale reported that the e-notice on website was still not working properly. M. Shea will

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contact Web designer.

J. Bruno reported that there is still an issue with Creek Road, especially with the colder weather. M. Shea was instructed to send the owner a letter stating he has 10 days to fix the problem (overflow from well) or the town will fix it and will send him the bill.

WARRANTS

MOTION: R. Combs made a motion to approve warrants #0111R for \$1,468.90, #0111 for \$318,939.20, #0107 for \$19,331.84, #1231 for \$5,940.10, #0107P for \$11,963.87, #1231P for \$12,672.29. Seconded by R. Spaulding. All in favor. Motion Carried.

MOTION: J. Hale made a motion to approve warrants #0112 for \$15.93, # 0108P for \$547.74 7& #1230P for \$547.25. Seconded by J. Leamy. J. Leamy, J. Bruno, J. Hale, R. Spaulding – yes----
--- R. Combs – abstain.

MOTION: J. Hale made a motion to pay Municipal Bond Bank requisition #9 for \$2,800.18, 2014 Series 3. Seconded by J. Leamy. All in favor. Motion Carried.

MOTION: R. Combs made a motion to sign the Certificate of Project Completion for VMBB for the new Firehouse and First Response facility. Seconded by J. Leamy. All in favor. Motion Carried.

OTHER COMMENTS:

M. Combs asked about the status of the new town offices. J. Bruno replied it is a work in progress, the Board is looking at options and a plan should be ready this year to present to the voters at Town Meeting.

EXECUTIVE SESSION - LEGAL 1VSA §313(a)(1)

MOTION: R. Spaulding made a motion to go into Executive Session for a Legal issue at 8:52 pm with the Board and Town Manager. Seconded by J. Leamy. All in favor. Motion carried.

MOTION: R. Combs made a motion to exit Executive Session with no action taken at 9:02 pm. J. Leamy seconded. All in favor. Motion carried.

ADJOURN

MOTION: J. Leamy made a motion to Adjourn at 9:03 pm. R. Combs seconded. All in favor. Motion carried.

Respectfully

V. Waldron
Recording Secretary

Date of Approval