

**TOWN OF CASTLETON
SELECT BOARD MEETING
MINUTES OF OCTOBER 12, 2015
CASTLETON TOWN OFFICES**

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

MEMBERS ABSENT: None

OTHERS PRESENT: M. Shea, see attached

Meeting called to order at 7:00 by Chairman J. Bruno with the Pledge of Allegiance.

PUBLIC MEETING - PROPOSED SIDEWALK GRANT INFORMATION

M. Shea explained that this is an accumulation of many years beginning in 2010 for approximately 4600 square feet of concrete. The sidewalk are proposed from Rte. 30 N to Rte. 4A (corners) and along to Drake Road, also from Main Street along South Street to the college. There needs to be a final design and right of ways done. There will be letters to the property owners along the route to talk about this project.

Since 2010 to 2015 this project has changed in particular the cost in the amount of \$180,000. I request applying for an additional grant for the increased amount which is due on Friday.

MOTION

J. Hale motioned to have the Town Manager make an application for additional funding for the sidewalk grant. J. Leamy seconded.

J. Leamy asked what the Town share would be. M. Shea responded that is 20%. The original grant was for \$482,000.

J. Bruno suggested that we should have an informational meeting in the future.

VOTE ON THE MOTION

All in favor. Motion carried.

APPROVAL OF AGENDA

MOTION

R. Spaulding motioned to approve the agenda. J. Leamy seconded.

J. Bruno asked that the Citizen's Comments be moved to the front.

MOTION

J. Hale motioned to approve the change. R. Spaulding seconded. All in favor. Motion carried

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CITIZENS COMMENTS

M. Hadeka stated she has an issue with the burning at the Transfer Station. Sometimes the brush pile smolders for several days. The smoke comes across the road and comes in their building which makes it difficult for the employees to work. They have to meet clean air standards and the burning is an issue. She suggested that the town either get a grinder or some sort of way to get rid of the brush.

J. Bruno asked if maybe there was an alternative site at the Transfer Station where they could burn or burn more often. The board will look at ways to solve the problem.

S. Day stated that she has seen towns get together and purchase a shredder/chipper.

MINUTES FOR APPROVAL - September 28, 2015

J. Hale motioned to approve the minutes as presented. J. Leamy seconded. All in favor. Motion carried.

FRIENDS OF THE LIBRARY - Nancy Mark

N. Mark stated that the Friends were planning a fund raiser by selling engraved bricks that will be used in a walkway to the Library. The price is \$75.00 per brick and she will leave information on the project.

APPOINTMENTS - Development Review

MOTION

R. Combs motioned to appoint Gordon Chader to 1 year, Joe Mark for 2 years and George Pritchard for 3 years to the Development Review Board. R. Spaulding seconded. All in favor. Motion carried.

APPOINTMENT - Planning Commission

MOTION

J. Leamy motioned to appoint Sean Seguin to the Planning Commission for 3 years. J. Hale seconded. (R. Spaulding abstained) All others in favor. Motion carried

R. Spaulding motioned to appoint Frank Giannini to the Planning Commission for 3 years. All in favor. Motion carried.

HIGHWAY DEPT - PURCHASE ORDERS FOR APPROVAL & WINTER SALT CONTRACT

MOTION

J. Leamy motioned to approve Purchase Order #037611 for Lafayette in the amount of \$4231.90 for guardrails. Seconded by R. Combs. All in favor. Motion carried.

MOTION

R. Combs motioned to approve Purchase Order #.37612 for Belden Company in the amount of

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\$24,235.06 for Creek Rd. slide. J. Leamy seconded. All in favor. Motion carried.

MOTION

J. Leamy motioned to approve Purchase Order #37143 for L & D Markings in the amount of \$3917.76. R. Spaulding seconded. All in favor. Motion carried.

MOTION

R. Combs motioned to approve Purchase Order #037138 for Nicom Crack Sealing in the amount of \$18,000. R. Spaulding seconded. All in favor. Motion carried.

MOTION

R. Combs motioned to approve the contract for the purchase of salt at \$79.06/ton from Cargill. R. Spaulding seconded. All in favor. Motion carried.

MANAGER'S UPDATE

Sewer Line Break: We experienced a sewer line break in the Town gravity sewer line located at 2694 Rte. 30. At about 9:30 AM on October 1, 2015 a report of a sewer leak was reported. Investigation revealed that a major sink whole collapse had caused a sewer line break. A sewage pumper truck was called and the feed to the affected line was stopped by blocking off the line at the upstream manhole and constantly removing the incoming sewage via the pumper truck. This eliminated any sewage leak and prevented loss of service to sewer users. Belden Co. excavated the sewer line and the "AC" pipe was noted to be in **very poor condition**.

A repair was made by "slip lining" a 6" pipe inside the 8" line as a conventional connection could not be made due to the condition of the existing pipe. The repair is complete and operating. We will be following up with topsoil and seeding of the affected area once the area settles.

Sidewalk proposals review and selection committee member:

We are in the process of assembling the RFP for engineering design services related to the 2013 Sidewalk Project. Do you have any idea whom you would like to see on our proposals review and selection committee? At present we will myself, Pat Travers, MPM, John LaBarge from the State, and another. As was before, some studying and proposals will need to be scored. I am homing that Richard Combs is still interested this opportunity.

MOTION

R. Spaulding motion to nominate Mark Shea, Town Manager; Pat Travers, Municipal Project Manager; John LaBarge, State and Dick Combs, Select Board as members of the selection committee for the RFP for engineering design services related to the 2013 Sidewalk Project. J. Leamy seconded. All in favor. Motion carried.

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Police Station: Castleton has been moving forward on obtaining the necessary permits to begin construction. We are moving more step closer, we have obtained the permit from Davison of Fire Safety. Paper work for the Builders Risk Insurance is also complete.

Web site: The new Town website went live last Tuesday (6th). You will see many new enhancement that allow for greater community. I invite all to take a look at and if you have additional thought let me know. Please see the page I passed out to you and look at the E-Subscriber Services. This feature has long been talked about. This invites anyone to subscribe and receive email notices on items of interest to them. Another point of interest building economic development. Let's look at the business drop down and each business entity can now be linked and noted on this site. It is well know that if business succeeds the communities succeed. Businesses will need to subscribe and be approved for the listing. Each of these should only take a couple of minutes.

Town Lands for Sale:

Letters went out to abutting property owners with a date to respond by. J. Bruno asked what the deadline was in the letters. M. Shea responded that it was September 10th.

M. Shea continued saying that supporting documentation was enclosed with the letters and was advertised in the Free Press and posted in the post offices and Town offices.

The board opened sealed envelopes from various property owners that responded. They decided to hold on making the bids received public at this time.

J. Hale stated that the Free Press was not a newspaper of general circulation. M. Shea responded that the board voted at the organizational meeting to have advertising in the Free Press.

The board decided that those who submitted bids previously should receive a notice that if they wish to re-bid they may do so and the deadline will be November 23rd at 3:00 pm.

OTHER BUSINESS

None

SELECT BOARD COMMENTS

J. Hale stated that he talked to the head of maintenance at the state about the cutting of the trees at the exit ramp and they will consider our requests to be informed before they cut in the future.

R. Combs stated that there were several things that had not been taken care of by the contractor at the fire station and will sit down with the Chief to discuss the items. J. Bruno

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asked that this be done before the next meeting and M. Shea will provide financial report.

MOTION

R. Combs motioned to place the Fire Station on Elm Street for sale as soon as possible. R. Spaulding seconded for discussion.

J. Hale stated that this is premature and will eliminate it from considering it as a possible Town office and he didn't think it was fair to shortcut the process. R. Combs responded that he was not trying to shortcut the process.

The board continued to discuss of the old fire station and decided to continue the discussion in the future.

VOTE ON THE MOTION

J. Leamy, R. Spaulding & J. Hale voted no. J. Bruno & R. Combs voted yes. Motion failed.

J. Bruno asked that Mark Shea and Joe Root review the Transfer Station for a possible place to burn. R. Spaulding stated that maybe Rutland County Solid Waste could help and R. Combs suggested that contact be made with a company in Middlebury that does composting.

WARRANTS FOR APPROVAL

R. Combs motioned to approve the warrants #1012 for \$201,166.41; # 1013 for \$132.83; # 1008 for \$16,613.68; #1001 for \$5,921.07; #1008P for \$12,885.26; #1001P for \$13,526.85.

R. Spaulding seconded.

J. Leamy asked about having the old Fire Station winterized. M. Shea responded that we have contacted McClure to do the project. Also he asked about the WWTF electric bill and lodging charges.

VOTE ON THE MOTION

J. Hale, R. Combs, R. Spaulding, J. Bruno voted in favor. (J. Leamy abstained) Motion carried.

J. Hale motion to approve the warrant #1009P for \$548.35 and #1009P for \$548.35. R. Spaulding seconded. J. Hale, J. Leamy, R. Spaulding, J. Bruno voted in favor (R. Combs abstained). Motion carried.

C. Smith asked about the status for the permitting etc. for the new police station. J. Bruno responded that they are negotiating with the contractor to cut items so that the contract will be within budget. M. Shea also stated that we recently received the fire marshall's permit, but still waiting for the Act 250.

T. Dianne asked about the road washing into my well system and no one has been there to

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check it out. J. Bruno asked if she was saying that she had well contamination. She responded that she had a well guy check it out and he told her that it was completely surrounded by road wash and he had treated it and it will continue to happen.

J. Bruno suggested that she have a mineral test done and a bacteria test.

EXECUTIVE SESSION

MOTION

R. Combs motioned to go into Executive Session for Personnel, Legal & Real estate to include the board and Town Manager. J. Hale Seconded. All in favor. Motion Carried

MOTION

J. Leamy motioned to exit Executive Session with no action taken. J. Hale seconded. All in favor. Motion carried.

ADJOURN

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