

**TOWN OF CASTLETON
SELECT BOARD MEETING
MINUTES OF OCTOBER 26, 2015
CASTLETON TOWN OFFICES**

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

OTHERS PRESENT: M. Shea, see attached listing

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

APPROVAL OF AGENDA

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

MINUTES FOR APPROVAL: OCTOBER 12, 2015

MOTION: R. Spaulding made a motion to approve the minutes of October 12, 2015. Seconded by J. Leamy. All in favor. Motion carried.

POLICE DEPT. UPDATE-CHIEF MANTELLO

C. Mantello presented his monthly report to the Board. He states that there will be extra patrols on Main Street for Halloween.

He reports that the Dept. is still down a vehicle and would like to request permission to purchase another one. He reported to the Board that Castleton State University has stated that they will pay for half the cost of a new vehicle. He will also be receiving \$5,000.00 from a highway grant.

MOTION: J. Hale made a motion to accept the offer from CSU to pay for half of the purchase of a new vehicle. Seconded by R. Combs.

The Board brought up issues regarding the additional costs for equipment etc. and the payments for the new vehicle that is on the road now. Chief Mantello and M. Shea will look into the budget and exact costs and report back to the Board.

MOTION: J. Hale made a motion to table the discussion on the purchase of a new vehicle. Seconded by R. Combs. All in favor. Motion Carried.

Chief Mantello would like to set up "Meet the Chief" meetings on the new Website, he now goes to the schools during lunch to talk to the children.

APPOINTMENT- RUTLAND REGIONAL PLANNING REP-RUTLAND REGIONAL TRANSPORTATION COUNSEL REP.

MOTION: J. Leamy made a motion to appoint Valerie Waldron as RRP rep. and J. Pintello as the

alternate. Seconded by R. Spaulding. All in favor. Motion Carried

MOTION: J. Leamy made a motion to appoint M. Shea as the RRT Counsel rep. and P. Eagan as the alternate. Seconded by R. Spaulding. All in favor. Motion Carried.

PAYMENT #11 APPROVAL- MILLBROOK CONSTRUCTION

J. Hale asked if the Board received statements that all subcontractors have been paid. J. Bruno requests that the town receive lien waivers from all the subcontractors before it is paid.

J. Bruno asked M. Shea to get all the fuel bills from Millbrook from the time the gas was hooked up until March 1, 2015.

CITIZEN'S COMMENTS

M. Jakubowski stated she would like to return to the town her 273 sick days that she has accrued to set up a "sick bank" for future employees. J. Bruno asked if the Union has one. M. Jakubowski stated you could only give up to 2 days. J. Bruno stated that they would contact the Union Rep. and see what could be done.

MANAGER'S UPDATE

Police Station: The final days of the ANR Stormwater permit is being processed. We are still waiting for the ACT 250 permit. Contract paperwork for the contractor is still pending, this is needed for the Builders Risk Insurance also.

J. Bruno asked M. Shea to contact D. Markowitz about the permits, she has been very helpful in the past.

Sidewalk Grant Application: This application was submitted and accepted on time. (10/16/15). I will keep you undated as time goes.

Website: We have had a lot of inquiries into this. The most active segment is the business community as it relates to listing feature. As I mentioned before, business is essential to a community's well-being. I will continue to reach out to local business and work to support success for the entire town.

J. Hale asked about the e-notice and that the agenda was not on the website as of 5:53 pm.

Please Welcome our New Employee: At the end of this month MaryAnn Jakubowski will be retiring after 38 years of service to the town. After an extensive advertisement and response along with an interview and selection process, Donna Fortier has risen to the top and has been selected as the new Secretary to the Tax Collector position. She comes with local roots. She has proven computer skills and extensive office management experience. As I have notice her working with MaryAnn for the last week and a half, I have confidence that she will do a great

PAGE 3 – SLCT BD MTG- 10/26/2015

job. When you see her please introduce yourself and give her a warm Castleton welcome.

Creek Rd- J. Bruno asked that someone from the Belden Company get in touch with P. Eagan regarding when they will be finished there, so P. Eagan can have a date set for the guardrails to be put up.

VOSHA Report

M. Shea provided the board with a report and fines as a result of the inspection performed a short time ago.

Memorandum of Agreement - Pencil Mill Marker

This marker to be installed in early spring 2016 and there is an agreement with Vt. Historic Preservation to be signed.

Emergency Management Performance Grant

Completing a 50/50 match grant for purchase of a generator for the Public Safety Building.

OTHER BUSINESS – NONE

SELECT BOARD COMMENTS

R. Combs asked about the Elm Street property and moving forward to sell it.

MOTION: R. Combs made a motion to put the former firehouse on Elm Street on the market to sell and use the proceeds toward the town office. Seconded by J. Leamy.

J. Hale disagreed with taking that location choice away from the people.

J. Bruno responded that each Board member was asked to present a location for the town offices and that 3 would be chosen from that group at the last meeting. These top 3 locations will be presented to the public.

VOTE: All in favor. J. Hale- opposed. Motion Carried.

MOTION: R. Combs made a motion to put an ad in the Rutland Herald for the sale of the Elm Street property. Seconded by R. Spaulding. All in favor. Motion Carried.

R. Combs also asked if it could be advertised with VLCT. M. Shea will look into that.

J. Bruno thanked M. Jakubowski for all her years of service to the town and also noted that she was a Field Chief for the First Responders.

WARRANTS

MOTION: R. Combs made a motion to approve warrants #1026R for \$40,046.61, #1026 for \$304,339.54, #1022 for \$1,605,410.25, #1015 for \$5,983.56, #1022P for \$13,353.97, #1015P for \$13,300.26. Seconded by J. Hale. Withholding \$2,182.24 from Millbrook from warrant 1026R. All in favor. Motion Carried.

J. Leamy would like to have the warrant for payroll show all hours worked for all employees, hourly and salaried. J. Bruno stated that this could be discussed at another time.

MOTION: J. Hale made a motion to approve warrants #1023P for \$548.35 and #1016P for \$548.35. Seconded by R. Spaulding. All in favor. R. Combs abstained. Motion Carried.

MOTION: R. Combs made a motion to pay P.O. #037713 for \$6,976.00 to Champlain Valley P & H. Seconded by R. Spaulding. All in favor. Motion Carried.

M. Shea noted that there were 2 other Bids each for \$7,100.00.

OTHER COMMENTS

T. Diane asked about getting permits for the police station while it is in court.

J. Bruno replied that the Board was given permission with a favorable court decision to move ahead, waiting for the decision would only be in favor of the complainant not the whole town.

R. Newton asked about the 3 location for the town offices. J. Bruno stated that early disclosure would be to our disadvantage to possible donations.

R. Newton asked about process of going into and out of Executive Session for each subject. J. Bruno stated that sometimes the issues cover more than one subject; ie: the legal issue is also the real estate issue.

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

MOTION: R. Combs made a motion to go into Executive Session for Real Estate at 8:15pm. Seconded by J. Hale. All in favor. Motion Carried.

MOTION: R. Combs made a motion to exit Executive Session at 8:48 pm with no action taken. Seconded by R. Spaulding. All in favor. Motion carried.

MOTION: R. Spaulding made a motion to enter Executive Session for Personnel at 8:49 pm. Seconded by J. Leamy. All in favor. Motion carried.

PAGE 5 – SLCT BD MTG- 10/26/2015

MOTION: R. Spaulding made a motion to exit Executive Session at 9:00 pm with no action taken. J. Leamy seconded. All in favor. Motion carried.

MOTION: R. Spaulding motioned to enter Executive Session at 9:01 pm for a Legal matter. J. Leamy seconded. All in favor. Motion carried.

MOTION: J. Leamy motioned to exit Executive session at 9:10 pm with no action taken. R. Spaulding seconded. All in favor. Motion carried.

MOTION: J. Leamy motioned to Adjourn at 9:11 pm. R. Spaulding seconded. Motion carried.

Respectfully submitted,

V. Waldron

Date of Approval _____

DRAFT