

**TOWN OF CASTLETON  
SELECT BOARD MEETING  
MINUTES OF NOVEMBER 23, 2015  
CASTLETON TOWN OFFICES**

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

**MEMBERS LATE:** B. Spaulding- 7:05pm

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

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

**APPROVAL OF AGENDA**

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

**MINUTES FOR APPROVAL: NOVEMBER 9, 2015 (2 SETS)**

**MOTION:** R. Combs made a motion to approve the minutes of November 9, 2015. Seconded by J. Leamy. Corrections: Page 2- delete- "including schools", Page 3- add \$300,420.00 to motion- Page 4 top- add- B. Grace, G. Ashton, P. Dierksen, S. Lobdell, L. Sherin, bottom correct "not" forgive- (line3) " precedent" line 4 – both in last paragraph. All in favor. Motion Carried

**POLICE DEPARTMENT UPDATE-CHIEF MANTELLO**

P. Mantello stated that the Governor's Highway grant has allowed for extra patrols.

R. Spaulding asked about the increase in sex offenders from 0 to 9. P. Mantello explained that they are required to do a quarterly check on sex offenders in the area.

R. Combs asked if the speed cart could be moved to different locations.

R. Spaulding asked about the overtime.

P. Mantello stated it was due to DWI patrols and that the Department is also a short an officer. The Department is being reimbursed for hours thru Rutland Area Prevention regarding under - age drinking.

P. Mantello sent out letters to local businesses asking for monies to cover the purchase of new tasers. He received \$3,000.00 and he will purchase 3 new tasers for the Department. The ones they currently use are over 10 years old. He really appreciates all the support he received.

J. Bruno asked how much each taser was. P. Mantello reports that each taser is \$1,000.00

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T. Diane asked about an article in the Castleton paper denying knowledge of a donation to cover half the cost of a new vehicle.

P. Mantello stated that they have withdrawn that offer as the Chief has asked the University to help with the purchase of other items.

**TOWN LAND BID AWARD**

J. Bruno stated that the Board had received the BIDS back again from abutting land owners and others. He feels the Board should only consider one bid. The other bids are not even close to the cost on the Lister's card.

**MOTION:** J. Hale made a motion to accept the \$15,500.00 bid from J. Rehlen for parcel #455000045 on Mechanic Street. Seconded by R. Combs. All in favor. Motion Carried.

**MOTION:** J. Leamy made a motion to decline the other bids for town lands. Seconded by R. Combs. All in favor. Motion Carried.

**PURCHASE ORDER FOR APPROVAL – FIRE DEPT.**

**MOTION:** J. Leamy made a motion to approve P.O. # 034247 for \$8,500.00 for the points fund for the volunteer Fire Dept... Seconded by R. Spaulding. In favor – J. Leamy, J. Bruno, R. Spaulding, J. Hale---Abstained – R. Combs. Motion Carried.

R. Combs explained that the Officers get a stipend off the top and then the remaining is divided among the others thru a point system. The volunteers receive one point for attending a fire, meetings and drills. When all the points are added up that number is divided into the remaining monies which determine a monetary value for a point.

**BUDGET GOALS & PRIORITIES FOR 2016-2017**

M. Shea asked each Board member to come up with goals and a priority for those goals. The Board agreed the goals are as follows:

- 1) Town Offices
- 2) Generators for the Fire Dept. and the Legion ( emergency meeting place)
- 3) Transfer station efficiencies: building a sand/salt shed, paving, retaining wall
- 4) Emergency Coordinator

R. Combs asked J. Leamy about the Economic Development Committee.

J. Leamy responded it was started in the 1970's to attempt to attract economic development and broaden the tax base in the community. It was reactivated a few years ago. They have volunteers from the community and the University. They have met with various department heads, state economic development commissioner and Rutland Economic Development. They

have met with local businesses, especially if they were thinking of expanding to help them stay in Castleton.

**CITIZEN'S CONCERNS**

T. Diana asked about an article in Lakeside News stating that all permits were set with the Police Station and how the Board is going ahead with the project with the current court case.

J. Bruno replied that they are moving forward on advice from their legal counsel. The charge is regarding voter misconduct. The lawsuit does not state anything regarding the construction of the police station.

M. Combs suggested the Board consider adding running water for the transfer station.

M. Combs also suggested that the Board look into the Bond proceeds money left over that could be utilized for the generator. M. Shea will look into this.

R. Spaulding asked for a clarification on the Town's emergency meeting place.

J. Bruno stated that it is at the Legion.

**MANAGER'S UPDATE**

**VOSHA:** Last Monday 11/16/15, I met with VOSHA for the informal hearing on their four (4) findings during a unannounced site visit on 8/25/2015 – 8/31/2015. Within your packets you would see that the Town negotiated a good deal. Of the four (4) total infractions, fines have been reduced to \$400.00. This is not the end of the story. More work has to be done. With addition of the Safety Officer more ongoing training and safety planning events will need be a part of the everyday conversation. This will also reduce our insurance cost.

**Police Station Progress:** The Construction contract with McClure Construction was executed on 11/13/15. I am expecting that construction will start immediately. .

**FY-2016 Budget Calendar:** Enclosed in your packets, you will see this upcoming year's Budget Calendar. It follows the same format as what we did last year.

**Wastewater Treatment Facility Compliance Evaluation Inspection:** Enclosed in your packets, you will see more detail on the October 28, 2015 inspection. The overall compliance rating received was an Excellent, which is the highest.

**Kick-off meeting for Castleton's 10 year Sewer and WWTF plan:** This meeting will be on December 10<sup>th</sup>. This is the first steps in following up with our awarded 0% grant/loan. Engineers from A + E will be on site for this evaluation process.

**Transfer Station Update:** Several weeks ago the Board asked that a solution be presented to reduce the amount of smoke from the Transfer Stations' brush pile. Enclosed you will see three (3) quotes to clean the place up. This pit has not been properly maintained and is somewhat been traveled closer to the entrance of the facility. I recommend a rental of large excavator for a week and allow the Highway staff to clean this up. This, with

more thought on when to burn will reduce (not eliminate) the smoke affecting local citizens. The cost for this equipment is \$2,400 and within the Transfer Station maintenance budget.

J. Bruno asked if any local contractors were approached.

M. Shea reported that P. Eagan did reach out to local contractors. There 3 quotes were received regarding the rental of a large excavator and having Belden come in and do it. The money is allocated in the budget.

**MOTION:** J. Hale made a motion to spend \$2,450.00 as suggested by M. Shea. Seconded by J. Leamy. In favor: J. Bruno, J. Leamy, J. Hale, R. Combs---- No: R. Spaulding. Motion Carried.

**OTHER BUSINESS: NONE**

**SELECT BOARD COMMENTS**

J. Hale asked about the "University" sign across Main Street and how long it is going to be up. M. Shea replied that he did not know.

R. Combs stated that the line across the road is owned by the Lions. He stated that the groups that use it approach the Fire Chief and the Fire Dept. takes down and/or puts up the signs when needed.

J. Bruno asked M. Shea to ask Castleton University how long they intend to keep the sign up.

J. Hale passed out the Noise Ordinance for the Board members to review.

J. Bruno commented about the fence in front of the sand shed. He stated it was not easy for people to have to carry pails of sand around the fence to their cars or trucks. He suggested a removable cable.

**WARRANTS**

**MOTION:** R. Combs made a motion to approve warrant #1123R for \$2,182.24. Seconded by J. Hale. All in favor. Motion Carried.

J. Bruno commented that the lien waivers were not signed.

R. Combs withdrew his motion. J. Hale withdrew his second on the motion.

**MOTION:** R. Combs made a motion to approve warrant #1123R for \$2,182.24 contingent upon contractor's affidavit of release of liens. Seconded by J. Hale. All in favor. Motion Carried.

**MOTION:** R. Combs made a motion to approve warrants # 1123 for \$71,328.62, #1119 for \$5,857.93, #1112 for \$7,788.60, #1119P for \$13,149.03 and #1112P for \$18,063.35. Seconded by R. Spaulding. All in favor. Motion Carried.

**MOTION:** J. Hale made a motion to approve warrants # 1120P for \$548.35 and #1113P for \$548.35. Seconded by R. Spaulding. In favor: J. Leamy, J. Bruno, J. Hale, R. Spaulding. Abstained: R. Combs. Motion Carried.

**OTHER COMMENTS: NONE**

**EXECUTIVE SESSION**

**MOTION:** R. Spaulding made a motion to go into Executive Session for a Real Estate matter, including M. Shea. Seconded by J. Hale. All in favor. Motion Carried.

**MOTION:** J. Leamy made a motion to exit Executive Session with no action taken at 9:20pm. Seconded by R. Spaulding. All in favor. Motion carried

**MOTION:** J. Leamy made a motion to enter Executive Session for Personnel. All in favor. Motion carried.

**MOTION:** J. Leamy made a motion the exit Executive Session at 9:35pm with no action taken. R. Spaulding seconded. All in favor. Motion carried.

**MOTION:** R. Spaulding made a motion to extend the Town Managers contract to December 31, 2015. R. Combs seconded. All in favor. Motion carried.

**ADJOURN:** J. Leamy made a motion to Adjourn at 9:37pm. R. Spaulding seconded. All in favor. Motion carried.

Respectfully submitted

V. Waldron

Date of Approval \_\_\_\_\_