

**TOWN OF CASTLETON
SELECT BOARD MEETING
MINUTES OF NOVEMBER 9, 2015
CASTLETON TOWN OFFICES**

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

OTHERS PRESENT: M. Shea

Meeting called to order at 7:03 by Chairman J. Bruno with the Pledge of Allegiance.

APPROVAL OF AGENDA

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

MINUTES FOR APPROVAL: OCTOBER 26, 2015

MOTION: J. Leamy made a motion to approve the minutes of October 26, 2015. Seconded by J. Hale. Correction: Firehouse vote: 4- yes---- 1- No.

TOWN REPORT ITEMS: DEDICATION PAGE- COVER SUGGESTIONS

J. Hale suggested MaryAnn Jakubowki. J. Bruno stated everyone listed should be mentioned. The Board was asked to think about anyone else they feel should be mentioned on the dedication page.

PROPOSED TAX SALE PROPERTIES FOR REVIEW & APPROVAL

MOTION: J. Hale made a motion to put all listed properties up for tax sale. Seconded by R. Spaulding.

J. Bruno asked if there was a less expensive way than the Rutland Herald to post the list.

M. Shea noted that the Free Press was about half the cost and the list is on the website.

J. Bruno asked M. Shea to get a price from R. Newton at the Lakeside News.

VOTE: All in favor. Motion Carried.

FIRE STATION-MILLBROOK-FINAL RELEASE OF LIEN WAIVERS- FUEL BILLS

J. Bruno asked M. Shea if he knew for sure that the town was reimbursed for sheet rock and fuel bills before March 2015. M. Shea stated that we have been reimbursed.

R. Combs noted that he was not completely confident with the lien waivers the way they are written and the dates that are on them. J. Bruno stated that this issue will be tabled until the Board received updated lien waivers.

CAPITAL BUDGET PLAN FOR REVIEW & APPROVAL

M. Shea stated that the capital budget is specifically for big item purchases over \$10,000.00.

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This budget is for items that have an initial large cost, generally kept for a long time. Capital budgets help the town:

- Manage growth
- control tax rates anticipating service problems and potential efficiencies before it is “too late”
- Coordinating of projects and activities, including schools

This is a concept that auditors look for and we do not have one to date. It also helps when the town is applying for grants.

J. Leamy asked if approving this plan allowed for automatic approval of future purchases of equipment.

R. Combs explained that approval of this policy only allows M. Shea to generate a plan.

MOTION: J. Hale made a motion to accept Capital Budget policy. Seconded by J. Leamy. R. Spaulding, J. Hale, J. Leamy, R. Combs- YES---- J. Bruno—No. Motion Carried.

J. Ferguson suggested that calling it a policy was “strict” and maybe it should be called a “strategic framework”.

CITIZEN’S CONCERNS

M. Jakubowski “thanked” the Board, M. Shea, Police and Fire for her retirement open house. She also asked the Board if there was any progress on her donating her hours. J. Bruno stated that they were working on it.

K. McGraw asked if there were any motions made regarding the potential purchase of a new police cruiser with the offer from Castleton University. J. Bruno stated that there is not enough money in the budget to move on that yet.

J. Ferguson suggested adding L. Splatt to the dedication page.

MANAGER’S UPDATE

Creek Road: I have been informed that Lafayette Highway Specialties will be in town this week to complete stabilization efforts of this section of road. At the completion of this, I am planning on removing the signage and barrels.

Next Years (budget) Goals: Several weeks ago I provided literature on Goal making as it relates to a larger picture. At your next meeting on the 23rd, I am planning to provide you with this year’s Budget Plan calendar schedule. As part of any plan, Goals with priority values are needed before this can start. I hope to have a more in depth conversation as it relates to this.

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Police Station Progress: At this time the Town has all the permits to continue this project. Discussions and new plans have occurred with Jay White of NBF, Mr. McClure, Mr. Leamy, Chief Mantello and myself about updated cost reduction plans and moving forward. As we are getting into the colder months, an executable construction contract that is on budget is expected this week and I am asking for the Boards thoughts on moving forward on this.

J. Bruno asked the Board if they would reconsider the motion made at last meeting.

MOTION: R. Combs made a motion to reconsider the motion made on September 14, 2015, regarding the Police Station. Seconded by R. Spaulding. **VOTE:** YES: R. Combs, R. Spaulding, J. Hale, J. Bruno---NO: J. Leamy

Open Meeting Law Literature: As a follow up from your last meeting, this information has provided to you in your packets.

VOSHA Update: I received another Citation and Notification of Penalty today as provided to you this evening. This was pursuant to the same inspection as the previous. On-the-other-side of this, deficiencies are being addressed. Staff attended the latest training of MSDS/SDS sheets and the regulations that go along with them by VTrans last week.

MOTION: R. Combs made a motion to proceed with the Police Station construction, to enter into a contract with McClure construction provided all costs including architect, permits and construction will not exceed amount approved by the voters. Seconded by R. Spaulding.

J. Leamy reluctantly votes against as he stated that the cost does not include the \$8,000.00 bond and the ongoing court case.

VOTE: YES: R. Combs, R. Spaulding, J. Hale, J. Bruno: NO: J. Leamy. Motion carried.

OTHER BUSINESS - None

SELECT BOARD CONCERNS

J. Leamy asked if the old Firehouse had been winterized yet. M. Shea stated that it had not, McClure stated they would do it when they could get to it. J. Bruno suggested another call them again.

J. Leamy asked about the finalization of the contract with the Mason's regarding the paving of the old Firehouse. M. Shea stated that he will be meeting with the Mason's regarding this issue.

J. Hale asked if he could work on the wording with the Grange and Senior Center regarding the tax exempt issue and retroactive tax issue for inclusion on the ballot.

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J. Hale “thanked” the Board of Civil Authority for all their work, D. Rosmus, N. Boutwell.

J. Hale stated that he is finishing up the wording for a Noise Ordinance that he will be bringing to the Board.

J. Bruno asked if that should be brought to the Planning Commission first.

R. Combs asked if the property for sale on Elm Street was advertised. M. Shea replied “yes”.

R. Spaulding asked if M. Shea was aware of the paving issue on Mahar Rd, there is a small area that is still not paved between street and driveway. M. Shea stated that he has spoken to the property owner about this and they are working on the solution.

J. Hale also noted that there was an issue with the website and the link for the agendas. M. Shea stated he would look into that and get it fixed.

Other Business continued:

M. Jakubowski asked if the construction of the Police Station was on course. She added she would like to see the police station on the front cover of the Town Report

M. Combs commented on J. Hale’s concern regarding tax exempt issue. She asked if the Town was going to put an article on the warning in March. Those organizations were supposed to petition to be tax exempt. J. Bruno responded that they will still have to do that and this would be for this one year.

J. Hale stated that his understanding is that they can petition or we can petition the board we can decide to put an article on at their request.

J. Bruno stated that they will have to petition this year for the 5 year exemption.

J. Hale suggested that it be one article that will say, the voters will approve our tax exempt status for the next 5 years and to allow us a retroactive relief for the year that has been charged up to now.

J. Bruno asked if that would mean the taxpayers would pay for 2 years in one.

R. Combs stated that his understanding is that we would have an article on the ballot that would allocate a payment to the organization for what that tax bill was and they would then pay their taxes with it. We would now forgive the taxes for that year because it was not legal. He also stated that he did not want to set the president to put an article on the ballot to provide tax exempt status for 5 years unless they petition to do so.

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WARRANT FOR APPROVAL

MOTION: R. Combs made a motion to approve warrants # 1109R for \$33,113.94, #1109 for \$ 71,445.61, # 1105 for \$ 9,953.52, # 1029 for \$ 17,915.43, # 1105P for \$ 14,669,11, # 1029P for \$13,485.43. Removing \$2,182.24 from #1109R (Millbrook). Seconded by R. Spaulding All in favor. Motion Carried.

MOTION: J. Hale made a motion to approve warrants # 1106P for \$548.35 and # 1030P for \$548.35. Seconded by R. Spaulding. All in favor. R. Combs abstained. Motion Carried.

EXECUTIVE SESSION

MOTION: R. Spaulding made a motion to enter into Executive Session for Personnel including M. Shea at 8:20pm. J. Leamy seconded. All in favor. Motion carried

MOTION: R. Spaulding motioned to exit Executive Session with no action taken at 8:50 pm. R. Combs seconded. All in favor. Motion carried.

MOTION: J. Hale motioned that with retroactive effect to July 1, 2015 that both Constables hourly wage be raised from the current \$17.51 to \$18.25 all within the existing budget. R. Spaulding seconded. All in favor. Motion carried.

MOTION: J. Hale motioned that we continue the employment of the Town Manager under the existing contract to the end of the month. R. Spaulding seconded. All in favor. Motion carried.

MOTION: J. Hale motioned to find that premature general public knowledge of the attorney client communication will clearly place the town at a substantial disadvantage by disclosing its negotiation strategy.

MOTION: J. Hale motioned to enter Executive Session at 8:54 pm to discuss the attorney client communication under the provision of Title 1, Section 313(a)(1) of Vermont Statutes. R. Spaulding seconded.

MOTION: J. Leamy motioned to exit Executive Session at 9:00 pm with no action taken. J. Hale seconded. All in favor. Motion carried.

MOTION: J. Leamy motioned to Adjourn at 9:01 pm. R. Combs seconded. All in favor. Motion carried.

Respectfully submitted,
V. Waldron

Date of Approval _____