

**TOWN OF CASTLETON
SELECT BOARD MEETING
MINUTES OF DECEMBER 28, 2015
CASTLETON TOWN OFFICES**

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

MEMBERS ABSENT: None

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

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

APPROVAL OF AGENDA

MOTION: J. Leamy made a motion to amend the agenda to include Chain Saw Demo and purchase order Wastewater Treatment Facility. Seconded by R. Combs.
All in favor. Motion Carried.

MINUTES FOR APPROVAL: DECEMBER 28, 2015

MOTION: R. Combs made a motion to approve the minutes of December 14, 2015. Seconded by R. Spaulding. Correction: pg 5- R. Combs suggested a camera for the sand pile not the transfer station.

Vote on the Motion: All in favor. Motion Carried

FINANCIAL REPORT YEAR ENDING JUNE 30, 2015-PACE & HAWLEY,LLC

M. Shea introduced Nathan Hawley, and he presented a brief overview of the financial report.

J. Hale stated that there was a clean audit except for two qualifications -listing of assists and dual signatures for wastewater facility.

N. Hawley stated that Capital Asset Listing which involves listing all of the town's assets. M. Combs is working on this.

N. Hawley stated the second qualification (new accounting standards for pensions) has just been implemented in 2015; the State is implementing this at the same time.

APPROVAL OF FY-2017 CAPITAL BUDGET PLAN

M. Shea presented changes to the line item budget. M. Shea stated that the line item for the F350 – dump truck has been reduced by half, putting the other half of the cost back into the budget. A new cruiser for the Police Dept. will be postponed another year. The value of the dollar will not be the same next year, so a \$1,000.00 is added each year to their budget to save for high cost purchases. There has been \$30,000.00 added for the future town offices.

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J. Bruno asked if they approve the plan can they go back to it to change items if needed.

M. Shea stated yes, the Board could come back and change it.

MOTION: J. Hale made a motion to approve as presented the total capital budget plan for FY 2016/2017 of \$140,500.00. Seconded by R. Spaulding. Vote on the Motion: **YES-** J. Bruno, R. Combs, R. Spaulding, J. Hale. **NO-** J. Leamy. Motion carried.

J. Leamy asked why the town needed so much equipment. He also asked P. Eaton how many routes the town had for snow removal.

P. Eagan stated that there are 7 routes for the town. There were 8 trucks and drivers. We are currently short one operator. The number of roads has increased. He went over the inventory of vehicles.

J. Leamy asked how much does this add to the reserve fund? M. Shea replied it adds \$32,000.00.

ADMENDMENT TO MOTION: J. Leamy made a motion to amend to motion to read “contingent upon final budget approval.” Seconded by R. Spaulding. **VOTE: Yes-** J. Bruno, R. Spaulding, R. Combs, J. Hale. **NO-** J. Leamy

POLICE DEPARTMENT UPDATE

Chief Mantello presented his monthly report. He also stated that the new Police Dept. building was coming along and has been enclosed.

R. Spaulding asked if the Chief was patrolling and ticketing on Interstate RT 4.

Chief Mantello replied that they do not actively patrol that road, but they do respond and assist to accidents when the State Police call.

J. Leamy asked about the need for a fourth cruiser.

Chief Mantello replied that one of the reasons it is needed is for contractual purposes. There is a contract with State Parks in the summer, which requires a vehicle. There is a contract with RAPS with the college, (Rutland Area Prevention Services). It is a fund that given by the state and controlled by the Rutland Sheriff’s Dept. We use this for the patrols on the weekends due to having the college in our town.

NOISE ORDINANCE REVIEW- CHAIN SAW DEMONSTRATION

J. Bruno asked J. Hale why he asked to have a chain saw demonstration.

J. Hale stated that the new ordinance he is requesting the Board to consider has decibel levels added in it.

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G. Trudo asked for a point of order, stating that the proposed ordinance states that agricultural uses of chainsaws are exempt from noises.

J. Bruno stated that there are many other items used in Vermont that create much louder noises than a chainsaw.

J. Hale introduced B. Wood stating he worked on the ordinance. W. Wood stated that he had reviewed a few towns' noise ordinances.

J. Bruno asked if B. Wood had a decibel meter and if he was certified to read a meter. B. Wood stated that it is an app on his IPAD.

T. Boutwell asked if the person running the chainsaw had supplied the town with a certificate of insurance and also had provided the land owner of the property with a certificate of insurance.

J. Bruno stated would not be going outside, as he knew what a chainsaw sounded like.

J. Hale said it was a demo for the Board and if they were not going to go outside then it was not going to happen.

R. Combs suggested setting up the meter and read the decibels of their voices. B. Wood pulled up the sound of a saw at 75 decibels.

J. Hale stated that the ordinance would provide law enforcement with a tool to help moderate noise.

Chief Mantello stated that he used a decibel meter while working in Woodstock for the neighbors who lived near the INN when they had weddings and parties at nighttime and that having a noise ordinance in Castleton would put him and his department in a very difficult position.

PURCHASE ORDERS FOR APPROVAL-HIGHWAY/MECHANIC & WASTEWATER TREATMENT FACILITY

MOTION: J. Leamy made a motion to approve P.O. # 037781 for \$3,331.00 to Pump Service & Supply of Troy. Seconded by J. Hale. All in favor. Motion Carried.

MOTION: R. Combs made a motion to approve P.O. # 037383 for \$5,070.16 to N.E. Truck Tire for tires for the grader. Seconded by J. Hale. All in favor. Motion Carried.

CITIZEN'S CONCERNS:

P. Graziano asked if the line item for Fairpoint in a warrant was for phones in the town office.

M. Combs replied that it is for 1 month for the phones and Internet in all town offices.

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F. Taggart asked about the town properties that are up for sale.

J. Bruno stated that this was going to be discussed in Executive Session.

C. Brown asked about the appraisal for the old Fire Dept. and also stated that there are so many State Lands in Castleton that do not bring in any taxes.

MANAGERS UPDATE

Elm Street Property: Price quotes are expected on Monday.

Also, as an alternate and a concise option to procure a qualified Real Estate Broker, I offer the enclosed RFP for Real Estate Broker services. In it you will find that it covers qualifications, marketing strategies, scope of services, conflicts of interest, and an evaluation process that could offer the Town a definitive time plan for the sale of this property.

Sidewalk Project: As we all should know the first phase of the sidewalk project is progressing; Right of Way paperwork is completed and will be review by the State. Construction contractors will then be procured and completion is planned for the summer of 2016. The Second phase of this project is being solicited via the RFQ process for design engineering and bids are due on January 6, 2016 at 1:00pm.

Mechanic Street Property: Enclosed in the Purchase and Sale (P&S) Agreement for Town Council. After this document is executed, an ad in the newspaper of general circulation of the 30 day notice starts and the closing can start after.

MOTION: R. Combs make a motion to approve the Purchase and Sale agreement for the property on Mechanic Street. Seconded by J. Hale. All in favor. Motion Carried.

Budget Item: During you last meeting we discussed the FY2017 budget and as it relates to storm drainage system and culverts, specifically the \$53,000 estimate to work on the Cresci property drain. At this point, the Selectboard voted NOT to continue this as a project. I am seeking direction as to keep this item in the budget. If so, the Board will need to reverse it previous vote.

MOTION: J. Hale made a motion to put back the storm drain and culvert project on the Cresci property contingent upon approval of the FY 2016 budget. J. Leamy seconded. All in favor. Motion carried.

WARRANTS

MOTION: R. Combs made a motion to approve warrants #1228 for \$69,741.42, #1224 for \$5,797.21, #1222 for \$1,599,520.97, #1217 for \$6,886.38, #1224P for \$13,566.22, # 1217P for \$14,100.39.. Seconded by R. Spaulding. All in favor. Motion Carried.

MOTION: R. Spaulding made a motion to approve warrants #1225P for \$548.35 and #1218P for

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\$546.69 Seconded by J. Leamy. VOTE: YES: J. Leamy, J. Bruno, J. Hale. R. Combs - abstained
Motion carried.

OTHER COMMENTS:

M. Combs asked the Board why there were so many places on the agenda for comments.
J. Bruno stated he asked for that because he felt some questions might come up before and after the warrants were presented.

EXECUTIVE SESSION - REAL ESTATE

MOTION: R. Combs made a motion to go into Executive Session for Real Estate with the Town Manager. Seconded by R. Spaulding. All in favor. Motion Carried.

MOTION

J. Leamy motioned to exit Executive Session at 9:40 pm with no action taken. R. Spaulding seconded. All in favor. Motion carried.

MOTION

J. Hale motioned to grant the Mason's (Lee Lodge) first right of refusal for the old fire station that is now for sale. R. Combs seconded.

J. Hale stated that this limits the Town from getting the top dollar out of this asset and that it seems odd that they would ask this at this point.

VOTE ON THE MOTION

J. Bruno, J. Leamy, R. Combs voted YES, J. Hale voted NO and R. Spaulding abstained. Motion carried.

MOTION

J. Leamy motioned that we advertise the property on Sand Hill Road for sale with the consideration that it be used for economic development subject to the approval of the Select Board and a representative from Castleton University. R. Spaulding seconded.

J. Bruno asked what we had as an assessment. M. Shea responded that it is assessed at about \$60,000. J. Bruno asked if we should have it appraised by an appraisal. M. Shea suggested that maybe a market analysis be done.

The board agreed that the college should not be involved in the sale of the property, but should be part of the discussion as to the use.

J. Hale asked that by selling this land, how would it be economic development for the town. J. Bruno state that this would help with revenue.

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VOTE ON THE MOTION

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

MOTION

R. Combs motioned to enter Executive Session for Personnel at 9:55 pm. R. Spaulding seconded. Motion Carried.

MOTION

R. Combs motioned to exit executive session at 10:20 pm with no action taken. R. Spaulding seconded. All in favor. Motion carried.

MOTION

R. Combs motioned to approve the employment contract with the Town Manager for 3 year. R. Spaulding seconded. All in favor. Motion Carried.

ADJOURN

MOTION

J. Leamy motioned to Adjourn at 10:30pm. J. Hale seconded. All in favor. Motion carried.

Respectfully

V. Waldron

Date of Approval