

TOWN OF CASTLETON SELECT BOARD MINUTES

**Monday, January 8, 2024 7:00 p.m.
Castleton Fire Station Community Room
273 Route 30N, Bomoseen
In-Person & Zoom Virtual Public Meeting**

Zoom Meeting Recording Link:

https://us02web.zoom.us/rec/share/fiyOMBT5VHpWfRjRX3AfZd5Y04GLP_TFEJgqPLJ1gkacSTgOsmDtO7KVcCN-7797.0nn2DRcFXunt4SaB

PRESENT: James Leamy, Chairman, Richard Combs, Vice-Chair, Joseph Mark, Parliamentarian, Robert Spaulding, Mary Lee Harris, See Attached List

PRESENT VIA ZOOM: Beth Malco, Castleton Highway Foreman, Jan & Dave, Joyce Kopko, Lisa Beroud, Melanie Combs, Steve Anderson, Heath Goyette, Allison Harvey, Recording Secretary

CALL MEETING TO ORDER

The meeting was called to order by Select Board Chair J. Leamy at 7:00 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by J. Leamy.

APPROVAL OF AGENDA

R. Spaulding made a motion to approve the agenda as presented. ML Harris seconded. All voted in favor. Motion carried 5-0.

APPROVAL OF MINUTES – December 21, 2023

ML Harris made a motion to approve the minutes of December 21, 2023 as presented. J. Mark seconded.

Page 2 – last line of the second motion on the page *improvement of* should be inserted after *maintenance and*

Page 2 – next to last line on the page – *a period* should be inserted after *legislation and which* is to be deleted.

Page 3 – first line of Selectboard Comments and Concerns – *past dedications/report of the board* should be deleted and replaced with *his suggestion on the content of the Selectboard Report in the Town Report.*

J. Leamy recused himself, he was not present at this meeting. All others voted in favor. Motion carried 4-0.

CITIZENS COMMENTS & CONCERNS - ITEMS NOT ON THE AGENDA:

None at this time.

RECOGNIZE TWO LONGSTANDING RETIRING EMPLOYEES FOR THEIR SERVICE TO THE TOWN OF CASTLETON

M. Jones stated Treasurer Nancy Trudo and Accountant Melanie Combs of 28 years are retiring. A new accountant Joe Carmel has been hired and an interim Treasurer has been appointed. M. Jones invited anyone stopping in at the Town Office to say hello and welcome to the new accountant. Board members offered a thank you for the years of service to Nancy and Melanie.

LAKE BOMOSEEN ENVIRONMENTAL ALLIANCE: Rob Steele

R. Steele thanked the Board for their support to keep Lake Bomoseen chemical free. They are a group who have decided to incorporate as an LLC for public benefit and are filing for non-profit status. They have a 13-member board and are willing to assist the Town with anything they can to support lake health and support it in any way they can.

DELAWARE & HUDSON RAIL TRAIL COUNCIL: Nic Stark, RRPC

Nic Stark presented information to the Board and explained their hope to add amenities to the rail trail. There is a lot coming up, they are hoping to improve the trail and improve the benefits of the trail. They are looking for representatives from each Town that the trail goes through and he has received correspondence from Mark Brown to be the Castleton

representative, and they would also like to have a backup representative as well. **J. Mark made a motion to appoint Mark Brown to the Delaware and Hudson Rail Trail Council. ML Harris seconded.** R. Combs stated he felt they should check with Mark Brown to make sure he is in fact willing to serve on the council. **J. Mark withdrew his motion, ML Harris withdrew her second.** ML Harris questioned the section of trail that was closed near Granville, NY. N. Stark stated they are working with the State of New York and Towns to try to get that re-established.

RECREATION UPDATE: John Alexander

J. Alexander stated there is some decline in participation, which he believes is due to the lack of a recreation director for a month. He has made some contacts for a few of the programs with those that were involved prior to his start date and is hoping to get them back up and running. J. Alexander explained the participation and registration of programs that have been offered in the past. They are starting to get the walking program going again and he is working with the Senior Center and Arthritis Association and hoping to get that started from nine until noon. There is also discussion within the Recreation Department whether this should be a fee-based activity or not, it was not in the past.

He has also been tasked by M. Jones to contact area towns that have active recreation programs to be able to get a better handle on what the programs are and how they work. He hopes to get things going in a positive direction, and is working on a one, three and five year plan he will be presenting to the Board as to what he would like to propose down the road. He has also learned that Fair Haven is also looking into hiring a full-time recreation director as well, which could also assist with progress.

REVISED FYE2025 BUDGET FOR SELECTBOARD APPROVAL: Town Manager

M. Jones stated the Board has a copy of the new budget work sheet. There was an error on Page 1 but that has been corrected, they discovered the auditing figure had a \$3,000 error that has been corrected. **J. Mark made a motion to amend the total budget expenditure the board moved on the December 21, 2023 which had previously allocated total expenditures of \$4,235,731 and change that amount of \$4,238,731. R. Spaulding seconded. J. Mark, ML Harris, R. Combs and R. Spaulding voted yes. J. Leamy voted no. Motion carried 4-1.**

QUOTE TO REPAIR THE 2013 TANDEM DUMP TRUCK

M. Jones stated this proposal is not new, the Board has seen before. The truck is back in Castleton from Earle's Truck Repair. He is requesting this come out of the highway department operating budget, and he will work with J. Davidson to cut back on summer maintenance some to help with the budget figures. M. Jones further stated that there are three grants they are going to work on, which all cover a lot of the summer maintenance, although it will take time to get it accomplished, he believes it will work. They are proposing that \$16,505.10 come from the highway budget so the truck can be repaired and back on the road. **J. Mark made a motion to authorize the Town Manager to contract with Earle's Truck Repair for the proposed repairs to the 2013 tandem dump truck, not to exceed \$16,505.10. R. Spaulding seconded.** Discussion on the repairs, how long it would take, and whether the truck could be kept local for repairs. **All voted in favor. Motion carried 5-0.**

HIGHWAY DEPARTMENT EQUIPMENT REPLACEMENT REQUEST (Replacing the 2013 International Tandem Dump Truck): Highway Foreman

M. Jones explained the options for financing for a replacement truck, and whether it would be feasible for them to consider a replacement in about a year. The bank refers to it as a lease, and they have outlined a seven or eight year term which is what can be afforded by the Town according to the budget. M. Jones explained the purchase process, stating the bank can put money in escrow, which would allow them to pay for the cab and chassis up front and escrow the rest until the plow and dump box are put on after it is purchased. R. Combs questioned which course of action is preferred by the highway foreman. J. Davison explained the status of the 2013 truck and whether the western star, freightliner or international is a better value, and what length of term is best when it comes to resale value 7-8 years down the road. Discussion held on the fact there are not three quotes and whether other dealers are close enough to request bids from. The Board asked for other quotes from different dealerships. R. Steele questioned the warranty if it takes a year to get a dump box on the truck, if it starts when the Town takes ownership or when it is completed and ready to use. It was felt it would take effect when the truck is done.

QUOTES TO REPLACE THE 2011 FORD F-450 1-TON DUMP TRUCK: Highway Foreman

M. Jones stated the 2011 one ton dump truck is in very rough shape and he feels this is the truck the board should consider spending ARPA funds on. This truck replacement is not in the budget so they would have to use ARPA funds, as they cannot afford an additional payment. There had been \$115,000 in the ARPA spread sheet, and this replacement exceeds that number. If some is funded from ARPA funds, town currently has \$71,000 in the highway vehicle reserve account, which they could use some of that, but he would not recommend using all of that. The lead time is 6 months to get the truck, and it can be outfitted within a year from now. M. Jones explained he would like to get the older vehicles out of the fleet so they start without the excess vehicles that are not being used or are not usable. They are recommending the purchase of the Chevrolet 6500 from Cody Chevrolet. **J. Mark made a motion to approve the purchase of a 2024 Chevrolet Silverado 6500 for a total price fully equipped \$145,524 To be purchased from Cody's Chevrolet and that the cost of this purchase be born both by the \$100,000 that has been recommended being utilized from the ARPA funds and the remaining \$45,524 be taken out of the highway reserve. R. Spaulding seconded. All voted in favor. Motion carried 5-0.** J. Leamy asked for a complete inventory of the highway department vehicles, and it was stated that list is already being prepared.

DRAFT VEHICLE REPLACEMENT SCHEDULE (with associated budgeting information) for the Fire Department & Highway Department: Town Manager

This will be deferred to the next meeting.

GLOBAL MONTELLO GROUP DBA: Jiffy Mart #454 Second Class Liquor License and Tobacco License

R. Combs made a motion to approve Global Montello Group dba Jiffy Mart #454 Second Class Liquor and Tobacco licenses. R. Spaulding seconded. All voted in favor. Motion carried 5-0.

APPOINTMENT OF DEPUTY HEALTH OFFICER: Michael Jones, 3-Year Appointment

M. Jones stated he asked for this appointment and he would accept being appointed as the Deputy Health Officer. **R. Combs made a motion to appoint M. Jones as Deputy Health Officer, appointment to begin January 9, 2024 for a three year term. R. Spaulding seconded. All voted in favor. Motion carried 5-0.**

MANAGER'S REPORT

M. Jones stated some of his report has already addressed. Reference the salt shed item, M. Jones has talked with Pete Ruby about continuing to use his shed for salt storage until the shed is completed. M. Jones stated he has negotiated one more year at the same price as before. M. Jones has spoken with Morton Buildings and Bud Carpenter about this structure. Through Morton buildings they could get a shed built for a little more than what they have currently in reserve and grants. It would be concrete walls, asphalt floor and metal building and would store at least half of the salt, and they can get a second delivery if there is not enough to get through the year in storage.

M. Jones stated he included the feasibility study on whether the CVS building should be kept and getting requests for proposal. He has talked with Devon Neary at RRPC, and he indicated the town could hire a consultant to get through this process. They have missed the opportunity for the grant to cover this, but they can do the requests for proposal to get things started. He should be able to get an update and bring something more solid to the board at the next meeting, as far as costs for the study and whether the window is closed on applying for a grant for that.

M. Jones reviewed the ballot items as well as a Secretary of State's office determination on the ballot items and whether certain items should or should not be included in each article. The previous year budget figures is the major item that is of concern. J. Mark recommended they include a 'less anticipated revenue' as well as the anticipated income for each department. Discussion on the ballot item wording and how the items should be handled and if the articles should include the amount of increase or decrease on each item.

M. Jones distributed a handout of the cost of resurfacing East Hubbardton Road, from Eaton Hill to the town line, Creek Road from the State Park toward the Fair Haven town line and Blissville Road which has a lot of cracks and potholes and the costs of that resurfacing. They can apply for grants for class 2 paving help, which usually goes on a 3-5 year cycle. It has been at \$200,000 and the Town has to pay 20%.

M. Jones pointed out the notation on the grader, which had a minor repair done, but may have another transmission issue that they are monitoring.

M. Jones stated the fire station building has an issue with the hot water system. McClure's will be in a few weeks to fix insulation and damage from the roof leak.

R. Combs built a frame for the Rutland County map that is on display in the town office conference room to protect the map.

There is one town building left that does not have a generator, the town garage. He will be putting together a proposal for a future meeting.

M. Jones stated the assisted firefighter grant applications will be considered at the end of the month, they did not ask for air refill station, the focus was on safety of individual firefighters, and they've asked for new gear and extractor in the hopes the grant would not be denied. They plan to do another grant application next year for the air refill station.

M. Jones stated he will be meeting with the highway and police department Friday to put together a plan to bring before the board for equipment.

The bike and pedestrian grant for Main Street and in the village has not been started yet. They have to hire a municipal project manager for that, which has not been done yet.

In the ARPA list, M. Jones stated the sidewalk project from South Street at Main Street to the University, they had received a small grant with a 50% grant which needs \$75,000 from the Town, which does not include engineering, but they had previously been engineered, so it may be easy to resurrect that project based on that.

There have applied for a 50% match for a trees grant for dead or hazardous trees along the Town roads, included a cost of \$14,000 may want to request to use ARPA funds, which would need to be done in 2025.

R. Combs question if the \$234,000 number is accurate for the surplus funds after audit and where they are going to propose using or if they would use it to buy down the tax rate? M. Jones stated that figure was correct, and he would recommend asking the voter to use \$100,000 on the salt and sand shed. R. Combs asked at what point they need to decide if those extra funds will be used elsewhere other than to buy down the tax rate.

PURCHASE ORDERS FOR APPROVAL

None at this time.

WARRANTS FOR APPROVAL

R. Combs made a motion to approve check warrant #0108R in the amount of \$700.00, check warrant #1228 in the amount of \$6,430.33, check warrant #0104 in the amount of \$24,859.81, check warrant #0108 in the amount of \$340,744.25, check warrant #1228P in the amount of \$16,599.88, check warrant #0104P in the amount of \$16,683.38. ML Harris seconded. All voted in favor. Motion carried 5-0.

J. Mark made a motion to approve check warrant #1219P in the amount \$631.91, check warrant #0105P in the amount of \$613.30. ML Harris seconded. R. Combs recused himself. All remaining members voted in favor. Motion carried 4-0.

SELECTBOARD COMMENTS and/or CONCERNS:

ML Harris asked if they would be discussing the town report cover, dedication, etc. M. Jones stated they did talk with the Health Center and they do have a photo of the building with employees out in front. The Board agreed they should use that for the cover. As to the dedication they had talked about Honoree Fleming and Joseph Bruno. It was stated they should probably check with Honoree's husband and Joe's wife before making the final decision. J. Mark stated he felt the lighting out at the intersection of fire/police department and Medical Center was better.

BRIEF RECAP & ITEMS FOR FOLLOW UP:

None at this time.

ADJOURN – 9:00 PM

R. Combs made a motion to adjourn at 9:00 p.m. ML Harris seconded. All voted in favor. Motion carried 5-0.

Respectfully Submitted

Allison Harvey, Recording Secretary

FINAL