

TOWN OF CASTLETON SELECT BOARD MINUTES
Monday, February 26, 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/uBC4UaW3mc_40Toz0O8vAf-iBcmqtXEUK6W2aC3mPD-_HWMw6looa_yrKzadYHb8.UOMULyITjS80-42K

PRESENT: James Leamy, Richard Combs, Mary Lee Harris, Robert Spaulding, Joseph Mark, Helen Steele, Rob Steele, Mark Brown, Peter Mantello, Mary Droege

PRESENT VIA ZOOM: Allison Harvey, Recording Secretary

CALL MEETING TO ORDER

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chair James Leamy.

APPROVAL OF AGENDA

R. Combs made a motion to approve the agenda as presented. R. Spaulding seconded. The item at 7:45 – Adoption of Snow and Ice Control Policy will be delayed to the next meeting. **All voted in favor with the change. Motion carried 5-0.**

APPROVAL OF MINUTES – February 12, 2024 & February 16, 2024

R. Combs made a motion to approve the minutes of February 12, 2024 as presented. R. Spaulding seconded.

Page 1 – First two motions on the page, the 4-0 votes should both be changed to 3-0.

All voted in favor. R. Spaulding abstained. Motion carried 4-0.

R. Combs made a motion to approve the minutes of February 16, 2024 as presented. ML Harris seconded.

Page 1 – next to last line of the next to last paragraph, (*Power Take Off*) should be added in after PTO

All voted in favor. Motion carried 5-0.

CITIZENS COMMENTS & CONCERNS - ITEMS NOT ON THE AGENDA:

M. Droege stated she appreciates the opportunity to ask questions, asking if there are any updates with the negotiations with the Town of Hubbardton. M. Jones stated it is with the attorney and he is waiting for word back from them to see what the final response is.

M. Droege asked if there were any updates to the Hale proposal, M. Jones replied he has heard nothing in weeks.

M. Droege questioned the feasibility study being conducted, is it with the RRPC grant? M. Jones stated it is a Vermont Community Development Program planning grant is what he has applied for. He was authorized to request quotes for a feasibility study and to date has been notified by one possible provider. There is no grant approved yet, but they do have a request for proposal to solicit a feasibility study to get a sense of what it will cost to do one. They have also submitted for the heating cooling grants with MERP (Municipal Energy Resilience Program) where they come in to assess the building, could be up to \$500,000 with no match, which they have submitted. Most of the grants available address energy consumption, fuel, windows and roof.

M. Droege referenced the statement of adequate space must be provided for recreation which is from J. Leamy's letter, and she is asking for further definition of adequate. J. Leamy stated that would have to be discussed between Recreation and the Town or if it is a private party that owns the building it would be between the private party and the Recreation

Commission. M. Jones stated the term adequate has not been determined for the grant applications.

POLICE UPDATE

P. Mantello reviewed his January monthly report. There was a question on abandoned vehicles and the status of the noise disturbance. P. Mantello stated he would like to have a public meeting to address the final draft and have a decibel meter available for demonstration of noise levels. P. Mantello addressed a vehicle traveling the wrong way on Route 4, the increase in DUI numbers and property damage complaints. Also reviewed the availability and possibility of the four solar radar units being purchased, they are stationary and mounted on poles and worth the cost, which is about \$5,000 each.

ANNUAL CERTIFICATION OF HIGHWAY MILEAGE

R. Combs made a motion to approve and accept the certification of highway mileage for the year ending 2/10/24 as presented. R. Spaulding seconded. All voted in favor. Motion carried 5-0.

DEPARTMENT OF LIQUOR CONTROL APPROVALS

R. Combs made a motion to approve the liquor control approvals for Tennybrook Second Class Liquor License, Tennybrook Tobacco License, Tennybrook Tobacco Substitute Endorsement and Global Montello group DBA Jiffy Mart #454 Tobacco Substitute Endorsement as presented. R. Spaulding seconded. All voted in favor. Motion carried 5-0.

APPROVAL DISBURSEMENT OF VCDP PROGRAM FUNDS TO CASTLETON FREE LIBRARY

M. Jones asked if this could be moved on the agenda, he has no paperwork available right, and he needs to get an amount and he will look it up before they address it again.

FINANCING OF NEW PLOW TRUCK THROUGH M&T BANK

M. Jones stated as of today he found out regarding the Freightliner that there were no more spots to order this year. He has spoken to Charlebois, and they can get in the que for the build schedule for the Western Star with an October to January time frame to go to Viking for the plow package. If they wait and don't do anything he doesn't know how much more cost wise as well as the plow package cost will increase. So that said, they will have to change from the Freightliner to the Western Star, they will have to rescind the previous motion and make a new one. The cost was at \$279,000 it will now be \$276,280, with a warranty of 7 years, and if they pay for the cab and chassis before it goes to Viking, they will pay \$5,000 less for the truck. This would have to come from the reserve fund and when the loan comes through, they would replenish the reserve fund from the loan funds. The truck is listed at \$170,930 less the \$5,000 plus the plow the total is \$276,280 to be paid for the truck and plow. They are looking for approval to use from reserves \$170,930 for cab and chassis from RR Charlebois, then finance the lease with a loan of \$276,280 from M&T Bank and when that comes in, the \$170,930 will be paid back to the reserves. **R. Combs made a motion to rescind the motion of 2/16/24 authorizing the Town Manager to purchase a 2025 Freightliner and to authorize the Town Manager to enter into a contract with Charlebois to purchase a 2025 Western Star with a Viking plow package at a cost of \$276,280, \$170,930 of which will come from the reserve account to pay for the cab and chassis when delivered prior to the bank providing the funds to reimburse the reserve account for from M&T Bank.** J Mark felt the actions be in separate motions. **R. Combs withdrew that motion and made a motion to withdraw the motion to buy a 2025 Freightliner made during the 2/16/24 meeting and authorize the Town Manager to purchase a Western Star with the Viking plow package for \$276,280 from Charlebois. J. Mark seconded. R. Spaulding abstained. All others voted in favor. Motion carried 4-0.** **J. Mark made a motion to authorize the Town Manager to contract with M&T Bank for a loan of \$276,280 for a 7 year term at a rate of 5.277%. ML Harris seconded. R. Spaulding abstained. All others voted in favor. Motion carried 4-0.** **J. Mark made a motion that related to the purchase of the Western Star truck and Viking package that they approve the use of \$170,930 of our reserve accounts with the understanding that once funds are transferred from M&T bank for the loan we previously approved, the reserve account will be made whole. R. Combs seconded. R. Spaulding abstained. All others voted in favor. Motion carried 4-0.**

ADOPTION OF SNOW AND ICE CONTROL POLICY

Was removed from agenda.

APPROVAL DISBURSEMENT OF VCDP PROGRAM FUNDS TO CASTLETON FREE LIBRARY

M. Jones stated the Town received today notification of the grant for the library accessibility project and they have ten days to transfer from the town account to the library account. The board needs to authorize a transfer of VCDP (Vermont Community Development Program) funds from the town account to the library account. **J. Mark made a motion to authorize the Town Manager to transfer funds received from the VCDP in support of the library's handicapped access program to the library's accounts. R. Spaulding seconded. All voted in favor. Motion carried 5-0.** M. Jones is to let the board know what the total dollar amount is that will be transferred.

MANAGER'S REPORT

M. Jones stated that most of the yellow highlight in his report deals with ARPA funds and how those funds are to be used. Discussion on the projects that have been assigned to ARPA funds and whether they will be completed in time for the ARPA funds can be used before the deadline date and where the matching funds that will need to be used will come from. M. Jones is concerned they will not be completed, and the funds spent in time so they will be forfeited. **J. Mark made a motion to allocate \$124,000 of the ARPA funds for the Parson's Hill sidewalk project and in addition that \$115,000 be allocated of the ARPA allotment for sidewalks on South Street between the campus office and Main Street. R. Combs seconded.**

Discussion on the sewer line extensions being planned and the funding that is available, bond payments and what is available for reimbursement. Brief discussion on how and when to reach out to taxpayers on Creek Road and how much it would cost them to connect to the potential line once installed. R. Combs stated he believes they have received \$1.349 million in ARPA and have allocated \$606,000 so far, leaving \$739,000 still to be allocated. This motion on the table would allocate another \$239,000 in this motion, making \$500,000 not allocated after sidewalks being committed. R. Steele asked if anyone has talked with all property owners that abut the sidewalk project. M. Jones stated the project manager will go door to door before they start to make sure that is taken care of. **All voted in favor. Motion carried 5-0.**

M. Jones stated he will be putting out bids for painting at fire department, it is getting scarred up, will update the board on any progress.

M. Jones reviewed the sewer line camera projects, where the infiltration seems to be coming from, and the possibility of grants that may be available for runoff for shoreline protection in particular.

M. Jones stated the \$6,700 that was approved for tree removal on Main Street will most likely change. He has driven down Main Street, there is a cottonwood that is over 50 feet from the center line of the road, he doesn't feel it is a safety issue, he will have to go talk to the homeowner, as well as the basswood at the post office, which should reduce that tree removal list.

M. Jones stated Eric was filling in part time as the roustabout, he has done the physical, etc., and his start date is March 5 for that position and will be going to the CDL class. M. Jones has also done a conditional letter of hire to a Fair Haven resident for the highway department position that is open. He is waiting to see if he will accept the position. That person does not have a CDL but is willing to attend class.

J. Mark asked how the salt/sand supply is doing. M. Jones stated he will have more information at next meeting on the ice and snow control.

PURCHASE ORDERS FOR APPROVAL

R. Combs made a motion to approve Purchase Order #051756 to Northstar Fireworks in the amount of \$6,250.00 for a deposit for the July 6 fireworks. ML Harris seconded. All voted in favor. Motion carried 5-0.

WARRANTS FOR APPROVAL

R. Combs made a motion to approve check warrant #0215 in the amount of \$5,855.68, check warrant #0222 in the amount of \$40,621.00, check warrant #0226 in the amount of \$41,804.10, check warrant #0215P in the amount of \$16,788.16 and check warrant #0222P in the amount of \$17,682.59. ML Harris seconded. All voted in favor. Motion carried 5-0.

J. Mark made a motion to approve check warrant #0131 in the amount \$303.10, check warrant #0209 in the amount of \$64.85 and check warrant #0222C in the amount of \$31.67. ML Harris seconded. R. Combs recused himself. All remaining members voted in favor. Motion carried 4-0.

R. Combs made a motion to approve check warrant #0222M in the amount of \$969.67. R. Spaulding seconded. J. Mark recused himself. All remaining members voted in favor. Motion carried 4-0.

R. Combs made a motion to approve check warrant #0222H in the amount of \$969.67. R. Spaulding seconded. ML Harris recused herself. All remaining members voted in favor. Motion carried 4-0.

R. Combs made a motion to approve check warrant #0222M in the amount of \$969.67. ML Harris seconded. R. Spaulding recused himself. All remaining members voted in favor. Motion carried 4-0.

SELECTBOARD COMMENTS and/or CONCERNS:

J. Leamy thanked J. Mark for five years of service on the board. He is thoughtful, made decisions in the best interest of the town and tried to keep the board on the straight and narrow as the board parliamentarian. M. Jones has a flag that was flown over the State Capital, he will be putting it in a case and properly presented to J. Mark for his service.

J. Mark stated in the past, at one of the last meetings before town meeting, they had discussed who would address particular articles for town meeting and questioned if articles should be assigned as in the past. M. Jones stated he can send out a list in the next day or so for everyone before town meeting. There will be hand outs with revenues, projected and past, as well as this and last year budgets for review for the voters on election day.

J. Mark questioned the lighting at the medical center/Police Department intersection. M. Jones believed it would be adjusted. M. Jones stated he has also questioned the lighting at the corners, which belongs to VTrans not the State.

R. Spaulding stated he is concerned with still taking C&D to the transfer station in Rutland, feels it is costing more. Asked M. Jones to call Hubbard's to see if they can get a better price.

R. Combs will have a new member after town meeting day and questioned if there should be an organizational meeting before the first regular meeting after elections. After brief discussion, it was decided it would be done at the first regular meeting.

BRIEF RECAP & ITEMS FOR FOLLOW UP:

None at this time.

8:37 pm - ENTER DELIBERATIVE SESSION

R. Combs made a motion to enter Executive Session to discuss personnel to include the Town Manager. R. Spaulding seconded. All voted in favor. Motion carried 5-0.

9:09 pm – EXIT EXECUTIVE SESSION

R. Combs made a motion to exit Executive Session. ML Harris seconded. All voted in favor. Motion carried 5-0.

ADJOURN

R. Combs made a motion to adjourn at 9:10 p.m. R. Spaulding seconded. All voted in favor. Motion carried 5-0.

Respectfully Submitted
Allison Harvey, Recording Secretary