

TOWN OF CASTLETON SELECT BOARD MINUTES
Monday, March 28, 2022 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/mn0K0cCxmuCZJiJiv2VhBE3ILIX52ASbbL0Dijf5geTWyMw17uOGqdR4pRM4l1Id.IEZpe-3FQ8DpqtIB>

PRESENT: Jim Leamy, Chair, Robert Spaulding, Richard Combs, Vice Chair, Mary Lee Harris, Joseph Mark, Parliamentarian, Peter Mantello, Police Chief, See Attached List

Attending via Zoom: , Michael Jones, Town Manager, Daniel Infurna, Keith Whitcomb, Jr., Joan Brown, Andrew Breting, Pat & Jeff Schroeder, Melanie Combs, Nedra Boutwell,

CALL MEETING TO ORDER

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by J. Leamy.

APPROVAL OF AGENDA

R. Combs made motion to approve the agenda. R. Spaulding seconded the motion. All were in favor. Motion carried -5-0.

APPROVAL OF MINUTES OF MARCH 14, 2022

R. Combs made a motion to table the approval the minutes of March 14, 2022 as presented. R. Spaulding seconded.

Discussion on the fact that the attachments mentioned are not attached to the draft minutes, ML Harris felt strongly that they should all be attached, attendance list, letters read by Mr. Stannard and Manager's Report before the minutes should be approved for transparency reasons.

Changes/corrections:

Page 1, in motion to nominate the Vice Chair, the vote should be 3-1.

Page 2, first paragraph of Citizens Comments and Concerns, fourth line, Wood should be capitalized.

Page 3, last line of second paragraph, Vale should be changed to Vail

Page 5, last line of sixth paragraph, Disc should be changed to Discussion.

All were in favor. Motion carried 5-0.

APPROVAL OF MINUTES OF MARCH 21, 2022

R. Combs made a motion to approve the minutes of March 21, 2022 as presented. R. Spaulding seconded. J. Leamy stated they had a problem getting three people present for this meeting, and it was questioned why it couldn't have waited until this meeting. J. Leamy stated that they had done it on the 21st at the request of the Town Clerk so she could get the ballots out. **R. Spaulding and ML Harris abstained, all others were in favor. Motion carried 3-0.**

CITIZENS COMMENTS & CONCERNS - ITEMS NOT ON THE AGENDA:

Mary Droege stated she is looking for update on the CVS building/use. J. Leamy stated J. Mark and ML Harris have been appointed to take care of that with meeting with the Town of Hubbardton. J. Mark stated he has reached out to the Town of Hubbardton board and they have not yet appointed any delegates, they are meeting tonight to organize their board.

A citizen present asked that the board be introduced, J. Leamy went through board member introductions.

RECREATION COMMISSION APPOINTMENT

J. Mark made a motion to appoint Mary Droege to the Recreation Commission. ML Harris seconded. J. Mark asked what

the normal terms of members on recreation commission was, M. Jones stated he was not sure, but recommended for one year, and he will see what their breakdown is and the board can change the term if necessary. R. Spaulding asked how many are supposed to be on the committee, it was felt 9 was the total, and there are currently 5. J. Mark recommended for one year, and if they need to stagger terms, they can change it later on. It was corrected that there are currently 6, this appointment makes 7 members. **All in favor of motion. Motion carries 5-0.**

POLICE UPDATE

Chief Mantello reviewed his report as presented to the board. He further stated fingerprinting numbers are down, others offering the service have opened up. No questions on service calls other than R. Spaulding stating the number of people driving without headlights on. R. Combs questioned directed patrols, Chief Mantello explained what they are.

CANNABIS WARNING APPROVAL

It was stated that there is an informational meeting Monday 4/11/22 on the article, shall the Town permit the retail sales of cannabis products, which will be on same ballot as the school budget revote. **R. Combs made a motion to approve the warning as presented, R. Spaulding seconded.** It was stated the vote will be held 4/13/22. **All were in favor of the motion. Motion carried 5-0.**

LBA DONATION FOR FIREWORKS

M. Jones stated there was \$1,250 approved to be donated for the fireworks by the LBA, which is half of the shortfall for the cost and he further stated the Town was still short \$1,250 for July 4 fireworks. He has given the fireworks company a commitment to order so they could be on the scheduled. If he hadn't done that, they would not have been able to schedule it for the Town. He suggests discussion with 4th of July Committee and see if any fundraising can be done to raise it the funds. They will have to move quickly, as it is not far away, they hope to meet next week. J. Mark felt a motion was not necessary. M. Jones will update the board on 4th of July committee discussion after the meeting

DATE FOR PUBLIC CONCERNS MEETING ABOUT HERBICIDES IN LAKE BOMOSEEN

The Public Concerns to discuss the herbicides in Lake Bomoseen meeting has been scheduled for 4/27/22 at 6pm at Jefford's building at the College. **ML Harris made a motion to approve the site and date for the Public Comments meeting. R. Spaulding seconded.** J. Leamy stated it would be allowing both sides for or against the issue to present information, allowing up to an hour for each party. M. Jones stated it has been set for 6-8:30pm. R. Spaulding asked about it being an official meeting by selectboard, can they make a motion during that time if they so desire. J. Mark felt unless there was an agenda posted that could lead someone to think the board would take action, they should not take any action. R. Spaulding felt the longer it is left to go, the more chance of the State taking action before the town is done without Board and/or Town input. J. Leamy stated that 2/11/22 is the date of acceptance of the application. The Department of Environmental Conservation, Forest and Parks, Fish and Wildlife are all to have input. After a draft is completed with those parties, a hearing will be held in Castleton by the state agencies, which looks like late spring or early summer is the timeline from the State, which is following state law.

Rob Steele asked if the Town of Castleton meeting is open to everyone. J. Leamy stated yes it is. R. Steele stated he believed the State can squash it at any time, and that it would be beneficial if the Board made a decision and submitted it to the State as soon as possible. J. Mark stated the Board is prepared to meet but there was at request of an attendee of the last meeting to postpone until April so that more seasonal people were able to attend. R. Steele stated he is asking Board to make a decision within a reasonable period of time from the 4/27/22 meeting. J. Leamy stated if all information is available and they can process and take action in favor or against, they will do as much as they can. He also stated that in Poultney, Hubbardton and Sudbury the Towns did not take position for those other two lakes in this area. Further discussion on the timeline and how the board would make a decision. A citizen in the audience felt a draft will only be written by the State if they decide that the application has merit. R. Combs stated the first selectboard meeting is 5/9/22 after the meeting of 4/27/22. **R. Combs made a motion to cease all discussion and call the question. J. Mark seconded. All were in favor. Motion carried 5-0. Vote on original motion: All were in favor. Motion carried 5-0.**

CASTLETON FREE LIBRARY REQUEST FOR ARPA FUNDS

J. Mark recused himself at this time, his wife is presenting this topic. M. Jones stated when they got a grant, there was an earmark that was through Senator Sanders, however they are still \$125,000 short on funds. Nancy Mark present at his

request to present to the Board the request the library is making for funds for their handicapped access. They are \$100,000 short as costs came in much higher than expected. J. Leamy stated would be scoring projects as to using the funds, library is on the list for consideration. Mary Droege stated other towns have had public input for ARPA funds and questions if that would happen here. J. Leamy stated there are no objections to it that he is aware of. They have until 12/2024 to determine what the funds will be used for. Another citizen present questioned if funds have been received and if the public is to be included in what they will be used for. M. Jones stated of the 1.348 million, half received. R. Spaulding stated there are 13 items on list that they have no prices or quotes on. It was also stated that the Town has missed out on a grant of \$680,000 on sewer plant upgrade, which has to happen. M. Jones stated he found out today, the money that was there was first come first serve, Castleton's project is not out to bid yet, but is still on the State priority list, and are a few other grant opportunities that the State can obligate to shovel ready, and Castleton's is shovel ready. He has spoken to a few people, and there is no exact timeline on the allocations, but will come through grants.

J. Mark came back into the meeting at this time.

HIGHWAY GARAGE FUEL POINT UPGRADE

M. Jones stated Chris Fouracre is present for this subject. C. Fouracre stated this is a project he took on, he has reached out to 4 different vendors on upgrading the fuel system. It would alleviate a lot of issues with fuel, PINS and getting things more user friendly. He has received a \$15,000 quote, mostly for equipment and shipping. Brief discussion on the current system and why it should be replaced. J. Leamy questioned if the funds were in the budget, C. Fouracre stated it is in reserve.

LIQUOR LICENSE APPROVAL: Third Place Pizzeria, Ice House Bar and Grill, Lake House Pub and Grille, First Class, Third Class and Outside Renewal

R. Combs made a motion to approve the Liquor License Applications for Third Place Pizzeria, Ice House Bar and Grill and Lake House Pub and Grille for First Class, Third Class and Outside Consumption Renewals. R. Spaulding seconded. R.

Spaulding and ML Harris questioned if the police chief checks on the establishments or if is assumed there aren't any problems. M. Jones stated that he has been directed that they be sent to the police chief before put on the agenda, and he does check them before they are brought before the board for approval. **All were in favor of the motion. Motion carried 5-0.**

M. Jones asked about the ARPA Prioritization Spreadsheet agenda item, it was skipped over.

NEW ENGLAND TRUCKS & EQUIPMENT APPLICATION FOR CERTIFICATE OF APPROVED LOCATION OF A SALVAGE YARD AND WELL AS NEW ENGLAND QUALITY SERVICE. R. Combs made a motion to approve the application for a salvage yard for New England Trucks and Equipment and New England Quality Service for a period of five years. R. Spaulding seconded for discussion. ML Harris stated she felt the application was not properly filled out for the trucks and equipment. R. Spaulding stated the address is not correct on either one. Board wanted application completed before taking any action. **Motion and second withdrawn.**

TREE REMOVAL

J. Leamy stated Chris Fouracre and the tree warden identified a number of trees that are in right of way that need to be removed. They are too large for the town crew, need to have done by tree service, a total of 10 trees.

MANAGER'S REPORT

Usual highlights of what's changed since last meeting. M. Jones wants to address ARPA spreadsheet that was not covered and stated he wants to send the board the spread sheet and add or modify what's being proposed. He will update new information on sewer stuff and will send to board members to address what's prioritized as well.

The Scoping study, bikes and pedestrian sidewalk, storm water and are moving along. He talked with State Representatives Collamore and Helm, they felt if they go ahead and were to commit money to infrastructure, would be premature as they don't know what will come for grants, etc.,

Transfer station gave a briefing on pole barn over bins to keep water and snow out of them, a concern is the final layout of

the transfer station. It is felt if they are going with this final layout it's ok, but if not, will have to reconsider a pole barn. Discussion on layout and what options are.

M. Jones discussed the roads and conditions and what the State would take responsibility for. All money stuff is getting flushed out now, he will know more this week.

Sewer plant, M. Jones stated he has updated the board on costs, not much more to go into. One more thing to complete with bond bank, he needs to update the SAMS number. Explanation of numbers and users and what information is needed for bond bank.

M. Jones explained grants and updates on metal squash culverts with aquatic passages for grants and what needs to happen with trestle and cold patch on the roadway.

Fire department Chief is asking to meet with J. Leamy and R. Combs as public safety committee and what the next steps are, M. Jones stated he can be go between to get set up if necessary.

The auditorium is reserved for 4/27/22 from 6-8:30 pm for herbicide meeting, moving forward with that. Having a meeting on 3/31/22 with J. Mark, R. Combs and Police Chief and 4/5/22 with NEPBA for union negotiations. Contract expires 6/30/22.

Public concerns, muddy road, certain ones have fallen apart, getting them under control and getting them passable, some closed to buses.

Pelletier Dam removal East Hubbardton road, to be removed this year, found extra funds, want to come to Board at next meeting, more to follow on this topic, with public hearings to be scheduled.

R. Spaulding stated he has heard concerns from Drake Road residents for brush removal, south of an entrance to a business, current resident, brush, tires and signs out in right of way. Has been looked at with the Town Manager, resident wants to know if town will remove the brush. M. Jones stated he is aware, but will go take a look at it, discussion on property lines and where they are located. If is in town's right of way, will take care of, and will go look at.

PURCHASE ORDERS FOR APPROVAL

None at this time.

WARRANTS FOR APPROVAL

R. Combs made a motion to approve check warrant #0328 in the amount of \$45,122.79, check warrant #0324 in the amount of \$5,973.81, check warrant #0322 in the amount of \$1,663,582.11, check warrant #0317 in the amount of \$7,161.87, check warrant #0324P in the amount of \$17,020.97, check warrant #0318P in the amount of \$17,696.48. R. Spaulding seconded the motion. All were in favor. Motion passed 5-0.

R. Spaulding made a motion to approve check warrant #0325P in the amount \$634.28, check warrant #0318P in the amount \$634.28. ML Harris seconded the motion. R. Combs recused himself. All remaining members voted in favor. Motion carried 4-0.

SELECT BOARD COMMENTS & CONCERNS:

ML Harris questioned their appointments that have not been done. M. Jones will look at tomorrow and will check dates, may not have expired, should have been done at organizational meeting, will update and get back to board on it.

R. Spaulding asked J. Leamy about RCSWD and surcharge and what numbers are. He believes they have 50% of liability paid off, and he would like to know why fees went up, district surcharge in particular. J. Leamy would check into why district surcharge has gone up and let R. Spaulding know.

R. Combs asked what the appointments list is from. ML Harris stated it was a document from our own Rules and Procedures

and she also asked about an organizational charge and is from a State training for selectboard members. R. Combs stated there used to be an organizational chart that was presented to selectboard, remembers from previous town manager, list of who reports to whom and felt was very helpful and asked M. Jones to look into finding it.

R. Combs questioned status of hardware for electronic infrastructure for this building and one next door. M. Jones some has been ordered, some still to be ordered, but is still on task.

J. Leamy announced public information meeting for Stone Mill Solar, 3/30/22 at 4-8 and is sponsored by the State. Suggests attend if available, R. Spaulding asked if problem if 3 or more show up. Yes, would be, and J. Leamy suggested it be warned in case. M. Jones will warn as a meeting.

BRIEF RECAP & ITEMS FOR FOLLOW UP:

Nothing at this time.

M. Jones asked to go back to salvage yard renewal. Letter included, and there was an application signed, site has been located, doesn't believe needs to go before zoning board, is signed by applicant and landowners. M. Jones feels not a new site, is pre-existing, New England Quality Services, questioned if needed to go any further. J. Mark stated there is no indication that a preexisting salvage yards don't need a certificate of the DRB, M. Jones will follow up with Jonas Rosenthal.

9:17 pm ENTER EXECUTIVE SESSION:

R. Combs made a motion to enter executive session to discuss Labor Relations to include the Town Manager and Chris Fouracre. R. Spaulding seconded All were in favor. Motion carried 5-0.

9:19 pm EXIT EXECUTIVE SESSION

R. Combs made a motion to exit executive session. R. Spaulding seconded the motion, no action taken. All were in favor. Motion carried 5-0.

9:19 pm ENTER EXECUTIVE SESSION:

R. Combs made a motion to enter executive session to discuss personnel to include the Town Manager and Public Works Director. R. Spaulding seconded All were in favor. Motion carried 5-0.

9:30 pm EXIT EXECUTIVE SESSION

R. Combs made a motion to exit executive session. R. Spaulding seconded the motion, no action taken. All were in favor. Motion carried 5-0.

9:30pm-ADJOURN

J. Mark made a motion to adjourn at 9:3p.m. R. Combs seconded the motion. All were in favor. Motion carried 5-0. Meeting adjourned.

Respectfully Submitted

Allison Harvey
Recording Secretary