

**TOWN OF CASTLETON SELECT BOARD MINUTES**

**Monday May 23, 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/dqxJMry0cSZZJjn2i2x0KOeeoT6uxBgRzDJP43-rWQQTUPvvlJ7RQcejo\\_4uUS7.Qn7HJk0sM4mwfSeQ](https://us02web.zoom.us/rec/share/dqxJMry0cSZZJjn2i2x0KOeeoT6uxBgRzDJP43-rWQQTUPvvlJ7RQcejo_4uUS7.Qn7HJk0sM4mwfSeQ)**

**PRESENT:** Jim Leamy, Chair, Richard Combs, Vice Chair, Mary Lee Harris, Michael Jones, Town Manager, See Attached List  
**Attending via Zoom:** Mary Lee Harris, Pat and Jeff Schroeder, Keith Whitcomb, Zak Hale, Allison Harvey, Recording Secretary

**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 a motion to approve the agenda. ML Harris seconded the motion. All were in favor. Motion carried 4-0.**

**APPROVAL OF MINUTES OF MAY 9, 2022**

**R. Combs made a motion to approve the minutes of May 9, 2022 as presented. J. Mark seconded.**

Page 1 – end of the second line of Citizen’s Comments, he was told the were not issued should be replaced with he was told they were not issued in error.

Page 2 – first line, Tersa should be replaced with Tearsa

Page 2 – Due Diligence Paragraph – Ninth Line - Blane Pickett should be replaced with Wayne Pickett, eleventh line, B. Pickett should be replaced with W. Pickett.

Page 4 – Fifth line from the bottom, its’ should be replaced with it’s and first word in next line, shouldn’t follow everyone else should be replaced with should follow as everyone else.

**All were in favor. Motion carried 4-0.**

**APPROVAL OF MINUTES OF MAY 16, 2022**

**R. Combs made a motion to approve the minutes of May 16, 2022 as presented. ML Harris seconded.**

**All were in favor. Motion carried 4-0.**

**CITIZENS COMMENTS & CONCERNS - ITEMS NOT ON THE AGENDA**

J. Bruno present as Planning Commission chair regarding letter from him and he understood they needed more information. J. Bruno stated he felt the developers should have an escrow or surety account for dismantling. He does not agree with a line of credit, as could not be available due to credit issues of the company later on down the road. J Bruno also addressed the Agricultural zones, there are no specific ag zones, it is believed the whole town can have ag use. He was hoping to get from the board where they stand as he needs more support to take to the State level. Discussion on the fact the project being 2.2 megawatts took it out of the Town’s hands and whether the letter signed by the Planning Commission would be helpful in deterring the project. J. Mark would like to see what Ed Bove had to say about the letter. ML Harris, as a note, she has been approached to put a solar farm on her land.

Katie Culpo asked to address the board about the Sand Hill Project and the letter the board sent to the DRB in support from July, 2021. She is coming to request they reconsider their letter and recited a letter of her concerns to the board. See Attached.

John Schraller also addressed the Sand Hill Project not meeting the Town Plan and he is asking the board to also reconsider their letter of support for the project.

Zak Hale stated the Town Plan is what helped him come up with the project. He has been very vocal since 2017 about the project and it is within the Town Plan guidelines. He asked if he could send a document to Karen and have it included with the minutes, he has highlighted the parts of the plan that pertain to this project and how it applies. (see attached)

Wayne Pickett asked the Board of Selectmen to reconsider their support of the project. There are residents that agree, however there are many that are shocked with the size and project dimensions.

**ETHAN ALLEN MONUMENT COMMITTEE: Christian Doran**

Christian Doran presented a video that explains what their project is and why they are coming before the board. They would like to see a statue of Ethan Allen on top of the existing monument, and also organize a 250<sup>th</sup> Anniversary event for May 9, 2025. Their committee has started just a few months ago, and are having a meeting on Thursday, May 26<sup>th</sup>, all are invited to attend. They hope to finance the statue through donations. J. Mark stated he has a strong interest in Town history, has given walking tours of the town many times in the past and is very familiar with the monument and the history. There are some who believe that the meeting never happened in the Town of Castleton. M. Jones stated they have addressed the site, and they have discussed removing the road behind the monument and make it more of a park area.

**GRANDPA'S KNOB COMMUNITY WIND PROJECT: Sam Carlson**

Sam Carlson gave an update on the engineering of the project. The proposal is for a 1.5 megawatt turbine on grandpa's knob, adjacent to the existing communication tower. The specific purpose is to follow up on a discussion from last fall and the Planning Commission meeting when the possibility of members of the Board of Selectmen and the Planning Commission making a site visit to the site if there is any interest. J. Leamy asked J. Bruno if the PC would be interested, he affirmed yes, and board members also interested. Board will let him know what works for dates. Sam Carlson, landowner is sensitive to rare plants, etc., and because of that stated the number of people and vehicles who might attend should be limited.

**POILICE UPDATE: Chief Pete Mantello**

Chief Mantello presented his report, briefly explained the number of calls, etc., with no questions from the board. He also made mention of people leaving vehicles unlocked and being broken into. Memorial Day parade is on Saturday May 28<sup>th</sup>

**COIN DROP REQUESTS:**

**ML Harris made a motion to approve the coin drop request of the Castleton Lions Club for June 25, 2022. J. Mark seconded to approve. All voted in favor. Motion carries 4-0.**

**J. Mark made a motion to approve the coin drop request of the Castleton 8<sup>th</sup> Grade for an unspecified date that doesn't conflict with any other dates the board has already approved. ML Harris seconded. All voted in favor. Motion carries 4-0**

**Tim Gilbert RCSWD Update**

T. Gilbert presented the annual report for RCSWD and stated they are doing ok right now, they should hear from auditors coming up soon, there seems they may have an excess in funds. There are upgrades that are being discussed, he will keep an eye on them. Some costs are going up, however revenue is also continuing to come in as well. Have had some employee turnover with hazardous waste, they are working on training new personnel, etc. R. Combs referred to the time it takes to make hazardous waste drop off, questioned what is in the works to rectify the lengthy times. T. Gilbert stated that has been brought up, they are continually working on that. They have another drop off scheduled for June 18<sup>th</sup> 7:30-10:30 am and the form has been posted, which is part of the hold up, if the form is not completed when they arrive. Also have one scheduled for Sept 3<sup>rd</sup> is scheduled.

**Castleton Village School Update – Joe Mark & Mary Lee Harris**

J. Mark stated they have had another meeting, about 30 people in attendance and he presented draft minutes for the board to review. There are essentially four groups expressing interest in using a portion of the building. Tearsa Brannock at the

last meeting expressed interest in buying the school. The Recreation Dept has interest is using it as home for the department and director, as well as programming. The Boys and Girls Club representative has attended most meetings, they are interested in holding after school programs there from after school until 6:30 pm, as well as the last group to use as community center, including recreation. Discussion on selling the building to T. Brannock, on the condition of her leasing back a portion for recreation use. Other than that, there has not been a lot of presentations providing revenue to support the building. They have another meeting on June 1 and referenced a memorandum of understanding drawn by the Ad hoc committee presentation, regarding the Town of Hubbardton and Castleton re: percentages of joint ownership, how to address the matter of the school building and conditions of sale or not. ML Harris stated she is excited about the project and suggested they have a note taker assigned to the committee, as it is a tedious task for J. Mark to take on.

**J. Mark made a motion to adopt the memorandum of understanding presented by the Ad Hoc Committee between the Town of Castleton and the Town of Hubbardton in regards to the future of the Castleton Village School building and property. ML Harris seconded. All voted in favor. Motion carries 4-0** R. Combs would budget support the recording secretary, M. Jones asked how long they would be talking re: number of meetings. J. Mark felt five meetings in the future, maybe six. **R. Combs made a motion that the Town Manager be authorized to retain a recording secretary for the ad hoc committee for CVS. J. Mark seconded. All voted in favor. Motion carries 4-0.**

Mary Droege asked if a process has been established as to what happens after July 1, as far as time frame and criteria. J. Mark stated T. Brannock would like to have a decision of whether can purchase property before start of next school year, which would be August or earlier. M. Droege asked if T. Brannock's proposal of purchase is being given the authority to timeline the building based on her scheduling and plans. J. Mark stated anyone coming in with a proposal to purchase the building has to be considered. JM also stated that as he mentioned in the minutes of the meeting that a commercial real estate agent contacted him, who indicated it could be a two-year time frame for a building such as this to sell. Katie Culp stated it has been voted by the town to purchase the building, and also to have a full-time recreation director, which needs a space for the job. M. Droege asked if a sale price has been determined. It was stated it has not, the Town doesn't own it yet. J. Leamy stated deferred maintenance deems it needs a new roof, there's asbestos and underground storage tanks. J. Mark stated the appraised value was \$650,000 about two years ago and over the last two years, commercial real estate has increased 10-15%.

#### **PARK & RIDE LIGHTING**

M. Jones stated this was a follow up – Dan Grey looked at existing solar lighting fixtures and estimates \$6,500 to put up their own lights. Batteries alone are \$3,600 every 5-7 years for the solar. Green Mountain Power has estimated \$2,889.60 to put in new lights and he would recommend waiting until end of fiscal year to make a decision to see if a general fund has any unassigned surplus available to replace them. J Mark asked what happens to solar panels, which it was not certain, M. Jones has had a hard time finding a person to speak with about it. Jeff Schroder stated they took 4 bags of trash out of the park and ride area on green up day, not sure if lighting will help or not. M. Jones stated they have tried trash cans, but they get over run, do have cameras ordered to install as well.

#### **MANAGER'S REPORT**

MJ reviewed yellow highlights of his report. Mark Courcelle will start surveying for the Parson's Hill sidewalk. The pedestrian accessibility for the village area grant is due the 8<sup>th</sup> of June. R. Combs asked if would be done this year, M. Jones state if so, it would be the end of the construction year.

There is a culvert survey being done by a gentleman on bicycle, which is done every few of years.

The grants for Eaton Hill West as a Class B grant and South Street Trestle as a Class D grant have been awarded. The town cannot be awarded both, so they will be turning back the Class B and will retain the Class D.

They are still waiting on a price for the concrete for the transfer station walls.

The is one last invoice for \$10,000 for payment to pay off the land purchased from Hadaka for 5-6 years, then those monies will be freed up.

Highway dept and the FEMA trestle, VTrans rail bridge management wants the plans to show the work won't undermine or cause problem for the trestle structure.

Police station/fire station/Town Office/beach inspections has been shared. There are a number of things at the beach that needs to be taken care of concerning OSHA, etc. J Mark asked if could take a look at water not being potable, and signage being child friendly.

The door at police station is to be coordinated with R. Combs to address.

Emergency Management – the chief was not available on the date requested for the tabletop on using a vehicle as a weapon, will be rescheduled.

The assistant to fire fighters grant, they are getting emails from the writers for the breathing apparatus.

The dilapidated docks on the town common area, ownership is still being worked on.

#### **PURCHASE ORDERS FOR APPROVAL**

**R. Combs made a motion to approve Purchase Order #048083 to Levitt Communications for 6 pages with a five-year warranty in the amount of \$2,682.00. J. Mark seconded. All voted in favor. Motion carries 4-0.**

**R. Combs made a motion to approve Purchase Order #048471 to Webbs, Inc. for check valves for the Bomoseen Pump station in the amount of \$3,925.96. J. Mark seconded. All voted in favor. Motion carries 4-0.**

#### **WARRANTS FOR APPROVAL**

**R. Combs made a motion to approve check warrant #0523 in the amount of \$287,543.72, check warrant #0519 in the amount of \$5,913.27, check warrant #0512 in the amount of \$31,012.51, check warrant #0519P in the amount of \$17,672.18, check warrant #0512P in the amount of \$17,515.25. ML Harris seconded the motion. All were in favor. Motion carries 4-0.**

**J. Mark made a motion to approve check warrant #0520P in the amount \$634.29, check warrant #0513P in the amount \$634.28. ML Harris seconded the motion. R. Combs recused himself. All remaining members voted in favor. Motion carried 3-0.**

#### **SELECT BOARD COMMENTS & CONCERNS:**

J. Mark stated he had mentioned at the last meeting they should discuss and decide and publicize plans for using the ARPA monies and asked that it be made an agenda item for next meeting. R. Combs asked if he means disbursement or the decision process, J. Mark stated decision process only.

#### **BRIEF RECAP & ITEMS FOR FOLLOW UP:**

Nothing at this time.

#### **8:56 pm ENTER EXECUTIVE SESSION:**

**R. Combs made a motion to enter executive session to discuss labor relations and contracts to include the Town Manager. J. Mark seconded All were in favor. Motion carried 4-0.**

9:12 pm EXIT EXECUTIVE SESSION

R. Combs made a motion to exit executive session. J. Mark seconded. No action taken. All were in favor. Motion carried 4-0.

9:12 pm-ADJOURN

R. Combs made a motion to adjourn at 9:12 p.m. ML Harris seconded the motion. All were in favor. Motion carried 4-0. Meeting adjourned.

Respectfully Submitted

Allison Harvey  
Recording Secretary

DRAFT