

TOWN OF CASTLETON SELECT BOARD MINUTES

Monday, September 12, 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/1Mlti4_d9rqGQi85Z99rWawjlcXpIXjMwK7wiHPiJzUO6lrdQsGqEJ6wxKP7k2T0.dYS44

VBpipe-R4u3

Passcode: 6UqUB7**

PRESENT: Jim Leamy, Chair; Richard Combs, Vice Chair; Joseph Mark, Parliamentarian, Mary Lee Harris, Michael Jones, Town Manager, See Attached List

PRESENT VIA ZOOM: Robert Spaulding (7:20pm arrival), Zak Hale, 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

J. Mark made motion to approve the agenda. ML Harris seconded. All were in favor. Motion carried 4-0.

APPROVAL OF MINUTES

J. Mark made a motion to approve the minutes of July 20, 2022 as presented. ML Harris seconded.

Page 1 – Fourth line from the bottom, *to be spend it* should read *to spend it*.

Page 2 – First line of the third paragraph, *would* should be changed to *wouldn't*.

All were in favor. Motion carries 4-0

J. Mark made a motion to approve the minutes of August 22, 2022 as presented. R. Combs seconded. ML Harris abstained from the vote. All others present were in favor. Motion carries 3-0.

CITIZENS COMMENTS & CONCERNS - ITEMS NOT ON THE AGENDA:

None at this time.

SIGNING OF TAX WARRANT

M. Jones stated that had been discussed at the last meeting. **J. Mark made a motion to approve and sign the Tax Warrant as presented. R. Combs seconded.** J. Mark stated that he is concerned with the text of the warrant that it refers to several persons named on the list as committed, yet there aren't any names on the list. When they last discussed this they talked about alternative language and whether the list of parcel numbers or names was appropriate, but the language is not the way it is being presented to them or is it because of State statute it is done this way. He feels they should have a list of persons names. M. Jones stated that on the second page there is a list that has names it is just the first page that is a bit odd. M. Jones stated the statute does say persons, but the list is a 1 ½ inch thick packet and it is published by name. **All voted in favor. Motion carries 4-0.** M. Jones further stated they have discovered in talking with the Secretary of State's office that they found out they have been doing this procedure wrong for many years. In the future, they won't see the tax bills go out before this warrant is signed, next year will be different.

ERRORS AND OMISSIONS CERTIFICATE: ASSESSOR

R. Combs made a motion to authorize the change to value requested by the Assessor to \$250,300 for parcel number

33500023. J. Mark seconded. All voted in favor. Motion carries 4-0.

LETTER TO THE SELECTBOARD & TAX COLLECTOR REGARDING TAX SALE INTEREST CALCULATION: Megan Price, Charlotte, VT

M. Jones stated Megan Price had an argument with the Town on how interest is calculated for tax sale. They have checked with the Vermont League of Cities and Towns and the Secretary of State as to what is accurate. They have also contacted the Town Attorney for the tax sale and town believes they are on firm ground on how they have interpreted the statute, as backed up by these other agencies. What Ms. Price has provided disputes the totals and how the interest is figured. She is not present to argue her case, but on page 3, there are 'on demand' words that have been highlighted, which has been explained. Discussion on the calculation of the interest, and how it should be paid out. It was felt no action was needed other than maybe a letter stating the board has reviewed the request and they believe the interest was calculated accurately according to procedure and the methodology was properly done. **J. Mark made that motion a letter be sent to Ms. Price stating the Board has reviewed the request and they believe the interest was calculated accurately according to State procedure and the methodology was properly done. R. Combs seconded. All voted in favor. Motion carries 5-0.**

LIQUOR LICENSE RENEWAL FOR APPROVAL: 3rd Class, Castleton Pizza Place and Deli/Blue Cat

P. Mantello has checked for any issues, no records were found. R. Combs questioned outside consumption. **R. Combs made a motion to approve the 3rd Class Liquor License Renewal for Castleton Pizza Place and Deli/Blue Cat as presented. ML Harris seconded. All voted in favor. Motion carries 4-0.**

LIBRARY REQUEST FOR ARPA FUNDS DISBURSEMENT

ML Harris made a motion to release \$100,000 to Castleton Free Library as previously approved of the ARPA funds at this time. R. Combs seconded. J. Mark abstained. All others presented voted in favor. Motion carries 4-0.

TOWN PLAN APPROVAL

M. Jones stated that this was from Jonas as reference for the adoption of the Town Plan approval. The Planning Commission is working on definitions also and there is nothing significant for changes. J. Mark noted the minutes of their meeting dated 23rd had the approval and the draft document approval is dated on the 22nd, he assumed that was a typo. M. Jones stated he will bring to their attention.

STORMWATER MITIGATION LITTLE RUTLAND ROAD: Kilchevsky Property

M. Jones stated he has met with the property owners twice and has taken many photos and they have a meeting scheduled for 19th with Agency of Natural Resources, Lakes and Ponds, Streams and Rivers, RRPC, and Poultney Mettowee Natural resources to meet there and discuss if any grant money is available to mitigate a solution. Since it is storm water, they are hopeful to get funds. The landowner expressed their concerns of getting this done before winter, and they offered a proposal for the Town to help get through the process by stating they are willing to pay up to \$50,000 to get it done but they want their taxes abated for ten years. M. Jones stated last he knew it would be over \$100,000, but if they get a grant, it won't come out of the town's coffers, they wouldn't have to spend that much to repair their property for a culvert that is years old and has reached its useful life span. The retaining walls that exist are an issue, and the digging of an old culvert is the easy part, it's the encumbrances that the homeowner has on the property that is hindering the Town's ability to exercise the easement to replace the culvert. There is an easement through the property for this culvert, and now a cost for the Town to work within that easement. The landowner put in a stone retaining wall at the lake and one at the road next to their home that is timbers, as well as a cess pool and propane tank with lines to home exist as well. The well is near the parking area that is also near the culvert. Discussion held and an explanation of the easement that is being encumbered and whether it's the town's responsibility for those encumbrances. It is not as simple as it may seem on the surface, there are a lot of factors that contribute to the correction. Also discussion held on the septic system, and whether this was also a factor that would contribute to the replacement of the culvert. J. Leamy explained the past request for septic and how it related to the culvert replacement. It is quite complex and difficult. J. Mark asked if they could possibly get a two part estimate from a contractor, one for the culvert and one for the retaining wall. M. Jones would look into that.

MANAGER'S REPORT

M. Jones pointed out the apparatus for the Fire Department, the engine 2 issue is still lingering. They need a vehicle replacement plan from the department to board and there has not been any discussion on that. There is a quote for vehicle for the least expensive fix of \$67,051. The chief feels the truck is not worth that to put into it. The question becomes what they do with it, the chief felt it would be worth more money to part it out. M. Jones felt it may be best to sell it and put funds in vehicle replacement fund rather than getting stuck with it half parted out. R. Combs agrees with the Town Manager and Fire Chief that it is not worth the repair and questioned parting it out, if it would be worth it. If not, then they should sell it out right. J. Mark questions the \$67,000 price, what would it do for the vehicle. M. Jones stated it would put it back in service, and could use it for the foreseeable future. M. Jones also stated the chief would like to get rid of that and the ladder for one vehicle in place of those two. Discussion held on options and what would be best for the department, and new versus used. It was questioned why the board does not have a plan from the department yet, R. Combs asked if the board could pressure the 'truck committee' to get a plan to the board. J. Mark felt they should say the board has considered the recommendation and report from the town manager and they don't want to make any decisions until they see a report from the truck committee.

M. Jones stated he has done a review of other recreation director salaries in the area. He has asked Katie Culpo to put some things out on campus, and it will also go out on indeed and locally to see if they can get any interest. J. Mark asked if there are any specialized job listing services. M. Jones stated he has asked at the University if there was any way they could it put out to people that have graduated, as he feels it is more an entry level job as it is a lower wage being offered. R. Combs stated the search has been going on for some time, they had candidates and the main reason no one hired was because of money. ML Harris asked what would do it, M. Jones felt \$50-52,000 and right now the Town is at just under \$40. The board had authorized some carry over of about \$6,000 but he is concerned with that amount has not been approved in the budget for next year. Brief discussion on the possibility of future offerings.

PURCHASE ORDERS FOR APPROVAL

None at this time.

WARRANTS FOR APPROVAL

R. Combs made a motion to approve check warrant #0912 in the amount of \$166,449.98, check warrant #0908 in the amount of \$7,639.16, check warrant #0902 in the amount of \$10,711.95, check warrant #0831 in the amount of \$3,561.92, check warrant #0825 in the amount of \$19,316.70 and check warrant #0908P in the amount of \$19,637.09, check warrant #0901P in the amount of \$18,173.98 and check warrant #0825P in the amount of \$18,049.61. ML Harris seconded the motion. All were in favor. Motion passed 5-0.

J. Mark made a motion to approve check warrant #0909P in the amount \$654.67 and check warrant #0902P in the amount of \$654.67 and check warrant #0826P in the amount of \$654.67. ML Harris seconded the motion. R. Combs recused himself. All remaining members voted in favor. Motion carried 4-0.

SELECT BOARD COMMENTS & CONCERNS:

R. Combs stated he would like to discuss the email from M. Jones regarding a new recreation center in place of the CVS building. He is not sure if it is even feasible but feels they should discuss it to see if it should be a possibility. He would like to see a feasibility study and/or grant process be started. CVS may be a viable option, but he feels they need to be all in or all out and that a 99-year lease may not be the best option for the Town. After brief discussion, it was stated that a municipal planning grant can be investigated by the Town Manager.

J. Leamy stated the traffic sign maintenance policy needs to be addressed. M. Jones stated there was a question was about private roads which was taken care of and that the policy hadn't been formally signed, he needs signatures to get it distributed.

J. Mark asked if all town policies are on the website. M. Jones stated they are not and that he will be coming to board soon about digitizing town records and the costs to do that and getting them on the web site. Brief discussion on the website and

that listings of members and commissions are not correct.

BRIEF RECAP & ITEMS FOR FOLLOW UP:

None at this time.

ADJOURN

R. Combs made a motion to adjourn at 8:24 p.m. ML Harris seconded. All were in favor. Motion carried 5-0.

Meeting adjourned.

Respectfully Submitted
Allison Harvey
Recording Secretary

FINAL