

**TOWN OF RUTLAND  
SELECT BOARD**

MINUTES: December 15, 2015

Board members present: Don Chioffi, Joe Diction and Mary Ashcroft

The meeting opened at 6:30 P.M. with the Pledge of Allegiance. Mr. Chioffi moved to approve the 12-1-15 minutes as corrected. Mr. Diction made a second to the motion. The motion failed by a vote of 2-0-1. Ms. Ashcroft abstained from the vote.

The Board signed the 11-17-15 minutes. The minutes were previously approved but not signed.

Mr. Red Grover met with the Board regarding the status of negotiations concerning the Town taking ownership of the unapproved section of Grover Drive. Mr. Grover said the remaining issues are: a) his engineer certifying to various issues, b) payment of Town's attorney's fees and c) and a letter for monitory support of the road.

Town Planning Commission Vice Chairman Dana Peterson reported:

1. The Commission has been working on; 1) a working lands definition, 2) the Future Land Use map and 3) a Viewshed amendment. Mr. Peterson said the Commission hoped to finalize the Viewshed amendment at the Commission's 12-17-15 meeting.
2. Mr. Chioffi requested a copy of the working lands definition and a copy of the Future Land Use map.

Town SWAC & Transfer Station representative Mr. Richard Lloyd reported:

1. He told the Board that the Transfer Station will be open on Saturday December 26<sup>th</sup> and on Saturday January 2<sup>nd</sup>. Mr. Chioffi moved to approve the acceptance of the batteries and to authorize the Chairman to sign the agreement on behalf of the Board. Ms. Ashcroft made a second to the motion. The motion passed unanimously.

Mr. Chioffi questioned the substantial per capita rate increase the Town received from SWAC. He said the per capita rate has increased to **\$4.03** annually. Town Administrator Mr. Joseph Zingale Jr., told Mr. Chioffi that due to increased State reporting requirements, SWAC's administrative costs have substantially increased.

Town Treasurer Ms. Donna Zeller said there is **\$8,258.80** in the SWAC budget, enough to cover the current bill. Mr. Chioffi and Ms. Ashcroft said the Board will need to increase the Solid Waste budget to cover the increased charges.

Ms. Ashcroft moved to approve the SWAC bill. Mr. Chioffi made a second to the motion. The motion passed unanimously.

Town Emergency Management Director and Transportation Council representative Mr. Martin Wasserman reported:

Not present.

Town Clerk & Treasurer Ms. Donna Zeller reported:

1. She told the Board that she and Ms. Susan McGee plan to attend a NEMRC seminar the following day. She said the Town Clerk & Treasurer's Office would be closed all day.
2. Ms. Zeller said her office is ready to go fully over to the NEMRC system at the end of the year.
3. Requested all time sheets be submitted to her office prior to Christmas.
4. She told the Board that all Town offices will be closed on Friday January 1<sup>st</sup>.
5. She told the Board that Thursday January 14, 2016 is the last day to file a petition for any open elected office.
6. She told the Board that Thursday January 14, 2016 is the last day to take any petitions for new or increased appropriation requests.

Mr. Diction announced that he will vacate his position on the Board as of Town Meeting Day.

Ms. Ashcroft reviewed the November 17, 2015 Finance Committee minutes for the Board.

Ms. Ashcroft moved to adopt the Finance Committee's appropriation policy. Mr. Chioffi made a second to the motion. The motion passed unanimously.

Town Road Commissioner Mr. Byron Hathaway reported:

1. He informed the Board that VTrans plans to repave the aprons for Town roads; Prior Drive, Post Road and Town Line Road in 2016.
2. Mr. Hathaway told the Board that he would soon put out a large sign order for bid.
3. Mr. Hathaway asked Mr. Chioffi as the School Board Liaison if he could try to locate a site plan for the area in front of the Town School.
4. He informed the Board that he has submitted his proposed budget to Ms. Zeller.
5. Mr. Hathaway questioned if bags should be placed over the flashing lights on the Post Road. Town Police Chief Ed Dumas said he told Mr. Hathaway to hold off on doing anything until the Board makes a decision regarding the speed limit. Mr. Dumas said people are confused because they used to see the lights flashing

and now they are not flashing. Mr. Diction said the Committee would discuss the matter and report back to the Board.

Mr. Chioffi questioned Mr. Hathaway regarding insurance requirements for contract snow plow drivers.

Town Fire Chief Mr. Frank Cioffi reported:

1. He told the Board that the two McKinley Avenue Station projects are approximately 95% complete. He said the oil tank has been replaced and the generator is up and running.
2. Chief Cioffi informed the Board that he is working with the Town Attorney and Town engineer regarding issues with the Center Rutland Station.
3. Mr. Cioffi informed the Board that Alesia Robideau has become a senior Firefighter. He told the Board that Ms. Robideau started with the cadet program and has moved up.

Town Representative to the Rutland Regional Planning Commission Mr. Frederick Nicholson reported:

No meeting, no report.

Town Police Chief Mr. Ed Dumas Reported:

## **Rutland Town Police Department Report**

181 Business Route 4  
Center Rutland, Vermont 05736  
Date Prepared: 12-1-15

Major John R. Sly # 140  
Deputy Chief of Police  
Rutland Town Police Department

Monthly Activity Report  
For the Month of: **November 2015**

Activity Data

Assigned Calls:	64
Assisted Calls:	6
Criminal Arrests / Lodging	0
Criminal Arrests / Citations	1
Number of Traffic Stops:	19
Number of VCVCs Issued:	9
Total Waivers Fines:	<b><u>\$1,577.00</u></b>
Number of Warnings:	11

Time Data

Total Hours Spent on Call Assignments:	29.25
Total Hours Spent on Assigned Assists:	5.75
Total Hours Spent on Directed Patrol:	125.00
Total Hours Spent on Case Reports:	35.00
Total Hours Spent in Court:	0.00
Total Hours Spent on Administrative Duties:	56.00
Total Hours Spent in Training:	37.00
Total Hours Spent on Vehicle Maintenance:	10.75
Total Hours Spent on General Patrol / Other:	90.50

Totals

Total Duty Hours:	392.00
Total Patrol Miles:	2340.0
Total Gasoline Consumed (gallons)	91.711
Average Miles per Gallon:	25.51 MPG

Mr. Dumas told the Board that it would cost the Town **\$16,000.00** to add officer # 2 to the Town Insurance. Mr. Dumas said if the Town proposed a buyout it would save the Town money. The Police Committee will review the matter and report back to the Board.

The Board discussed the proposed Memorandum of Understanding between the Town Police Department and the Town School Board. Mr. Chioffi gave a summary of the recent Police Committee meeting.

He said most of the changes to the MOU had to do with the fact that only the Police Department has control of the Town Resource Office. Mr. Chioffi made a motion to approve the MOU and to have the Chairman sign on behalf of the Board. Ms. Ashcroft made a second to the motion. The motion passed unanimously.

Town Recreation Director Mr. Mike Rowe reported:

1. The K to grade 2 basketball program will begin the first week in January.
2. Mr. Rowe thanked Mr. Chioffi and Ms. Ashcroft for attending the senior luncheon earlier in the day.

Town Administrator Mr. Joseph Zingale Jr. reported:

1. Mr. Zingale inquired if the Board would like to apply for a low interest **\$60,000.00** State loan in order to do the design work for the proposed Randbury Road Storm water retro-fit project.

He told the Board that the Town's consultant, Mr. Andres Torizzo said the State of Vermont Agency of Transportation might pay to construct the proposed Randbury

Road storm water retro-fit project, if the Town of Rutland were to pay for the design and then own the project. The Board discussed the matter and decided to wait until the State produces a document indicating they will pay to construct the retro-fit.

2. Mr. Zingale presented the Stubbins Electric proposal to bring electrical power to the exterior of the front of the Town Hall. The Board instructed Mr. Zingale to get a price for a simple installation from Stubbins Electric.
3. He briefed the Board regarding a recent meeting with members of Fire District #1, the Town of West Rutland and Town Attorney Kevin Brown. He told the Board that as a result of the meeting the Rutland Town / West Rutland Inter-municipal Water and Sewer agreement would be revised and brought back to the Board.
4. Mr. Zingale informed the Board that a number of Towns have contacted him recently and have expressed an interest in signing the Town's solar resolution.
5. Mr. Zingale informed the Board that two bids were received for the printing of the Town Report. Mr. Dicton said R.C. Brayshaw & Company, Inc. bid **\$3,358.00** for 1,500 copies. He said W.B. Mason bid **\$4,966.50** for 1,500 copies. Ms. Ashcroft made a motion to award the bid to Brayshaw & Company, Inc. for **\$3,358.00**. Mr. Chioffi made a second to the motion. The motion passed unanimously.

Mr. Dicton signed the construction agreement with Smalley Contractors.

Questions from the floor:

Mr. Nicholson questioned whether the new appropriation policy requires those requesting money to send in a letter for the annual report and to attend the pre-Town meeting. Ms. Ashcroft said agencies are encouraged to attend the annual pre-Town meeting. Ms. Ashcroft said a letter is required and is limited to one page.

The Board reviewed packet correspondence.

Mr. Dicton read the REDC annual funding request for **\$2,500.00**. Mr. Chioffi said he does not find the REDC submittal a very helpful budget report because the expenditure budget is given by percentage and does not state how much money has been spent in a category.

He said there are just big general categories and one cannot tell where the money is being spent. Mr. Chioffi said he would like to know where REDC is spending their money.

Ms. Ashcroft moved at 8:24 P.M. to go into two separate executive sessions. To discuss the Assist Administrator Search status with Mr. Zingale and to discuss access permits for the Cold River Road project because there is pending litigation concerning the project and include the Town Highway Commissioner. Mr. Chioffi made a second to the motion. The motion passed unanimously.

Ms. Ashcroft made a motion at 8:52 P.M. to exit the executive session. Mr. Chioffi made a second to the motion. The motion passed unanimously.

Ms. Ashcroft made a motion to approve two access permits for the Cold River Road parcel subject to verification by the Road Commissioner of distances referenced in the permit. Mr. Chioffi made a second to the motion. The motion passed unanimously.

Ms. Ashcroft moved at 8:55 P.M. to close the meeting. Mr. Chioffi made a second to the motion. The motion passed unanimously.

made a motion to close the meeting. Mr. Chioffi made a second to the motion. The motion passed unanimously.