

**TOWN OF RUTLAND
SELECT BOARD MEETING
RUTLAND TOWN SCHOOL**

MINUTES:
MONDAY, JANUARY 23, 2017

Board members present: Josh Terenzini, Mary Ashcroft, Chris Kiefer-Cioffi, Joe Denardo.

Meeting opened at 5:30 P.M. with the Pledge of Allegiance.

- Mr. Terenzini presented the Board with the appropriation amounts for the 2017 Town Meeting Day election.
- Mr. Zingale presented information for the Town Report that had been received and what was needed to complete the report.

Select Board Minutes-Tuesday, January 10, 2017:

- After some discussion Ms. Ashcroft made a motion to accept the minutes with two minor grammatical corrections. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously.

Select Board Minutes-Friday, January 13, 2017:

- After some discussion Mr. Denardo made a motion to approve the minutes with minor additions. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously.

General Budget:

The Board reviewed the General Budget. Mr. Terenzini stated the anticipated income in the original budget was \$422,000.00. After doing some research Town Clerk/Treasurer Ms. Kirsten Hathaway stated the number should be \$372,000.00 which is an increase of \$53,244.00 to be raised by the taxpayers.

Rutland Town Administrator Mr. Joseph Zingale:

- 1) Mr. Zingale updated the Board on the progress of the Town Report. Ms. Kiefer-Cioffi stated that when the information goes to Repro Graphics it will be a two week turnaround and feels confident the reports will be mailed in a timely manner before the election.
- 2) Mr. Zingale presented information regarding the increase of the fire district fees for the water and sewer bills in Flory Heights.

- 3) Mr. Terenzini asked if there are measures in place to make sure the City of Rutland gets their water and sewer payment on time. Ms. Hathaway said she had talked with former City of Rutland Treasurer's Office employee Ms. Kathy Taggart who explained the Town needs to pay the City on time and it is on her calendar.
- 4) Mr. Ternzini asked Mr. Zingale to follow up regarding the Memorandum of Understanding sent from Mr. Brad Wilson of ECOS Solar to Town Attorney Mr. Kevin Brown.

Rutland Town Planning Commission Chair (RRPC) Ms. Barbara Pulling reported:

- 1) Ms. Pulling updated the Board on two minor subdivisions on Prospect Hill Road.
- 2) Ms. Pulling stated there will be a hearing for original approval and confirmation of the Town Plan approved by the Board in November 2016 at the next RRPC meeting on February 21, 2017.
- 3) Ms. Pulling asked the Board if the Planning Commission should follow up with the issue of Key Collision pulling their subdivision permit. Mr. Terenzini said he was satisfied with the follow up from Town Administrator Mr. Zingale and the letter the Board and Planning Commission received will be sent to the County Delegation and the Governor's Office.

Town Clerk and Treasurer Ms. Kirsten Hathaway:

- 1) Ms. Hathaway had nothing additional to report.

Rutland Town Road Commissioner Mr. Byron Hathaway Reported:

- 1) Mr. Hathaway presented the Board with the annual Certificate of Highway Mileage Report for the State of Vermont. Ms. Ashcroft made a motion for the Board to approve and sign the report. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously.
- 2) Mr. Hathaway presented a request from the Agency of Natural Resource Conservation District to use a small area of the Town Highway Garage for their tree sale at the end of April 2017. Ms. Ashcroft made a motion to approve. Mr. Denardo made a second to the motion. Motion passed unanimously.
- 3) Mr. Hathaway presented specifications for getting the loader painted.

- 4) Mr. Hathaway stated the Complete Streets form is on file at the Clerk/Treasurer's office.
- 5) Mr. Hathaway reported he received a questionnaire regarding ADA transitioning and if the Town has a plan. No action was taken.
- 6) Mr. Hathaway inquired about the status of getting an easement from U-Haul regarding the Cold River Road sidewalk project. Mr. Zingale said he is waiting on prices from surveyors who can give Town Attorney Mr. Kevin Brown a property description to create an easement.

Rutland Town Fire Chief Mr. Frank Cioffi:

- 1) Mr. Cioffi updated the Board on the Public Service Board's decision regarding the solar project on Seward Road.

Rutland Town Representative to the RRPC Mr. Fred Nicholson reported:

- 1) Mr. Nicholson said the meeting was canceled due to the weather and had nothing to report.

Rutland Town Police Chief Mr. Ed Dumas reported:

- 1) Mr. Dumas presented his police activity report for December 2016.
- 2) Ms. Ashcroft asked Mr. Dumas if he was satisfied regarding how his time is allocated. Mr. Dumas said he would like to have more patrol hours and with hiring Administrative Assistant Ms. Lynnette Gallipo he is hoping that he and Major John Sly can spend more time patrolling. Ms. Kiefer-Cioffi asked what the purpose of the Town Police Department having to submit a monthly report. Mr. Dumas stated it started with former Selectman Mr. Don Chioffi who wanted the Police Department to be accountable for their time. Mr. Terenzini said he felt the department spends too much money on vehicle maintenance. After some discussion it was decided the issues will be sent to the Police Committee.

Rutland Town Recreation Director Mr. Mike Rowe reported:

- 1) Mr. Rowe reported basketball is in full swing.
- 2) Mr. Rowe stated he will be attending a Rotary meeting on February 2, 2017 at 7:30 AM. To ask for assistance in the construction of the playground at Northwood Park.

Committee Meeting Updates:

- There were no updates.

Progress of Various Projects:

- Mr. Terenzini stated at the last Finance Committee meeting he reported the Town Auditors have suggested that the Town invest in an Information Technology Policy with regard to cyber security and password changes. Ms. Kiefer-Cioffi said she would gather some information to present to the Board.
- After some discussion the Board decided to have a Finance Committee meeting regarding the Town's credit card and its policy, a Personnel Committee meeting to discuss applications for a temporary Town Clerk/Treasurer, a Police Committee meeting and a Town Report Committee meeting.
- The Board and Ms. Hathaway discussed the schedule and submitting of time sheets.

New Business:

- Mr. Zingale updated the Board on the proposed Key Collision project that fell through in that they wanted an on-site drilled well rather than hooking up to the municipal water system which is located approximately 1,500 feet on the Thomas property. Mr. Zingale suggested negotiating with the Thomas' for an easement across their property to extend the line to Route 7 North so a developer would have the option of hooking up to municipal water.
- Ms. Ashcroft suggested creating a committee dedicated to water and sewer. Mr. Denardo made a suggestion to take over the Center Rutland Fire District and buy the water from West Rutland. Mr. Zingale explained to the Board the location of the Fire Districts. Ms. Ashcroft made a motion for the Chair to create a Sewer and Water Committee and appoint members of said committee. Mr. Denardo made a second to the motion. After some discussion the Board appointed Mr. Denardo, Mr. Zingale, Mr. Cioffi, Mr. Hathaway, Ms. Ashcroft, Ms. Hathaway and a member of the Planning Commission. Motion passed unanimously.
- The Board considered the water and sewer agreement between the State of Vermont and the Vermont State Police regarding the construction of the Vermont State Police barracks in Clarendon. Ms. Ashcroft made a motion to accept the agreement and to authorize the Chair to sign. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously.
- The Board considered a packet from Burak, Anderson and Melloni regarding the destruction of files from when they represented the Town during the construction of the bypass. After some discussion Mr. Zingale will contact them with regard to the issue.

- Mr. Terenzini suggested a list of Board Committees and members be added to the Town Report.
- Ms. Ashcroft made a motion to adjourn. Ms. Kiefer Cioffi made a second to the motion. Motion passed unanimously. Meeting adjourned at 7:00 P.M.

