

**DRAFT
TOWN OF RUTLAND
SELECT BOARD MEETING
RUTLAND TOWN MUNICIPAL BUILDING**

MINUTES:
TUESDAY, JULY 25, 2017

Board members present: Josh Terenzini, Mary Ashcroft, John Paul Fagnant, Joe Denardo.

- Meeting opened at 6:30 P.M. with the Pledge of Allegiance.

Approval of Orders:

The Board approved the orders.

Select Board Minutes-Tuesday, July 11, 2017:

Mr. Fagnant made a motion approve. Ms. Ashcroft made a second to the motion. After minor corrections the motion passed unanimously.

Rutland Town Delinquent Tax Collector Mr. Chris Howland:

Mr. Howland updated the Board on delinquent tax collections: warrant for 2016-2017 was **\$201,450.02**. As of 6/30/2017 **\$86,639.46** was collected. The year current amount is **\$80,260.55** totaling **\$144,061.85**.

Rutland Town Clerk/Treasurer Ms. Kirsten Hathaway reported:

- 1) Ms. Hathaway cited a letter from Rutland Mental Health regarding an appropriation in the amount of **\$4,502.00** from 2016. Ms. Hathaway stated an invoice needs to be sent to the Town before payment is made and a 2015 invoice was sent to the Town but a 2016 was not. Mr. Terenzini asked Mr. Zingale to construct a letter explaining our practices and because we did not get an invoice and this is a new fiscal year the Town does not have the money to pay them.
- 2) Ms. Hathaway presented preliminary numbers to the Board regarding setting the tax rate. After some discussion meetings were scheduled for Tuesday August 1, 2017 at 5:30 P.M. to set the rate and at 6:00 P.M. for the Service Road kick-off meeting.
- 3) Ms. Hathaway asked who would be stuffing the tax bills. Rutland Town Fire Chief Mr. Cioffi stated he has a monthly meeting on Monday, August 7, 2017 in which his crew will be stuffing envelopes with an informational letter regarding 911 addresses.

- 4) Ms. Hathaway reported on the computer accounts receivable program discussed during the Police and Finance Committee for the Police Department in the amount of \$1,795.00 to be taken from the General Fund for computer services. Mr. Faignant made a motion to approve. Ms. Ashcroft made a second to the motion. Motion passed unanimously.
- 5) Ms. Hathaway asked permission to purchase a water/sewer program from New England Municipal Resource Center (NEMRC) in the amount of \$2,995.00. Mr. Zingale suggested Ms. Hathaway talk with NEMRC regarding interfacing with the City or Rutland. Ms. Hathaway will gather more information and present it at the next meeting.
- 6) Ms. Hathaway stated the Water/Sewer and Capital Improvement funds are currently in the Town's Money Market Account and suggested they be placed in restricted accounts. A Finance Committee meeting will be warned for discussion.

Rutland Town Administrator Mr. Joseph Zingale, Jr reported:

- 1) Mr. Zingale stated the cost for the security cameras for the Town Hall is \$4,500.00 and the credit card has a \$1000.00 limit and asked for the Treasurer to cut a check for the cameras. Mr. Faignant made a motion to approve. Ms. Ashcroft made a second to the motion. Motion passed unanimously.
- 2) Mr. Zingale informed the Board that Belden Company is doing a project for the State of Vermont at the intersection of Seward Road and Route 7 South and requested they park their vehicles at the end of Cop John Drive. The Board granted permission.
- 3) Mr. Zingale cited a letter from engineer Mr. Mark Youngstrom regarding applying for a grant for road development monies will have to wait until next year. Mr. Terenzini asked Mr. Zingale to get a price for the project without the grant.
- 4) Mr. Zingale said he received a phone call from Gravel and Shea who are representing an individual who wants information on opening a marijuana dispensary at the Norman Rockwell Museum.
- 5) Mr. Zingale cited a letter from Mr. Greg Keppler outlining what needs to be done to satisfy the Railroad regarding the rail and manhole cover issue. Mr. Zingale stated the Railroad won't let the Town obtain the permit and wants the surveyor to obtain the permit and the liability. Ms. Ashcroft asked if the Agency of Transportation would intervene and help with mediation with the Railroad and the Railroad's insurance company be notified. No action was taken.
- 6) Mr. Zingale stated there will be a meeting with City of Rutland Department of Public Works Commissioner Mr. Jeff Wennberg and Mr. Scott Taggart regarding the trails at Northwood Park on Wednesday, July 26, 2017 at 9:00 P.M.

Rutland Town Recreation Director Mr. Mike Rowe reported:

- 1) Mr. Rowe informed the Board on the district swim meet on Saturday, July 29, 2017 at Northwood Pool which will draw at least 1,500 people and a Child Advocacy softball tournament at the back of the park.
- 2) Mr. Rowe told the Board he and Town Road Commissioner Mr. Byron Hathaway are working on sites of the new trails at Northwood Park.
- 2) Mr. Rowe presented prices to the Board for the purchase of a gator for Northwood Park. Mr. Faignant made a motion to approve the 2017 model. Mr. Denardo made a second to the motion. Motion passed unanimously. Mr. Terenzini said the monies will come out of the Recreation Depreciation Fund.
- 3) Mr. Rowe said soccer sign-ups are on the website, at the Town Hall and at Northwood Pool.
- 4) Mr. Rowe updated the Board on the activity of Northwood Pool:

The last day of swimming will be Saturday, August 26, 2017.

The Humane Society will have a fund raiser on Sunday, August 27, 2017 where you can bring your dog to swim for a donation.

Mr. Rowe said on Monday, July 31, 2017 there will be a night swim and the Boy Scouts are coming.

Rutland Town Planning Commission Chair Ms. Barbara Noyes-Pulling reported:

Ms. Pulling was absent. Mr. Terenzini said he spoke with Ms. Pulling and she said there needs to be replacements for Planning Commission member Mr. Alan Biederman and another member who has been inactive.

Rutland Town Road Commissioner Mr. Byron Hathaway reported:

- 1) Mr. Hathaway said paving will be starting the week of July 31, 2017.
- 2) Mr. Hathaway asked of the status of the U-Haul sidewalk project. Mr. Zingale said the easement should be ready in a few days.
- 3) Ms. Ashcroft presented the proposed VHB contract to the Board and cited language in appendix B from Town Attorney Mr. Kevin Brown addressing ownership of work product. Ms. Ashcroft stated this contract totaling \$29,875.00 is for only the first

phase of the project. Mr. Fagnant made a motion to table approving the contract to the Tuesday, August 1, 2017 meeting at 5:30 P.M. Ms. Ashcroft made a second to the motion. Motion passed unanimously. Ms. Ashcroft requested the meeting be moved to 5:00 P.M. to discuss the contract before setting the tax rate.

- 4) Ms. Ashcroft asked Mr. Hathaway when the Town Line Road culvert will be finished. Mr. Hathaway said he spoke with the City of Rutland and the project should be complete by Friday, July 28, 2017. Mr. Hathaway reported the City closed off Gleason Road which wasn't part of the scheduled project which inconvenienced residents. After some discussion the Town will meet with Rutland City Commissioner Mr. Jeff Wennberg to discuss the issue.

Rutland Town Fire Chief Mr. Frank Cioffi reported:

- 1) Mr. Cioffi presented three applications for new firefighters who have passed their background checks: Trevor Brown, Josh Baker and Lawrence Dellvenri. Mr. Fagnant made a motion to approve. Mr. Denardo made a second to the motion. Motion passed unanimously.
- 2) Mr. Cioffi cited a letter Mr. Zingale wrote regarding 911 numbers and alarm systems for Town residents to go in with the next tax bills.
- 3) Mr. Cioffi presented a request from the Rutland Town School students who want to have a fundraising car wash at the Center Rutland Fire Station.
- 4) Mr. Cioffi informed the Board the town of Chittenden has requested a Town fire truck for their Labor Day parade.
- 5) Mr. Cioffi updated the Board on the air handling system repairs.

Rutland Regional Planning Commission (RRPC) Representative Mr. Fred Nicholson reported:

No meeting no report.

Rutland Town Police Chief Mr. Ed Dumas:

Mr. Dumas was absent.

Committee Meeting Updates:

Special Select Board Meeting Monday, July 17, 2017 at 11:00 A.M.

The Board could not approve the meeting minutes without Ms. Kiefer-Cioffi.

Meeting with Water Shed Consultant Mr. Andres Torrizo Tuesday, July 18, 2017 at 6:00 P.M.:

The Board could not approve the meeting minutes without Ms. Kiefer-Cioffi.

Transfer Station:

Mr. Denardo reported test holes have been dug for the installation of a septic system at the Town Transfer Station.

Well at Mckinley Avenue Fire Station:

Mr. Denardo informed the Board pins have been flagged for the location of the well and Town resident Ms. Baird would like the Board to look at the project and see if the Town wants additional land. After some discussion a site visit will be warned with the Board, the Fire Chief and Ms. Baird.

Progress of Various Projects:

The Board reviewed the Various Project List. No action was taken.

Packet Items:

- Thank you letter from scholarship recipient.
- Waste Water Collection request from Kinney Motors for an additional 653 gallons per day. Mr. Faignant made a motion to approve. Ms. Ashcroft made a second to the motion. Ms. Ashcroft questioned the difference in the allocation request versus the flow. Mr. Zingale explained the flow should be greater than the allocation. Mr. Zingale stated the Take Back Ordinance needs to be exercised to establish what the businesses are entitled to by adding their last two years of flow and taking the average. After discussion Ms. Ashcroft made a motion to approve. Mr. Denardo made a second to the motion. Motion passed unanimously. Mr. Zingale will look into the Ordinance.

Letter from Johnson Energy regarding the purchase of #2 fuel from August 1, 2017 to June 30, 2018. Ms. Ashcroft made a motion for Mr. Terenzini to sign on behalf of the Board. Mr. Denardo made a second to the motion. Motion passed 3-0-1. Mr. Fagnant abstained from the vote.

Storm Water Grant Opportunity. Information only.

Storm Water Appendix A and B. Information only.

New Business:

Board to consider applying Storm Water Regulations to entire or just the Moon Brook water shed. Mr. Fagnant said that the conversation should include Rutland Town Planning Commission Chair Ms. Barbara Noyes-Pulling and was moved to the next meeting.

- Mr. Fagnant made a motion to adjourn. Mr. Denardo made a second to the motion. Motion passed unanimously. Meeting adjourned at 7:55 P.M.

