

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

MINUTES:
TUESDAY, OCTOBER 3, 2017

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

- Meeting opened at 6:30 P.M. with the Pledge of Allegiance.
- Mr. Terenzini called for a moment of silence for the victims and families of the Las Vegas massive shooting tragedy.

Approval of Orders:

The Board approved the orders.

Select Board Minutes-Tuesday, September 19, 2017:

Mr. Denardo made a motion to approve. Ms. Kiefer-Cioffi made a second to the motion. Motion passed 2-1. Ms. Ashcroft abstained from the vote.

Questions from the floor:

There were no questions from the floor.

MS 4 Permit Change:

Town Administrator Assistant Ms. Patty Carbine cited emails on the Board's desks from Rutland Town Planning Commission Chair Ms. Barbara Pulling and Storm Water Consultant Mr. Andres Torrizo regarding changes to the Permit that will require the Town to address storm water issues not only in the Moon Brook Water Shed but Town wide. After review and discussion Ms. Carbine will ask Mr. Torrizo to come to the Tuesday, November 14, 2017 Board meeting to speak about the issue.

Rutland Town Clerk/Treasurer Ms. Kirsten Hathaway reported:

- 1) Ms. Hathaway reminded Town residents that October 9, 2017 is Columbus Day and the office will be closed so absentee ballot requests for the Tuesday, October 10, 2017 election should be made as soon as possible.
- 2) Ms. Hathaway stated she will be attending the Town Fair on Thursday, October 5, 2017 and former Proctor Town Clerk Ms. Mary Dahlin will be working in the Clerk/Treasurer's office.

- 3) Ms. Hathaway informed the Board of property damage insurance payouts from the Vermont League of Cities and Towns (VLCT) from the May 5, 2017 windstorm for damage to the following roofs: \$3,395.00 to the Transfer Station, \$1,255.85 to the Cheney Hill Community Center, and \$670.50 to the McKinley Avenue Fire Station.

- 4) Mr. Ternzini requested a motion to enter into Executive Session to discuss Municipal Security Services. Ms. Kiefer-Cioffi made the motion. Mr. Denardo made a second to the motion. Motion passed unanimously. Board moved into Executive Session at 6:44 P.M. Board moved out of Executive Session at 6:56 P.M. Ms. Ashcroft made a motion to purchase software from Vermont Digital as recommended by Ms. Hathaway in the approximate amount of \$1,000.00. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously.

Rutland Town Co-Chair Mr. Dana Peterson reported:

- 1) Mr. Peterson updated the Board on the progress of the Renewable Energy Plan.

- 2) Mr. Peterson stated the Commission is willing to participate in any way the Board sees fit regarding creating a Vacant Building Ordinance.

Rutland Town Recreation Director Mr. Mike Rowe reported:

Mr. Rowe was absent but did submit a report:

- 1) Mr. Rowe cited a picture sent of the finished parking lot at Dewey Field.

- 2) Mr. Rowe said the Halloween Party will be Friday, October 27, 2017 from 6:00 P.M. to 8:00 P.M. in the Rutland Town School gym.

- 3) Mr. Rowe stated the Soccer Jamboree is Saturday, October 21, 2017.

- 4) Mr. Rowe said the finishing work on the trail at Northwood Park will be Sunday, October 8, 2017 from 8:00 A.M. to 12:00 P.M.

- 5) Mr. Rowe informed the Board the Recreation Budget is finished with its first round and the spread sheets are very easy to use.

Rutland Town Road Commissioner Mr. Byron Hathaway reported:

- 1) Mr. Hathaway cited the Risk Assessment Questionnaire from the Vermont Department of Environmental Conservation for the Hitzel Terrace project that needs to be corrected. After discussion Mr. Denardo made a motion for Mr. Terenzini to sign the corrected Questionnaire. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously.
- 2) Mr. Hathaway informed the Board of a tentative meeting on Wednesday, October 18, 2017 at 6:00 P.M. at the Holiday Inn regarding the proposed Town Service Road pending a few scheduling commitments.
- 3) Mr. Hathaway cited the Grant Application for a Gravel Wetland to the north of 252 Randbury Road. After discussion Ms. Ashcroft made a motion for Chair Terenzini to sign the Application. Mr. Denardo made a second to the motion. Motion passed unanimously.
- 4) Mr. Denardo gave an overview of the storm water restoration plan meeting with Ms. Shirley Barnhart, commercial real estate developer Mr. John Colvin, Mr. Terenzini, Ms. Kiefer-Cioffi, Mr. Denardo and Mr. Hathaway on Thursday, September 21, 2017.
- 5) After discussion the Board agreed to hold a meeting with the Barnharts during the week of October 15, 2017.
- 6) Mr. Hathaway informed the Board he attended a de-icing conference sponsored by Lake Champlain regarding impaired bodies of water due to chlorides and where they are originating from.
- 7) Mr. Hathaway stated materials for the Hitzel Terrace project have been ordered.
- 8) Mr. Hathaway cited a Town Erosion Inventory project and asked permission to purchase an application called Fulcrum which is \$25.00 per month and saved electronically. Mr. Hathaway said he will be applying for a Better Back Roads grant to cover the cost.

Rutland Town Fire Chief Mr. Frank Cioffi reported:

- 1) Mr. Cioffi informed the Board the repairs to the exhaust system at the Center Rutland Fire Station are almost complete with the exception of replacing one relay. After the part is installed an engineer will sign off on the project.

- 2) Mr. Cioffi cited a Maintenance Agreement with Brook Field Service for \$2,100.00. Mr. Cioffi stated the money would be coming out the Emergency Management Fund. Mr. Denardo made a motion to accept program one of the contract for generator maintenance. Ms. Ashcroft made a second to the motion. Motion passed unanimously. Ms. Ashcroft made a motion to add Brook Field Service to the Preferred Vendor list. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously.

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

- 1) Mr. Nicholson cited the Commissioner Certification appointment form on the Chairman's desk for signature. Ms. Ashcroft made a motion to appoint Mr. Nicholson and authorize the Chair to sign. Mr. Denardo made a second to the motion. Motion passed unanimously.
- 2) Mr. Nicholson updated the Board on the first Rutland Regional Planning Commission Issues meeting after breaking for the summer.

Rutland Town Police Chief Mr. Ed Dumas reported:

- 1) Mr. Dumas informed the Board of Town Police responses to date.
- 2) Mr. Dumas stated he attended a meeting on Thursday, September 28, 2017 with a group of Senators regarding funding law enforcement in the State of Vermont in rural areas.
- 3) Mr. Dumas requested to purchase three Panasonic Tough Book 31 lap tops, five Microsoft Office Professional Licenses and five Adobe Acrobat Licenses for the Police Department Equipment line totaling \$15,160.83. Mr. Dumas stated the Department would like to purchase two more computers for the Department in the future and is researching prices. Ms. Kiefer-Cioffi made a motion to approve the purchases. Mr. Denardo made a second to the motion. Motion passed unanimously.

Town Administrator Assistant Ms. Patty Carbine reported:

- 1) Ms. Carbine reported Rutland County Solid Waste District Manager Mr. Jim O'Gorman sent an email stating that 60 Town residents have permits for the Gleason Road facility.
- 2) Ms. Carbine informed the Board she is moving forward with the energy rebate from Energystar for the windows in the Town Hall.
- 3) Ms. Carbine said faulty meters at Flory Heights are being replaced and she has contacted F.W. Webb regarding a price on a remote to read them.
- 4) Ms. Carbine asked permission to purchase a name plate for new Planning Commission member Mr. Dick Lloyd.

- 5) Ms. Carbine informed the Board Mr. Ben Boltz from Fire District #2 has asked to use the Town Hall for their annual meeting on Monday, October 23, 2017 at 7:00 P.M. After some discussion it was decided the meeting will be held downstairs at the Town Hall.
- 6) Ms. Carbine cited a Coin Drop Permit Application from Town resident Mr. Justin Davis who is representing the 99 Restaurant. The event is to be held Saturday, October 21, 2017 from 10:00 A.M. to 4:00 P.M. and will benefit the Boys and Girls Club. After discussion Mr. Denardo made a motion to grant the permit subject to the Boys and Girls Club provide the Town with an insurance rider. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously. Mr. Denardo made a motion for the Chair to sign. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously.
- 7) Ms. Carbine informed the Board a Transportation Council member for the Rutland Regional Planning Commission needs to be appointed. Ms. Carbine said Town Emergency Manager Mr. Marty Waserman has been the representative but it conflicts with his Emergency Management meetings. Ms. Carbine stated she has contacted Town resident Mr. Jim Hall and is waiting to hear back.
- 8) Ms. Carbine said she contacted Town resident Mr. Tom Fuller and he will not be available to perform construction projects for the Town until November 2017.
- 9) Ms. Carbine informed the Board Town Attorney Mr. Kevin Brown asked her to look into the Easement Deed for U-Haul and information will be sent to the CEO Mr. Jim Blair.

Committee Meeting Updates:

Building:

Mr. Denardo updated the Board regarding the process of the installation of a generator at the Town Hall.

Fire Committee:

Mr. Denardo requested a meeting on Friday, October 6, 2017 at 5:00 P.M. at the McKinley Avenue Fire Station to discuss the placement of the well.

New Business:

Cold River Road Solar Site Glare Issue:

Mr. Terenzini cited language obtained from a Town resident regarding vegetative screening at a solar site and asked permission to send it to Town Attorney Mr. Kevin Brown.

Town Administrator Position:

The Board considered changing the position from a Town Administrator to a Town Manager. Mr. Terenzini stated he spoke with Mr. Hathaway and suggested he take over sewer and water tasks akin to a Department of Public Works Commissioner. After some discussion the Board decided to hold a special meeting to meet with Town Managers and Public Works Commissioners to discuss their responsibilities.

Vacant Building Ordinance:

The Board reviewed Ordinances from the Towns of Montpelier and Essex.

Rutland County Solid Waste District Proposal:

Mr. Denardo informed the Board of a discussion between himself, Town Transfer Station Manager Mr. Dick Lloyd and Board member Mr. John Paul Faignant in which it was decided to stay with Solid Waste Alliance Communities.

Budget Templates:

The Board collectively decided to designate Department Head's budgets to their committees to review.

Lowering the Sewer Rate and Disposal Charges:

After discussion the Board decided not to lower the rates.

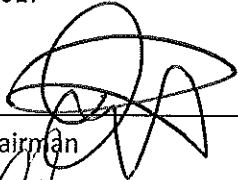
Packet Items:

The Board reviewed packet items. Information only.

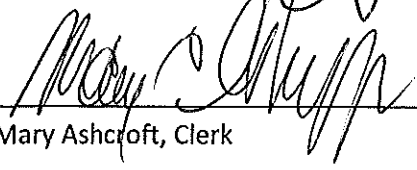
Ms. Ashcroft made a motion to adjourn. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously. Meeting adjourned at 8:54 P.M.

TOWN OF RUTLAND
SELECT BOARD

Signed October 17, 2017



Joshua Terenzini, Chairman

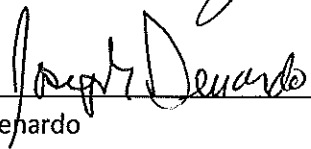


Mary Ashcroft, Clerk

John Paul Faignant



Chris Kiefer-Cioffi



Joe Dehardo

Center Rutland, VT.