

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

MINUTES:
MONDAY, NOVEMBER 13, 2017

Board members present: Josh Terenzini, Mary Ashcroft, John Paul Fagnant, Chris Kiefer-Cioffi,

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

Approval of Orders:

The Board approved the orders.

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

Questions from the floor:

Town Lister Mr. Howard Burgess addressed the Board and presented a quote for a new computer for his office in the amount of \$1,634.00 for the computer and \$249.00 for Office Home software. Mr. Burgess explained there is a video problem with that type of computer and it doesn't have enough power to upgrade to the new programs he will have to download including the 911 database and GIS program. After discussion Mr. Fagnant asked Mr. Burgess to obtain in writing from the Town's vendor Vermont Digital exactly what the new computer is capable of and present it to the Board.

Storm Water Consultant Mr. Andres Torizzo:

Mr. Torizzo presented the Board with an overview of the MS4 Permit mandated by the State Department of Conservation (DEC) and the permitting that affects the town. Mr. Torizzo stated that the 2018 the updated Permit from DEC will have many of the same requirements such education and community outreach, but may also require the Permit to be applied Town-wide and not just in the Moon Brook area which is the current application. Ms. Ashcroft asked Mr. Torizzo if there is a comment period after the permit is issued. Mr. Torizzo said there is a comment period of either 30 days or 60 days.

Mr. Torizzo stated the Moon Brook area is the biggest concern of the DEC and the new Permit would apply to new projects and nothing would be required retro-actively. Mr. Fagnant asked that if the biggest concern of the DEC is the Moon Brook area why they are seeking regulations Town-wide. Mr. Torizzo stated there are components beyond

regulating new development and cited the example of illicit dumping of chemicals in a storm drain which would apply Town-wide and not only to the Moon Brook area.

Mr. Torizzo cited the Flow Restoration Plan that has been sent to the State but has not been signed off. Mr. Torizzo stated in the new Plan there will be a Phosphorus Control Plan to be implemented by 2021. Ms. Ashcroft asked if grant money will be available. Mr. Torizzo said there is a grant opportunity through the Lake Champlain Basin Program (BMP) which is due December 21, 2017 for storm water design and implementation.

Ms. Kiefer-Cioffi inquired the status of the Randbury Road project. Town Road Commissioner Mr. Byron Hathaway stated he will be contacting VTrans as to whether or not they will help fund the project. Mr. Hathaway said he has not received the grant agreement to cover the project but is concerned about the cost of land acquisition and construction. Mr. Torizzo said there also will be additional engineering costs as the Army Corps of Engineers have strict standards.

Mr. Torizzo said the first step of the project is land acquisition. Ms. Kiefer-Cioffi cited a meeting with the land owners and Mr. Torizzo in October 2017 in which a plan was to be presented to them inside of 30 days. Ms. Kiefer-Cioffi said she had received an email from Mr. Torizzo stating there would be changes to the Plan as the project changes and the costs aren't complete. Mr. Torizzo said the only element of the plan that is not complete is the design of the road and the decision of the land owners. Mr. Torizzo suggested applying for the BMP grant. After discussion the Board will contact the Army Corps of Engineers and the land owners.

Ms. Ashcroft made a motion to approve the letter and MS4 semi-annual report for submission to the State signed by Mr. Torizzo. Mr. Faignant made a second to the motion. Motion passed unanimously.

Mr. Torizzo explained to the Board the State's crediting process for tracking the Town's progress for Flow Restoration projects.

Mr. Byron Hathaway cited a letter from a Town resident who lives on Columbus Drive and has a drainage issue that has caused erosion resulting in losing trees in his yard. After some discussion Mr. Torizzo will look into the issue.

Proposed Service Road:

Mr. Hathaway, Ms. Susan Schriebman-Gross and the Board discussed the memo VHB consultant Mr. Evan Detrick presented at the last committee meeting on November 7, 2017 regarding refining alternatives for the road. The memo addresses cost, impact of traffic, levels of service and economic development for the connection of Farrell Road to Randbury Road to Aldi's. Ms. Schriebman-Gross said the Town isn't eligible for a grant and is looking into acquiring a 0% interest loan for the Town.

Monument at Rutland Town Hall:

Ms. Ashcroft reported Mr. John Socinski of Rutland Marble and Granite looked at the monument and suggested placing black granite plaques on both sides with the names at the cost of \$7,580.00 as opposed to replacing the entire monument at the cost of approximately \$25,000.00.

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

- 1) Ms. Pulling informed the Board the Commission is looking for the Board's assistance in forming an Energy Committee to review the Renewable Energy Plan and assist in public outreach. After discussion the Board will review the information Ms. Pulling presented and discuss it at the next meeting.
- 2) Ms. Pulling stated at the last Planning Commission meeting members of the Commission wanted to vote on the proposed road diet on US Business Route 4 in Center Rutland. After discussion it was decided a vote on the road diet isn't necessary.

Town Clerk/Treasurer Ms. Kirsten Hathaway reported:

- 1) Ms. Hathaway presented a quote for Holiday décor in the amount of \$118.82.
- 2) Ms. Hathaway presented information from The Circle regarding a stipend the Town has been giving to them once a year that she was not aware of since becoming Clerk/Treasurer two years ago. After discussion it was decided the Town won't pay the 2016-2017 stipend but will pay going forward.
- 3) The Board discussed the invoice for the October 2017 special election to the Rutland Town School. Ms. Ashcroft made a motion to amend the Board's previous decision and pay the Town Clerk and Assistant Town Clerk in an amount not to exceed \$1,050.00 from the Town's budget. Mr. Faignant made a second to the motion. Motion passed unanimously.
- 4) Ms. Hathaway stated she sent a certified letter to the Agency of Education regarding the school vote on Act 46.
- 5) Ms. Hathaway updated the Board of her work on the Town's website and reminded the public to not google "Rutland Town" as those are old web pages and rather use the Town's web address of www.rutlandtown.com.

Rutland Town Recreation Director Mr. Mike Rowe reported:

- 1) Mr. Rowe stated basketball is underway and K-2 kids will start their season in January 2018.

- 2) Mr. Rowe informed the Board of the Senior Holiday Luncheon on Tuesday, December 12, 2017 at 11:00 A.M. at the Center Rutland Fire Station catered by East Creek Catering.
- 3) Mr. Rowe updated the Board on the Recreation Budget meeting on Friday, November 3, 2017. Mr. Terenzini asked all Department Heads to have their budgets ready for the next Select Board meeting on Tuesday, November 28, 2017.

Rutland Town Road Commissioner Mr. Byron Hathaway reported:

- 1) Mr. Hathaway presented the sander bids and recommended the lower bid of \$5,565.00 from H.P. Fairfield. Ms. Ashcroft made a motion to approve. Mr. Faignant made a second to the motion. Motion passed unanimously.
- 2) Mr. Hathaway updated the Board on the progress of plowing the new sidewalk on Cold River Road.

Rutland Town Fire Chief Mr. Frank Cioffi reported:

- 1) Mr. Terenzini opened the bid for the installation of roofs at the Center Rutland Fire Station from Giancola Construction in the amount of \$26,590.00. Mr. Cioffi will review the bid and it will be discussed at the next Select Board meeting.
- 2) Mr. Cioffi updated the Board on repairs and service on the Town school's generator.
- 3) Mr. Cioffi updated the Board on the installation of the compressor at the McKinley Fire Station.

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

- 1) Mr. Nicholson updated the Board on his work for the timber sale.
- 2) Mr. Nicholson informed the Board he attended the Vermont League of Cities and Town's Municipal Fair there is legislation pending for Clerk's to declare a "gap day" the day before the election in which Clerks would not be required to process registration/early voting requests.
- 3) Mr. Nicholson noted an interesting presentation at the Fair from Commerce/Community Development regarding bike programs in Burke and Morrisville Vermont.

- 4) Mr. Faignant made a motion for the Chair to sign the Rutland Regional Transportation Council Certification appointing Mr. Nicholson as a Regular Representative. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously.

Rutland Town Police Chief Mr. Ed Dumas reported:

- 1) Mr. Dumas presented the Board with information regarding the Department's activity
- 2) Mr. Dumas informed the Board he spoke at a legislative meeting on November 7, 2017 in Montpelier regarding Regional Policing and presented information to the Board.

Patty Carbine Town Administrative Assistant reported:

- 1) Ms. Carbine cited two quotes for a lift for the installation of the cameras at the Town Hall. Mr. Faignant made a motion to approve the quote from Giancola Construction. Ms. Ashcroft made a second to the motion. Motion passed unanimously.
- 2) Ms. Carbine informed the Board the job description for Administrative Assistant to the Select Board has been posted on Indeed and the Rutland Herald. Mr. Terenzini added the job has been posted on the Town's website and Facebook page and the Vermont League of Cities and Town's website.

Progress of Various Projects:

Review only, no action taken.

Packet Items:

Mr. Terenzini cited an email from Mr. Scott Malinowski from NEMRC regarding training or the proposed Utility Program. After discussion it was decided Mr. Terenzini will follow up with Ms. Hathaway. Other items were information only.

- Mr. Terenzini requested a motion to move into Executive Session to discuss a pending possible litigation. Ms. Kiefer-Cioffi made the motion. Mr. Faignant made a second to the motion. Motion passed unanimously and the Board moved into Executive Session at 8:56 P.M.
- Board moved out of Executive session at 9:09 P.M. Mr. Faignant made a motion to adjourn. Ms. Kiefer-Cioffi made a second to the motion. Meeting adjourned at 9:09 P.M.