

DRAFT
TOWN OF RUTLAND
SELECT BOARD MEETING-OPEN MEETING
RUTLAND TOWN MUNICIPAL BUILDING
181 US BUSINESS ROUTE 4, CENTER RUTLAND, VT 05736
TUESDAY, FEBRUARY 27, 2018

MINUTES:

- Board members present: Josh Terenzini, Mary Ashcroft, Joe Denardo, Chris Kiefer-Cioffi
- Meeting opened at 6:30 P.M. with the Pledge of Allegiance
- Mr. Terenzini cited the sign in sheet at the front door for Department Heads and meeting attendees.

Approval of Orders:

The Board approved the orders.

Approval of Minutes: Tuesday, February 6, 2018:

Mr. Denardo made a motion to approve. Ms. Kiefer-Cioffi made a second to the motion. Motion passed 3-0-1. Ms. Ashcroft abstained from the vote.

Approval of Minutes, January 22, 2018:

After a minor correction Ms. Ashcroft made a motion to approve. Mr. Denardo made a second to the motion. Motion passed 3-0-1. Ms. Kiefer-Cioffi abstained from the vote.

Questions from the floor/Public Comment:

Town resident and former Town Clerk/Treasurer Ms. Donna Zeller was present and circulated a report she created regarding errors in Town Delinquent Tax Collector Mr. Chris Howland's report in the current Town Report dated June 30, 2017.

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

- 1) Ms. Pulling informed the Board the Otter Creek One and Two Projects were approved by the State.
- 2) Ms. Pulling updated the Board on the new rules for Net Metering in which developers could obtain a letter from the Rutland Regional Planning Commission and the Rutland Town Select Board that would support their sites as preferred sites for Net Metering. Ms. Pulling stated this process would be on a case by case basis.
- 3) The Board reviewed a map of the Thomas Dairy Farm property in which the Commission voted to allow three out of four sites for proposed solar projects. Ms. Ashcroft requested a letter from Mr. Thomas or the solar developer requesting that the Town Select Board support the sites preferred as State Net Metering as well as the existing map.
- 4) Ms. Pulling informed the Board the Commission voted to take Current Use out of the Renewable Energy Plan.
- 5) Ms. Pulling informed the Board about Act 171 which was created to prevent forest fragmentation which will need to be added to the Town Plan.
- 6) Rutland Town Planning Commission member Mr. Fred Nicholson informed the Board the Commission has discussed that rather than identifying Preferred Sites they create a list of characteristics to identify a Preferred Site which would avoid amending the Plan with each developer.

Kirsten Hathaway Rutland Town Clerk/Treasurer reported:

- 1) Ms. Hathaway updated the Board on getting Municipipay set up for credit card payments.
- 2) Ms. Hathaway stated she is looking at options on digitizing Town records and vault upgrades.
- 3) Mr. Terenzini announced the next Select Board meeting will be Monday, March 5, 2018 at 5:30 P.M. at the Rutland Town School and the Pre-Town Meeting at 7:00 P.M. in the school cafeteria.

- 4) Ms. Hathaway announced that Tuesday, March 6, 2018 is Election Day and polls will be open from 7:00 A.M. to 7:00 P.M. at the Town Hall and the Town School. Ms. Hathaway stated the Town Office will be open. Ms. Hathaway further stated that absentee ballots may be requested for the March, August and November 2018 elections.
- 5) Ms. Hathaway stated the Town Reports went out on Friday, February 23, 2018. Ms. Hathaway thanked Ms. Ashcroft, her children Jamie and Gordon Ashcroft-Billings, Mr. Dick Lloyd, Mr. Byron Hathaway and Ms. Patty Carbine.
- 6) Ms. Hathaway presented two liquor licenses for renewal: Sherman V. Allen/Mac's Convenience Store #103 and Papaguyo Inc/Johnny Boy's Pancake House. Ms. Ashcroft Made a motion to approve. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously.
- 7) Ms. Hathaway cited the State General Retention Schedule the Town adopted in 2017 and explained she will now be holding on to documents for a period of ten years before purging. Ms. Hathaway stated she will be contacting Department Heads and the State of Vermont before purging any of their documents.

Rutland Town Recreation Director Mr. Mike Rowe reported:

- 1) No Meeting, no report.

New Business: Town Wide Celebration:

The Board and Mr. Rowe decided to have the Celebration on Saturday, June 30, 2018 at Northwood Park. Mr. Terenzini stated he wanted a Committee comprised of a select few Town residents, Mr. Rowe, Mr. Sweet, Mr. Hathaway, Mr. Cioffi and Ms. Hathaway.

Rutland Town Road Commissioner Mr. Byron Hathaway reported::

- 1) Mr. Hathaway updated the Board regarding water meters for Flory Heights. Mr. Hathaway stated a letter will be going out to all residents regarding inspections of their meters.

- 2) Mr. Hathaway informed the Board the Town was awarded the Better Back Roads Grant which will be arriving in the next few weeks.
- 3) Mr. Hathaway cited the mailbox policy included in the Board's packets for review. Ms. Ashcroft made a motion to adopt the policy. Mr. Denardo made a second to the motion. Motion passed unanimously.
- 4) Mr. Hathaway stated he was approached by a representative of Mill River Lumber who requested using one bay in the Highway Garage for a workshop for loggers. The Board had no issues with the workshop.
- 5) Mr. Hathaway informed the Board of the Rutland Natural Resources Conservation District tree sale on Saturday, April 28, 2018 at the Town Highway Garage.
- 6) Mr. Hathaway updated the Board on the Town's salt supply.
- 7) Mr. Hathaway presented documentation regarding the Department of Environmental Conservation grant for signature. Ms. Ashcroft made a motion for the Chair to sign. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously.
- 8) The Board discussed an email from Watershed Consultant Mr. Andres Torrizo regarding his budget and responsibilities to the Town in the coming fiscal year.
- 9) Ms. Ashcroft informed the Board that Ms. Gwendolyn Temple, a Master's student at Vermont Law School will be working on the Town Road Book. Ms. Ashcroft made a motion to contract with Ms. Temple at the rate of \$20.00 per hour. Mr. Denardo made a second to the motion. Motion passed unanimously.

Old Business-VHB-Modified South End Road:

Mr. Hathaway reported the Service Road Committee met with VHB and presented a contract for their services for signature. Ms. Ashcroft made a motion to accept the amended proposal amount of \$89,895.00 for preliminary engineering services and for the Chair to sign. Mr. Denardo made a second to the motion. Motion passed unanimously.

New Business-Town Audit Report:

Mr. Terenzini stated the Town Audit presentation has been moved to the Tuesday March 20, 2018 Select Board meeting.

Rutland Town Fire Chief Mr. Frank Cioffi reported:

- 1) Mr. Cioffi informed the Board of a generator failure at the Town School and a part has been ordered to replace the faulty one.
- 2) Mr. Cioffi updated the Board on the following projects:
 - The fire at Rosen and Berger
 - The roof and gutter installations at the Center Rutland Fire Station
 - The Ventilation System and the Center Rutland Fire Station
 - The well installation at the McKinley Avenue Fire Station

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

- 1) Mr. Nicholson updated the Board on the last Transportation Advisory Council and RRPC meetings.
- 2) Mr. Nicholson updated the Board on the Timber Sale project.
- 3) The Board discussed the land in West Rutland owned by Rutland Town that will have a Use value Appraisal performed.

Rutland Town Police Chief Mr. Ed Dumas reported:

- 1) Mr. Dumas updated the Board on the activity of the Police Department.
- 2) Mr. Dumas updated the Board of a meeting with AT&T regarding cell service that he and Mr. Cioffi attended.
- 3) Mr. Dumas updated the Board of a meeting for active shooter training he and School Resource Officer Mr. John Sly attended.

- 4) Mr. Dumas informed the Board there is a \$76.00 fine and zero points for plowing snow across the road.

Rutland Town Administrative Assistant to the Select Board Mr. Bill Sweet reported:

- 1) Mr. Sweet informed the Board he spoke with Officer Mr. Jerry Tift regarding photo ID's for Town employees and he will be available at 9:00 A.M. at the Pittsford Police Department on Plains Road.
- 2) Mr. Sweet informed the Board all microphones are working.
- 3) Mr. Sweet cited a conference call with Mr. Lyle Jepson of Rutland Economic Development Corporation (REDC) and Mr. Matt Sadadowski regarding the rail/sewer project regarding a 50/50 match grant in fixing the issue. Mr. Sweet stated Town Attorney Mr. Kevin Brown is working on language to send to the Railroad.
- 4) Mr. Sweet informed the Board that after gathering proposals for updating and maintaining the Town's website the cost will be approximately \$7,000.00-\$9,000.00.
- 5) Mr. Sweet updated the Board on the poor condition of a mile and a half of Campbell Road owned by the City of Rutland in which Town residents live. After discussion a Inter Municipal Committee meeting with Mayor Dave Allaire, Department of Public Works Commissioner Mr. Jeff Wennberg, Mr. Hathaway, Mr. Sweet Mr. Denardo and Mr. Terenzini will be scheduled.

Committee Meeting Updates:

Water/Sewer-Ms. Kiefer-Cioffi updated the Board on the last meeting regarding inventory of meters at Flory Heights.

Building-Ms. Ashcroft requested a meeting to discuss the carpet replacement, pressure washing and trim painting of the Town Hall.

Packet Items:

Stantec-Land Fill Monitoring-After discussion Mr. Sweet will contact Stantec and let them know the Town's budget is \$8,000.00 and can the job be done for that amount rather than the \$9,800.00 they are proposing.

Department of Commerce Census Bureau-Notice of Boundary Document-Ms. Ashcroft made a motion for the Chair to complete and sign. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously.

- All other items were information only.
- Mr. Terenzini asked for a motion to move into Executive Session to discuss a Personnel matter and pending litigation. Ms. Kiefer-Cioffi made the motion. Mr. Denardo made a second to the motion. Motion passed unanimously and Board moved into Executive Session at 8:50 P.M.

Board moved out of Executive Session at 9:23 P.M. No action was taken. Mr. Denardo made a motion to adjourn. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously. Meeting adjourned at 9:24 P.M.