

**DRAFT**  
**TOWN OF RUTLAND**  
**SELECT BOARD MEETING-OPEN MEETING**  
**RUTLAND TOWN MUNICIPAL BUILDING**  
**181 US BUSINESS ROUTE 4, CENTER RUTLAND, VT 05736**  
**TUESDAY, MARCH 20, 2018**

**MINUTES:**

- Board members present: Josh Terenzini, Mary Ashcroft, John Paul Faignant, Chris Kiefer-Cioffi
  
- Meeting opened at 6:30 P.M. with the Pledge of Allegiance
  
- Ms. Kirsten Hathaway opened the meeting and asked for nominations for Select Board chair. Mr. Faignant nominated Mr. Terenzini, Ms. Kiefer-Cioffi made a second to the motion. Motion passes 3-0.
  
- Motion made by Mr. Faignant to nominate Ms. Ashcroft as clerk. Ms. Kiefer-Cioffi made a second to the motion. Motion passes 3-0.

Approval of Orders:

The Board approved the orders.

Rutland Town Recreation Director Mr. Mike Rowe reported:

1. Baseball signups are ongoing, hoping to start 1<sup>st</sup> week of April
2. Productive Rec committee meeting last week
3. Discussed town wide celebration meeting

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

1. Discussed letter from Vt Public Utility Commission regarding designating Thomas Dairy Farm sites as Preferred Sites.
2. Discussed visibility and screening of the project.
3. Discussed project meeting the criteria of town requirements, PC is confident it does.
4. Discussed listing specific solar criteria in the town plan.
5. Fire Chief Mr Frank Cioffi asked to be part of the review process to ensure sufficient FD access in the event of a problem.
6. Discussed the Route 4 studies and recommendations and upcoming meetings needed

### Approval of Minutes: Tuesday, February 27th, 2018

Ms. Ashcroft made a clerical correction to the minutes. Ms. Ashcroft made a motion to approve the minutes as corrected. Ms. Kiefer-Cioffi made a second to the motion. Motion passed 3-0. Mr. Fagnant abstained from the vote.

### Approval of Minutes: Tuesday, March 5th, 2018

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

### Questions from the floor/Public Comment:

Town business owner Chip Greeno present to ask for a new permit to sell fireworks again at the 206 US Route 4 site. He requested an open ended permit to be able to make longer term investments into the property. Mr. Fagnant made a motion to refer this to the Police Committee for review and have them report back to the board. Josh asked for a joint meeting with the Fire and Police Committees to report back to the board 4/3.

### Andrew from A.M. Peisch present to review recent town audit

1. Reviewed Auditors Report For FY Ending June 30<sup>th</sup> 2017
2. Reviewed remaining surplus funds
3. Reviewed remaining bond payments and how they will affect future budgeting
4. Discussed balances in capital improvement fund
5. Discussion around 1% local sales tax

### Discussion of 2018 Committee Assignments

1. Discussion to dissolve the Rte 4 & 7 committee. Motion made by Mr. Fagnant to dissolve. Ms. Ashcroft made a second to the motion. Motion passed 4-0.

### New Business – Board to Meet with new Town Delinquent Tax Collector Jim Scholtz

1. Discussion with Mr. Scholtz about his process for collecting delinquent taxes.
2. Discussion of responsibility for costs associated with collections. Costs are the responsibility of the delinquent tax collector and are paid by the 8% of recovered taxes given to the tax collector
3. Discussion on access to NEMRC.
4. No other non town employees will be used to assist Mr. Scholtz to collect delinquent taxes.

## New Business - Reappointment of Annual Positions

1. Reviewed appointed positions. Ms. Ashcroft made an amended motion to reappoint
  - Weigher Of Coal – Israel Mac
  - Tree Warden – Frederick Nicholson
  - Poundkeeper – Paul Williams
  - Inspector of Wood – Byron R. Hathaway
  - Fence Viewer – Steve Russell
  - Fence Viewer – Frederick Nicholson
  - Fence Viewer – Charles Hemenway
  - Rutland Regional Transportation Council Rep – Marty Wasserman

Mr. Faignant made a second to the motion. Motion passed 4-0.

2. Open position of Grand Juror. Noone received enough write in votes.
  - Motion made by Mr. Faignant to appoint Ms. Ashcroft as Rutland Town Grand Juror. Ms. Kiefer-Cioffi made a second to the motion. Motion Passed 4-0.

## Kirsten Hathaway Rutland Town Clerk/Treasurer reported:

1. Ms. Hathaway presented two liquor licenses for approval. Both for the Draught Room at the Diamond Run Mall. One for inside consumption and one for outside consumption. Motion made by Ms. Ashcroft to approve the licenses. Ms. Kiefer-Cioffi made a second to the motion. Motion passes 4-0.
2. Ms. Hathaway brought up the need to replace our existing voting booths. The company that originally produced them is no longer in business. She is looking into alternatives.
3. Ms. Hathaway brought up the topic of combining election sites, discontinuing the use of the school, citing student safety concerns.
4. Ms. Hathaway informed the board of a tax abatement request from Rosen & Berger as a result of the fire. Meeting set for April 24<sup>th</sup>.
5. Dupont storage coming to look at our vault and give us options.

## Rutland Town Road Commissioner Mr. Byron Hathaway reported:

1. Mr. Hathaway presented annual financial plan for the board to sign. Motion made by Ms. Ashcroft to approve. Ms. Kiefer-Cioffi made a second to the motion. Motion passed 4-0.

2. Mr. Hathaway presented a certification of compliance for road and bridge standards and network inventory. Ms. Ashcroft made a motion to approve. Ms. Kiefer-Cioffi made a second to the motion. Motion passed 4-0.
3. Mr. Hathaway presented a contract between the Town and the Conservation District regarding the ERP Grant for the RTES storm water. Ms. Ashcroft made a motion to approve the contract and authorize the Chairman to sign on behalf of the town. Ms. Kiefer-Cioffi made a second to the motion. Motion passed 4-0
4. Reviewed the highway budget balance. Discussion around the storms and outstanding bills.
5. Rock salt was delivered to the town salt shed.
6. Combined paving bid will be ready for the next meeting
7. Discussion regarding Inter-municipal meeting with the city in regards to Campbell Road. Reviewed overview of scope and cost of project. An MOU will be drawn up between the City and Town of Rutland to ensure reimbursement of paving costs to the town.
8. Requested a Highway Committee Meeting to discuss shared use path and the pocket park.
9. Discussed correspondence from Andres regarding 2018 project scope. Reviewed points on his proposal. Board requesting Andres to attend an upcoming board meeting to review his proposal.

Mary Ashcroft thanked the road crew for their hard work during the past storms.

Rutland Town Fire Chief Mr. Frank Cioffi reported:

1. Well specs for bid are complete and will be going out soon. Discussion about using McKirryher Excavating Services to dig the water line. They are a preferred vendor. Mr. Faignant made a motion to approve McKirryher Excavating complete the work as needed. Ms. Ashcroft made a second to the motion. Motion passed 4-0. Funds to be paid from the capital improvement fund.
2. Property loss notice filed with VLCT for damage to the generator at the town school. The generator is not listed as a covered item in the town. A rep from VLCT will come to Town Hall and review our policy and coverage.
3. The roof project at the Center Rutland Fire Station is complete. The gutter project is nearing completion.

Discussion about an email received from the state regarding railroad crossings whether or not to respond with the spur over the sewer line. Mr. Hathaway will respond to the email.

Rutland Town Police Chief Mr. Ed Dumas reported:

Police Chief Mr. Ed Dumas was absent. Ms. Kiefer-Cioffi presented the report to the board.

1. Reviewed a grant application put in by Officer Ted Washburn for safety equipment
2. Presented a call summary for the last period.
3. Ms. Ashcroft spoke about the ALICE training she attended for local religious groups put on by Officer John Sly.

New Business – Street Lights -Reviewed the detail list of street lights from GMP. The bill we received was for all street lights in the town.

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

1. Reviewed quotes for lighting upgrade at the Transfer Station. Discussed differences in the 2 bids presented. There was a question on the rebate specified on the bid from Rob Stubbins and not from Matt Voity. Board tabled the decision for clarification.
2. Reviewed quotes for revamping the Town website. Image Setters from Rutland had a substantially lower bid. Board referred to Web Committee to meet with Michael Ahearn from Image Setters.
3. Presented quotes for carpet replacement. Referred to building committee for review.
4. Presented a list of town residents connected to the Alpine Pipeline who are not being billed O&M charges. Discussion on best method to begin sending O&M bills.
5. Presented revised Town Meeting Room Use Policy. Mr. Fagnant made a motion for it to be tabled for the next meeting. Ms. Ashcroft made a second to the motion. Motion passed 4-0.

Committee Meeting Updates:

Town Wide Celebration – Met prior to Select Board Meeting to begin planning this years event.

Recreation – Discussed town wide activities and coordination

Building – Discussed carpeting, pressure washing and trim painting. New voting booths and lock work around building.

Discussed littering problem on Dorr Drive under the Route 4 overpass.

### Additional Packet Items

- Reviewed Storm Water Renewal Permit for Wynnridge
  - Bill and Byron will coordinate to complete this
- Letter from SWAC to designate a contact person. Ms. Ashcroft made a motion for Mr. Terenzini to sign on behalf of the select board. Ms. Kiefer-Cioffi made a second to the motion. Motion passed 4-0.
- Reviewed response from Oscar Garcia going over his scope of costs. Ms. Ashcroft made a motion to approve the contract with Stantec. Mr. Fagnant made a second to the motion. Motion passed 4-0.
- Board received 2018 Perk Cards
- Reviewed request from RCSW to appoint a representative. Dick Llyod has been the representative in the past with Bill Bauer as the alternate. Ms. Ashcroft made a motion to appoint them again. Ms. Kiefer-Cioffi made a second to the motion. Motion passed 4-0.

Ms. Ashcroft remind graduating RT seniors to go to our website and apply for our scholarship. Deadline is April 20<sup>th</sup>.

Motion to go into Executive Session made by Ms. Kiefer-Cioffi. Ms. Ashcroft made second to the motion. Motion passed 3-0, Mr. Fagnant stepped away. Board moved into executive session at 8:38PM.

Board moved out of executive session at 8:50PM. Motion made by Ms. Kiefer-Cioffi for the town to reimburse Mr. Hathaway for his Medicare cost, cover the cost of Mr. Hathaway's Medicare Supplement cost, and to continue to cover Irene Hathaway by Blue Cross Blue Shield Insurance. Ms. Ashcroft made a second to the motion. Motion passed 4-0.

Motion to adjourn made by Ms. Ashcroft. Ms. Kiefer-Cioffi made a second to the motion. Motion passed 4-0.

Meeting adjourned at 8:50PM.

Respectfully submitted, Mr Bill Sweet.

TOWN OF RUTLAND  
SELECT BOARD

Signed April 3rd, 2018

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Joshua Terenzini, Chairman

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Mary Ashcroft, Clerk

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John Paul Faignant

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Chris Kiefer-Cioffi

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Joe Denardo

Center Rutland, VT.