

**TOWN OF RUTLAND
SELECT BOARD
RUTLAND TOWN MUNICIPAL OFFICE**

MINUTES:
TUESDAY, November 1, 2016

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

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

Approval of Orders/Errors and Omissions of Meeting Minutes October 18, 2016

- Ms. Ashcroft informed the Board the Town is about to make the last payment on the Post Road Sewer Line bond.
- Ms. Ashcroft made a motion to accept the minutes as printed. Mr. Denardo made a second to the motion. Motion passed 4-0. Mr. Fagnant abstained from the vote.

Questions from the floor/public comment:

- There were no questions from the floor.

Town Clerk/ Treasurer Ms. Kirsten Hathaway reported:

- 1) Ms. Hathaway presented the Board with an updated budget status report and highlighted items that may present an issue.
- 2) Ms. Hathaway informed the Board that Mr. Andrew Simonds from AM Peisch has been working on the Town audit and should have a draft available for the Board in the next two weeks.
- 3) Ms. Hathaway asked the Board permission to adopt the State of Vermont's General Record Retention Schedule. No action was taken.
- 4) Ms. Hathaway presented the Board with pricing from Secure Shred.
- 5) Ms. Hathaway stated at the present time the Town has had 478 absentee ballot requests, 135 residents voting in office and 364 ballots returned.

New Business:

Rutland Region Chamber of Commerce/Rutland Economic Development Corporation:

- Executive Director of the Rutland Region Chamber of Commerce (RRCC) Ms. Mary Cohen and Executive Director of the Rutland Economic Development Corporation (REDC) presented information regarding the combination of their marketing and policy committees in order to bring the Rutland region in a new direction.
- Mr. Terenzini informed the Board he had met with Ms. Cohen and Mr. Jepson twice before the presentation and explained to them that Rutland Town runs on a very tight budget. Mr. Terenzini suggested that RRCC and REDC circulate a petition as a non-profit and get 5% of the voter's signatures to be placed on the ballot in the March 2017 election in the amount of \$4,100.00 which is the number of residents in Rutland Town.
- Ms. Ashcroft pointed out that the language will need to be different with this particular question as REDC already has a standing ballot question on the March ballot in the amount of \$2,500.00 for economic development in the region and in Rutland Town.

Lieutenant Governor Mr. Phil Scott, Senators Mr. Kevin Mullin and Mr. Brian Collamore:

- Mr. Terenzini welcomed Mr. Scott, Mr. Mullin and Mr. Collamore.
- Mr. Scott spoke to the Board about marketing in Vermont and economic development for increasing the population in the State. Mr. Scott said that there is a market for employment for people in the age group of 25-45 and how we need to attract more of this age group to the State.
- Mr. Scott said that the Town's delegation in the legislature works very hard to support the needs of Rutland Town.
- Mr. Terenzini informed the Board of a Home Depo Cashier Appreciation Day in which he spent time with Senators Collamore and Mullin as well as Mr. Scott. He stated Home Depo gave the Town a \$50.00 gift certificate in appreciation of the Town's representation.

Mr. Brad Wilson-ECOS Solar:

- Mr. Wilson updated the Board on Otter Creek Solar Projects One and Two. Mr. Wilson stated the 248 Public Service Board (PSB) petition wasn't filed until September 2016 because of the meetings with the Select Board, Planning Commission, Town residents and neighbors. At this time ECOS Solar is in the first stages of the planning project.
- Mr. Wilson presented the Board with site plans for the project that were sent to the PSB and answered questions from the Board.

- Mr. Terenzini asked the status of the financial proposal ECOS Solar made to off-set the loss of tax revenue in the Town in the amount of **\$160,000.00**. Mr. Wilson informed the Board how ECOS Solar came up with the amount of **\$160,000.00** for payment to the Town and requested it be paid after the project is approved by the PSB and before construction starts. Mr. Faignant requested Mr. Wilson provide the Town with a Memorandum of Understanding and keep the Board informed of progress.

Rutland Town Administrator Mr. Joe Zingale reported:

- 1) Mr. Zingale requested an executive session at the end of the meeting to discuss water billing.
- 2) Mr. Zingale informed the Board the Town of West Rutland needs to be paid the Flory Heights sewer payment in the amount of **\$571.41**. Mr. Faignant made a motion to pay the Town of West Rutland. Mr. Denardo made a second to the motion. Motion passed unanimously.
- 3) Mr. Zingale told the Board Town resident Ms. Maryann Goulette would like permission to hold a coin drop at the Town Transfer Station for the Rutland Town School's eighth grade trip to Washington, DC. Ms. Ashcroft made a motion to authorize the Rutland Town School to hold their coin drop at the Transfer Station. Mr. Faignant made a second to the motion. Motion passed unanimously.
- 4) Mr. Zingale presented the Board with lease prices for a color copier/scanner/printer from RICOH in the amount of **\$105.63** for 24 months and **\$60.67** for 48 months. After some discussion Mr. Zingale will get pricing from the Rutland Town Police Department regarding the color copier/scanner/printer they use.
- 5) Mr. Zingale stated that Mr. Terenzini needs to sign the Cunningham land swap agreement on behalf of the Board. Mr. Faignant made a motion for Mr. Terenzini to sign the agreement on behalf of the Board. Ms. Ashcroft made a second to the motion adding Mr. Terenzini has the authority to sign any adjustment documents or tax returns and tender the deed in exchange for the deed. Motion passed unanimously.
- 6) Mr. Zingale informed the Board of a notice of an extension of a solar project at the intersection of Campbell and Creek Road.
- 7) Mr. Zingale updated the Board of storm water enforcement he and Town Highway Commissioner Mr. Byron Hathaway are working on and the new regulations the State of Vermont is handing down.

Rutland Town Planning Commission Chair Ms. Barbara Pulling and Mr. Dana Peterson reported:

- 1) Ms. Pulling and Mr. Dana Peterson presented information on the Rutland Regional Planning Commission's (RRPC) Municipal Energy Plan. Ms. Pulling stated the RRPC is looking for pilot towns to work with on the plan to comply with Act 714 which would give the Town substantial deference in proceeding before the PSB as well as address the State's ambitious goals on renewable energy.
- 2) Ms. Pulling stated the Municipal Energy Plan has to be approved by the RRPC and are willing to assist in creating the plan.
- 3) Ms. Pulling asked if the Select Board would like a representative to assist with the plan. Mr. Terenzini said he will attend any Planning Commission meeting he is invited to.

Rutland Town Highway Commissioner Mr. Byron Hathaway reported:

- 1) Mr. Hathaway stated the storm water improvement project survey work will take place at the Town School on Wednesday, November 2, 2016 and the Town should be looking at options by December of 2016.
- 2) Mr. Hathaway informed the Board of a water leak in one of the furnace hot water pipes at the Town Highway Garage which was promptly fixed.
- 3) Ms. Ashcroft updated the Board on a Highway Committee meeting held Friday, October 29, 2016 at the Town Hall regarding the Town Highway budget.
- 4) After some discussion a special budget meeting was scheduled for Tuesday, December 6, 2016 at 6:00 P.M.
- 5) Ms. Kiefer-Cioffi asked about budgeting for a fence on the south side of the cemetery next to the Town Hall. Mr. Hathaway said there has never been a budget for that cemetery with the exception of mowing which comes out of the General Fund budget.
- 6) Ms. Kiefer-Cioffi asked if Mr. Hathaway had received phone calls regarding Town residents' driveway aprons on East Pittsford Road. Mr. Hathaway said he had and has taken care of the issues.

Town Fire Chief Mr. Frank Cioffi reported:

- 1) Mr. Cioffi informed the Board Mr. Garth Babb was interviewed as a new fire fighter for the Rutland Town Fire Department. Mr. Cioffi said Mr. Babb has passed his background check and requested the Board approve him for membership. Mr. Faignant made a motion to approve. Ms. Ashcroft made a second to the motion. Motion passed unanimously.

- 2) Mr. Cioffi told the Board he had heard from the Public Service Department who wants to proceed with the fire safety issue on Seward Road. Mr. Zingale said he will follow up with Town Attorney Mr. Kevin Brown.
- 3) Mr. Cioffi asked the Board for guidance on the Fire Department's five year plan.

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

- 1) Mr. Nicholson updated the Board on the Vermont League of Cities and Towns (VLCT) annual business meeting and topics of discussion.
- 2) Mr. Nicholson updated the Board on the last RRPC meeting. Mr. Nicholson stated the Town's Key Collision project was deemed to have "no regional impact".

Rutland Town Police Chief Ed Dumas reported:

- 1) Mr. Dumas stated Ms. Lynette Gallipo is working out well in assisting the Police Department with their administrative needs.
- 2) Mr. Dumas informed the Board the State wants to create a policy regulating the use of body cameras and the officers can't use the body cameras until they are given a policy.

Town Recreation Director Mr. Mike Rowe reported:

- 1) Mr. Rowe informed the Board basketball sign-ups are underway for K-6.
- 2) Mr. Rowe said the Town parks are winterized.
- 3) Mr. Rowe thanked the eighth grade for assisting in the Halloween party/book fair.
- 4) Ms. Ashcroft read a letter to the Boy Scouts of America troops 105, 112 And 120 thanking them for the work they did at Northwood Park and the Town school. Mr. Faignant made a motion for the Board to sign. Ms. Ashcroft made a second to the motion. Motion passed unanimously.

Committee Updates:

Building:

Ms. Ashcroft presented the Board the Building Committee's five year plan for the Town Hall.

Personnel:

Mr. Faignant told the Board he and Mr. Terenzini have developed a plan to input different positions along a grid scale for step increases and will bring it to the budget meeting.

Progress of Various Projects:

No reports.

Packet Items:

The Board reviewed packet items. No action was taken.

Mr. Denardo requested a purchasing policy update for the Finance Committee to consider.

Ms. Kiefer-Cioffi made a motion to enter into executive session for contract negotiations. Mr. Denardo made a second to the motion. The Board entered into executive session at 8:52 P.M.

The Board came out of executive session at 9:25 P.M. Mr. Faignant made a motion to hire Andres Torizzo as a preferred vendor for the MS4 site work on Randbury Road per contract quote of **\$20,960.00**.

Mr. Denardo made a motion to adjourn. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously. Meeting adjourned at 9:26 P.M.

