

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

MINUTES:
MONDAY, TUESDAY, APRIL 4, 2017

Board members present: Mary Ashcroft, John Paul Faignant, Chris Kiefer-Cioffi, Joe Denardo.

- Meeting opened at 6:31 P.M. with the Pledge of Allegiance.

Questions from the floor/Public comment:

There was no public comment.

Approval of Orders:

- The Board approved the orders.

Select Board Minutes-Tuesday, March 21, 2017:

- Mr. Faignant made a motion to approve. Ms. Kiefer-Cioffi made a second to the motion. Mr. Denardo pointed out Mr. Faignant's name needed to be added regarding a site visit to the Town Transfer Station. Motion approved unanimously with addition.

Delinquent Tax Collector Mr. Chris Howland reported:

- 1) Mr. Howland updated the Board on delinquent collections in the Town.
- 2) Mr. Howland stated there are three parcels going to tax sale. Mr. Howland explained the process of a tax sale and the cost to the taxpayer.
- 3) Ms. Ashcroft asked Mr. Howland if there is an up-to-date delinquent list filed in the Clerk/Treasurer's office. Mr. Howland confirmed there is and it is updated after the 10th of each month.
- 4) Ms. Kiefer-Cioffi asked if posting notices in the newspaper is State statute. Mr. Howland said that it is and not following the statute can result in negating the tax sale.

- 5) Ms. Kiefer-Cioffi asked about the taxpayers who were paying off their debt and passed away. Ms. Ashcroft said the Town should be making a claim in probate court if there is an estate.

Rutland Town Road Commissioner Mr. Byron Hathaway reported:

- 1) Mr. Hathaway presented the bids for the paving program. Mr. Hathaway recommended Pike Industries: **\$56.95** per ton, **\$2.50** for milling and **.75** for grading. Mr. Fagnant made a motion to approve. Ms. Kiefer-Cioffi made a second to the motion. After some discussion motion passed unanimously.
- 2) Mr. Hathaway stated the Highway Department's winter budget was **\$284,550.00** and to date have spent **\$313, 525.00** which is over **\$29,470.00** the budget.
- 3) Mr. Hathaway said he received a reply from Gary Sante from Stantek regarding questions from the last Highway Committee meeting on Monday, March 27, 2017. Ms. Ashcroft referred to the Highway Committee minutes on the Board's desks and suggested the information from Stantek be presented at the next Highway Committee meeting.
- 4) Mr. Hathaway informed the Board Mr. Daniel Biggs will be at the next Board meeting on Tuesday, April 18, 2016 to present information on the bike/pedestrian path between the Town and West Rutland.
- 5) Mr. Hathaway informed the Board the students from the University Of Vermont (UVM) will be making a brief presentation regarding the shared use path at Northwood Park to Chasanna Drive.
- 6) Mr. Hathaway cited an email from Ms. Theresa Gilman from the Vermont Agency of Transportation (VTRANS) regarding conditions on the U-Haul sidewalk permit and read the conditions. Mr. Fagnant made a motion to approve the conditions. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously.
- 7) Mr. Hathaway presented the annual financial plan for VTRANS as well as a self-certification of compliance of road and bridge standards which were adopted on December 3, 2013 for review and signatures.
- 8) Ms. Ashcroft requested the UVM students receive a **\$500.00** check from the Town to defray their expenses. Mr. Denardo made a motion to approve. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously.

- 9) Mr. Hathaway stated that the lower part of Carriage Run needs to be dug out and paved to the edge of US Route 7 North which will require a permit from VTRANS. Mr. Hathaway has drawn up a plan to present to Ms. Gilman for approval.
- 10) Mr. Hathaway cited a letter written by Mr. Joe Zingale to VTRANS regarding maintenance of the pull off at the intersection of US Route 7 North and Post Road and asked if there was a response. Mr. Zingale stated there was not but talked with Mr. Brian Sanderson who said that VTRANS will not maintain the area.
- 11) Ms. Kiefer-Cioffi asked what fee the State of Vermont will be charging us for the permit regarding Carriage Run to Route 7 North. Mr. Hathaway was unsure and will check with Ms. Gilman and report back at the next meeting.
- 12) Ms. Kiefer-Cioffi made a motion for the Board to approve and sign the financial plan for VTRANS as well as the compliance of road and bridge standards. Mr. Denardo made a second to the motion. Motion passed unanimously.
- 13) Mr. Hathaway requested permission to purchase a self-leveling laser for construction purposes. Mr. Faignant made a motion to approve. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously.

Rutland Town Administrator Mr. Joe Zingale reported:

- 1) Mr. Zingale informed the Board the Administrator's office is in the process of the second quarter of sewer billing. Ms. Ashcroft said she spoke with Rutland City Treasurer Ms. Wendy Wilton who informed her that the New England Municipal Resource Center (NEMRC) could send the bills directly to the Town. Mr. Zingale stated he did not have NEMRC and the Town Treasurer would have to print out the bills but is in favor of printing the bills in house.
- 2) Mr. Zingle stated he received permission from U-Haul for the Town to perform one day's worth of work on their property as the State doesn't want the Town crew out in the road.
- 3) Mr. Zingale cited correspondence from Town Storm Water Consultant Mr. Andres Torrizo regarding storm water projects.
- 4) Mr. Zingale reported he will be meeting with Town Transfer Manager Mr. Richard Lloyd and Trevor Mance from TAM Recycling regarding the recycling of organics on Wednesday, April 5, 2017 at 10:00 A.M.
- 5) Mr. Zingale stated he has heard from business owner Mr. David Nelson who is enthusiastic about the proposed road on Randbury Road.

- 6) Mr. Zingale said he is waiting to hear back from the State on a grant application regarding water infrastructure inventory.

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

- 1) Ms. Pulling updated the Board on the Renewable Energy Plan.
- 2) Ms. Pulling stated the Rutland Regional Planning Commission (RRPC) is going to recommend a strong solar portfolio, some small wind projects and possibly some biomass projects in the Regional Plan.
- 3) Ms. Pulling stated information will be going out to the Towns at the end of the month.
- 4) Ms. Ashcroft asked about re-appointments for the Planning Commission. Mr. Zingale will check to see who is up for re-appointment and present it at the next meeting. Ms. Pulling stated she is confident all members would like to stay on.
- 5) Mr. Denardo asked if a member of the RRPC and the RTPC would like to be involved in the development of the road on Route 7 South. Ms. Pulling will ask RRPC Executive Director Mr. Ed Bove.

Rutland Town Clerk/Treasurer Ms. Kirsten Hathaway reported:

- 1) Ms. Hathaway was absent.

Rutland Town Fire Chief Mr. Frank Cioffi reported:

- 1) Mr. Cioffi updated the Board on the latest Fire Committee meeting in which locks for the fire stations were discussed. Mr. Cioffi asked the Board permission to proceed with the process using a local lock company that will have repair parts available. Mr. Fagnant suggested replacing locks at the Town Garage and Town Office. Mr. Cioffi will get a proposal and present it to the Board at the next meeting.
- 2) Mr. Cioffi stated he will be getting prices to sell the old fire truck. Mr. Cioffi said the new fire truck is on track and will be going to look at the new fire truck the first week in May 2017 for a final inspection.
- 3) Mr. Cioffi stated a Town firefighter who is also an electrician is gathering prices to replace the lights at the fire station on the front of the building.

- 4) Mr. Denardo will be contacting surveyor Mr. Mark Courcelle regarding the well at the McKinley Avenue Fire Station
- 5) Mr. Cioffi presented the amended bylaws to the Board for approval. Mr. Faignant explained the bylaw changes to the Board. Mr. Denardo made a motion to approve. Ms. Kiefer-Cioffi made a second to the motion. After some discussion motion passed unanimously.
- 6) Mr. Cioffi presented an application from Mr. Austin Pearo for a Junior Firefighter. Mr. Faignant made a motion to approve the application. Mr. Denardo made a second to the motion. Motion passed unanimously.
- 7) Mr. Cioffi asked permission to purchase a new rescue saw in the amount of **\$1,169.95**. Mr. Faignant made a motion to approve. 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 updated the Board on the February 2017 RRPC meeting in which budgets were discussed.
- 2) Mr. Nicholson updated the Board on the March 2017 RRPC meeting. Mr. Nicholson said a representative from Efficiency Vermont gave a presentation regarding code and above code building standards. Mr. Nicholson stated all contractors and any home owners acting as their own contractor have to report to the Town Clerk that they are complying with code standards and have it recorded.

Rutland Town Police Chief Mr. Ed Dumas reported:

- 1) Mr. Dumas stated the Department has received 295 calls and has 110 hours of patrol time to date.
- 2) Mr. Dumas asked if an insurance document from the Vermont League of Cities and Towns has been obtained with regard to OMYA for the new Police Contract. Ms. Kiefer-Cioffi said she will be obtaining that document to proceed.
- 3) Mr. Dumas asked permission to contact the Diamond Run Mall regarding patrol at the mall. Ms. Ashcroft pointed out that there is a contract in place and the Town agreed not to respond to any requests for the Town Police Department to patrol at the mall. Mr. Faignant stated that if the Town patrolled at the mall they would be getting the monies which could benefit the Rutland Town Police Department. Ms. Kiefer-Cioffi asked permission to assist Chief Dumas in this endeavor.

- 4) Ms. Kiefer-Cioffi asked if the Town Police Department has a hypodermic policy regarding the collection of used needles. Mr. Dumas stated the officers have dispensers in their cruisers and is coded in a way that State law enforcement can track the hot spots of usage.

Rutland Town Recreation Director Mr. Mike Rowe reported:

- 1) Mr. Rowe Informed the Board that baseball will start when the field is dry enough to practice.
- 2) Mr. Rowe said the cover of the pool at Northwood Park will come off the week of April vacation.
- 3) Mr. Rowe stated the installation of the playground at Northwood Park will be on Saturday, April 22, 2017 at 8:00 A.M.
- 4) Ms. Kiefer-Cioffi read the notes from the last Recreation Committee meeting.

Committee Meeting Updates:

- Mr. Faignant asked Mr. Nicholson to follow up on the tree issue on Killington Avenue for the next Select Board meeting.

Building Committee:

- Mr. Denardo reported a gentleman from LaValley's came and looked at the windows and said they were installed in 1974. Mr. Denardo said that without labor the cost per window is approximately \$250.00-\$300.00 per window. Mr. Denardo stated he thought it would cost \$8,000.00-\$10,000.00 to replace the windows which are installed from the outside. Mr. Faignant said that Mountain Glass makes a window that installs from the inside and the installation is cheaper.
- Mr. Denardo said the Committee is looking into getting the Town Hall pressure washed and the carpet replaced in the Lister's office and the Town Hall hallway as well as some painting. The Committee is also looking into renovations in the Clerk/Treasurer's office.
- Mr. Denardo stated he is still waiting on a price for a diesel generator.

Celebration Committee:

- A Rutland Town firefighter addressed the Board and suggested the Fire Department be part of the celebration as they are celebrating 50 years as a department.

Progress of Various Projects:

- The Board reviewed the progress of the projects.

New Business:

Fire Warden's meeting: Mr. Denardo reported to the Board that at the last Fire Warden's meeting there was discussion of the State of Vermont reimbursing towns regarding fires on State or agency owned land. Mr. Denardo suggested creating a fund for reimbursement for Town firefighters as well as other towns that may have to assist with the fires as the State's policy has changed.

Amendment to the Town's Peddler, Solicitor, and Transient Merchant Permit Ordinance: The Board reviewed the amendments to the Town's Peddler, Solicitor and Transient Merchant Permit Ordinance. Mr. Faignant made a motion to amend the current Peddler, Solicitor, and Transient Merchant Permit Ordinance to include the following items: date of birth, copies of driver's licenses for all drivers, license plate state and number of all vehicles. Ms. Kiefer-Cioffi made a second to the motion. Mr. Dumas suggested that groups of college students have some kind of identification on them. Mr. Faignant amended his motion adding that all people participating will comply with the all of the conditions of the permit. Ms. Kiefer-Cioffi made a second to the amended motion. Motion passed unanimously.

Appointment of Mr. T.J. Moran as Grand Juror-Mr. Faignant made a motion to appoint Mr. Moran as Town Grand Juror. Mr. Denardo made a second to the motion. Motion passed unanimously.

New Police Contract-The Board tabled the new Police Contract until the next Select Board meeting.

Public Assembly Permit: The Board reviewed the Public Assembly Permit Application from Hubbard's. Ms. Kiefer-Cioffi made a motion to approve the Public Assembly Permit. Mr. Denardo made a second to the motion. Motion passed unanimously. Mr. Faignant suggested adding a date for to the applicant to sign.

Packet Correspondence:

- Mr. Faignant made a motion to receive and file a thank you letter Mr. Zingale wrote to Mr. Larry Gold from Computer E-Z regarding computer issues. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously.
- Ms. Ashcroft cited a letter from the Attorney General's office regarding new fire safety legislation regarding home sales and construction.
- Ms. Ashcroft cited a letter from The City of Rutland regarding a business called Back on Track that has moved to the Town but will be receiving city water. The Board will send a welcome letter.
- Ms. Ashcroft cited the information regarding organic food waste which will be going in The Circle.
- Mr. Faignant made a motion to adjourn. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously. Meeting adjourned at 8:16 P.M.

