

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

MINUTES:
MONDAY, MAY 2, 2017

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

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

Approval of Orders:

The Board approved the orders.

Select Board Minutes-Tuesday, April 18, 2017:

- Mr. Fagnant made a motion to approve. Ms. Kiefer-Cioffi made a second to the motion. Ms. Ashcroft requested the lists of nostalgic reappointments and Planning Commission reappointments be attached to the minutes. Motion passed 4-0-1. Mr. Denardo abstained from the vote.
- Mr. Fagnant made a motion to go into executive session to discuss a safety issue and pending litigation at the Center Rutland Fire Station. Ms. Ashcroft made a second to the motion. Motion passed unanimously. Board moved into executive session at 6:35 P.M.
- Board moved out of executive session at 6:40 P.M. Mr. Fagnant made a motion to designate Engineering Services of Vermont as a preferred vendor for engineering services at the Center Rutland Fire Station. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously. Mr. Fagnant made a motion to set aside an amount not to exceed **\$25,000.00** from the Building Construction Fund to go toward repairs to the ventilation system at the Center Rutland Fire Station. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously.

Questions from the floor/ Public comment:

Town resident Mr. Brian Hampl of 70 Farnham Lane was present and informed the Board there is a storm drain near his property that is washing away and is getting worse. Mr. Terenzini recommended the issue be referred to the Highway Committee and have a site visit with them and Town Road Commissioner Mr. Byron Hathaway. Mr. Hathaway is under the impression the culvert is 15-20 feet out of the Town's right-of-way and is hesitant to work on private property. The Committee and Mr. Hathaway will set up a site visit at Mr. Hampl's property on Friday, May 5, 2017 at 4:00 P.M.

Rutland Town Recreation Director Mr. Mike Rowe reported:

- 1) Mr. Rowe stated baseball games have started and there is still time to sign up for mighty mites and t-ball.
- 2) Mr. Rowe updated the Board on maintenance at Northwood Pool.
- 3) Mr. Rowe thanked everyone who participated in the construction of the playground at Northwood Park. Ms. Ashcroft read a list of participants and thanked them as well.
- 4) Ms. Rowe stated he has a project for an upcoming Eagle Scout at Northwood Park and is waiting to hear back.

Rutland Town Administrator Mr. Joe Zingale, Jr. reported:

- 1) Mr. Zingale cited a credit for Friendly's Restaurant who was charged a late fee when the bill was paid on time.
- 2) Mr. Zingale said Town resident Mr. Tom Young has requested the Town purchase radar feedback signs to be placed at the Rutland Town School 25 miles per hour zone. Mr. Terenzini stated the Town has been borrowing Pittsford's sign which is on Town Line Road at this point and will ask Pittsford to borrow it for the school. Rutland Town Captain Mr. Ted Washburn will look into enrolling in the Vermont Highway Safety Program and will follow up with the Sheriff's Department.
- 3) Mr. Zingale cited a map from the property of Mrs. Young where there is a culvert that runs diagonally across their property and suggested an easement be drawn up before the property sells. Ms. Ashcroft suggested sending the issue to the Highway Committee and there will be a site meeting on Friday, May 5, 2017.
- 4) Mr. Zingale updated the Board on the grant for security cameras for the Town Hall, Northwood Park, Dewey Field and the Town Highway Garage which will cost over **\$16,000.00** and the Town would recover only **\$5,000.00** from the grant. After some discussion it was decided cameras at the Town Hall will be priority number one if the Town is awarded the grant.

New Business:

C&C Fireworks Permit-Mr. Faignant made a motion to approve. After some discussion Mr. Denardo made a second to the motion. After further discussion Mr. Faignant amended his motion to approve the permit for one year and then revisit. Ms. Kiefer-Cioffi made a second to the amendment. Motion passed unanimously.

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

- 1) Ms. Pulling presented the Board information on the Renewable Energy Plan.
- 2) Ms. Pulling informed the Board of various ways on generating participation from Town residents.
- 3) Ms. Ashcroft asked how long the process will take. Ms. Pulling said that because Rutland Town is a pilot town everything should be ready by the end of July 2017 and be sent to the Public Service Board for discussion.

Rutland Town Clerk/Treasurer Ms. Kirsten Hathaway reported:

Ms. Hathaway is on maternity leave.

Rutland Town Road Commissioner Mr. Byron Hathaway reported:

- 1) Mr. Hathaway informed the Board he attended University of Vermont's Senior Design Night where the UVM students presented their Pedestrian/Bike Shared Use Path from Northwood Park to Rutland Town School. Mr. Hathaway said the final design plans will be forthcoming.
- 2) Mr. Hathaway informed the Board that Saturday, May 6, 2017 is green up day and bags are available at the Town Office and the Transfer Station on Wednesday and Saturday. Mr. Hathaway said can be brought to the Transfer Station between 8:00 A.M. and 12:00 P.M. or bags can be left on the side of the road and will be picked up by the Highway Department by calling 802-773-8128.
- 3) Ms. Ashcroft updated the Board on the last Highway Committee meeting. Ms. Ashcroft said Mr. Hathaway had met with Ms. Susan Schriebman and drafted a Request for Qualifications regarding the southern service road project in that engineers interested to give the Town ideas on designing the road. Ms. Ashcroft asked for 1) approval of the Request for Qualifications, 2) entering into a contract with Ms. Susan Schriebman as a preferred vendor for a local project manager at the rate of \$40.00 per hour and 3) set up a selection committee for the engineering firm to complete the project. Mr. Faignant made a motion to approve all three requests. Ms. Ashcroft made a second to the motion. Motion passed unanimously.
- 4) Ms. Ashcroft reported Mr. Zingale contacted the Holiday Inn regarding hosting a meeting with landowners meeting. After some discussion a meeting will be held on Wednesday, May 31, 2017 at 6:00 P.M.

- 5) Ms. Ashcroft asked the Board permission for Mr. Hathaway to try a new resurfacing technique on Sunset Drive and Roy Avenue with a company called Nicom. Ms. Ashcroft asked the Board make Nicom a preferred vendor and not to exceed \$26,000.00 to resurface both roads. Mr. Faignant made a motion to approve. Ms. Ashcroft made a second to the motion. Motion passed unanimously.

Rutland Town Fire Chief Mr. Frank Cioffi reported:

- 1) Mr. Cioffi informed the Board the sprinkler project at the old Metromail Building on Seward Road is complete.
- 2) Mr. Cioffi stated he will be leaving for Iowa on Wednesday, May 3, 2017 for a final inspection of the new fire truck. Mr. Cioffi presented the invoice for the final payment for the fire truck in the amount of \$47,673.44 and asked it be approved. Mr. Faignant made a motion to approve. Mr. Denardo made a second to the motion. Motion passed unanimously.
- 3) Mr. Cioffi asked permission to send a fire truck to West Rutland's Memorial Day Parade on Monday, May 29, 2017 and to Rutland City for the Loyalty Day Parade on Sunday, May 7, 2017. Mr. Faignant made a motion to approve. Ms. Ashcroft made a second to the motion. Motion passed unanimously.
- 4) Mr. Denardo cited minutes from the April 18, 2017 meeting regarding the Fire Chief issuing burning permits. Mr. Denardo said that the town doesn't have an ordinance authorizing the Chief to issue burning permits and only Mr. Denardo and two Assistant Chiefs are authorized by the State of Vermont. Mr. Denardo said that if the Board wanted the Chief to issue permits an ordinance would need to be reenacted. After some discussion Mr. Zingale will find the State Statute and bring it to the next meeting and the issue will be sent to the Fire Committee.

Rutland Regional Planning Commission Representative Mr. Fred Nicholson reported:

- 1) No meeting no report.

Rutland Town Police Captain Mr. Ted Washburn reported:

- 1) Mr. Washburn read the months statistics for April:
 - 96 calls for service
 - 200 hours for patrol
 - Department of Motor Vehicle training for commercial vehicle training
- 2) Mr. Washburn informed the Board he and Pittsford Police Chief Mr. Mike Warfle will be traveling for a detail shift to train the Town Officers. Mr. Faignant said the fines for cell phone violations go predominately to the State and made a motion for Town Attorney Mr. Kevin Brown to investigate drafting an ordinance for the Town that

prohibits cell phone use while driving so the revenue will go to the Town. Mr. Denardo made a second to the motion. After some discussion motion passed unanimously.

Committee Meeting Updates:

- Mr. Terenzini updated the Board on the last Celebration Committee meeting held on Thursday, April 27, 2017. Mr. Terenzini cited information on the blackboard regarding the events and times they are occurring. The Committee will be discussing marketing ideas at the next meeting on Tuesday, May 9, 2017 at 6:30 P.M.
- Ms. Kiefer-Cioffi Cioffi stated the Scholarship Committee received 20 applicants for scholarships, one being ineligible because she is not a Town resident. Ms. Kiefer-Cioffi said that if all 19 applicants receive the same amount of money it would be **\$526.32**. Ms. Kiefer-Cioffi asked the Board if the Committee should look at the individual needs of the applicants or give an even amount to each applicant across the board. After some discussion the Scholarship Committee will meet on Friday, May 5, 2017 to discuss the issue. No vote was taken.
- Mr. Denardo asked the Board how the Building Committee should proceed with regard to replacing the windows at the Town Hall. Mr. Denardo stated he has gathered prices for replacement and installation. Mr. Denardo said that replacing them from the inside not all of the casing is removed which means the loss of glass space so the windows would be smaller. Mr. Denardo suggested the Town buy one window and have someone install it to see how difficult the task may be. After some discussion a Building Committee meeting will be warned in the near future. No vote was taken.

MamaT's Country Kitchen:

Mr. Terenzini informed the Board that Mama T's liquor license has expired and she is requesting the Board approve an extension of the 2016 license until the 2017 license is received. The board decided no action could be taken.

Railroad Easement:

The Board reviewed easement information regarding the issue of the Vermont Railroad building a spur over the Town's manhole cover. After some discussion Mr. Zingale will contact the Railroad for an inspection and report back.

Authorization for Additional Services-Stantec

Ms. Ashcroft made a motion to approve. Mr. Denardo made a second to the motion. Motion passed unanimously.

Packet Correspondence:

The Board reviewed correspondence.

Progress of Various Projects:

Ms. Ashcroft requested Hitzel Terrace Storm water Project, Barnhart Storm water Project and Purchasing Policy Revision be added to the list.

- Mr. Faignant made a motion to adjourn. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously. Meeting adjourned at 8:30 P.M.

