

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

MINUTES:  
TUESDAY, JUNE 27, 2017

Board members present: John 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, June 13, 2017

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

Questions from the floor/ Public comment:

Ms. Daisy Lasky and Mr. Chris Cosgrove from the Rutland County Little League explained to the Board the League is run By Town resident Mr. Tom Jacques and asked permission to use Town fields for games. Town Recreation Director Mr. Mike Rowe stated they want to use the Northwood Park field and Dewey Field five to six days a week until the middle of August. Mr. Rowe stated the League has all of their own equipment and will maintain the fields. Mr. Fagnant told Ms. Lasky and Mr. Cosgrove a copy of their insurance rider needs to be on file before using the fields. Mr. Cosgrove asked permission to be able to turn on the lights for Saturday evening games. Mr. Rowe informed the Board there is one bank of lights that is not working. After some discussion regarding the cost of repairing the lights Mr. Fagnant made a motion for the Rutland County Little League to use the fields and file a certificate of insurance. Ms. Ashcroft made a second to the motion. Motion passed unanimously. Ms. Kiefer-Cioffi said she will follow up the issue.

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

- 1) Mr. Zingale asked permission to pursue the permitting process regarding the rail line over the manhole issue with Mr. Greg Kepler. After some discussion Mr. Terenzini asked Mr. Zingale to move forward with the issue.
- 2) Mr. Zingale asked permission to use the Town credit card to purchase security cameras for the Town Hall in the amount of \$2,499.00 with the Town's contribution of \$2,627.14

and the Vermont League of Cities and Towns taking care of the rest. Mr. Faignant made a motion for Mr. Zingale to proceed. Mr. Denardo made a second to the motion. Motion passed unanimously. Mr. Denardo asked Mr. Zingale if the installer of the cameras Mr. Tom Fuller would look at a light in the corner of the building that is on 24/7.

- 3) Mr. Zingale cited the letter for the property owners regarding storm water regulations required by the State of Vermont. Ms. Kiefer-Cioffi asked who is inspecting and enforcing. Mr. Zingale explained he will be inspecting and issuing tickets and the Planning Commission will be the appeal process.
- 4) Mr. Zingale cited a letter from Sun Common Heat Squad requesting the use of the building on July 12, 2017 from 6-7 P.M. for a presentation. After some discussion the Board decided to not allow the use of the building.
- 5) Mr. Zingale cited communication from Ms. Pam Clapp and the Rutland County Solid Waste District in which the District will no longer allow services in non-district towns after December 31, 2017. Ms. Kiefer-Cioffi said she spoke with Ms. Clapp who said that the Town would still have access to the Gleason Road facility for registered collection and gave examples of what those would be. Ms. Kiefer-Cioffi stated Ms. Clapp said the Gleason Road facility would not take motor oil. Mr. Zingale said that when Ms. Clapp has a list for what is allowed and not allowed he will be seeing the list.
- 6) Mr. Zingale informed the Board Town Attorney Mr. Kevin Brown is currently working on a cell phone ordinance and the well head protection issue.

Rutland Town Recreation Director Mr. Mike Rowe reported:

- 1) Mr. Rowe informed the Board the pool and summer programs are up and running.
- 2) Mr. Rowe told the Board he is contemplating setting fireworks off at the school rather than Northwood Park in the future because of the height of the trees.
- 3) Mr. Rowe presented a fee structure regarding the use fields for non-Rutland Town residents going forward. Mr. Faignant made a motion to approve the fee schedule as presented. Ms. Kiefer-Cioffi made a second to the motion. After further discussion Mr. Faignant withdrew his motion and the issue will be sent to the Recreation Committee.
- 4) Mr. Rowe informed the Board the Senior Luncheon will be on July 11, 2017 starting at 11:00 A.M. at Northwood Pool.

Mr. Andres Torrizo Watershed Consultant reported:

Mr. Torrizo updated the Board on the draft MS 4 Permit and the Flow Restoration Plan for Moon Brook which the Town will have to implement in the next 20 years. Mr. Torrizo said that because this is new to the Town he and Ms. Julie Beth Hinds have kept the Plan as simple as possible requiring standards for erosion control for areas 50 feet from Moon Brook. Mr. Torrizo suggested reaching out to the affected land owners, having an informational session, drafting specific documents for landowners to fill out and the process of review and enforcement. Mr. Torrizo suggested adopting the ordinance by the end of 2017.

After some discussion the Board set a date for an informational meeting on Tuesday, July 18, 2017 at 6:00 P.M. Ms. Ashcroft asked Mr. Torrizo to provide the Board with a sample permit request form for review before the meeting.

The Board discussed means of training for inspections.

Barnhart Project:

Ms. Kiefer-Cioffi asked Mr. Torrizo the progress of the project. After some discussion a tentative meeting was scheduled on July 18, 2017 at 4:30 P.M. with Mr. Torrizo and the Barnharts at the Town Hall.

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

- 1) Ms. Pulling informed the Board the Commission will have something on paper on the Renewable Energy Plan by the end of July 2017.
- 2) Ms. Pulling updated the Board on the past Planning Commission meeting in which the Commission discussed the proposed Rutland Town and West Rutland Bike/Pedestrian Path and came to the conclusion there was no conflict with the Town Plan.

Rutland Town Clerk/Treasurer Mr. Kirsten Hathaway reported:

- Ms. Hathaway is on maternity leave. The Board went through the fiscal budget and made minor corrections for the Clerk/Treasurer's office.
- Reallocate Police Budget ~~-\$1,734.00~~ from overtime to wage and salary adjustment.
- Reallocate Fire Budget \$1,924.00 from wage and salary adjustment to salaries.

- Mr. Faignant made a motion to enter into executive session regarding a personnel matter. Ms. Ashcroft made a second to the motion. Board moved into executive session at 7:49 P.M.
- Board moved out of executive session at 7:54 P.M. Mr. Faignant made a motion to distribute the monies from the Town Office to Town employees as previously determined. Ms. Ashcroft made a second to the motion. Motion passed unanimously.

Rutland Town Road Commissioner Mr. Byron Hathaway reported:

- 1) Mr. Hathaway informed the Board he contacted Town Manager Ms. Maryann Goulette and she will set up a joint session with the Town and West Rutland's Boards regarding the proposed Bike/Pedestrian Path.
- 2) Mr. Hathaway stated roadside mowing is ongoing.
- 3) Mr. Hathaway updated the Board on the progress of paving the Rutland Town School parking lot.
- 4) Mr. Hathaway said he pursued the Invitation To Participate In Municipal Roads Grants-In-Aid Project and requested the Letter Of Intent be signed at the meeting.
- 5) Ms. Ashcroft asked for an update on the Cold River Road Sidewalk Project. Mr. Hathaway said there is a contractor lined up for late July or the first part of August 2017. Mr. Zingale will follow up with surveyor Mr. Mark Courcelle regarding the meets and bounds.
- 6) Mr. Hathaway reported the Road Crew salvaged two truckloads of logs during the clean-up at Northwood Park after the wind storm and received a check for \$1000.00. Mr. Hathaway said he noticed some trees at the park are starting to get infected with red rot and suggested hiring a trained forester to mark trees and put the job up to bid to salvage as many trees as possible. After some discussion Ms. Kiefer-Cioffi made a motion for Mr. Fred Nicholson to mark the trees for cutting. Mr. Faignant made a second to the motion. Motion passed unanimously.
- 7) Mr. Faignant made a motion to sign the Invitation To Participate in Municipal Roads Grants In Aid Project Letter of Intent. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously.
- 8) Mr. Denardo read a letter from Town resident Ms. Becky Hemple who stated the fix for fixing her water run-off is unacceptable and would like the Town to correct the situation.

Mr. Terenzini asked authorization from the Board to have three checks cut for the Town Wide Celebration on July 1, 2017 in the total amount of \$774.70: \$300.00 for the DJ, \$265.00 to Awesome Graphics, and \$209.70 to Graphic Edge. Mr. Denardo made a motion to approve. Mr. Faignant made a second to the motion. Motion passed unanimously.

Rutland Town Fire Chief Mr. Frank Cioffi reported:

- 1) Mr. Cioffi stated he has received many calls regarding fireworks. In going to houses to check Mr. Cioffi noticed that some of the houses have 911 numbers that are hard to see. Mr. Terenzini suggested the Fire Department do some canvassing and alert Town residents the numbers need to be more visible. Mr. Zingale will create a notice for Town wide distribution.
- 2) Mr. Cioffi said the Town Firefighters are competing in the Town City Games on July 8, 2017.
- 3) Mr. Cioffi cautioned people to use common sense when lighting off fireworks.

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

- 1) Mr. Nicholson updated the Board on the RRPC end of the year meeting on June 20, 2017.
- 2) The Board discussed the possible amendment of the Town Plan regarding the Agricultural piece of Solar Sighting Standards.

Rutland Town Police Chief Mr. Ed Dumas reported:

- 1) Mr. Dumas was not present.

Committee Meeting Updates:

Police Committee:

Ms. Kiefer-Cioffi read the Police Committee meeting minutes.

Ms. Ashcroft asked why the Department did not enter into the contract with the Sheriff's Department regarding traffic enforcement. Ms. Kiefer-Cioffi said

there were restrictions with regard to following money. Mr. Terenzini explained there would be an up-front charge from the Town and then the Town would have to go to recovery phase who would be the personnel to track that. Mr. Terenzini said Chief Dumas had concerns and the Committee felt the concerns were warranted.

Scholarship:

Ms. Ashcroft reported 14 scholarships were awarded at Rutland High School's graduation night on June 14, 2017.

Transfer Station:

Mr. Denardo reported on the meeting the Committee had with Transfer Station Manager Mr. Dick Lloyd.

Mr. Denardo said that the Committee needs to create a plan for repairing and extending the roof at the Transfer Station.

Mr. Denardo asked the Board if the Town should look into getting another hauler for recyclables. Mr. Zingale stated we had a contract with Hubbard's that expired two years ago.

Service Road:

Ms. Ashcroft reported the Service Road Committee is talking with engineers for an estimate of services and scope of work.

New Business:

- 1) Ms. Ashcroft moved to adopt the revised Town Purchasing Policy. Mr. Faignant suggested under the Preferred Vendor category striking "shall be made annually at the first regular meeting of the select board at the start of the town's fiscal year" as it prohibits naming preferred vendors through the year. Ms. Ashcroft added the Town Administrator will keep a list of preferred vendors. Ms. Kiefer-Cioffi made a second to the motion with the changes. Motion passed unanimously.
- 2) Mr. Faignant made a motion for the Board to adopt the Americans With Disabilities Proclamation. Ms. Ashcroft made a second to the motion. Motion passed unanimously.
- 3) Mr. Terenzini gave instructions to find the Town's Facebook Page.

Packet Items:

The Board reviewed the following packet items:

- 1) Letter to Dr. Sobel. Mr. Faignant moved to receive on file.
- 2) Letter from Town taxpayer concerned about \$111.00.00 penalty for being late on taxes. Mr. Faignant moved to receive on file.
- 3) Letter from Town resident. Mr. Faignant moved to receive on file.
- 4) Letters from scholarship recipients. The Board moved to receive on file.
- 5) Letters from the Barnharts. Mr. Faignant moved to receive on file.
- 6) Letter to Mr. Mark Fitzgerald regarding the well head issue. Mr. Faignant made a motion the letter be sent to the proper federal environmental offices to make the aware of the Town's environmental concerns. Mr. Denardo made a second to the motion. Motion passed unanimously.
- 7) Letter from Mr. Andres Torrizo. Mr. Faignant made a motion for the chair to sign the letter not to exceed \$10,000.00. Ms. Ashcroft made a second to the motion. Motion passed unanimously.
- 8) Radar speed information. Mr. Faignant moved to send the document to the Police Committee.
- 9) Email from the Rutland Regional Chamber of Commerce for a ribbon cutting ceremony for Town business Back on Track Physical Therapy. Mr. Faignant moved to receive on file.

Mr. Faignant made a motion to adjourn. Mr. Denardo made a second to the motion. Motion passed unanimously. Meeting adjourned at 8:55 P.M.





