

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

MINUTES:  
TUESDAY, NOVEMBER 28, 2017

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

- Meeting opened at 5:30 P.M. with the Pledge of Allegiance.
- Mr. Terenzini entertained a motion to enter into executive session and invited Town Clerk/Treasurer Ms. Kirsten Hathaway, Town Auditor Mr. Andrew Simonds, Town Attorney Mr. Kevin Brown and Town Lister Mr. Howard Burgess to discuss water and Sewer Operations and Maintenance as well as regulations. Kiefer-Cioffi made the motion. Mr. Fagnant made a second to the motion. Motion passed unanimously. Board entered into executive session at 5:31 P.M. Board moved out of executive session at 6:37 P.M. No action was taken.
- Mr. Terenzini asked for a motion to enter into executive session with Mr. Brown and attorney Mr. James Carroll to discuss pending litigation. Mr. Fagnant made the motion. Ms. Kiefer Cioffi made a second to the motion. Motion passed unanimously. Board moved into executive session at 6:40 P.M. Board moved out of executive session at 7:55 P.M. No action was taken.

Approval of Orders:

The Board approved the orders.

Select Board Minutes-Monday, November 13, 2017

Mr. Fagnant made a motion to approve. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously.

Questions from the floor:

Town Tree Warden Mr. Fred Nicholson presented a Timber Sale Prospectus to the Board for review regarding the trees at Northwood Park and Rutland Town School. Mr. Nicholson asked permission from the Board to mark the rest of the trees and prepare an invitation to Bid for Monday, December 4, 2017. After discussion the Board decided to have their regular meeting on Tuesday, December 12, 2017 and a meeting on Friday December 22, 2017 at 5:00 P.M. to discuss budgets, sign orders, payroll and open Mr. Nicholson's bids.

Mr. Terenzini asked why not leave the trees as they are. Mr. Nicholson explained the multiple uses of tree management that benefit wildlife habitat, outdoor recreation, water quality, and the use of timber which has reached its physically mature state of life.

Mr. Nicholson informed the Board there will be some areas of Northwood Park that will need to be closed off while the project is being completed for the safety of visitors as well as liability issues. Mr. Nicholson stated the project will be completed by April 15, 2018.

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

- 1) Ms. Pulling informed the Board of a workshop at the Rutland Regional Planning Commission on Thursday, November 30, 2017 at 6:00 P.M. regarding the new Three Acre Permit and Impervious Surface Permit.
- 2) Ms. Pulling updated the Board on the Renewable Energy Plan (REP) that will be sent to the Public Service Department (PSD) at the end of the week for preliminary review. Ms. Pulling informed the Board the Commission put language in the REP stating the developer has to pay for a Viewshed Analysis for a project but may also be asking for funds for an Aesthetic Consultant to perform the task.
- 3) Ms. Pulling asked if the Board had considered the formation of an Energy Committee or an Energy Coordinator. No action was taken.
- 4) Mr. Terenzini informed the Board of the decision from the State of Vermont to combine paving of the US Route 4 Center Rutland Corridor and projects in West Rutland in the summer of 2019.

Town Clerk/Treasurer Ms. Kirsten Hathaway reported:

- 1) Ms. Hathaway updated the Board on her progress of the Town Report.
- 2) Ms. Hathaway asked the Board to consider a date for the Pre-Town meeting at the Town School. After discussion the Board decided of a tentative date of Monday, January 22, 2018 and Ms. Hathaway will confirm that date with Town School Manager Ms. Brittany Gilman.

Rutland Town Recreation Director Mr. Mike Rowe reported:

- 1) Mr. Rowe reminded the Board of the Senior Holiday Luncheon on Tuesday, December 12, 2017 at 11:00 A.M. at the Center Rutland Fire Station and asked who will be attending.

Rutland Town Road Commissioner Mr. Byron Hathaway reported:

- 1) Mr. Hathaway updated the Board on the issue of plowing the new sidewalk on Cold River Road. After discussion it was decided Mr. Hathaway will advertise for the job.
- 2) Mr. Hathaway presented the Board with the newest version of the Highway Budget.

- 3) Mr. Hathaway updated the Board on the progress of repairing the vault roof at the Town cemetery which was damaged by a tree at the last wind storm. Mr. Hathaway stated when he contacted the Vermont League of Cities and Towns (VLCT) for assistance he was informed the cemetery is not listed as Town property. Mr. Hathaway said he will keep working with VLCT and ask Ms. Hathaway take the steps to classify the cemetery as Town property.

Rutland Town Fire Chief Mr. Frank Cioffi reported:

- 1) Mr. Cioffi presented the Board with the bid for the installation of roofs over the exits at the Center Rutland Fire Station which would be funded by the Fire Bond in the amount of \$26,590.00. Mr. Faignant made a motion to approve. Ms. Ashcroft made a second to the motion. Motion passed unanimously.
- 2) Mr. Cioffi asked permission to use a Town fire truck to take Santa Claus to a holiday party at the Army Reserves.
- 3) Mr. Cioffi requested a Fire Committee meeting to discuss a Knox Box issue as well as completing the Fire Budget.
- 4) Mr. Cioffi informed the Board of a fire in Killington over the weekend in which a Town fire truck was damaged and will need repairs.

Rutland Town Police Chief Mr. Ed Dumas reported:

- 1) Mr. Dumas submitted the Police Budget to the Board.
- 2) Mr. Dumas updated the Board regarding response calls and cases.
- 3) The Board discussed Town School Resource Officer Mr. John Sly's classification of his activities as "public speaking".

Patty Carbine Town Administrative Assistant reported:

- 1) Ms. Carbine cited two deeds on Mr. Terenzini's desk that need to be signed regarding the sidewalk on Cold River Road. Ms. Ashcroft made a motion the Town accept the Easement Deed from Reynolds and Sons, Inc. and authorize the Chair to sign. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously. *Easement from Utterl.*
- 2) Ms. Carbine informed the board the Towns of Cabot and Proctor have requested copies of the Town's Public Nuisance Ordinance as a model for their own Ordinances. *both*

Committee Meeting Updates:

Highway:

Ms. Ashcroft reported at the last Highway Committee meeting the Highway Budget was discussed and a cited a report to Project Manager Ms. Susan Schreiber from VHB regarding the Service Road Project. After discussion the report will be discussed at the next meeting.

New Business:

Mr. Terenzini announced budget discussions have been moved to the meeting on Friday, December 22, 2017 at 5:00 P.M.

Mr. Terenzini opened the painting bid for the Town Hall entrance, Lister's office, hallway leading to the basement and Select Board room from Mixed Media in the amount of \$1,500.00. The estimate will be sent to the Building Committee for review.

The Board reviewed the U-Haul Easement Deed for the Chair's signature. Ms. Ashcroft made a motion to accept the deed and authorize the Chair to sign. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously.

Mr. Terenzini cited the stack of applicants for the Administrative Assistant to the Select Board position. After discussion the Personnel Committee will review the applications, meet with the full Board and hold interviews.

Packet Items:

Ms. Ashcroft cited quote from Mr. Pat Curtis of Vermont Digital regarding the purchase of Lister Mr. Howard Burgess' computer in the amount of \$1,634.00, \$249.00 for Office Home Software, and \$95.00 for labor. Ms. Ashcroft made a motion to approve. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously.

The Board reviewed a proposal from Mr. Mark Youngstrom of Otter Creek Engineering offering to prepare a base plan regarding a pocket park at Meads Falls at no cost to the Town. Mr. Fagnant made a motion to approve. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously.

All other items were information only.

Mr. Fagnant made a motion to adjourn. Ms. Kiefer-Cioffi made a second to the motion. Motion passed unanimously. Meeting adjourned at 8:57 P.M.

TOWN OF RUTLAND  
SELECT BOARD

Signed December 12, 2017



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Joshua Terenzini, Chairman



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Mary Ashcroft, Clerk



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John Paul Fagnant



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Chris Kiefer-Cioffi

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Joe Denardo

Center Rutland, VT.