

**DRAFT**  
**TOWN OF RUTLAND**  
**SELECT BOARD MEETING-OPEN MEETING**  
**RUTLAND TOWN MUNICIPAL BUILDING**  
**181 US BUSINESS ROUTE 4, CENTER RUTLAND, VT 05736**  
**TUESDAY, APRIL 17th, 2018**

- Board members present: Josh Terenzini, Mary Ashcroft, John Paul Faignant, 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

Approval of Minutes for April 3rd, 2018

Mr. Faignant made a motion to approve the minutes. Ms. Ashcroft made a second to the motion. Motion passed 4-0. Mr. Denardo abstained.

Questions from the floor/Public Comment:

- Ms. Brittany Gilman addressed the board regarding a dog barking complaint coming from one of her neighbors. Mr. Faignant made a motion to forward her letter of complaint to the RTPD. Mr. Denardo made a second to the motion. Motion passed 5-0. Ms. Ashcroft asked Ms. Gilman to follow up with the board in a month.

New Business

- Board to meet with Andres Torizzo regarding his 2018 scope and fee proposal. The board reviewed projects laid out in his proposal. Reviewed possible grant options for 2018. Mr. Sweet and Mr. Torizzo will coordinate on the MS4 permit. Ms. Ashcroft made a motion to approve the 2018 scope and fee estimate after removing the MRGP project and adjusting the total. New proposal will be for \$14,200. Mr. Faignant made a second to the motion. Every effort will be made to complete some of these projects by the end of the 2018 FY budget. Motion passed 5-0.
- Reviewed bids received for the new well project for the McKinley Avenue fire station. 2 sealed bids were received. Parker Water Wells and Tri State Drilling were the 2 bidders. Ms. Ashcroft made a motion to refer the bids to the Fire Committee for review and

bring a proposal back to the board. Mr. Denardo made a second to the motion. Motion passed 5-0.

Kirsten Hathaway Rutland Town Clerk/Treasurer reported:

- A computer will be available soon in the clerks office for researchers to review our digitized records.
- The clerks office will close early on Friday 4/20 so they can participate in training which will allow us to take credit card payments through our website.
- Ms. Hathaway reported there will be multiple trainings in the coming weeks that various Town Hall staff will be attending.
- Ms. Hathaway reported the listers sent their request to close the grand list for the year. Ms. Hathaway presented the form to the board. Ms. Ashcroft made a motion to sign the request. Mr. Denardo made a second to the motion. Motion passed 5-0.
- Reminder of a BCA meeting Tuesday the 24<sup>th</sup> at 6PM at town hall.
- Ms. Hathaway informed the board our mileage reimbursement rate does not align with the federal rate. Ms. Ashcroft made a motion for the town to track the federal rate for current and future reimbursement rates. Mr. Fagnant made a second to the motion. Motion passes 5-0.
- Discussion around fire detection / suppression system for the vaults.
- Discussion around select board meeting time. The regular meeting time will be changed to 6PM going forward.

Rutland Town Recreation Director Mr. Mike Rowe reported:

- Clean up has not been to start yet due to the weather.
- NW Pool will open June 20<sup>th</sup> for the 2018 season.
- New wood chips will be placed around the Dewey field playground.

Rutland Town Fire Chief Mr. Frank Cioffi reported:

- Mr. Cioffi reported on a recent property inspected on the corner for Gleason Rd and Rte 4 East. The building owner indicated he will be repairing and securing the building within the next 2 weeks.

- Mr. Cioffi reported the flag pole will be relocated to the side of the building during the well replacement project. This will allow snow to be removed from the front of the building much easier.
- Mr. Cioffi reviewed a letter from VLCT regarding a claim filed as a result of the Rosen & Berger fire.
- Mr. Cioffi gave an update on the FDs inventory of foam. There is a type the FD has which needs to be replaced and disposed of through ANR.
- Mr. Cioffi reported that 13 members attended the recent Southern Vermont Fire School

Rutland Town Police Chief Mr. Ed Dumas reported:

- Mr. Dumas provided the board with the most recent calls for service.
- Discussed options to catch responsible parties causing mailbox damage around town
- Discussed need for new Town Health Officer starting July 1<sup>st</sup>.

Rutland Town Road Commissioner Mr. Byron Hathaway reported:

- Mr. Hathaway reported progress on the Municipal Road General Permit Road Erosion inventory is going well. Most should be done by the end of the week.
- Mr. Hathaway provided the board with a quote for parts needed to repair/replace the water meters in Flory Heights. Mr. Faignant made a motion to approve the quote, purchase the need items and for Mr. Terenzini to sign the approval. Mr. Denardo made a second to the motion. Motion passed 5-0. Byron will bring proposals for cost to install meters for next meeting.
- Green up Day in May 5<sup>th</sup>. Bags can be picked up at Town Hall or the Town Transfer Station in Northwood Park.

Rutland Town Administrative Assistant to the Select Board Mr. Bill Sweet reported:

- Mr. Sweet reported on the progress of the town website update project and the updates to the email addresses.
- Mr. Sweet presented options for business card to the board.
- Mr. Sweet presented a request from a circus for any permits needed for their performance. Nothing from the town is needed

- Mr. Sweet presented the board with updated language from Kevin Brown for the joint paving bid for Rutland Town and Mendon
- Reviewed information from the State of Vermont regarding an increase in state wide requests for helicopter landing pads. Information will be referred to the RT Planning Commission
- Reviewed grant status from VLCT for surveillance equipment. Building committee meeting will be scheduled for 4/20 at 8AM to discuss this and other outstanding topics.
- Discussion about the town record retention schedule. Rutland Town has adopted the state schedule.
- Discussion about the needed purchase of a software license key for our server. We received recommendations from our IT consultant on different options. Ms. Ashcroft made a motion to purchase the key from the more reliable source. Mr. Denardo made a second to the motion. Motion passed 5-0.
- Discussion about the water and sewer account numbers we receive from the city versus the account numbers we reassign to the users. Mr. Fagnant asked for this topic to be tabled for the next meeting.

#### Committee Meeting Updates:

- Reminder of the upcoming deadline from the scholarship committee

Motion to enter executive session for the purpose of discussing a personal matter made by Mr. Fagnant. Ms. Ashcroft made a second to the motion. Motion passed 5-0.

The board came out of executive session at 9:12PM. No action was taken.

A motion to adjourn was made by Mr. Denardo and a second to the motion was made by Mr. Fagnant. Motion passed 5-0.

Respectfully submitted, Mr. Bill Sweet

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Joshua Terenzini, Chairman

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Mary Ashcroft, Clerk

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John Paul Fignant

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Chris Kiefer-Cioffi

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Joe Denardo

Center Rutland, VT.