

**TOWN OF RUTLAND
SELECT BOARD**

MINUTES: September 22, 2015

Board members present: Mary Ashcroft, Joe Diction, Don Chioffi, Joshua Terenzini and John Paul Faignant

The meeting opened at 6:38 P.M. with the Pledge of Allegiance.

The Board reviewed the September 8, 2015 meeting minutes. Ms. Ashcroft moved to accept the minutes as printed. Mr. Chioffi made a second to the motion. The motion passed by a vote of 3 to 0. Messrs. Faignant and Terenzini abstained from the vote.

There were no questions from the floor.

Rutland Free Library Librarian Ms. Abbey Nolan met with the Board and gave an update regarding Library activities. Ms. Nolan also submitted handouts to Board members.

Town Planning Commission Chairman Andrew McKane reported:

1. He informed the Board that the Planning Commission would be reviewing the final draft Land Use Map at the Commission's next meeting. He said public hearing would follow. Mr. McKane said there will be fewer Land Use districts in the update.
2. Mr. McKane told Board members that the Commission is also considering a Town Plan amendment prepared by Commissioner Alan Biederman regarding viewscales.
3. Mr. McKane said someone from the Planning Commission would be in attendance for future meeting. He said representation would be on an alternating basis.

Town SWAC & Transfer Station representative Mr. Richard Lloyd reported:

1. He informed the Board that the next Household Hazardous Waste collection will be on Saturday at the Transfer Station.
2. The new compactor is scheduled to be delivered on September 28, 2015.
3. He told the Board that newspapers, magazines and junk mail no longer needs to be sorted. He said it can all go in one container.

Town Emergency Management Director and Transportation Council representative Mr. Martin Wasserman reported:

Not present.

Town Clerk & Treasurer Ms. Donna Zeller reported:

1. Because of the new NEMRC system taxes went smoothly this year.
2. The entire NEMRC Accounting system is in place.
3. The annual audit is in progress.
4. Ms. Zeller informed the Board that she will be taking a vacation from October 13 to October 25th.
5. Ms. Zeller presented a funding request from the Town's Senior Group.
6. Ms. Zeller and the Board discussed the criteria for placing a funding request on the Town ballot. Ms. Zeller said she is unaware of any written procedure regarding submitting

requests.

Mr. Diction said all funding request must be through a letter of request to the Board. Ms. Zeller informed the Board that the Town has received funding request from new entities, not previously on the Town ballot. Mr. Zingale is to research the matter and report to the Board.

Ms. Zeller said total requests are for over \$100,000.00. Mr. Chioffi said the Board should establish a fairly firm policy regarding funding requests. Mr. Nicholson said he believes the policy requires an entity, previously on the ballot to submit a letter to the Board and to attend the pre Town Meeting to explain their request. He said new requests must submit a petition to the Board.

Ms. Ashcroft said the Board budgeted \$750.00 for the Town Seniors. She said Mr. Hall is requesting two payments of \$500.00 and \$250.00. Ms. Ashcroft moved to approve the funding request from payment of \$500.00 on November 2, 2015 and a payment of \$250.00 on March 1, 2016. The money would come from account # 035545. Mr. Faignant made a second to the motion. The motion passed unanimously.

Ms. Ashcroft gave a summarized report of the Highway Committee's last two meetings.

- The new Highway Garage could be shortened by 12 feet to reduce the overall size to less than 5,000 square feet which would not require a sprinkler system.
- The Board could request a waiver not to install a sprinkler system.
- Construct a dry sprinkler system which the Fire Department could connect and at a later date get voter approval to connect the dry sprinkler to City water. Connecting the dry system would require a pump to boost water pressure.
- The Highway Committee recommends the third option.
- Option # 3 will require a change order.

Ms. Ashcroft said the Committee hopes to take the money from a timber harvesting account set up to fund the new garage. Mr. Chioffi moved to select option # 3 subject to the availability of funds. Mr. Faignant made a second to the motion. There was more discussion.

Mr. Chioffi amended his motion and moved to construct the dry system. Mr. Terenzini made a second to the motion. The motion passed unanimously.

Ms. Ashcroft said the Highway committee recommends the color's charcoal grey for the roof, rustic red sidewalls with white trim for the proposed Highway Garage. Mr. Faignant moved to use charcoal grey for the roof, rustic red sidewalls with white trim for the proposed Highway Garage. Mr. Chioffi made a second to the motion. The motion passed unanimously.

Town Road Commissioner Mr. Byron Hathaway reported:

1. He reported to the Board regarding the proposed lease/purchase of a new truck for the Highway department. He said the Committee reviewed three bids and had a discussion regarding serviceability and the ruggedness of one brand verses another.

He said the committee decided to select a Ford from Ted Green. He said the Town would

receive \$20,500.00 for trade in. Mr. Terenzini questioned if the proposed purchase is the lowest bid. Ms. Ashcroft said the bid was \$3,000.00 more than the low bid.

Board members discussed the truck bids. The following points were made;

- Ted Green Ford's service record influenced the Committee's decision.
- Ted Green's has a good working relationship with the local mechanic used by the Town.
- The committee decided it was worth the additional
- The local Ford service provider has saved the Town a lot of money over the years.
- The local Ford service provider could go out of business
- The local provider would be for non-warranty work
- The warranty is nearly identical for all truck brands

Mr. Chioffi moved to go with the recommendation of the Ford at Ted Green. Mr. Faignant made a second to the motion. The motion passed by a vote of 3 to 2. Messrs. Terenzini and Dicton voted in the negative.

Ms. Ashcroft reported on the Highway Committee's 9-21-15 meeting regarding the Highway Garage contract.

- Mr. Josselyn will get bids for adding a sprinkler system
- The building colors were selected
- The Committee requested a waiver to the contract that would not wave all Town claims against the contractor upon final payment.
- Mr. David Josselyn gave the Board a complete AIA Contract
- Mr. Josselyn agreed to strike the two contract items(10.4 & 10.5) cited by the Committee and the Town attorney
- The new sprinkler system will be a change order
- The committee addressed all the recommendations cited by Attorney Kevin Brown

The Board scheduled a meeting for Friday at 5:00 PM to sign the Highway Garage Contract. Mr. Josselyn signed the contract and gave it to the Board.

Mr. Hathaway told the Board of an opportunity to work with the Town School and do a storm water project. He said the work would also involve Mr. Nancy Maguire with NRCS. He said there is State grant funds available. Mr. Hathaway said the School Parking lot could be repaved as a component of the project. He cited the fact changes to the existing pavement would have to be made for storm water improvement.

Mr. Chioffi will meet with the Town School Board and discuss the possible storm water improvement project. Mr. Hathaway said he would discuss the proposed project with Ms. Maguire.

Mr. Faignant informed the Board that Fire Chief Cioffi would like the Board to consider Mr. Kurt Hathaway as a new member of the Town Fire Department. Mr. Faignant said Mr. Hathaway is a 19 year old Town resident. He said He passed both the interview and the background check.

Ms. Ashcroft made a motion to approve Mr. Kurt Hathaway. Mr. Terenzini made a second to the motion. The motion passed unanimously.

Mr. Diction announced that the Town Fire department will host an open house at the Joseph J. Denardo Fire Station on October 3, 2015 from 10:00 A.M. to 3:00 P.M.

Mr. Diction read the McKinley Station generator and tank removal bids.

- Generator Smalley Contractors **\$54,408.00**
- Generator Reliant **\$33,400.00**
- Generator & Tank Removal Brookfield Service **\$24,746.60**

Ms. Ashcroft made a motion to refer the bids to the Fire Committee to consider. Mr. Faignant made a second to the motion. The motion passed unanimously.

Mr. Diction read a thank you letter written to Mr. Sherman Hunter for his time as the Town's Representative to the Rutland Regional Planning Commission. Ms. Ashcroft moved to sign the letter. Mr. Faignant made a second to the motion. The motion passed unanimously.

Town Representative to the Rutland Regional Planning Commission Mr. Frederick Nicholson reported:

1. The RRPC recently met with a member of the Vermont Department of Public Service regarding the 8 hour batteries which VTel has provided to all of their customers. He told the Board several towns are not happy with the 8 hour battery life.
2. He informed the Board that he has been elected as the Vice Chairman of the Regional Issues Committee.
3. He said his committee would be reviewing the Regional Future Land Use Map.
4. Mr. Nicholson informed the Board that the Community Issues Committee recently submitted a Town Plan to the full Commission with a negative recommendation because a staff member does not like the direction the Town has chosen to take. He said the Plan met all of the elements of the statute.

Town Police Chief Mr. Ed Dumas Reported:

Mr. Chioffi reported the activities of the most recent Police Committee meeting, which was also via telephone. He said the Committee reviewed the Police outside detail services contract between the Town and Town Police officers. He said the Committee recommends approval provided it is amended to state the services are to be provided solely within the borders of Rutland Town.

The Board will review the proposed contract at the planned Friday meeting.

Mr. Chioffi announced that the Town Police Department has been awarded a Cops Grant to fund a Resource Office at the Town School. Chief Dumas said the grant award is **\$125,000.00.**

Chief Dumas briefed the Board as to on-going directed patrol activities in response to citizen concerns regarding vehicles speeding on Town roads. He also reported to the Board regarding a recent incident in which Town Police Captain Ted Washburn was unable to connect with the Rockingham Police Dispatcher. Chief Dumas said Mr. Washburn made 5 attempts to contact the dispatch center.

Rutland Town Police Department Report

181 Business Route 4
Center Rutland, Vermont 05736
Date Prepared: 9-1-15

Major John R. Sly # 140
Deputy Chief of Police
Rutland Town Police Department

Monthly Activity Report
For the Month of: **August 2015**

Activity Data

Assigned Calls:	119
Assisted Calls:	7
Criminal Arrests / Lodging	1
Criminal Arrests / Citations	6
Number of Traffic Stops:	28
Number of VCVCs Issued:	24
Total Waivers Fines:	<u>\$3,762.00</u>
Number of Warnings:	11

Time Data

Total Hours Spent on Call Assignments:	112.00
Total Hours Spent on Assigned Assists:	3.5
Total Hours Spent on Directed Patrol:	30.25
Total Hours Spent on Case Reports:	84.75
Total Hours Spent in Court:	2.00
Total Hours Spent on Administrative Duties:	80.00
Total Hours Spent in Training:	19.50
Total Hours Spent on Vehicle Maintenance:	25.75
Total Hours Spent on General Patrol / Other:	95.00

Totals

Total Duty Hours:	463.25
Total Patrol Miles:	2600.0
Total Gasoline Consumed (gallons)	150.541
Average Miles per Gallon:	17.27 mpg

Town Recreation Director Mr. Mike Rowe reported:

1. The Town Halloween Party will be on October 30, 2015. From 6:00 PM to 8:00 PM at

the Town School.

2. Soccer is going fine.
3. The parks will soon be winterized.
4. The new directional sign at Northwood Park has been put up.
5. The Highway department has done drainage work at Dewey Field.
6. He told the Board the exterior of the Town Hall is gross and nasty and needs to be cleaned.
7. Mr. Rowe requested that the Town get a credit card so he can take advantage of on-line sales and savings for the Town. He said he will not use his personal credit card to make Town purchases.

Town Fire Chief Mr. Frank Cioffi reported:

Not present

Mr. Chioffi gave a report on the 9-11-15 Building Committee meeting.

- The Committee set the bid date and other dates regarding the Town Hall renovations
- The committee recommends to do the complete AC System as per the McGee bid at **\$13,965.00**

Town Administrator Mr. Joseph Zingale Jr. reported:

1. He informed the Board that the so-called KIA water line would be repaired the following day at 7:00 A.M. he said the Town's Engineer would be present.
2. A meeting has been scheduled with VTrans and BJ's officials for October 8, 2015 in Montpelier. Mr. Zingale said he and the Town traffic consultant, Mr. Robert Chamberlain would attend. He said the topics will include BJ's ingress and egress, the slip lane proposal and Cop John Drive.
3. Mr. Zingale informed the Board of a request from Mr. Greg Nutting to rent a portion of the Cheney Hill Cemetery land adjacent to his home. Mr. Hathaway will take the matter up with the Cheney Hill Cemetery Committee.
4. Mr. Zingale told the Board that Mr. Anders Torizzo would assist with the Enhancement Grant storm water grant application for **\$500.00**. Ms. Ashcroft moved to accept the **\$500.00** amount. Mr. Faignant made a second to the motion. The motion passed unanimously.
5. Cited the Brown Field Funds request from the City of Rutland to do assessment work at the Whites Pool site. The Board had no problem with the request.
6. Cited an unsolicited **\$3,600.00** proposal from a company that would put the Town's entire GIS data layer online for public access.

Mr. Faignant moved to sign the Planning Grant Storm Water Grant application. Ms. Ashcroft made a second to the motion. The motion passed unanimously.

Ms. Ashcroft reported to the Board regarding the Assistant Administrator Search Committee meeting. She submitted a copy of the proposed job advertisement. Ms. Ashcroft read the job advertisement. Mr. Faignant moved to approve the job advertisement. Mr. Terenzini made a second to the motion. The motion passed unanimously.

Mr. Chioffi made a motion to table the Town of Rutland / West Rutland Water & Sewer Agreement pending discussions based on communications that the Board has received. Mr. Faignant made a second to the motion. The motion passed unanimously.

The Board reviewed packet correspondence.

Mr. Faignant moved to close the meeting at 9:10 P.M. Mr. Terenzini made a second to the motion. The motion passed unanimously.