

RUTLAND TOWN SELECTBOARD COMMITTEE MEETING

BUILDING COMMITTEE

TUESDAY OCTOBER 5TH, 2021

The Personnel and Highway Committees of the Rutland Town Selectboard met at 6:00 PM on Tuesday October 5th at the Rutland Town Municipal Town Hall. Present was Board Clerk Joe Denardo, Board Member John Paul Faignant, Board Member Sharon Russell, Town Road Commissioner Byron Hathaway, and Town Administrative Assistant Bill Sweet.

- 1) The committees discussed the Road Commissioner position, and the need for a new Road Commissioner soon.
 - a) Commissioner Hathaway announced his retirement at the end of this year at a recent Selectboard meeting.
 - b) A full job description will be needed to advertise the position.
 - c) Commissioner Hathaway's last day will be November 22nd, he is taking vacation time for the balance of the year.
 - d) The committees will recommend to the full board advertising for an acting Road Commissioner.
 - e) The committees would like to explore having the position be appointed rather than elected and will discuss the process with Town Counsel.
 - i) Will also need to discuss the remainder of the term with Town Counsel. Some questions need to be answered. Mainly, can an acting Road Commissioner finish the current term, until March of 2023 or only until March of 2022.
 - f) The committees agreed they would like someone in the position in the next 30 days.
 - g) Commissioner Hathaway suggested someone with a strong construction background.
 - h) Administrative work could be shifted to Bill and Kari in the interim.
 - i) Grant writing will be an important aspect of the job responsibility.
 - i) The process is consistent, but the focus of the grants may change over time.
 - j) The job will need to be advertised, and template will be helpful to create the post.
 - k) Some towns have the Road Commissioner position filled by a board member and have a foreman who takes care of the day-to-day operations.
 - l) There is a limited description of responsibilities in State Statute for the road Commission position.

10/5/2021

- m) Asked Commissioner Hathaway if he would be available to help in the future with some details on projects. He stated it would depend on the project but would be open to it.
 - n) Selectman Denardo said it will be important to follow the maintenance schedule that is in place as it has been effective. This will be recommended to the new foreman.
- 2) Discussed compensation for winter plowing contractors
- a) A flat rate per mile for the route has been set, divided into 10 installments.
 - b) The rate is \$2400 per mile, and this includes up to 43 call outs, the average per winter.
 - c) After 43 the rate changes to \$500 per mile.
 - d) Insurance certificates for each contractor are kept in the Clerks office and are updated yearly.
- 3) Questions from Selectman Chioffi regarding the Health Officer.
- a) The Health Officer position is a statutory position.
 - b) State policies guide the position.
 - c) Discussed a possible conflict of interest that is part of the issue originating the questions.
 - d) The issue seems to be resolved.

The meeting adjourned at 6:35 PM.

Respectfully submitted, Bill Sweet