

**TOWN OF RUTLAND SELECTBOARD OPEN MEETING
RUTLAND TOWN MUNICIPAL TOWN HALL
181 BUSINESS ROUTE 4, CENTER RUTLAND, VT 05736
NOVEMBER 7th, 2022**

This meeting had a remote attendance option available for anyone to join.

- Meeting opened at 6:00 P.M. with the pledge of allegiance
- Board members present Don Chioffi, Mary Ashcroft, and Kurt Hathaway
- Members of the public present Anne Scholtz, Robyn Sweet

Approval of Orders

The Board approved the orders.

Approval of Selectboard Minutes for October 25th:

The minutes could not be approved. A quorum of the members present at that meeting are not present tonight.

Town Lister Howard Burgess

1. A packet of information from Fire District #1 was given to Board members, covering the proposed merger of the Fire District and the Town of West Rutland.
 - a. Some history of the Fire District water system was covered.
 - b. The Fire District is asking for a letter from the Selectboard supporting the merger.
 - c. The staff of the Fire District consists of volunteers. The Town of West Rutland has a public works department always available.
 - d. A hydraulic study was recently completed.
 - e. A vote needs to be taken by the Fire District by February so, if it passes, the Town of West Rutland can vote on it in March.
 - f. If this proposal fails, they will have to look at merging with the City of Rutland.
 - g. Discussed what the letter would state, and who would draft it.
 - h. The current system dates back to 1980.
 - i. After some discussion, Chairman Chioffi will draft the letter. A request was made to review it with the Town Attorney as well.
2. Lister Burgess has provided the Board with a letter informing them he intends to retire on December 31st, 2022.
 - a. Lister Burgess had intended to retire in 2020 but a variety of complications prevented it.

- b. The current term for Lister Burgess ends in 2024. He intends to retire, but not resign, and would be available on a Part Time basis. Lister Dean Davis has said previously he would retire if and when Lister Burgess does.
- c. Lister Marcia Chioffi was present and discussed her position. Her term is up for re-election this March, and she does intend to run for the office again.
- d. Lister Chioffi said there are state, and other, resources available to her for support.
- e. Discussed the need for succession planning, and the future of the staff in the office.
- f. It is estimated it takes 35 to 50 hours per week to run the office.
- g. A requirement to do a reappraisal from the State is expected to be sent to us.
- h. Discussed the business / personal property tax calculations. There is no minimum amount.

Mike Rowe Rutland Town Recreation Director:

1. The water has been shut off at each of the park buildings.
2. The public wi-fi project is nearly complete.
3. The Halloween party at the school was a great success.
4. The Rutland Town Seniors holiday meal will be at the school. December 20th is the planned date currently.
5. Discussed the date for the 2023 Town Wide Celebration. The last day of the pool will be August 26th. After some discussion, this will be the planned date.

Barbara Pulling Rutland Town Planning Commission Chair:

1. Discussed the status of the Pocket Park with the Green Mountain Power relicensing.
 - a. GMP is removing the project from the relicensing application to help make it easier, but they fully intend to help the town develop the park project.
 - b. Meetings with GMP will be scheduled to discuss this and keep it moving forward.
 - c. There are construction grant opportunities available at different times of the year.
2. The Planning Commission discussed the Draft Permit Tracking Ordinance, and the proposed additional questionnaire. The questionnaire is being removed from the draft due to it complicating the proposal.
 - a. An updated draft and permit were provided to Board members.
 - b. Discussed some revisions to the current draft.
 - c. The definition of structure is broad. It will be discussed at a future meeting when more Board members are present.
3. A review of the Sub-division Ordinance has begun. It dates back to 1980. There are new regulations and ordinances in place which did not previously exist which should be included in the new document.

4. The energy survey is still available for residents to complete. 38 responses have been received so far.

David Sears Rutland Town Road Commissioner:

1. East Pittsford Road has been repaved where the culverts were recently changed.
2. The plow edges from the contractors who are no longer plowing for us have been returned.
3. Plow routes are being finalized and route distances are being calculated in case any changes need to be made during the season.
4. Met with the school bus drivers. They are a good resource for issues since they drive around Town regularly.
5. Sand and gravel piles have been moved around to help organize resources.
6. There will be a foreman meeting tomorrow at the Highway Garage.
7. Discussed the recent Highway Committee meeting.
 - a. The budget was the main focus of the meeting.
 - b. Increasing the staffing and resources of the Highway Department was discussed since we have had 2 plow contractors stop plowing for us starting this year.
8. Discussed the possibility of repaving the small sections of unpaved roads in the town. Due to the complexity of the project, it is not under consideration currently.

New Business Board to discuss updates to the Purchasing Policy

1. A draft copy was provided to Board members which included some additional language.
2. Chairman Chioffi added some additional language to the Capital Improvement definition.
3. No action will be taken until a full board is present.

Bill Sweet Town Administrator:

1. Provided a new draft policy on handing depreciated assets. This policy is a recommendation from our Town Auditor.
 - a. Discussed assigning a dollar value amount to the “disposal” section above which would require Board involvement Below the amount would be at the discretion of the Department Head. No decision was made.
 - b. The ballot question for the Fire and Highway Depreciation accounts needs to be found so it can be added as a reference.
2. Provided a contract proposal from Repro Graphics for printing the Town Report.
 - a. The cost is higher than before but reflects the current market pricing.
 - b. The only way to reduce the cost is to order less copies or put in less pages.
 - c. After discussion, Selectwoman Ashcroft moved to approve the 2-year contract option with 1425 copies for \$6150 per year, and to authorize the Chair to sign

on behalf of the Board. Selectman Hathaway seconded the motion. The motion passed 3 – 0.

3. The appointed members to the Rutland Regional Emergency Management Committee from the Town need to be reappointed. The current members are Marty Wasserman and Bill Sweet. Both have agreed to be reappointed. Selectwoman Ashcroft moved to reappoint Marty Wasserman and Bill Sweet to the RREMC for the next year, and to authorize the Chair to sign the form on behalf of the Board. Selectman Hathaway seconded the motion. The motion passed 3 – 0.
4. Provided a draft copy of a new policy for signs on Town owned land, and a copy of the State guidance as well.
 - a. The policies would be given to people running for office in the Town when they bring in their petition.
 - b. Discussed having the policy coordinate with the school.
 - c. After reviewing the list of properties, a section will be added to exclude the cemeteries.
5. The Peddlers, Solicitors and Transient Merchant Ordinance will be officially adopted soon. There were no comments or objections to it.
6. Work on the budget sheets continues. Updated sheets were provided. Future copies will have version dates on them to help keep track.
7. The Town Line Road grant reimbursement will be submitted soon. Copies of the checks for the last 2 payments, approved in the orders, are all that is needed.
8. We received our reimbursement from VLCT for the Safety Grant expenses. The appropriate accounts have been credited back.
9. The Eco Car Wash project is moving along. There were some delays, but it is still moving forward.
10. A different vendor for the July 4th fireworks has been approached. We are waiting to get their proposal.
11. New lights have been ordered for the tree in front of Town Hall and will be installed with the help of a local vendor.

Old Business Board to Review the Social Service Appropriation Policy

1. Since a decision has not been reached yet on changes to the policy, no changes will be made until some time next year. All board members in attendance agreed.

Old Business Board to meet with the Delinquent Tax Collector to discuss possible tax sales

1. Discussed the payments which would need to be made to an attorney for their work on a tax sale.
 - a. The expected income from some of the tax sales would not provide enough funds to be available to cover the fees related to the process.

- b. Mr. Scholtz asked if the Town Attorney could do the work on it instead, and if this would be a conflict. Chairman Chioffi said this doesn't resolve the issue of having to pay for legal services.
 - c. If the income received does not cover the total cost of legal services, the Delinquent Tax Collector would be responsible for the difference.
 - d. Mr. Scholtz asked if there would be an issue if he created the documentation for these sales based on forms used in previous ones. He was advised against this due to a variety of issues.
2. While Mr. Scholtz does intend to retire soon, he offered his assistance to help whoever is appointed to fill the role. Mr. Scholtz said he intends to be fully done before May 1st.

The auditors are close to being done with the audit so a meeting with them is expected soon.

Selectwoman Ashcroft moved to adjourn. Selectman Hathaway seconded the motion. The motion passed unanimously. The meeting adjourned at 8:28 PM.

Respectfully submitted, Mr. Bill Sweet

Don Chioffi, Chair

ABSENT

Joseph Denardo, Clerk

Mary Ashcroft

ABSENT

Sharon Russell

Kurt Hathaway

Center Rutland, VT.