

**TOWN OF RUTLAND SELECTBOARD OPEN MEETING  
RUTLAND TOWN MUNICIPAL TOWN HALL  
181 BUSINESS ROUTE 4, CENTER RUTLAND, VT 05736  
DECEMBER 6<sup>th</sup>, 2022**

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

- Meeting opened at 6:00 P.M. with the pledge of allegiance
- Board members present Don Chioffi, Joe Denardo, Mary Ashcroft, Sharon Russell, and Kurt Hathaway
- Members of the public present Byron Hathaway, Shelley Dumas, Tom Burditt, Paul Clifford

Approval of Orders

The Board approved the orders.

Approval of Selectboard Minutes for November 22<sup>nd</sup>

Selectwoman Ashcroft moved to approve the minutes. Selectman Hathaway seconded the motion. The motion passed 3 – 0. Selectman Denardo abstained.

Approval of Selectboard Minutes for November 28<sup>th</sup>

Selectwoman Ashcroft moved to approve the minutes. Selectman Hathaway seconded the motion. The motion passed 3 – 0. Selectman Denardo abstained.

Question from the Floor / Public Comment

State Representatives Paul Clifford and Tom Burditt were present and spoke with the Board about their plans and priorities in the upcoming State Legislative session. Also discussed a recent meeting where the use of ARPA funds was discussed.

New Business Board to meet with Andrew Simonds from A.M. Peisch to discuss the town audit

1. Board members were sent draft report documents prior to the meeting.
2. The Town runs on a modified cash basis and A.M. Peisch is independent of the Town and not part of the Towns internal control structure.
3. The audit adjustments were reviewed and are considered immaterial.
4. The audit received an unqualified / clean opinion which is the same as the prior year.
5. Recommended developing a 5 to 10-year capital improvement expenditure plan to help determine what a sufficient balance in this account should be.

6. Discussed designated classes of restricted funds. The different options were reviewed. Fund balances need to be designated prior to the end of the fiscal year.
7. Reviewed an error in the Highway Budget calculation. The amount being received for State Aid was not applied to the amount to be raised by taxes. Mr. Simonds will research this to see if the current budget could be reduced by that amount in anticipation of the surplus and have these funds applied to current projects.
8. Discussed the future need of a county dispatch center. It is certain the Town will have to contribute, but the amount is not known. Planning for this expense is challenging since raising taxes in anticipation of an expense unknown in amount or timing is not appropriate.

New Business Board to meet with Gail Gantick from G&K Associates regarding appraisal update

1. G&K Associates helps with the Town business and personal property tax calculations.
2. The business and personal property valuation, calculation, reporting, and statutory process was reviewed.
3. The last town wide reevaluation as in 1998.
4. Recommended implementing a 4-year appraisal cycle, there are 218 accounts in total now
5. Historically, the 218 accounts have been maintained at a cost of \$30 per account.
6. The proposal is for a \$30,000 contract per year to be able to reappraise a portion of the entire list each year, going forward. This would cost an average of \$137 per account.

Kari Clark Rutland Town Clerk and Treasurer:

1. Discussed the proposed new part time position for the Clerks office. The planned rate was \$18 per hour. Previous people helping in the office were being paid more than this. \$20 is being recommended as the starting rate. The rate increase would be \$2000 over the current budget allocation. The Board agreed with the recommendation.

Mike Rowe Rutland Town Recreation Director:

1. The basketball schedule will be posted soon.
2. The ice-skating rink at the school will be setup when the weather allows.

Barbara Pulling Rutland Town Planning Commission Chair:

1. Work on an agreement with Green Mountain Power for the Pocket Park is continuing.
2. There is a new program for municipalities to take advantage of grant funds for energy projects. This will be referred to the energy committee.

Chris Clark Rutland Town Fire Chief:

1. Presented a list of by-law amendments for approval. Selectwoman Ashcroft moved to approve the amendments. Selectwoman Russell seconded the motion. The motion passed 4 – 0.

David Sears Rutland Town Road Commissioner:

1. Work is underway on the shared use path. The outline of the path is being marked. Robert Clark from Otter Creek Engineering is coming to help ensure the path is in the intended area and complies with the Act 250 amendment.
2. Salt was delivered and the shed is full.
3. The paving plan for 2023 is being developed.

Chairman Chioffi commented on some complaints he has received about dog waste which is not being taken care of properly. Owners cleaning up dog waste is a requirement of allowing dogs on the path. If it does not improve, the trails may have to be closed for use.

Ed Dumas Rutland Town Police Chief:

1. Recent calls for service were provided and discussed.
2. Discussed the personnel policy as it relates to the Police Department. There is a conflict when it comes to disciplinary action. We will need to add an exemption to the policy for them.
3. Thanked the Fire Department members for their work at recent car accidents.

John Paul Faignant Town Health Officer / 2<sup>nd</sup> Constable / Public Safety Building Clerk

1. Work on the public safety building plans should be wrapped up this week. It is expected to go out to bid in January. The architectural contract should be forwarded to the Town Attorney for review.
2. No major issues for Health Officer topics.

Bill Sweet Town Administrator:

1. Discussed the draft Streets and Sidewalks Ordinance. Some additional changes will be added and will be discussed at the next meeting.
2. Provided updated budget sheets and supporting documents.

The final budget planning meeting on December 12<sup>th</sup> will start at 5PM.

Selectwoman Ashcroft moved to adjourn. Selectwoman Russell seconded the motion. The motion passed unanimously. The meeting adjourned at 8:41 PM.

12/6/2022

Respectfully submitted, Mr. Bill Sweet

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Don Chioffi, Chair

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Joseph Denardo, Clerk

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Mary Ashcroft

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Sharon Russell

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Kurt Hathaway

Center Rutland, VT.