

**TOWN OF RUTLAND SELECT BOARD OPEN MEETING
RUTLAND TOWN MUNICIPAL TOWN HALL
181 BUSINESS ROUTE 4, CENTER RUTLAND, VT 05736
JANUARY 2ND, 2024**

- The meeting opened at 6:10 P.M. with the pledge of allegiance.
- Board members present Mary Ashcroft, Joe Denardo, Sharon Russell, Kurt Hathaway, and Matt Getty
- Members of the public participating

A moment of silence was observed for Rutland Town Firefighter Tommy Tumielewicz who recently passed away.

Approval of Orders

The Board approved the orders.

Approval of Select Board Minutes for December 20th:

Selectman Denardo moved to approve the minutes. Selectman Getty seconded the motion. The motion passed 5 – 0.

Update from the Select Board Chair

Reminder of the January 15th due date to submit articles for The Circle.

Deadline for items to be included in the Town Report is January 16th.

Board to meet with Town Auditor Andrew Simonds to review the annual audit

1. Copies of the annual report, for July 1st, 2022 to June 30th, 2023 were provided to Board members.
2. The audit firm operates separately from the Town and is not part of the Towns internal control structure.
3. Some audit adjustments will be posted to NEMRC by the Town Treasurer. Once those are done the reports and statement will match.
4. The Town received an unmodified, or clean, audit opinion.
5. Reviewed the report covering the funds received from the Hotel settlement agreement.
6. There is a combined total surplus of \$1.2M for the year. Grant and Local Option Tax income were a large portion of this,
7. Reviewed the budget to actual report. Mr. Simonds recommends the Board review this report monthly.

8. Reviewed the long-term debt, which is the Center Rutland Fire Station bond. The funds currently allocated to pay these debt payments will cover principal and interested payments for fiscal years 2024, 2025 and 2026. The bond maturity date is Nov 15th, 2033.
9. Selectman Getty moved to approve the audit, subject to verification of an account reconciliation. Selectman Denardo seconded the motion. The motion passed 5 – 0.

Chris Clark Rutland Town Fire Chief:

1. There were 190 fire calls for 2023.
2. The new utility truck has been ordered. The delivery date is not known at this time.

Kari Clark Rutland Town Clerk and Treasurer:

1. The next tax installment is due January 10th. Reminders are up around Town. We have received approximately 50% of the payments for this installment.

Mike Delehanty Town 1st Constable

1. There has been an increase in issues at the Diamond Run Mall property. It is no longer secure. Discussed if this property could be subject to our Public Nuisance Ordinance. After discussion, the owners will be invited to a future Board meeting to discuss security and long-term plans,

Ed Dumas Rutland Town Police Chief:

1. Recent calls for service were provided and discussed.
2. Officer Plakas has been diligent on keeping up with registered sex offenders who are not in compliance with their conditions.

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

1. Steel panels are being placed at the new building. The contractor is working quickly.

Mike Rowe Rutland Town Recreation Director:

1. The ice skating rink is not yet frozen but hopefully it will be soon.
2. Rec basketball is starting soon. Home games are Wednesdays and Saturdays.
3. A sign to replace the one damaged at Dewey Park will be installed in the spring.

David Sears Rutland Town Road Commissioner:

1. A survey of the Town culverts has been completed. Maintenance on these will be on going for some time.

2. The paving list for the coming year is being created.
3. Maintenance on Quaterline Road has been done, it is holding together well.
4. Reviewed the documentation provided from the Wynnmore HOA to support their request for the Town to take over their road. A committee meeting is needed to discuss this.
5. Fixed a drainage issue on the corner of Killington Avenue and Sunset Drive.
6. The plow contractors have only been called out 7 times. The salt shed is full and there is approximately \$48,000 available to purchase more if needed.
7. The Highway Department Facebook page is live and going well so far.
8. The Board reviewed the draft updates to the Streets and Sidewalks Ordinance. Selectman Denardo moved to adopt the amended Streets and Sidewalks Ordinance. Selectman Hathaway seconded the motion. The motion passed 5 – 0.
9. Discussed a past topic of a Town wide water survey. The vendor who brought this to us before will be contacted for an update.

Marcia Chioffi Rutland Town Head Lister

1. Thanked everyone from the Town Fire Department who has reached out to her and her family on the recent passing of her brother.
2. Working on clearing up issues to be able to freeze the Grand List.
3. Provided preliminary information on the progress the State is making on reappraisal requirements.
 - a. Town Lister Marie Fagnant discussed the guidelines the State is looking to use.
 - b. Reviewed the current practices used by Town Listers.
 - c. The Town will have a reappraisal order from the State, but it is not known when. Discussed how to handle this order and sourcing a contractor.
 - d. Woodstock is similar to our Town in population and parcel count. They are currently undergoing a reappraisal at an approximate total cost of \$253,000.
 - e. Reviewed the training requirements of a certified assessor.
 - f. Discussed contracting with a vendor to help with business personal property valuation.
 - g. Selectman Denardo moved to enter executive session to discuss contract negotiations. Town Head Lister Marcia Chioffi and Town Lister Marie Fagnant will both be present. Selectwoman Russell seconded the motion. The motion passed 5 – 0. The Board entered executive session at 7:52 PM. Upon leaving executive session at 8:49 PM, Selectman Hathaway moved to take the tabled motion [to add money to the General Budget to pay a contract to Gail Gantick] off the table and retract the motion. Selectman Denardo seconded the motion. The motion passed 5 – 0.
 - h. Selectman Denardo moved to set \$500 as the amount for Lister education. Selectwoman Russel seconded the motion. The motion passed 5 – 0.

Reviewed the remaining General Budget items which have not been filled in yet, the Public Safety Building heating and electricity lines. After discussion, \$3000 will be put in for electricity and \$5000 for heating. The Fire Budget heating lines will be reduced by \$2500, and the electricity line will be reduced by \$2000. After review, Selectman Denardo moved to approve the Fire Budget, Selectwoman Russell seconded the motion. The motion passed 5 – 0. Selectman Denardo moved to approve the General Budget. Selectwoman Russell seconded the motion. The motion passed 5 – 0.

Bill Sweet Town Administrator:

1. We have received some follow-up on the letters sent out regarding the Private Fire Hydrant Ordinance. Fire District #1 does not believe the ordinance applies to them. The entire infrastructure will be under the jurisdiction of West Rutland when they take over the Fire District.
2. Still working on getting proposals for the electric vehicle charging stations.

Selectwoman Russell moved to adjourn. Selectman Hathaway seconded the motion. The motion passed unanimously. The meeting adjourned at 9:16 PM.

Respectfully submitted, Bill Sweet, Town Administrator.

Mary Ashcroft, Chair

Joseph Denardo, Clerk

Sharon Russell

Kurt Hathaway

Matt Getty

Center Rutland, VT.