

**TOWN OF RUTLAND SELECTBOARD OPEN MEETING  
RUTLAND TOWN MUNICIPAL TOWN HALL  
181 BUSINESS ROUTE 4, CENTER RUTLAND, VT 05736  
FEBRUARY 11<sup>th</sup>, 2025**

- The meeting opened at 6:00 P.M. with the pledge of allegiance.
- Board members present Mary Ashcroft, Joe Denardo, Sharon Russell, and Matt Getty
- Members of the public attending Chris Howe, Shelley Dumas, Robyn Sweet, BJ Hathaway, Josh Lemieux and Lisa Knickerbocker

Approval of Orders

The Board approved the orders.

Approval of Selectboard Minutes for January 28<sup>th</sup>:

Selectman Denardo moved to approve the minutes. Selectwoman Russell seconded the motion. There was a clerical change made to clarify who needed ethics training. The motion passed 4 – 0.

Announcements

Selectman Denardo thanked Bill for coming in on Friday when he was supposed to be off to help fix a problem preventing a meeting from being able to start.

Update from the Selectboard Chair

Read a letter from the School Board Chair asking if the School Board could go first at the Monday March 6<sup>th</sup> Town meeting. After discussion, Selectwoman Russell moved to not change the schedule. Selectman Denardo seconded the motion. The motion passed 4 – 0.

Board to meet with representatives from the Town of Mendon Selectboard regarding speed limits.

1. Megan Smith and Fred Bagley were present to discuss coordinating on an effort to reducing posted speed limits from the area of Home Depot, east on US Route 4 to Medway Road. Ms. Smith is the Selectboard Chair. Mr. Bagley chairs the Route 4 study committee.
2. The Mendon Selectboard is creating a proposal to reduce the speed on US Route 4 to 40 MPH in the area which is currently 45 MPH. They are citing VTrans traffic and crash data as a reason why.
3. Support from the Town would help with their application process.
4. Discussed the configuration of the passing lanes.
5. VTrans has this section of road on their 2029 repaving plan.
6. The Board is in favor of coordinating with Mendon. After discussion, Selectwoman Russell moved to nominate Selectman Denardo to work with the Town of Mendon on behalf of the Selectboard on creating a request to send to VTrans for lowering speed limits from 45 MPH to 40 MPH on Route 4 East. Selectman Getty seconded the motion. The motion passed 3 – 0. Selectman Denardo abstained.

Board to meet with Steffanie Bourque from the Regional Planning Commission to discuss approving pending adoption the updated Local Hazard Mitigation Plan

1. Reviewed comments from Selectboard members.
2. Some minor changes to the language were made.
3. Discussed how river corridor management applies to the plan. It is included to reference work being done by the Town Planning Commission and does not enact them as part of this update.
4. Selectman Getty moved to submit the plan for approval pending adoption with the updates made tonight. Selectman Denardo seconded the motion. The motion passed 3 – 1. Selectwoman Russell voted against the motion.

David Sears Rutland Town Road Commissioner:

1. Presented the Town Road and Bridge Standards certification for Board approval. This certifies our standards are up to date. Selectman Denardo moved to approve it. Selectman Getty seconded the motion. The motion passed 4 – 0.
2. Presented the annual financial plan for town highways. This certifies we spend at least \$300 per road mile. Selectman Denardo moved to approve it. Selectman Getty seconded the motion. The motion passed 4 – 0.
3. The plow contractors are up to 36 of 40 call outs.
4. Cargill is out of treated salt so white salt is being used currently. It will be treated at the spinners with the liquid we have.
5. The salt line is currently \$58,000 over budget. This will be discussed at a future highway committee meeting. There is approximately 200 tons on hand. We use between 40 and 50 tons per storm.
6. The paving list for this coming year is being worked on. The Susan / Columbus / David / Deborah development is being looked at. It is too expensive to do all at once so it will be split over different years. A grant to pave Killington Avenue will be applied for.
7. Submitting a structures grant for the Stratton Road culvert.
8. Discussed the failing sewer line under US Route 7 South.
  - a. The last time the system was being worked on, the car wash started discharging water into the manhole and there was a variety of debris including bottles and sticks that came with it.
  - b. A screen will be installed in a manhole which is exclusively fed from the car wash, catching any debris before it can go under the road.
  - c. The line under the road will need to be replaced, and this was discussed at a recent Highway Committee meeting. Our engineering firm and VTrans were both in attendance.
  - d. Discussed what the process would be to have to replace it, up to open cutting the road.
  - e. Selectman Getty moved to ratify the work order given to Otter Creek Engineering to come up with plans to mitigate the problem and to coordinate with the State for permission. Selectwoman Russell seconded the motion. The motion passed 4 – 0.

Ed Dumas Rutland Town Police Chief:

1. The police are all moved into the new building. Chief Dumas thanked all the PD members, and their families for helping. Also thanked the residents and the Selectboard for their support in developing the project.
  - a. There are 2 doors which do not close correctly. Selectman Denardo asked the Chiefs to make a list of any issues. This will be given to the contractor.
  - b. Selectman Denardo asked if the 2 missing exit signs have been installed. Chief Dumas did not know.
  - c. Selectwoman Russell said there should be a sign showing where the Police Station entrance is.
  - d. The antennas for the radios have not been installed yet.
  - e. The door locks for the Fire Department are not compatible with the system used in other town buildings.
  - f. There is an issue with some of the cabinets, the contractor is waiting for the correct parts to arrive and will take care of it.
  - g. Reviewed the inspection report from the Division of Fire Safety.
    - i. The temporary sprinkler pump system is in place. The hold up on the correct pump is a vendor issue.
    - ii. The missing sticker on the sprinkler system has been corrected.
    - iii. The building needs its E-911 address displayed.
    - iv. An ADA parking space needs to be designated. When the final paving is done this will be marked.
    - v. The carbon monoxide system has been programmed to shut off if the fire alarm system is activated.
    - vi. The boiler inspection has been planned.
    - vii. A fire extinguisher inspection has been planned.
    - viii. The missing fire alarm pull station will be installed in the correct garage bay, as well as the missing exit signs on the PD side.
    - ix. Chief Dumas said shades are needed on the office windows to comply with NCIC requirements. They are getting quotes for them.
    - x. The door to access the PD offices from the lobby can only be opened with a key. The electronic keypad was not included in the plans. The wiring was installed but the keypad was not included. The quote received needs to be confirmed, the initial estimate is \$1900. This will be discussed with the contractor.
2. Followed up on the Board request to research local financing for the new cruiser. Financial institutions have been contacted but information is not available for the meeting tonight.
  - a. Discussed putting a down payment on the cruiser being held by the vendor, if they require it. The Board authorized up to \$5000.
3. Recent calls for service were reviewed. Calls are down overall.
4. Provided the Board with a copy of the Fair and Impartial Policing policy. The policy is being used by the Town Police but was not formally adopted by the Board. It comes directly from State Statute and the model policy provided. The policies which apply specifically to the Police Department will be gathered and reviewed at a Police Committee meeting.

Marcia Chioffi Town Head Lister

1. Requests for business personal property information have been sent out.
2. There is a list of assessors who are in training. They are from different parts of the State. The list will be given to Bill.
3. Discussed some forms the State is requiring for tax exempt municipal buildings. The Listers will review them and give them to the Board if needed.

Chris Clark Rutland Town Fire Chief:

1. The Fire Department has been moving into the new building. It is going well.
2. There was a report of a possible roof leak which was passed on to the contractor. They have not followed up yet.
3. The payment for the new pickup truck has been completed.
4. Discussed the installation of the new radios and antennas.

Selectman Denardo, as Public Safety Building Clerk, will keep up on the list of needs for the new building. There will be substantial completion payment requests coming. Discussed if the delays in being able to occupy the building could have a monetary value to the town. The sprinkler pump issue seems to have been caused by errors in the sprinkler contractor. This is a sub of VMS.

Board Chair Ashcroft reviewed a liquor license request from 99 Restaurants. The police have no issues with it. Selectman Getty moved to approve it. Selectwoman Russell seconded the motion. The motion passed 4 – 0.

Bill Sweet Town Administrator:

1. Provided a draft Code of Ethics policy based upon the model policy from the State Ethics Commission. The list of qualified municipal officers will need to complete the training. A complaint form is being drafted. Selectman Denardo moved to adopt the Code of Ethics Investigation and Enforcement Policy. Selectwoman Russell seconded the motion. The motion passed 4 – 0. A copy will be added to the policy binders and will include a copy of the statute.
2. The ethics training will need to be completed by the necessary town officials and Bill will contact each person and track completion. A group training session is permissible.
3. Reviewed the new open meeting law training from the Secretary of State. There are several town officials which need to view this also. There are very few if any issues about how we are operating.
4. Provided a form to cancel the builders risk policy on the new Public Safety Building. Our insurance carrier has assumed the coverage for the building now that we have occupied it. Our town counsel wanted to ensure the time of new coverage coincided with the ending of this coverage, which it does. Selectman Denardo moved to approve signing the cancelation document. Selectman Getty seconded the motion. The motion passed 4 – 0.
5. The VLCT safety grant program is open again this year. There is up to \$6000 in reimbursement available.
6. Provided a draft policy for public records request. This is not one we have currently. After discussion, it will be added to the next agenda.
7. Discussed plans for the office the Police are no longer using. The building committee will discuss it.

2/11/2025

8. Discussed establishing a set of guidelines for notary services in Town Hall. After discussion, an advisory notice will be posted at the office.

Selectman Denardo moved to adjourn. Selectman Getty seconded the motion. The motion passed unanimously. The meeting adjourned at 8:41 PM.

Respectfully submitted, Bill Sweet, Town Administrator.

---

Mary Ashcroft, Chair

---

Joseph Denardo, Clerk

---

Sharon Russell

---

\_\_\_\_\_ ABSENT \_\_\_\_\_  
Kurt Hathaway

---

Matt Getty

Center Rutland, VT.