

2/21/2025

RUTLAND TOWN SELECTBOARD COMMITTEE MEETING

BUILDING / TECHNOLOGY COMMITTEE

FEBRUARY 21st, 2025

The Building and Technology Committee of the Rutland Town Selectboard met at 10:00 AM on Friday February 21st, 2025, at the Municipal Town Hall. Present was Selectboard Clerk Joe Denardo, Selectboard Member Kurt Hathaway and Town Administrator Bill Sweet.

The committee discussed plans for different parts of the Town Hall.

- The Police Department has moved out of the office at Town Hall. Discussed plans for the future use of the space.
 - o The carpet should be replaced, and repainting is needed. Quotes for new flooring and painting were received from a variety of vendors. The Carpet King quoted \$1850 for the new carpet which would exactly match what we have been using. They quoted \$3695 for plank flooring. Carpet Warehouse quoted \$2662 for new carpet.
 - o Bernie Valente quoted \$5000 for plank flooring and repainting, not including the cost of paint.
 - o Racines Painting quoted \$500 for painting, not including the cost of paint.
 - o The estimate for paint is \$300 and would be purchased using a state contract vendor.
 - o The committee is recommending approving the quote from Carpet King for new carpet and Racines Painting for repainting the office with the funds to come from Town Hall maintenance.
 - o Bill has asked if his office could be moved into the vacant office once the work is done. Discussed plans for the current office. A cabinet and supplies for the office would be moved there consolidating them for multiple areas of the building. It could be used as a small conference room. The committee was in favor of this plan.
- Reviewed a quote from Stubbins Electric. This is for the final aspect of the electrical upgrade work. The quote is \$7147.21. This is for relocating all the circuits in the last subpanel to the new main panel. This subpanel is old and houses some important circuits. After discussion, the committee will recommend approving the quote, with the funds to come from Town Hall maintenance.
- Reviewed a quote from the Royal Group for 5 new electronic door locks at Town Hall. This would replace the existing electronic locks for ones with key card access ability. The existing locks would be repurposed and used for the 3 fire department doors at the new public safety building and the 2 doors at the highway garage. The total cost for the hardware is \$9477.99. The vendor has a system which will allow remote management of the locks. Currently, a computer needs to be set up at each location to manage the system. The remote management capability is \$3 per month per lock. With 5 new locks in addition to the 7 we already have would give an annual cost of \$432 for remote management. Installation would be done by a private vendor and Town staff. After discussion, the committee will recommend approving the quote.
- The approximate total of these projects is \$19,500. There is \$26,000 in the Town Hall Maintenance budget line now.

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The Public Safety Building needs a sign displaying its E-911 number. Awesome Graphics quoted \$62 for a new sign, which meets our ordinance requirements. After discussion, the committee will recommend purchasing the sign and having VMS install it.

The old metal chairs used downstairs have been replaced with new plastic ones. Discussed what to do with the old ones. After the election, they will be advertised as available for free.

The server at Town Hall is planned for replacement later this year. The current version of NEMRC we use is server based. There is a cloud-based version available. To migrate over, there is a one-time \$500 charge, and it is \$15 per month per user. We have 8 users. The total annual cost would be \$1440. It would be better to have the cloud system before we replace the server. This would allow for continuity if access to the building was not available, and our data would be backed up offsite. Both key aspects of a disaster recover plan. The committee will recommend this plan moving forward. The funds will come from the NEMRC line. There will be some cost savings from not having to have NEMRC support our server-based system.

The meeting adjourned at 11:04 AM.

Respectfully submitted, Bill Sweet