

**CITY OF RUTLAND, VERMONT**  
**Board of Aldermen Minutes**  
**Monday, May 21, 2018**

Members present, President Davis, Aldermen Notte, Humphrey, Ryan, Etori, Tommola, Mattis, Gillam, Clifford, DePoy, and Whitcomb.

**7:00 PM BOARD OF ALDERMEN MEETING**

President Davis called the meeting to order at 7:00 PM.

**MINUTES OF PREVIOUS MEETINGS (May 7, 2018)**

A motion was made and seconded (Mattis, Ryan) approving the minutes of the previous meeting.

**Motion passed.**

**OUTSIDE THE RAIL**

No one spoke from outside the rail.

**COMMUNICATIONS FROM THE MAYOR**

***Untable Mayoral Appointment; Bill Gillam Jr., BOA***

President Davis introduced the item. A motion was made and Seconded (Etori, DePoy) to untable the nomination of William Gillam Jr. **Motion passed.** A motion was made and seconded, (Etori, DePoy) to have the Clerk circulate the Ballot Box. **Motion passed.**

As Clerk Heck was collecting the Ballots, President Davis asked the Board to add the request from Commissioner Wennberg approving a resolution and final application for construction funding for the South End water main project. This request was so moved and seconded (Notte, Etori). **Motion passed.**

Clerk Heck gathered and confirmed the count 7 YES and 3 NO. The nomination for William Gillam Jr. to the Board of Aldermen was confirmed. Mayor Allaire swore in Alderman Gillam and he took his seat.

**ADDITIONS AND DELETIONS TO THE AGENDA**

Commissioner Wennberg request noted above.

**REPORTS AND LETTERS FROM DEPARTMENT HEADS AND OFFICIALS**

***Zoning Administrator Kelly; Recommendations to Authorize Sale of City Owned Property***

President Davis introduced the request from Zoning Administrator Kelly. Z.A. Kelly noted the request, asking the Board to approve the recommendations to sell City owned property. As in past practice of these requests, Z.A. Kelly took each recommendation individually. A motion was made and seconded (Notte, DePoy) to suspend the rules on all of the properties, five (5) requesting approval for sale.

**Motion passed.**

Z.A. Kelly then asked the Board to approve the sale of 31 East Street and gave a brief update on the bidder and bid. A motion was made and seconded (Notte, Whitcomb) authorizing the sale of 31 East Street to Andrew Kiernan pursuant to 6-2 of the Rutland City Charter & to authorize the Mayor to sign all sale related documents. **Motion passed.**

Z.A. Kelly then asked the Board to approve the sale of 118 Gibson Avenue and gave a brief update on the bidder and bid. A motion was made and seconded (Notte, Whitcomb) authorizing the sale of 118 Gibson Avenue to Steve, Cathy and Jesse Bilodeau pursuant to 6-2 of the Rutland City Charter & to authorize the Mayor to sign all sale related documents. **Motion passed.**

Z.A. Kelly then asked the Board to approve the sale of 31 Howe Street and gave a brief update on the bidder and bid. A motion was made and seconded (Notte, DePoy) authorizing the sale of 31 Howe Street to Joseph and Barbara Giancola pursuant to 6-2 of the Rutland City Charter & to authorize the Mayor to sign all sale related documents. **Motion passed.**

Z.A. Kelly then asked the Board to approve the sale of 129 Robbins Street and gave a brief update on the bidder and bid. A motion was made and seconded (Notte, Whitcomb) authorizing the sale of 129 Robbins Street to Jim Richards pursuant to 6-2 of the Rutland City Charter & to authorize the Mayor to sign all sale related documents. **Motion passed.**

Z.A. Kelly then asked the Board to approve the sale of 117 State Street and gave a brief update on the bidder and bid. A motion was made and seconded (Notte, Whitcomb) authorizing the sale of 117 State Street to Jim Richards pursuant to 6-2 of the Rutland City Charter & to authorize the Mayor to sign all sale related documents. **Motion passed.**

### ***Zoning Administrator Kelly; Report on City Owned Property Disposition***

Zoning Administrator Kelly then gave a brief update on all related owned and sold property within the City. The report was for information only and no action was requested. Z.A. Kelly thanked all of those involved and noted the success from all involved.

### ***DPW Commissioner Wennberg; South End Water Project-Engineering Services Contract***

President Davis introduced the request and Commissioner Wennberg. Commissioner Wennberg noted his request was for authorization of the Mayor to sign the engineering services agreement and gave the Board a quick review of the request and South End Water Distribution System Improvements Project. A motion was made and seconded (Notte, Tommola) to suspend the rules and take the request up that evening. **Motion passed.** A motion was made and seconded (Notte, Etori) authorizing the Mayor to sign the Engineering Services Agreement for bid and construction phase services with Otter Creek Engineering for the South End Water Distribution System Improvements project in the amount of \$171,900. **Motion passed.**

### ***DPW Commissioner Wennberg; Advanced Metering Infrastructure Project***

Commissioner Wennberg noted the request and sought a referral to committee. Commissioner Wennberg then gave a brief history on the Advanced Metering Infrastructure Project. President Davis noted a referral to Public Works would be in order. The request was so moved and seconded (Clifford, Etori). **Motion passed.**

### ***DPW Commissioner Wennberg; Red Pine Timber Sale***

Commissioner Wennberg noted this request was not time sensitive and noted a referral would be OK. Commissioner Wennberg then gave a brief history on the current contractor and their work within the City Forest on the harvesting of the red pine. The Commissioner was asking the Board to extend the current pricing contract with Catamount Forest Products of Groton on the remaining stands in compartments 2, 4, 6 and 8, totaling approximately 40 acres. A motion was made and seconded (Notte, Etori) suspending the rules and taking the request up that evening. **Motion passed.** A motion was made and seconded (Notte, Etori) approving the award of the remaining Red Pine Timber stand sales to Catamount Forest Products of Groton, Vermont, on the same basis as they successfully bid on the first three (3) stands, that is \$126.00 per thousand board feet (MBF). **Motion passed.**

### ***DPW Commissioner Wennberg Added Request***

President Davis noted that this was the earlier added request from Commissioner Wennberg on the application approval for the south end distribution improvements project. Commissioner Wennberg commended those responsible for getting the application ready so quickly. Commissioner Wennberg then explained why there needed to be a new application. A motion was made and seconded (Mattis, DePoy) suspending the rules and taking the request up that evening. **Motion passed.**

A motion was made and seconded (Mattis, DePoy) designating Commissioner Jeff Wennberg as the authorized representative for the project & City Engineer Rotondo as the backup. **Motion passed.**

A motion was made and seconded (Mattis, DePoy) authorizing the filing of the Step Three Drinking Water Loan funding application pursuant to the bond article approved by the voters on March 1, 2016, as modified by the voter approved amendment to the bond article March 7, 2017 and circulate for signatures the certification of this authorization. **Motion passed.**

***Treasurer Markowski; Requesting BOA Approval-Investment Policy***

Treasurer Markowski was present to explain her request. President Davis noted the change and sought the Boards' desire. A motion was made and seconded (Gillam, Etori) suspending the rules and taking action on the request that evening. **Motion passed.** A motion was made and seconded (Gillam, DePoy) adopting the recommended policy presented by Treasurer Markowski. **Motion passed.**

***Treasurer Markowski; OPEB (Other Post Employee Benefits) Reporting for FY18***

Treasurer Markowski introduced the issue noting that a requirement from the audit was for better understanding of the Pension and OPEB information. President Davis further explained the request and noted it was for information and if needed, the issue could be referred to Finance Committee or the Pension Committee.

***Treasurer Markowski; Treasurer's Report, April-FY18, Period 10***

Treasurer Markowski presented her period 10 FY 18 April report. The state of the City finances remains pretty much the same as they did in period 9. The City's income and expense are in line with the 83.3% of the total year income & expense. Treasurer Markowski did ask to refer the issue of the tax rate to finance committee to start the discussion on getting those numbers ready for the July 20, 2018 deadline. A motion was made and seconded (Etori, Ryan) to refer the issue of setting the tax rate to the Finance Committee. **Motion passed.**

**REPORTS OF STANDING COMMITTEES**

There were no Standing Committee reports.

**REPORTS OF SELECT COMMITTEES**

***Alderman Ryan; HR Committee***

Alderman Ryan read her committee report from Tuesday, May 8, 2018, with the issues of Vacation Carry-Over Policy & the Employee Handbook on the agenda. Alderman Ryan noted her committee met to discuss the vacation carry-over policy based on the information provided within the policy. The committee did not feel comfortable with approving vacation carry-over and felt the department heads and HR should be responsible. The motion out of committee was to deny carry-over time unless in time of hardship, with the determination to be made by the department head and HR and Alderman Ryan so moved to the full Board. Alderman Mattis seconded. Debate. Alderman Etori gave his explanation of the motion. There was support and non-support for the motion and debate on what constituted a hardship. When President Davis called for a vote she was unsure of the results and requested a show of hands. Six (6) YES and three (3) NO, **Motion passed.**

Alderman Ryan moved on to the next topic of the employee handbook and noted that her committee met with HR Director Suzanne Ellis to get an update on the "work in progress" handbook. Director Ellis noted how she had purchased some software to help with the creation of an employee handbook. This report was for information only and the issue is to remain in committee.

**REPORTS OF REPRESENTATIVES**

There were no representative reports.

## **PETITIONS, LETTERS, MISCELLANEOUS COMMUNICATION**

### ***S.E.P. Request; Vt. Volunteer Services for Animals-City Cat Allies Coin Drop 8/25/2018***

President Davis introduced the request and sought the Board's desire. A motion was made and seconded (Mattis, DePoy) suspending the rules and taking action on the request that evening. **Motion passed.** A motion was made and seconded (Mattis, Whitcomb) approving the Special Events Permit for Vt. Volunteer Services for Animals – City Cat Allies coin drop on August 25, 2018 from 10 – 2PM. There was brief debate. **Motion passed.**

### ***S.E.P. Request; 42 Annual Crowley Brothers Road Race, 6/10/2018, 5AM to Noon***

President Davis introduced the request and sought the Board's desire. A motion was made and seconded (Mattis, DePoy) suspending the rules and taking action on the request that evening. **Motion passed.** A motion was made and seconded (Mattis, DePoy) approving the Special Events Permit request for the 42<sup>nd</sup> Annual Crowley Brothers Memorial Road Race on June 10, 2018 from 5AM to noon. Alderman Gillam abstained from voting, as he sits on the committee to plan the race. **Motion passed.**

## **BOARD OF CONTROL COMMISSIONERS**

There were no items to come before the Board of Control Commissioners.

## **UNFINISHED BUSINESS**

Alderman Humphrey spoke about Neighbors Day Vermont to be held on June 2, 2018.

Alderman DePoy recognized the recreation maintenance department for all of their work on the Giorgetti baseball fields, and shared his observation on the state of those fields in the City of Rutland.

## **MISCELLANEOUS MOTIONS, RESOLUTIONS, NEW BUSINESS**

There were no miscellaneous motions, resolutions or new business to come before the Board.

A motion was made and seconded (DePoy, Mattis) to adjourn. **Motion passed.**

Respectfully submitted,

Henry A Heck  
Rutland City Clerk