

**CITY OF RUTLAND, VERMONT
BOARD OF FINANCE
WEDNESDAY, SEPTEMBER 11, 2019**

Present: Mayor Allaire, President Davis, Fire Chief Larsen, Police Chief Kilcullen, Treasurer Markowski, Commissioner Wennberg, and PA Magro.

Mayor Allaire called the meeting to order at 3:00PM.

ADDITONS AND DELETIONS

Mayor Allaire made a motion to add the purchase of ammunition cases for the police department and a request for training from the Fire Department to the agenda. Motion passed.

BID OPENINGS:

DPW:

Work Uniforms – One bid was received and opened. Mayor Allaire made a motion to refer to the DPW Commissioner Wennberg. Motion passed.

SOLE SOURCE PURCHASE

City Hall Servers

Treasurer Markowski gave an overview of the current servers at City Hall and the dates they would need to be replaced by in order to be supported. Treasurer Markowski stated the e-mail server is in need of replacement before year-end, however, as discussed at a previous Board of Finance meeting she is recommending to switch to Google Cloud based e-mail. The Google e-mail is user friendly, and allows more accessibility by employees and the recreation has been using it for some time and are very pleased with the result. The cost is \$6,000.00 and the money would be expensed out of this year's budget. Mayor Allaire made a motion to authorize the purchase of Google Mail. Motion passed.

Treasurer Markowski stated that the Aims Parking ticket software will be moved to the NEMRC server and that server will not have to be replaced until 2023. No action was taken. Information only.

Treasurer Markowski then presented a quote from Vermont Digital for the replacement of the Patriot Server for the Assessor's office. Treasurer Markowski stated the Board of Finance had received the quote at a prior meeting and she wanted to get the authorization to purchase the server. The expense will be charged to the Assessor's Education Fund. Mayor Allaire made a motion to purchase the server as quoted from Vermont Digital for the Assessor's office. Motion passed.

Treasurer Markowski also stated that the ARC server will need to be replaced before end of year and Vermont Digital has provided a quote for that purchase and DPW Commissioner has budgeted the item. No action taken.

EMERGENCY REPAIRS

Fire Chief Larsen requested emergency repairs to the repeater at Pico in the amount not to exceed \$10,000.00. Chief Larsen stated the repeater is working at 15% of capacity. Mayor Allaire made a motion to authorize the repairs to the repeater in an amount not to exceed \$10,000.00 with the funds to be expensed to the communications budget. Motion passed.

FIRE CODE VIOLATIONS REPAIRS

Fire Chief Larsen stated that the station had fire code violations as determined by the Vermont Department of Safety and he is requesting the replacement of two doors with fire rated doors in the amount of \$6,514.00 to Royal Group. Fire Chief stated the money is in operations budget. Mayor Allaire made a motion to replace two doors at the fire station from Royal Group in the amount of \$6,514.00 with the money to come out of the operations budget. Motion passed.

FIRE EQUIPMENT FUND GRANT MATCH

Fire Chief Larsen stated the City has been awarded a \$47,318.00 grant for the purchase of extrication equipment. The grant requires a 5% match of City funds. Chief Larsen is requesting the 5% match in the amount of \$2,365.00 and a price increase of \$1,457.12 since the grant was written for a total of \$3,822.12. Mayor Allaire made a motion to authorize \$3,822.12 from the Fire Equipment Fund to Firematic Supply for the grant match. Motion passed.

FIRE DEPARTMENT TRAINING

Chief Larsen requested an expenditure on the amount of \$4,000.00 to Craig A. Haigh to conduct officer development training. Chief Larsen gave an overview of the course offering and stated the courses would be held at the Fire Academy and made available to other departments. Mayor Allaire made a motion to approve the sole source training. Motion passes.

AMMUNITION PURCHASE

Police Chief Kilcullen requested to purchase 16 cases of ammunition from AAA Police Supply in the amount of \$4,496.00. Chief Kilcullen stated the additional ammunition is needed with the additional fire arms training for officers. Mayor Allaire made a motion to authorize the purchase of 16 cases of ammunition at \$281.00 a case for fire arms training for the police department. Motion passed.

Meeting adjourned at 3:25pm.
Respectively submitted,

Sara P. Magro