

**CITY OF RUTLAND
BOARD OF FINANCE
WEDNESDAY, AUGUST 22, 2018**

Members present; Mayor Allaire, Treasurer Markowski, BOA President Davis, Purchasing Agent Magro and City Clerk Heck. Also present, Commissioner Wennberg, Chief Kilcullen, Jim Rotondo and Ted Gillen.

Mayor Allaire called the meeting to order at 3:04 PM.

ADDITIONS & DELETIONS TO THE AGENDA:

Chief Kilcullen asked to add two (2) items. Discussion on the roof replacement at the PD and JAG Grant.

Chief Larsen asked to add the item of truck replacement for Support #5

Purchasing Agent Magro asked to add for discussion the item of #2 Fuel Oil.

All requests were so moved. **Motion passed.**

BID OPENINGS:

Fire Department:

Harness

Helmets

Two (2) bids were received and opened. After some discussion a motion was made to approve Bergeron for 42 helmets at a cost of \$10,290. After further debate the motion was withdrawn as Chief Larsen was not happy with the helmet presented. The Board is to re-visit the request.

DPW:

West Street Pedestrian Gateway Improvement Project

Five (5) total bids were received and opened. A motion was made and seconded (Allaire, Davis) to refer all bids to the DPW Commissioner. **Motion passed.**

Spellman Terrace Concrete Sidewalk Installation

Two (2) bids were received and opened. The Board placed this item on hold to allow Commissioner Wennberg and the City Engineers time to evaluate those bids.

SOLE SOURCE

FD:

Fire Department Software

Chief Larsen was present to answer questions for the Board on a software purchase that was approved at a previous meeting. The chief spent several minutes noting the request and answering all questions from the Board. At the end of the conversation Chief Larsen was approved to make his sole purchase.

General Government:

Gasoline/Diesel Purchases

Purchasing Agent Magro introduced the issue, noting that she had just met with an Exxon/Mobile representative on the potential of switching gas cards for the City. PA Magro noted various issues with the Keiser supply and the recent issue with the Fire Department and one of their trucks with water in their diesel fuel. The Board and PA Magro reviewed and discussed potential options. Mayor Allaire asked PA Magro to start the bid process for the city to purchase fuel and diesel at other vendors.

Chief Kilcullen was asked to discuss his added agenda items. Chief Kilcullen noted the city was awarded a J.A.G. Grant in the amount of \$25,426 from the State to use on technology items. Chief Kilcullen presented the Clerk with a letter noting the award that will be shared with the Board of Aldermen. Chief Kilcullen then introduced his next issue with the Police Department roof, noting it needs to be replaced at a cost of \$60,000 to \$100,000. Chief Kilcullen spent several minutes noting various issues and related

items on the roof needing attention. Spec Criteria was shared with the City Engineer who will evaluate and work with potential bidders.

Chief Larsen spoke on his added request noting the City was in need of a new truck (Support#5) Chief Larsen noted the truck needing replacement was nine years old and was experiencing over \$4,000 in needed repairs. Chief Larsen stated he has an estimate of \$55,000 for a new purchase with an \$14,000 trade in value on the old truck. The estimate was with State pricing. The Board discussed their options and asked the Chief how the rolling stock was being rotated. The question of a lease option was discussed, as well as how long before it is necessary to purchase. The Board asked to revisit the issue to allow them time to digest the request and allow the DPW Commissioner to request a national bid from their buying group (NGPA). A motion was made to table the request for two (2) weeks. **Motion passed.**

PA Magro updated the Board on how the #2 fuel oil bid works and noted it was extremely time sensitive. The Mayor noted past practice with the issue and the Board had no issue continuing with that practice.

BID AWARDS:

DPW:

Spellman Terrace Concrete Sidewalk Installation

The Board came back to this previously discussed item. City Engineer Rotondo and Commissioner Wennberg were present and spoke on the bids. Commissioner Wennberg wanted to award the bid to low bidder Richard Reed & Son, with the caveat that Mr. Reed is amenable to the addendum that was add into the bid spec. City Engineer Rotondo noted that Richard Reed & Sons bid was \$37,525, where Parkers bid was \$42,855. City Engineer Rotondo noting a time sensitive issue with the project, asked the Board to allow him the option where if Richard Reed & Son rejected the bid offer because of the addendum, Engineer Rotondo could award the bid to Parkers instead of waiting an additional two (2) weeks for the Board to meet again. Mayor Allaire noted a motion with that language, but City Engineer Rotondo asked the Board to award the bid to Richard Reed allowing him to look at the addendum and if necessary increase his pricing and as long as he was still low bidder to award the bid. If Richard Reed & Son could not meet or beat the Bid of Parker then the bid would be awarded to Parker instead. The Mayor noted as long as the request was confirmed by the Clerk for the minutes he was OK with the request and so moved.

Motion passed.

A motion to adjourn was made and passed.

Respectfully submitted,
Henry A Heck