

MINUTES
WEST RUTLAND SELECT BOARD
Monday, May 23, 2016

Present: Sean Barrows, Chet Brown, Mitch Frankenberg, Nick Notte, Mary Ann Goulette

Others Present: Mike Moser, Jeff Biasuzzi (applicant for zoning administrator).

Call to order: The meeting was called to order at 6 p.m. by Chairman, Sean Barrows, with the Pledge of Allegiance

Approval of Agenda: Action: Do item B first. Under Discussion items, add tax sale update and Route 4 water sewer for Center Rutland. List town representatives and tax appeal update. Motion by Chet and second by Nick to approve the agenda as amended. Unanimously approved.

Minutes: The minutes of April 25, 2016 were approved as written on a motion by Mitch and a second by Chet. Unanimously approved.

Public Concerns: None

Action Items: Zoning Administrator appointment. The Board reviewed the resume of Jeff Biasuzzi who applied for the Zoning administrative position and determined he is very well qualified. He talked to the board about his past experience. He is currently the zoning administrator for Castleton, Clarendon and Wallingford. He has OSHA training, GIS training, and grant writing experience. Jeff shared that if he got the position his hours would be Monday 8 hours and Thursday 4 hours. Mary Ann shared that a full revision of the Town Plan is needed next year. The Zoning regulations were last completed in 2008. Further questions were presented to Mr. Biasuzzi which included the following:

- Should town control construction of buildings. Answer: Depends on the town zoning ordinance. He does not like issuing zoning violations.
- What options are available when someone does an addition without a permit. Answer: Depends on set back violations. Could order structure demolished and have to go to court. If Zoning Ordinance is clearly written, the person would have to pay the damages. Sometimes the neighbors will give a variance to the property owner.
- Are you willing to work on the town plan and zoning regulations? Yes, if this is part of the job. Work with the planning commission.

Motion by Nick and second by Chet to appoint Jeff Biasuzzi as the zoning administrator at \$19 hour. Unanimously approved.

Appoint LPM for Bike Ped Grant: Local Project Manager – Government grant requires a LPM to administer the grant. V-Trans needs to approve the person and the

money comes out of the grant. Susan Schreiber who was on the RRPC is Mary Ann's suggestion. She is very qualified and presents an opportunity for Mary Ann to learn ROW and other issues. It is a two year project. Chet made a motion to hire her. Mitch seconded. Unanimously approved.

Health Officer: Lisa Harvey, assistant bookkeeper has applied. The position pays \$100 a month. Motion by Chet to hire Lisa and Mitch seconded. Unanimously approved.

Planning Commissioner: Jane Pratt wants to be involved in the Business Development Group. She wants to be on Planning Commission. Nick motioned and Chet seconded to approved Jane Pratt to be on the planning commission. Unanimously approved.

Town Manager's Report: Bid for Sheldon has gone out and there is a pre-bid meeting on Thursday. The bid can be awarded at the next meeting.

- Tree planting on Crescent Street; have planted 13 autumn blade maples. Pleasant Street Cemetery will eventually get trees planted.
- They are painting Cross walks.
- The town leased the trackless and they are doing training. The cost was \$30,000 down and 100,000 over four years.
- Water and sewer maintenance. RT 4 customers will get a letter detailing how to connect. Closing out loan on USDA loan for RT 4 project.
- Mary Ann would like to thank the school and the art classes for mural for rec area.
- We received the village designation approval received for revitalization. Property owners can qualify for tax credits and grants.
- Preliminary look at bike path from parking lot to Rutland Town's parking lot.
- Two new people in accounting office. Melissa is 30 hours. Lisa works 20-25. Will close at noon on Fridays for the summer.
- Barbeque on Wednesday for town employees.

Tax Sale: Information in packet. Town took ownership at the last tax sale and was not a clean tax sale. Town received a letter from the town attorney that we didn't own the property and can't work on property. He has sent Fyfe a quick claim need. Parking lot has a cumbersome deed and may be costly endeavor. After discussion of several scenarios of how to deal with the situation, the board decided not to take any action at this meeting but to get estimates from the town attorney on opening estates.

Water Sewer Line Amendment: Rutland Town's lawyer put together an amendment to the sewer line agreement. Our attorney was asked to read it. It is a work in progress. A couple of changes should be inserted. Rutland Town had signed a previous agreement and now are trying to amend it. West Rutland does not have a signed agreement from the Fire District. Howard Burgess is head of the Fire District. Mary Ann will call Howard and get back to our attorney. No action but will be discussed further. :

Board Member Concerns:

Nick: When is the mess at the bottom of Pleasant Street going to be capped over. – 3 to 4 weeks. Sean wanted to know if it could be top coated. Lot of dust. Town wide garage sale? Went good. Only parked on one side of Street on Clarendon Ave.

Chet - nothing

Mitch – painting of traffic lights

Sean – Refuge people Board of Aldermen meeting on Wed. 5:30 at Godnick center.

Orders signed.

Adjournment: The meeting adjourned at 8:25 on a motion by Chet and a second by Nick. Unanimously approved.

Respectfully submitted,
Charleen Bowen