

West Rutland Select Board Minutes
April 6th, 2015

Present: Chet Brown, Mary Ann Goulette, Sean Barrows, Peter Bianchi, John Harvey, Rich Dow, Ed Savage

Call to order: Sean called the meeting to order at 6 03 PM with pledge of allegiance.

Agenda: On a motion by Chet and seconded by John the agenda was approved. Motion passed unanimously. Sean added to action items E4 Sweet Caroline's liquor license.

Minutes: Chet made a motion to adopt the minutes of 3/9/2015. John seconded and the motion passed unanimously.

Public Concerns: None

ACTION ITEMS:

Employee Recognition: Mary Ann recognized Rich Dow's 5 plus years as recreation director. He has done a tremendous job and taken the Recreation Department in a good direction for the Town which we intend to carry forward. He presented with a card and gift certificate.

Annual Highway Financial Plan: Mary Ann met with Brian Sanderson, the new administrator for VTrans district #3 regarding the annual highway financial plan. Mary Ann said the numbers are very close to last year. It is determined by analyzing what we spend on the roads and collect from town tax funds and then proportioned by miles traveled per class. The town generated \$404,000 in tax funds and the final plan was calculated at \$547,000. A motion was made to accept the highway plan by Peter, and it was seconded by Chet.

Award Strong Communities RFP: We received an \$80,000 grant for a pilot program to study our transportation needs and land use along Route 4A. The committee recommends Broadreach Planning & Design out of Charlotte VT as the consultant. John made a motion to allow Mary Ann to enter into the contract with Broadreach and Chet Seconded. Mary Ann requested someone from the Select Board be a member of the steering committee for the project. Sean recommended that the Planning Commission also be part of the steering committee when project starts. Chet volunteered if it was during the day and John volunteered if it was at night.

Appoint Tree Warden: Denis Lincoln offered to be the Tree Warden. John made motion to appoint him and Peter seconded. Passed unanimously. Chet asked if we have heard

about the vacant openings on the Planning Commission and Development Review Board. We have not and Mary Ann will follow up.

Consider Liquor License- The American Legion, Bruno's, Sweet Caroline's and Main Street Cash Market all are due for their liquor license renewals. They all need to take the Enforcement Seminar required by the State; they are required every 2 years. A group motion was made by John to approve the licenses as long as the seminars are taken. It was seconded by Chet.

Water/Wastewater Dept.

Ed Savage was present to talk about the new truck purchase for the water department and also the need for a 3rd employee. He updated the board on the progress of the new garage assembly. Ellis was here last Thursday to put up the base of the garage. Ed said it's going well now that the weather has cooperated and it should be done in a couple weeks. Once it's up there will need to be work on the pavement and electrical.

Truck: As requested from a previous meeting about the new truck purchase Ed got quotes without a trade-in and also got a GMC quote. Ed would prefer the GMC as it has a 100,000 or five-year warranty and one year bumper to bumper warranty. Further we would be able to get the service done free for 2 years and they will pick it up for servicing. After some discussion John made a motion to buy the ¾ ton GMC for \$28,475 and Chet Seconded. It was decided to keep the current truck as it has some equity still and could be used by a possible addition of a 3rd employee to the department.

Third Man Duties: Ed and Frank have done great keeping things afloat given the winter we had with freeze ups. Ed explained some things have been put aside for lack of personnel. Ed has been able to streamline processes, which has saved time and money but with just 2 people a lot is still left to be done. Frank has to be at the plant a lot more than before because of more testing requirements. This means Ed has to fill in to do the many town "chores" from grounds work maintenance to facilities maintenance and many other miscellaneous duties. He is left little time to complete his paperwork and work in emergencies. Ed struggled at first requesting a 3rd person but after he made a list of all the things that need to be done he feels certain its needed. It will also give the person time to learn processes for future retirements etc. Hydrant flushing is a 2 person job and hasn't been done since he's been here. They should be done this year. Valves in the streets need to be cleaned terribly. Ed wants someone who is capable to learn the water tasks/testing and needs someone accessible to him daily. Ed suggested to advertise the position in the paper with a year probation clause to give the person a chance to experience the full year cycle. Part of the new person's salary is already in the budget (part time) from Derrick Roots position. The board agreed to put an ad in the paper with a one-year probation. John made a motion to hire a 3rd person for the water department and Peter seconded.

Discussion Items

Town Hall Preservation Grant: We still have a balcony issue. Lisa Ryan from the Preservation Trust of Vermont sent the town a \$500.00 grant to help fund the repairs that will be performed by Bob Neeld of Engineering Ventures. They will assess the balcony and exterior brick wall. Mary Ann will move forward with that.

WWII: Mary Ann is hoping to have a final design for the memorial at the next meeting.

Frozen Water Lines: Currently there are still 4 frozen lines. One in particular that freezes every year is the Thrall's line on Woodward Avenue. Ed thinks that in the past someone added to the line with a 1 ½ inch pipe and it should be 4 inches. Now that it's the town's pipe it should be fixed. Ed estimates it would be about 6,500 to 10K to convert the 1 ½ pipe to 4 inch. We are hoping to not have a winter like this one next year as we haven't had one like this in years. The town has a list of the freezes for next year and will continue to monitor reoccurring problems for future solutions.

Board Member Concerns:

Chet: He would like a list of summer projects next meeting. Mary Ann will make one. He also wanted to recognize that the road crew is doing a good job on potholes.

Sean: It would be good for highway to take off some of the curbs and plant new grass. He also mentioned to shorten or remove the guardrails by Chamberlains.

Peter made a motion to adjourn the meeting at 7:40 and Chet seconded. Passed unanimously

Respectfully submitted,
Christen FitzGerald