

Minutes
West Rutland Selectboard Meeting
Monday, March 8th, 2021
Via Zoom Meeting

Present: John Harvey, Nick Notte, Chet Brown, Jayne Pratt and Dick Daley

Others Present: Mary Ann Goulette and Mike Moser

Call to Order: The meeting was called to order at 6:01pm by John with the pledge of allegiance.

Agenda Approval: Motion by Chet seconded by Nick to approve the agenda with the addition of action item g: Coin Drop Request. Motion approved unanimously.

Organization of the Board:

A) Election of Officers:

- a. **Chair** - Nick made a motion to nominate John Harvey as chair seconded by Dick. Motion approved.
- b. **Vice Chair** – Chet made a motion to nominate Nick as vice chair seconded by Dick. Motion approved.
- c. **Secretary** – Nick made a motion to nominate Chet as secretary seconded by Dick. Motion approved.

B) Rules of Procedure – Mary Ann incorporated some language to address virtual meetings. Motion by Chet seconded by Nick to adopt the Selectboard Rules of Procedure. Motion approved.

C) Conflict of Interest Policy – Motion made by Chet seconded by Nick to adopt the Conflict of Interest Policy as presented. Motion approved.

Minutes Approval: Chet made a motion to approve the minutes from the February 8th, 2021 with spelling correction. Nick seconded. Motion approved.

Public Concerns: Mike Moser thanked everyone who coordinated Town Meeting. He also thanked the Town Manager for fixing the crosswalk button in front of Bailey Motors.

Action:

- a) **Town Official Appointments** – Mary Ann presented the list (see attached). The only change from last year is the DRB appointment of Jon Wallace to replace Jim Mumford (resignation) term that ends 2022. Motion made by Chet to appoint the list of officials as presented. Seconded by Nick. Motion approved.
- b) **Certification of Town Road and Bridge Standards** – Motion made by Nick seconded by Jayne to adopt the Certification of Town Road and Bridge Standards. Motion passed.
- c) **Annual Financial Plan for Town Highway** – Motion made by Chet seconded by Nick to approve the annual financial plan for Town Highway for \$754,450. Motion passed.

d) Liquor License Renewal:

- a. **Price Chopper #122** – Motion by Chet seconded by Nick to approve Price Chopper’s #122 2nd class liquor license. Motion approved.
 - b. **Walgreen’s #18278** – Motion by Chet seconded by Nick to approve Walgreen’s #18278 2nd class liquor license. Motion approved.
 - c. **Stewart Shops #198** – Motion by Nick seconded by Chet to approve Stewarts Shops #198 2nd class liquor license. Motion approved.
 - d. **Jiffy Mart #458** – Motion by Chet seconded by Nick to approve Jiffy Mart #458 2nd class liquor license. Motion approved.
 - e. **The Tavern** – Motion by Chet seconded by Nick to approve The Tavern for 1st, 3rd and outside consumption liquor license. Chet verified with Mary Ann that the outside consumption area would not block the sidewalk. Motion approved.
- e) **Ron Fabian New Water Connection** – The stub is located at the end of East Pleasant Street. Ron will also install a flushing hydrant. Motion made by Chet seconded by Dick to approve Ron Fabian’s water connection. Motion passed.
- f) **Coin Drop Request** – Motion made by Chet seconded by Nick to approve a coin drop request for a Saturday in June for the American Legion. Motion passed.

Discussion Items:

- g) **Review Draft Audit Report** – Mary Ann pointed out the fund balances for each account. Some numbers are off since the timing of grant reimbursement. The sewer bond was not paid in 2020 because the State gave us a waiver due to COVID. We have a healthy balance in the wastewater fund to begin some upgrades at the plant. We are still having some problems of reconciling bank accounts because of the sweep account and the timing of closing the books. We are going to work with another town to try and find a resolution.
- h) **Wastewater Plant Upgrade** – We should receive the feasibility study at the end of the month. We are looking at upgrading the UV system soon and will be getting prices.
- i) **Town Manager Report** – Lauren Harvey will be our recreation director and special events coordinator. Michael will stay on with field maintenance. We hope events will be held this summer. Townwide yard sale is scheduled for May 8th. Registration for spring sports will open as soon as we receive the governor’s order.

Board Member Concerns: Nick mentioned speeding on Pleasant Street before 7:00am. Chet inquired if the contractor was coming back in the spring to fix the plastic line striping on the road. Mary Ann said the State has been notified.

Adjournment: Nick made a motion to adjourn the meeting at 6:37pm and Chet seconded. Motion approved.

Respectfully submitted,
Mary Ann Goulette