

**Minutes**  
**West Rutland Special Selectboard Meeting**  
**Monday, January 23rd, 2023**  
**6:00 pm**

**Present:** Chet Brown, Nick Notte, John Harvey, John Center and Dick Daley

**Others Present:** Mary Ann Goulette, Sean Barrows

**Call to Order:** The meeting was called to order at 6:00pm by John Harvey with the pledge of allegiance.

**Agenda Approval:** Motion by Nick seconded by Chet to approve the agenda with the following additions: under Action Items add g.) Marble Street Parking Lot Design Proposal i.) Approve 2023/24 Warning. Motion approved unanimously.

**Minutes Approval:** Motion made by Chet seconded by John Center to approve the minutes of December 20<sup>th</sup>, 2022. Motion approved. Motion made by John Center seconded by Chet to approve the minutes of January 9<sup>th</sup>, 2023. Motion approved.

**Public Concerns:** None.

**Action Items:**

- a) **Certification of Grand List** – The Listers requested the board to certify the grand list for the years 2019, 2020, 2021, 2022 now that we have settled the Velco appeal. The certification indicates there are no appeals or suits pending. Motion made by Chet seconded by Nick to certify the grand list for the years 2019, 2020, 2021 and 2022. Motion approved unanimously
- b) **Adopt Municipal Policies and Codes (MP-1)** – As part of the VCDP requirements, the Town needs to adopt the Municipal Policies and Codes (MP-1) to ensure compliance with the federal programs. VCDP updated the MP-1 form in February 2021 to be more in compliance with HUD. Motion made by John Center seconded by Nick to adopt the Municipal Policies and Codes (MP-1) consistent with the provisions of the Vermont Community Development Program and the federal law. Motion approved unanimously.
- c) **Adopt Anti-Displacement Plan (ADP)** – As a condition of receiving funds under the VCDP, the Town needs to adopt this Residential anti-displacement and relocation plan, as required by the provisions of the Housing and Community Development Act of 1974. Motion made by Chet seconded by John Center to adopt the Residential Anti-displacement and Relocation Plan. Motion approved unanimously.
- a) **Otter Creek Basin Clean Water Grant letter of support** - The Town completed a stormwater master plan in 2014 for the Castleton Headwaters. This \$31,407 grant application is for a stormwater master plan for the Clarendon River. No match is required. It will provide planning, design, and prioritization for future water quality improvement projects. Motion made by Nick seconded by Chet to sign the letter of

support for the Otter Creek Basin Clean Water Grant application in the amount of \$31,407. Motion approved.

- d) **Resolution for Downtown Transportation Fund** – The sidewalks along Elm Street and Main Street, from Elm to Gilmore, are in fair to poor condition. We plan to apply to replace these sections of sidewalk up to amount of \$240,000. The Town will be required to contribute a 20% match which can be in kind. Motion made by Chet seconded by Nick to sign the resolution for the Downtown Transportation Fund and agree to commit the 20% matching funds. Motion approved unanimously.
- e) **Water / Sewer Allocation Request** – The Land Trust is looking at a new 24 unit project in town. We need to look at the allocation and connection fees. Mary Ann will survey surrounding towns to look at comparable rates. No action needed today but they want to know the costs for their budget.
- f) **Marble Street Parking Lot Design Proposal** – We received a grant for the design and construction of the Marble Street Parking Lot last year. Otter Creek has submitted a proposal for design at \$7,500. Motion made by Chet seconded by John Center to sign the Marble Street Parking Lot Design Proposal with Otter Creek Engineering for \$7,500. Motion approved.
- g) **Sign 2023/24 Warning** – All articles are the same as last year with the exception of the increase in paving. The budget amount is \$1,616,611. Motion made by Chet seconded by Nick to sign the 2023/24 Warning as presented. Motion approved unanimously.

#### **Discussion Items:**

- b) **2023/24 Water / Sewer Budget** – Mary Ann said many line items have increases this year. The largest increases are: insurances and workers comp due to a recent claim and line maintenance The sewer bond is paid off until we vote on the next one later this year for the plant upgrade. We are still waiting on delivery for the UV system and Elm Street pump station upgrades. Final number is a 5.5% increase in wastewater but down 14.2% overall because of the bond payment. Water is up 3.9% or \$17,335.
- c) **Skyline Drive Engineering Report**– We contracted with Otter Creek to develop a road reconstruction and water line replacement plan. The overall costs amount to \$1.2 million. Mary Ann met with USDA Rural Development and they should be able to help with funding under the complete streets program. We will need to apply for a planning loan and hopefully work towards a bond vote later this year. Sean Barrows will gather some ideas to band aid the road for this year.
- d) **2023/24 Paving Article** – We have a long list of roads that need attention. \$100,000 a year does not get us very far with the rising costs. Sean is looking at crack sealing, chip sealing and slurry as lower cost treatments. We recommend increasing the article to \$200,000 to get caught up. We hope to receive a grant for part of Whipple Hollow but other roads that need pavement are lower Thrall, Sheldon and Pleasant Street. The additional \$100,000 equals an additional annual payment of \$48.00 on \$100,000 assessment.

**Board Member Concerns:**

John Center – Is the Neighborhood Watch Program still active? Mary Ann is unsure.

**Adjournment:** Nick made a motion to adjourn the meeting at 7:24 pm and Chet seconded. Motion approved.

Respectfully submitted,  
Mary Ann Goulette