

Minutes
West Rutland Selectboard Meeting
Monday, February 13th, 2023
6:00 pm

Present: Chet Brown, Nick Notte, John Harvey and John Center

Others Present: Mary Ann Goulette, Sean Barrows, Peter Kulig, Steffanie Bourque, Rutland Planning Commission, (via zoom) Jack Gieshober, Weston & Sampson.

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

Agenda Approval: Motion by John Center seconded by Chet to approve the agenda with the following additions: under Action Items add j.) Asset Management Plan Engineer Contract k.) Loan Application - Asset Management Plan. Motion approved unanimously.

Public Concerns: None.

Action Items:

- a) **Sidewalk Scoping Study Final Report Presentation** – The Town of West Rutland has been working with consulting engineers, Weston & Sampson, to assess potential improvements to sidewalks and related pedestrian facilities at several locations within the Town. These improvements would build on previously completed projects and help bridge gaps and connect various areas of the Town. The study encompasses seven areas on Pleasant Street, Thrall Avenue, Ross Street, Main Street, and Dewey Avenue. Each segment was detailed showing the existing conditions, local concerns, preferred alternatives and cost estimates: Pleasant to Sheldon \$232K, Pleasant: Baxter to Durgy \$327K, Thrall: Sheldon to tracks \$308K, Ross at Main \$116K, Ross from Franklin to Garage \$185K, Dewey \$564K. Chet made a motion to endorse the sidewalk scoping study final report for TA 21(8) as presented by Weston and Sampson. Seconded by Nick. Motion approved unanimously
- b) **Certification of Town Road and Bridge Standards** – Motion made by Chet seconded by John Center to adopt the Certification of Town Road and Bridge Standards. No changes from last year. Motion passed unanimously
- c) **2023-24 Annual Highway Financial Plan** – The annual financial plan for town highways shows the State highway aid, town tax funds and planned expenses. The total is \$898,402. Motion made by Chet seconded by John Center to approve the 2023-4 Annual Highway Financial Plan totaling \$898,402. Motion approved unanimously.
- a) **Certificate of Highway Mileage 2023-24** – Motion made by Nick seconded by Chet to approve the certificate of highway mileage with no changes. Motion approved.
- d) **Review Historic Preservation Request** – The Vermont Division of Historic Preservation is evaluating if 376, 398 and 416 Main Street continue to meet the

evaluation criteria for listing in the State Register of Historic Places. 376 was significantly remodeled, 398 was demolished, 416 suffered an extensive fire. The Selectboard determined we have no concerns on the removal of these properties from the register.

- a) **Appoint Development Review Board Member** – Motion made by Chet seconded by John Center to appoint Ron Ryan to the Development Review Board for a three-year term ending in 2026. Motion approved.
- b) **DWSRF Loan Application for Service Line Inventory** – This is a new requirement by the State to develop an inventory of all service lines by October 2024. West Rutland is eligible to \$118,280 of a fully subsidized loan. This loan application is for \$79,790 which is based on the Otter Creek engineering proposal. Motion made by Chet seconded by John Center to sign the DWSRF loan application for \$79,790 to develop the State mandated service line inventory. Motion approved.
- c) **Service Line Inventory Engineer Contract** – Otter Creek’s proposal is for \$79,790 to develop the service line inventory. Motion made by Chet seconded by Nick to have Mary Ann sign the contract with Otter Creek as presented. Motion approved unanimously.
- d) **Review Liquor Licenses** – All the licenses are online now and town still gets paid a portion of the fees. The Selectboard does not need to sign and approve them. They will request to see them if there are any problems or concerns.
- e) **Asset Management Plan Engineer Contract** – There is funding available through the DWSRF to develop an asset management plan. This will create a better online management platform, create paperless options and give us additional ranking points for priority list projects. The contract amount is \$40,245 and funding is available. Motion made by John Center seconded by Chet to have Mary Ann sign the Otter Creek contract in the amount of \$40,245 as presented. Motion approved unanimously.
- f) **Loan Application for Asset Management Plan** – A fully subsidized loan is available to fund water supply asset management plans. The contract from Otter Creek is \$40,245. Motion made by John Center seconded by Chet to sign the loan documents as presented. Motion approved unanimously.

Discussion Items:

- b) **Rutland Town Fire District Voting Results** – The vote passed 39-5. Mary Ann indicated the benefit West Rutland would be for rate stabilization for our rate payers. Mary Ann to compile projected revenue and expenses. We will also develop a list of questions of items that are still unknown and a timeline for West Rutland’s vote.
- c) **Town Manager Report** – The planning commission did not address the keeping of chickens, animals in the zoning bylaw update. VLCT recommended using an animal ordinance. Our dog ordinance should also be updated. It was agreed that the Selectboard ask the planning commission to review and revise our dog ordinance to address all

animals, etc. Sean Barrows talked about the ability to burn brush at the old dump. The selectboard needs to designate the area. We will include it on the agenda at the next meeting.

Board Member Concerns:

John Center – Is the new housing project for seniors or low income. Mary Ann thinks it's a mix, it will be similar to the Stanislaus project on Barnes Street.

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

Respectfully submitted,
Mary Ann Goulette