

**Minutes  
West Rutland Selectboard Meeting  
Monday, June 12th, 2023  
6:00 pm**

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

**Others Present:** Mary Ann Goulette, Mike Moser, Joe Davis and Sean Barrows

**Call to Order:** The meeting was called to order at 6:00\5 pm by John Harvey with the pledge of allegiance.

**Agenda Approval:** Motion by Chet seconded by John Center to approve the agenda with the addition of k) Thrall Avenue sidewalk under action items.

**Minutes Approval:** Motion made by Chet seconded by John Center to approve the minutes of the meeting of May 8, 2023. Motion approved.

**Public Concerns:** Joe Davis was present to discuss his ability to use Gorham bridge to haul in stone for his agricultural barn. Chet questioned whether he is exempt or if he needs an overweight permit. Mary Ann discussed with zoning and Jeff is still waiting for information from Mr. Davis on his project. It was recommended that Mr. Davis contact zoning.

**Action Items:**

- a) **Boardman Hill Solar Access Permit** - Request for a new access to service the solar farm. Sean has approved the proposed location with the following specs: 24" culvert with 10' apron on inlet with 10"- rip rap minimum; Headwall or rip rap at culvert inlet; Minimum 10"- rip rap on outlet side to include a conveyance area into cross culvert area below newly installed access culvert; Rip rap or footer wall at culvert outlet. Motion made by Chet seconded by Nick to approve the access permit with conditions. Motion passed unanimously.
- b) **Naylor and Breen ROW Permit** – Request to work in the ROW to install 6’ water line into the building at 484 Main Street. The road will need to be closed for most of the day. Mary Ann has the liability certificate and a bond to guarantee the work. Traffic control will be in place. Signage for trucks to detour them onto Pleasant, Sheldon and Marble Street. Motion made by Chet seconded by Nick to approve the ROW permit with conditions. Motion passed unanimously.
- c) **Clark Hill Fill Permit** – Motion made by Chet seconded by John Center to waive the fee for the approved fill permit for the Town’s Clark Hill ditch project. Motion passed unanimously. Motion made by Nick seconded by Chet to waive the fee for all Town projects. Motion passed unanimously.
- d) **Award Paving Bid** – We received three bids Wilk Paving, Fuller Paving and Pike. Wilk

was the lowest bid at \$398,852.50. The following roads will be paved: Whipple Hollow from Burke to Pleasant Street. Sheldon from Crescent to Thrall, Thrall from Sheldon to the RR tracks, Pleasant from Crescent to Anderson, Skyline temporary patch, Barnes near RR tracks. Chet made a motion to award the paving bid to Wilk Paving with Thrall Option B at a total price of \$398,852.50. Seconded by Nick. Motion approved unanimously.

- e) **Award Stormwater Master Plan Bid** – We received two bids from Fitzgerald Environmental Associates and Watershed Consulting Associates to develop a Stormwater Master Plan for the portion of the Clarendon River watershed located in West Rutland. The project is a collaboration of RNRCD and the Town and funded with a Clean Water Service Provider Grant. The committee received proposals and both firms were highly capable of the project but Fitzgerald was recommended because of their familiarity with the Town. Motion made by Chet seconded by John Center to award the Stormwater Master Plan bid to Fitzgerald Environmental Associates for \$28,650. Motion passed unanimously.
- f) **Otter Creek Engineering Wetland Restoration Proposal** – This project is already funded through an Otter Creek Clean Water Service Grant. The proposal from Otter Creek Engineering is to design a wetland restoration project at the recreation area. Otter Creek will also bring in an invasive species expert to talk about the phragmites issue in Town. Motion made by Chet seconded by John Center to accept the Otter Creek Engineering Wetland Restoration Proposal for a cost of \$12,000. Motion passed unanimously.
- g) **Highway Safety Improvement Grant Letter of Support** – This is a new grant available to address simple but critical safety improvements on the local highway system. Examples of projects are: painting fog lines, installing additional signage and removing objects to widen clear zone. Our application includes one intersection sign and renting equipment to remove small trees and brush alongside Whipple Hollow Road and Pleasant Street to improve visibility and sight lines for drivers. The total request of the application is \$23,220. No match is required. Motion made by John Center and seconded by Chet to sign a letter of support for the HSIP Grant application. Motion passed unanimously.
- h) **Highway Equipment Purchase** – Sean found a used hot box and water tank from a dealer in Maine that he would like to purchase for a combined price of \$7500. We are not sure if it will still be available as of today's meeting. Mary Ann reports that we have the funding in the highway equipment savings account. Motion made by John Center seconded by Nick to approve the \$7500 purchase of hot box and water tank. Motion approved
- a) **Review Sheriff's Contract July 1, 2023-June 30, 2024** – Sheriff Fox presented this contract in December for our budget discussions. The new fee is \$50.20 per hour capped at \$104,411 inclusive of cruiser and animal control. Questions on increasing gas prices. The contract does state the sheriff reserves the right to re-negotiate cruiser costs if fuel

increases to more than \$3.50 gallon. Motion made by Nick seconded by Chet to sign the sheriff's contract at \$104,411. Motion approved unanimously.

- i) **Consider Investment Policy** - Mary Ann is looking at Certificate of Deposits since the interest rates are increasing. She submitted an investment policy which establishes investment objectives, standards, eligible investments, internal controls, reporting requirements, safekeeping and custodial procedures necessary for the proper management and investment of the funds of the Town of West Rutland. Motion made by Dick seconded by Chet to adopt the investment policy as presented. Motion passed unanimously. Motion made by John Center seconded by Chet to authorize Mary Ann to invest up to \$500,000 in a certificate of deposit at a local bank. Motion approved.
- j) **Thrall Avenue Sidewalk** - John Center recused himself. Since we are paving Thrall, Sean suggested replacing the Thrall Avenue Sidewalk. The scoping study indicated an estimate at \$200,000+ with engineering. Mary Ann requested a price from Fabian's in order to replace the sidewalk before the paving begins. Fabian's proposal is \$51,200 if the Town removes the existing walk. Motion made by Dick seconded by Nick to accept the proposal from Fabians to replace the Thrall Avenue sidewalk at a price of \$51,200. Motion approved unanimously.

#### **Discussion Items:**

- b) **Town Manager Report**
  - a. **Culvert and Structures Inventory** –The Planning Commission finished our study; it still needs some work but it will helpful as we budget in the following years. Overall, we have 206 drop inlets, 187 drainage culverts and 149 driveway culverts. 24 are in critical condition. Mary Ann to gather more information.
  - b. **Hot weather cooling station** – Mary Ann to look into what is required.
  - c. **Resignations:** Assistant Treasurer and Recreation Director.

**Executive Session:** Motion made by Nick at 7:26 to enter executive session for real estate purposes. Motion made by Nick at 7:30 to exit executive session. No action taken.

#### **Board Member Concerns:**

John Center – Had a conversation with the sheriff on the homeless situation. Memorial Day Parade went very well.

Dick Daley – would like a centerline painted on Pleasant Street.

Chet – did we file the grand list. Mary Ann said the listers are filing it tomorrow. Questions on the Kabota, do we need a bigger machine at the rec area.

**Adjournment:** Nick made a motion to adjourn the meeting at 7:45 pm and Dick seconded. Motion approved.

Respectfully submitted,  
Mary Ann Goulette