

Minutes
West Rutland Selectboard Meeting
Monday, March 10th, 2025
6:00 pm

Present: John Harvey, John Center, Chet Brown, Dave Webster and Bob Bach.

Others Present: Mary Ann Goulette, Mike Moser, Lisa Wright and Tom Fagan

Call to Order: The meeting was called to order at 6:00pm by John Harvey with the pledge of allegiance. John welcomed the new board members: Robert (Bob) Bach and Dave Webster.

Organization of the Board:

- A) **Election of Officers:** John Center made a motion to elect John Harvey as Chair, seconded by Chet. Motion approved. John Center made a motion to elect Chet as Vice Chair seconded by Dave. Motion approved. Chet made a motion to elect John Center as Secretary/Clerk seconded by Dave. Motion approved.
- B) **Rules of Procedure** – There are no changes from last year. Motion by Chet seconded by Bob to adopt the Selectboard Rules of Procedure. Motion approved.
- C) **Conflict of Interest Policy** – There are no changes from last year. Motion made by Chet seconded by Dave to adopt the Conflict-of-Interest Policy as presented. Motion approved.

Agenda Approval: Motion made by Chet seconded by Bob to approve the agenda as presented. All in Favor. Motion approved.

Minutes Approval: Motion made by Chet seconded by John Center to approve the minutes of the meeting of February 10, 2025 and February 14, 2025. Motion approved.

Public Concerns: None

Action Items:

- a) **Appoint 2025 Town Officials** – Motion made by Chet seconded by Dave to appoint the officials as presented (the list is attached to these minutes). The group welcomed Tom Fagan as a new member of the Planning Commission. Motion approved unanimously.
- b) **Resolution for Municipal Planning Grant** – Mary Ann suggests we write a \$30,000 grant application for a village master plan to include housing, redevelopment of underutilized parcels, economic development, transportation and streetscape improvements. Motion made by John Center seconded by Chet to sign the resolution for the Municipal Planning Grant application for a village master plan. Motion approved.
- c) **Approve Liquor and Tobacco Licenses** – The licenses are applied online by applicant and the selectboard approves them:
 - Motion made by Chet seconded by John Center to approve the 1st & 3rd Class liquor license for Sweet Caroline's;

- Motion made by Bob seconded by Chet to approve the Tobacco Substitute, Tobacco and 2nd Class liquor for Jiffy Mart;
 - Motion made by Chet seconded by John Center to approve Walgreen's – Tobacco and 2nd class liquor licenses;
 - Motion made by Chet seconded by John Center to approve Stewart's Shops – Tobacco Substitute, Tobacco, 2nd class liquor licenses;
 - Motion made by Chet seconded by John Center to approve J.W. Sandri Sunoco – Tobacco, Tobacco Substitute and 2nd Class liquor licenses;
 - Motion made by Chet seconded by John Center to approve Price Chopper- 2nd Class liquor license. All Motions approved unanimously as presented.
- d) **Amendment for Wastewater Facility Design-Structural Engineering - MSK** Engineers needs to subcontract a structural engineer for the wastewater plant upgrade. The additional amount is \$74,602 and will be added to the planning loan which will eventually be rolled into the bond amount. Motion made Chet seconded by Bob to approve the contract amendment for MSK Engineering to include \$74,602 for the structural engineering. All in favor. Motion approved unanimously.
- e) **Sansoucy Utility Valuation Update Proposal** – Lisa Wright would like to recommend that the board not renew the GMP update as all transmission and distribution utility parcels will now be dictated by the state values. This does not apply to pre-existing agreements, so our agreement with Velco still stands. While PVR will honor this agreement, there is an annual administration of this agreement that leads to some value determination based on additions and deletions; she thus strongly recommends that the board continue this contract through the duration of the contract at the price of \$2,000. Motion made by Chet seconded by Dave to sign the contract with Sansoucy for the 2025 utility valuation update with Velco for the price of \$2,000. Motion approved unanimously.
- f) **Better Roads Grant–Road Erosion Inventory** – The regional planning commission will conduct the inventory for us. There is no cost to the Town. Motion made by John Center seconded by Chet to sign the Better Roads Grant – Category A Road Erosion Inventory grant application. Motion approved.
- g) **Certificate of Deposit-Rollover** – One of our CD expire this month at Bar Harbor. Mary Ann recommends renewing for 12 months at the rate of 3.75%. Through all our investments Mary Ann reported we have earned over \$75,000 in interest since July 1, 2024. Motion made by Chet seconded by Dave to roll over the certificate of deposit for 12 months at the rate of 3.75%. Motion approved.
- h) **Text My Gov Proposal** - Mary Ann is looking for better ways to communicate with residents. TextMyGov uses smart texting technology to communicate via text with citizens. We can answer questions, send links to our website, and provide details on tax due dates, utility payments, town news and events, etc. They are able to gather cell phone numbers in our zip code. Residents can opt out or in at any time. The cost is \$3,000 per year for a 3 year period. They won't invoice us until July 1, 2025. Motion

made by Bob seconded by Dave to sign the Text My Gov Proposal for 3 years at a cost of \$3,000 per year. Motion approved.

- i) **Road Posting Weight Limits** – Motion made by Dave seconded by Chet to adopt the Town Highway weight limits for Class 2, 3 and 4 roads until May 15th, 2025. Two axle - 15,000lbs; Three axle – 18,000lbs; tractor trailer – 20,000lbs. Motion approved.

Discussion Items:

- a) **Lister Update** – Lisa presented the board a memo to discuss the shortage of a lister. The new candidate withdrew. She is willing to work as an assessor, at the rate of \$70/hour (as she does for other towns) until June 30th. Since it is difficult to find listers and there are many legislative actions in discussion we will need to readdress this at the end of our fiscal year in June. Motion made by Bob seconded by Dave to change Lisa’s rate of pay as presented and readdress the lister/assessor at the June meeting.
- b) **Town Manager Report** – We are still looking for a new location for the food shelf. Barb Flint is stepping down and Chrissy Moore is taking over the food shelf purchases. A property owner on Clark Hill wants to donate a portion of their property for a hiking trail and vista. We will be looking into associated grants.

Board Member Concerns:

John Center – Wants to congratulate the highway crew on a job well done during a very difficult winter. Need additional signage for 911 addresses on Main Street. What happens with the Town advisory vote for the school? Mr. Moser said there needs to be more data to make any decisions on school closures.

Bob Bach – question on the number of votes. The school votes are comingled with the other towns so we only know the total.

Chet Brown –There is a camper on Blanchard Avenue, is it past the 6 months?

Adjournment: John Center made a motion to adjourn the meeting at 7:14pm and Chet seconded. Motion approved.

Respectfully submitted,
Mary Ann Goulette