

**CITY OF RUTLAND
BOARD OF FINANCE MINUTES
WEDNESDAY, JULY 26, 2017**

Present: Mayor Allaire, PA Magro, Commissioner Wennberg, Project Manager Sears, Engineer Rotondo, Tara Kelly and Treasurer Wilton.

Mayor Allaire called the meeting to order at 2:05pm.

ADDITIONS AND DELETIONS

Zoning Administrator Kelly requested 37 Pine Street lot allocation be added to the agenda. Mayor Allaire moved to approve the addition to the agenda. Motion passed.

BID AWARD

Rec:

Playground Surfacing materials

Superintendent Wight recommended Durgin & Crowell, the low bidder, be awarded the bid for playground surfacing material. Treasurer Wilton made a motion to approve the recommendation. Motion passed.

Police:

Annual Bids

Mayor Allaire read a memo from Police Chief Kilcullen requesting the following bids be awarded to named vendors:

Vehicle Maintenance - Bob Howard's

Police Uniforms - Galls

Building Cleaning - Central Vermont Cleaning

Police Uniform - Modern Cleaners

Radio Repair - Wells Communication

Treasurer Wilton made a motion to approve the bid awards based on the Chief's recommendation. Motion passed.

Mayor Allaire and Treasurer Wilton asked PA Magro to draft a bid for cleaning services for City Hall to be presented at the next Board of Finance meeting.

37 Pine Street

Zoning Administrator Tara Kelly presented the Board with a sketch of the re-allocation of the lot at 37 Pine Street which includes a piece of land owned by the City. The decision was based on Option #1 and Option #2 under the recently adopted guidelines "Putting City Owned Properties Back Into Use" (see attached). Mayor Allaire made a motion to approve the reconfiguration at 37 Pine Street as long as the abutters agree to accept the land (see attached). Motion passed.

Zoning Administrator Kelly stated that now a survey would have to be done to merge 37/39 Pine Street, subdivide the lots and file new deeds. Mayor Allaire stated Zoning Administrator Kelly could use the same surveyor the City used for the Baxter Street lot to complete the work.

Meeting adjourned at 2:15 PM.

Commissioner Wennberg asked the Board of Finance to take up two additional items. With no objection from Board members. Mayor Allaire agreed and called Board of Finance to order.

SOLE SOURCE PURCHASE

DPW:

Commissioner Wennberg presented a memo from Water Treatment Manager Protivansky requesting to purchase two sets of Muffin Monster grinder cutting teeth for a total cost of \$20,142.00.00. Treasurer Wilton made a motion to approve the sole source purchase with the expense to be charged to CSO equipment replacement. Motion passed.

BID AWARD

DPW:

Pavement Markings:

Commissioner Wennberg presented a spread sheet outlining the detail of the pavement marking bid. He explained in detail the base of the bid and the results. Commissioner Wennberg made a recommendation to award the pavement marking bid to Hi-Way Safety Sytems as presented. Mayor Allaire made a motion to award the pavement marking bid to Hi-Way Safety Systems with the alternate style for parking spaces at the unit prices listed in the bid documents (see attached). Motion passed.

Project Manager Sears gave a brief presentation on the National Joint Purchasing Association and the cost saving benefits for the City of Rutland. Project Manger Sears gave an example of how the program works and would be more beneficial to purchase items through this network than the bid process. Treasurer Wilton made a motion to approve NJPA as an opportunity to purchase items without the bid if it is cheaper than the bid process. Motion passed.

Meeting adjourned at 2:30pm.

Respectively submitted,
Sara Magro