

CITY OF RUTLAND, VERMONT
BOARD OF FINANCE
WEDNESDAY, JULY 28, 2021

Present: Mayor Allaire, President Whitcomb (via tele-conference), Treasurer Markowski, Commissioner Rotundo, Purchasing Agent Magro, Chief Lovett, Superintendent Peters, Forester Tim Smith and Tom Garofano.

Mayor Allaire called the meeting to order at 3:01PM.

ADDITIONS AND DELETIONS:

Forester Smith asked that the purchase of bare root trees and balled and burlapped trees Be added to the agenda. Mayor Allaire made a motion to approve the addition. Motion passed.

APPROVE MINUTES FROM PREVIOUS MEETING:

Mayor Allaire made a motion to approve the minutes from the previous meeting. Motion passed.

BID OPENINGS:

DPW:

Work Uniforms

One bid was received and opened. Mayor Allaire made a motion to refer to DPW. Motion passed.

SOLE SOURCE PURCHASE:

REC:

Fitness Equipment

Superintendent Peters submitted a request to designate Johnson Health Tech NA Inc. as a sole source provider of fitness equipment and to purchase up to \$20,000.00 a year in new equipment. Superintendent Peters stated the importance of replacing equipment regularly to decrease injuries and to maintain consistency within the gym equipment. Superintendent Peters also stated she has spoken with Kate Mosher from Back on Track Physical Therapy and this is where they purchase their equipment from and this will allow their clients to make a seamless transition to the recreation facility.

Mayor Allaire made a motion to approve up to \$20,000.00 from Johnson Health Tech NA Inc. and to designate this vendor as a sole source. Motion passed.

FIRE:

Portable Radios

Chief Lovett requested to purchase additional portable radios in the amount of \$7,658.91 that were not included in the purchase of radios in FY 21. Chief Lovett stated the purchase of the radios was split between FY 21 and FY22. Mayor Allaire made a motion to approve the radio purchase in the amount of \$7,658.91. Motion passed.

Turn-Out Gear

Chief Lovett requested to purchase additional five sets of turn-out gear under a bid that spanned two fiscal years in the amount of \$16,836.65. Chief Lovett explained the gear expires after ten years and he plans to purchase five sets a year to keep them up to date. Mayor Allaire made a motion to approve the purchase of five sets of turn-out gear in the amount of \$16,836.65. Motion passed.

DPW:

Bare Root Trees

Forester Smith presented a memo requesting to approve New England Nursery Sales, Inc. as a sole source provider for the purchase of bare root trees. Forester Smith stated New England Nursery Sales is the sole provider for large caliper bare root trees in Vermont, working as the sales company for Shichtel's nursery. Forester Smith further explained that Shichtel's is the only grower, nursery in the northeast that grows and sells bareroot trees of Rutland's desired size caliper. This stem caliper is critical to survival in Rutland's urban forest due to breakage from snow, ice, wind, vandalism and negligent of property maintenance. Forester Smith stated purchasing bare root trees is approximately 1/3 the cost and he would be able to plant more trees each year. Forester Smith is asking to purchase bare root trees in the amount of \$12,000.00 for planting to be paid from the tree budget.

Mayor Allaire made a motion to approve up to \$12,000.00 for bare root trees and designate New England Nursery Sales as a sole provider. Motion passed.

Balled and Burlapped Trees

Forester Smith presented a memo requesting to approve Horsford Nursery as a sole source provider for Balled and Burlapped Trees. Forester Smith stated Horsford Nursery has quality trees at competitive prices, mostly equal to 5 – 10% lower than other competitive nurseries. Forester Smith also stated that the variety of trees suits the needs of Rutland City and the quality allows survival to maturity morelikely due to being grown in the same climate as Rutland.

Forester Smith asked the Board to also approve the purchase of twenty trees from Horsford Nursery. Mayor Allaire made a motion to authorize the purchase of balled and burlapped trees in the amount not to exceed \$8,000.00 and to designate Horsford Nursery as a sole source provider. Motion passed.

Meeting adjourned at 3:25pm.

Respectively submitted,

Sara P. Magro
Assistant Clerk