

**CITY OF RUTLAND VERMONT
BOARD OF FINANCE
MONDAY, MARCH 25, 2024**

Present: President Talbott, Mayor Doenges, Treasurer Markowski, Commissioner Protivansky, Manager Garofano, Engineer Gillen and PA Magro, ZA Strniste and RRA Director Bove.

Mayor Doenges called the meeting to order at 3:00 PM.

ADDITIONS and DELETIONS:

Engineer Gillen requested adding sole source purchase for bare root trees. Treasurer Markowski requested adding City Purchasing Policy review. Mayor Doenges made a motion to add both items to the agenda. Motion passed.

MINUTES FROM MARCH 11, 2024 MEETING

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

BID OPENING:

Water pipe fittings

One bid was received and opened. Commissioner Protivansky requested time to review the bid.

RFP OPENING:

Capital Improvement Program

One RFP was received and opened. Mayor Doenges made a motion to refer to the Capital Improvement Committee. Motion passed.

BID AWARDS:

Commissioner Protivansky made a recommendation to award the water pipe fittings to FW Webb. Mayor Doenges made a motion to award the bid to FW Webb. Motion passed.

SOLE SOURCE PURCHASE:

Engineer Gillen requested the board approve an increase in the spending limits for bareroot trees from \$12,000 per year to \$20,000 per year from New England Nursery Sales. Engineer Gillen also requested an increase in spending limit for Balled and Burlap trees from \$6,000 per year to \$10,000 from Horsford Garden and Nursery. Engineer Gillen stated the City Foresters now have the capacity to plant twice as many trees as current funding allows and the new amounts will accommodate the purchase of approximately 185 bareroot trees. Mayor Doenges made a motion to approve purchase of trees from New England Nursery Sales in the amount of \$20,000 and Horsford Garden and Nursery in the amount of \$10,000. Motion passed.

OLD BUSINESS:

City Purchasing Policy Review

Treasurer Markowski presented the updated purchasing policy to members and asked that they proof the policy. Members read through the policy and suggested additional edits. Treasurer Markowski stated she would again update the policy and bring to the full Board of Alderman on April 15, 2024 to request the item be referred to committee for review. Treasurer Markowski stated once the BOA committee has reviewed and made changes, the policy will then be presented to the full BOA to adopt. Treasurer Markowski thanked the board members for their time and effort on updating the purchasing policy. Information only. No action taken.

Meeting adjourned at 3:30 PM.

Respectively submitted,

Sara Magro