

CITY OF RUTLAND VERMONT
Board of Finance Minutes
Monday, October 14, 2024

Members Present: Mayor Doenges, President Talbott & Treasurer Markowski.

Others Present: Sara Magro (Purchaser), Tom Garofano (DPW), Dan McIntyre (DPW), Katie Langlois (Assessor), Chief William Lovett (RCFD) and Susan Clark (Clerk).

Mayor Doenges called the Board of Finance meeting to order at 3:01 PM.

ADDITIONS & DELETIONS TO THE AGENDA

There were none.

APPROVE MINUTES FROM PREVIOUS MEETING; 9/23/2024

Mayor Doenges asked for a motion to approve the minutes from September 23, 2024 in which President Talbott so moved, all were in favor and the motion passed.

BID OPENINGS

General Government; Annual Report

Purchaser Magro stated three bids were received. Treasurer Markowski opened and read the following bids (3,000 copies):

Repro Graphics: \$8,315.00 and \$7,760.00/3 years

Stillwater Graphics: \$8,310.00; pre-press work \$950.00 each additional 500 copies \$795.00

RC Brashaw & Company: Pre-press work \$1,350-\$1,500.00 \$8,462.00 each additional copy \$1,798.00. Mayor Doenges asked to look at the bids and will take up at the end of the meeting.

BID AWARDS:

DPW; Leak Detector

Tom Garofano stated no vendor met minimum qualifications and the low bid does not include a tablet, which is easier to use versus a laptop, and explained how the detector works and asked if this could go back out for bid. After discussion, Mr. Garofano said going forward he will be looking for sole source. Mayor Doenges moved to reject all bids and put the Leak Detector out to bid including new specs. All were in favor and the motion passed.

SOLE SOURCE PURCHASE

ASSESSOR; Amendment to Contract with CAI Technologies Mapping

Katie Langlois stated she wants CAI to update property lines each year and to identify unknown parcels and would use re-appraisal line item. Ms. Langlois explained this is to amend the current mapping contract and said the CAI software will tie in to the CAMA software; the cost is \$60,750.00 out of the re-appraisal line item. After discussion, Mayor Doenges made a motion to amend the contract with CAI Technologies to include the updated mapping clean up in the amount of \$60,750.00 to come out of the re-appraisal fund. All were in favor and the motion passed.

DPW; Repair of Sewer Camera

Dan McIntyre stated the cost to completely replace the camera is \$20,000.00 and the rebuild would be \$4,269.63 and now are paying \$2,500.00/day to contract out. Mr. McIntyre said CUES is currently sole source. After discussion, Mayor Doenges made a motion to approve the sole source repair to CUES in the amount of \$4,69.63 (with tax \$4,450.74) to come from Waste Water Collection Machinery Equipment Line. All were in favor and the motion passed.

FIRE DEPT; Purchase of Boat Motor

Chief William Lovett stated he was given permission from the Board of Aldermen to sell surplus equipment and explained he is looking to sell a damaged boat and motor that goes with it in the amount of \$2,500.00. Mr. Lovett said Hydes RV & Boats came in low at \$3,750.00 and said any shortages of money to come from a line item and asked the board to use the money from the sale of the boat and motor and apply directly to buy a new motor and any shortages of money would come from a line item. Mayor Doenges made a motion to approve the purchase if a new boat motor Yamaha F25 LMHC from Hydes RV & Boats with resulting funds of sale from previous boat and any additional funds to be used from Machinery & Equipment from the Fire Department. All were in favor and the motion passed.

BID OPENINGS**General Government; Annual Report**

Mayor Doenges asked who the current vendor is for the annual report. Purchaser Magro and Treasurer Markowski said Stillwater. There was brief discussion of formatting of the annual report and the bids that were received. Mayor Doenges suggested having a QR code for the annual report and made a motion to approve Stillwater in the amount of \$8,310.00 for the printing and \$950.00 for pre-press work if needed. All were in favor and the motion passed.

Mayor Doenges adjourned the meeting at 3:30 PM.

Respectfully Submitted,

Susan A. Clark
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Deputy City Clerk