

Board of Aldermen Minutes
City of Rutland
Monday, April 7, 2025

Members present: President Allaire, Aldermen Talbott, Davis, Gillam, McClure, Heck, Whitcomb, Clifford, Cupoli, Donahue, and Tadio. Also present, Mayor Doenges, Treasurer Markowski, Attorney LaChance, and City Clerk Kapusta.

7:00 PM BOARD OF ALDERMEN MEETING

President Allaire called the meeting to order at 7:00 PM and started with the Pledge of Allegiance.

ADDITIONS, DELETIONS OR OTHER MODIFICATIONS TO THE AGENDA

President Allaire asked if there were any additions, deletions or other modifications to the agenda.

Attorney LaChance asked that the executive session be moved to the end of the agenda. There were no other modifications to the agenda.

AMENDMENT AND APPROVAL OF MINUTES OF PREVIOUS MEETING(S) (March 17, 2025)

A motion was made and seconded (Talbott, Davis) approving the minutes of the March 17, 2025, meeting. President Allaire asked if there were any changes or corrections, there were none. Motion passed.

PUBLIC COMMENT

Tom Hughes: Vermont 250th Anniversary

Tom Hughes a member of the Vermont 250th Anniversary Commission and the Rutland Historical Society Board, presented an idea of how Rutland City might celebrate the 250th anniversary of America's Declaration of Independence on Saturday, July 4, 2026.

A motion was made and seconded (Davis, Gillam) to refer the discussion of Vermont 250th Anniversary to the General Committee. Motion passed.

Dan Roswell – IBOTS Robotics Team

Dan Roswell provided a presentation from the IBOTS Rutland Team 2370. Alderman Donahue made a motion to congratulate the many parents, support staff, teachers, Dan Roswell, and the Rutland Area Robotics Team on having qualified for the 2025 World Championship in Houston, Texas. Seconded by Alderman Clifford. Motion passed. To help support the IBOTS go to [Rutlandarearobotics.org/get-involved](https://rutlandarearobotics.org/get-involved).

Peter Franzoni, resident of 87 Edgerton Street, spoke about the protection of civil liberties and the Due Process of Law as guaranteed to everyone by the United States Constitution.

Erik Bergendahl and Mike Messier brought forth concerns about Combination Pond Dam being classified as a “significant hazard potential dam”, in the Local Hazard Mitigation Plan (LHMP). Assistant Engineer Gillen explained that it's important to know that the phrase “*significant hazard potential*” does not refer to the condition of the dam. It's a dam safety classification term that relates to potential damage that would be caused downstream in the event of a failure. More specifically, there are three types of “hazard potential” classifications: low, significant, and high. Combination Pond being classified a “*significant hazard potential*”, means that loss of human life is not expected, yet there is high probability of economic/environmental impact in the event of a failure. Alderwoman Davis said that there will be a Public Safety Committee Meeting scheduled for next week for the LHMP.

The following residents spoke in favor of Kim Peters as Superintendent for Parks and Recreation. Each provided their own reasons for support and appreciation for Ms. Peters and the Recreation Department.

Matthew Howland, Brianna Greene, Sam Macpherson, Roy Thomas, Kelly Parker, Cameron Greene, Adrienne Brewer, Stacey Greene, Bob Peterson, Shelley Lutz, Tyler Dahlin, Peggy Shinn, Matt Kinsman, and Dick Courcelle.

President Allaire called for a short recess at 8:12 PM for 10 minutes.

President Allaire called the meeting back to order at 8:21 PM.

COMMUNICATIONS FROM THE MAYOR

Mayor Doenges thanked everyone who came out to share their thoughts on the work of Kim Peters and the Recreation Department. He has heard their voices and thanks everyone for their feedback.

Mayoral Nominations – Department Head Appointments; Mark Sadakierski – Building Inspector, Tracy Kapusta – City Clerk, Ed Bove – Planning & Zoning, Bob Protivansky – DPW Commissioner.

A motion was made to table the Department Head nominations for Board approval at the next full Board meeting on April 21, 2025, so moved and seconded (Davis, Clifford). Motion passed.

Mayor Doenges announced that Marisa Neary has resigned as School Commissioner as she has moved out of the City of Rutland. Courtney Collins Whitcomb is the person the Mayor has put forth for consideration to the Rutland City School Board.

The John and Susan Casella Foundation has donated 11 trash cans or 22 units to the City for the downtown area. These smart trash cans will alert the City and Casella when full. Thank you to Casella's and congratulations on their 50th Anniversary.

Center Street project funding is currently in the Community & Economic Development committee. Mayor Doenges would like the financing for the project to be referred to the Finance Committee. Alderman Talbott made a motion to refer to Finance Committee. Second, by Alderwoman McClure. Motion passed.

CONSIDERATION OF SPECIAL EVENT PERMIT REQUESTS

Special Event Permit: Rutland County Humane Society, Coin Drop August 30, 2025, from 10AM-2PM

A motion was made and seconded (Davis, Heck) to suspend the rules. Motion passed. A motion was made and seconded (Davis, Clifford) to approve the Special Event Permit for the Humane Society Coin Drop to be held on August 30, 2025, from 10AM-2PM. Motion passed.

Special Event Permit: Loyalty Day Parade, May 4, 2025, From 2PM-3PM

A motion was made and seconded (Heck, Davis) to suspend the rules. Motion passed. A motion was made and seconded (Heck, Davis) to approve the Special Event Permit for the Loyalty Day Parade to be held on May 4, 2025, from 2PM-3PM. Motion passed.

Special Event Permit: Rutland County Pride's 2025 Pride Festival, June 21, 2025, from 10Am-5PM

A motion was made and seconded (Tadio, Davis) to suspend the rules. Motion passed. A motion was made and seconded (Tadio, Davis) to approve the Special Event Permit for the Rutland County Pride's 2025 Pride Festival to be held on June 21, 2025, from 10AM-5PM. Motion passed.

REPORTS AND LETTERS FROM DEPARTMENT HEADS AND OFFICIALS

Barbara Spaulding, RRA: RRA Recommendation for BIAP Loan, EIR Wellness Spa

Barbara Spaulding, RRA introduced the request. The RRA Board met to review the Business Incentive Assistance Program (BIAP) application for EIR Wellness Spa located at 2/4 Parker Run in Rutland. The applicant is Katrina Parker who is requesting a \$10,000 BIAP Forgivable Loan to transform an empty barn on her property into a wellness spa. The application meets the criteria through \$23,000 in new financial investment.

A motion was made and seconded (Davis, McClure) to suspend the rules. Motion passed. A motion was made and seconded (McClure, Davis) to approve a \$10,000 BIAP Forgivable Loan to EIR Wellness Spa, with the conditions that the applicant, Katrina Parker, be current on all past due taxes on the property. Motion passed.

Barbara Spaulding, RRA: VTrans Alternatives Grant Award

Barbara Spaulding, RRA introduced the request. Back on December 16, 2024, the Aldermen supported the City's application for a VTrans Transportation Alternatives grant in the amount of \$339,274, which is 80% of the total project cost. The project involves installing 1,900 linear feet of sidewalk on Jackson Avenue, Avenue B, and a rapid flashing beacon to provide safer access to White Memorial Park. The 20% will be covered by the remainder of the sidewalk bond.

A motion was made and seconded (McClure, Davis) to suspend the rules. Motion passed. A motion was made and seconded (McClure, Davis) to authorize the Mayor to sign the Project Commitments Form for the White Memorial Park Pedestrian Safety improvements project. Motion passed.

Assistant Zoning Administrator Alexander: TIF District Map Boundary Adjustment – Referral to Community & Economic Development Committee

Assistant Zoning Administrator Alexander introduced the request for an administrative amendment to the TIF District's boundary. Since the time of the original creation of the boundary in Fall 2024, the 24 Wales Street property has seen significant progress on its construction. Because this project does not rely on TIF improvements and will be creating new property value, it cannot be included within the boundary.

The Vermont Economic Progress Council (VEPC) has voted to approve the City's application for a TIF District subject to the city making this change and providing the Board of Aldermen's vote with the paperwork back to the State agency.

A motion was made and seconded (Donahue, Davis) to refer Rutland TIF District Boundary Update to the Community & Economic Development Committee. Motion passed.

Assistant City Engineer Gillen: Referral to Public Works Committee

A motion was made and seconded (Davis, Donahue) to suspend the rules. Motion passed. A motion was made and seconded (Gillam, Davis) to refer the Condition Assessment of the Wastewater Treatment Facility Clarifiers and Water Distribution Improvements Amendment to the Engineering Services Agreement. Motion passed.

Assistant City Engineer Gillen: Resolution of Support, VTrans Municipal Highway Grant Applications

A motion was made and seconded (Gillam, Heck) to suspend the rules. Motion passed. A motion was made and seconded (Gillam, Heck) to circulate for signatures a Resolution of Support for the following FY26 VTrans Municipal Highway Grant Applications: Class 2 Highway Grant paving of Stratton Road and Structures Grant Replacement of Lincoln Avenue Culvert. Motion passed.

Assistant City Engineer Gillen: RFP for Downtown Tree Canopy Improvements

A motion was made and seconded (McClure, Heck) to suspend the rules. Motion passed. A motion was made and seconded (McClure, Talbott) to authorize the Department of Public Works to issue a Request for Proposals for Downtown Tree Canopy Improvements. Motion passed.

Treasurer Markowski: Report of City of Rutland Audit of June 30, 2024

Treasurer Markowski presented the completed Audit Report and related correspondence from Sullivan, Powers & Company, PC for the fiscal year ended June 30, 2024, for the City. This information is for review and Treasurer Markowski will schedule a meeting with Sullivan, Powers & Company to present the reports at an upcoming Board meeting or Finance Committee meeting.

A motion was made and seconded (Gillam, Davis) to refer the Audit Report to the Finance Committee. Motion passed.

Treasurer Markowski: Report for clarification/ratification of Payroll issues regarding the Police Department

Treasurer Markowski presented a few items on the approved CBA for the Police Department, that requires additional clarification and or ratification from the Board.

A motion was made and seconded (McClure, Davis) to refer to the Human Resources committee pending meeting with the Police Commission. Alderwoman McClure amended her motion to a joint meeting with the Police Commission and the Human Resources committee. The seconder accepts the amendment to the motion.

Alderman Gillam called a point of order. This is for the Police Commission to attend the Human Resources committee meeting.

President Allaire called for a vote on the amended motion. Motion passed. Alderman Donahue voted no.

Treasurer Markowski stated another issue is the pay scale for part-time positions, which has not been finalized but the City Attorney is working on an MOU to clarify the proposed rate schedule for part-time positions.

The last issue is a provision for a \$750 stipend “to all sworn officers and dispatch paid upon the retro date of the contract”. This was a concession so that the shift differentials did not have to be recomputed back to July 1, 2024. Since the retro pay for those hired after July 1st starts on their date of hire it seems appropriate to prorate this stipend.

Attorney LaChance: Kleinfelder Access Agreement for Groundwater Sampling

A motion was made and seconded (Davis, Heck) to suspend the rules. Motion passed. A motion was made and seconded (Davis, McClure) to approve and authorize the Mayor to sign the Kleinfelder Access Agreement for Groundwater Sampling. Motion passed.

Attorney LaChance: City Solar Estoppel

A motion was made and seconded (Tadio, McClure) to suspend the rules. Motion passed. A motion was made and seconded (Tadio, McClure) to approve and authorize the Mayor to sign the City Estoppel Certificate. Motion passed.

Attorney LaChance: Discussion of RFP for outside legal services

Attorney LaChance presented the City of Rutland is requesting proposals from qualified law firms to provide the City with comprehensive general legal services to the City related to a variety of practice areas.

A motion was made and seconded (Davis, Talbott) to suspend the rules. Motion passed. A motion was made and seconded (Davis, Talbott) to grant permission to the City Attorney to send out the RFP for legal services to the City for the upcoming fiscal year. Motion passed.

REPORTS OF STANDING COMMITTEES

There were no Reports of Standing Committees.

REPORTS OF SELECT COMMITTEES

There were no Reports of Select Committees.

REPORTS OF REPRESENTATIVES

Alderman Donahue stated that there is a School Board meeting tomorrow night and it has been over 281 days since the teachers have been without a contract.

PETITIONS, LETTERS, MISCELLANEOUS COMMUNICATION

There were no Petitions, Letters, or Miscellaneous Communication.

BOARD OF CONTROL COMMISSIONERS

There were no items for the Board of Control Commissioners.

BOARD OF CANNABIS COMMISSIONERS

There were no items for the Board of Cannabis Commissioners.

UNFINISHED BUSINESS

Alderman McClure spoke about social media and the difference between personal and political pages. Alderman Donahue called a point of order and asked if there was a motion on the floor. Alderman McClure stated she was only providing information on social media.

Alderman Whitcomb asked the Mayor about an update on the JCI contract. Mayor Doenges stated that the Board would be getting an email tomorrow regarding JCI.

MISCELLANEOUS MOTIONS, RESOLUTIONS, NEW BUSINESS

Alderman Talbott was in the UPS store and an employee of the store asked if there was anything that the City could do to help them with Consolidated Communications. The employee stated that they were unable to ship anything today or yesterday because they had no internet connection. Consolidated said that they would not be able to service until the next week and this was not the first time that this has happened, and it has also affected other businesses in the plaza. Alderman Talbott made a motion to refer the issue to the Otter Creek CUD of which Alderman Clifford is a member. Second by Alderman Davis. Motion passed.

President Allaire read the motions for executive session. Motion to find that premature general public knowledge regarding pending litigation, to which the City is a party, would clearly place the City at a substantial disadvantage because the discussion will divulge the City's strategy in such pending litigation and will include confidential attorney-client communications made for the purpose of providing professional legal services to the City. So moved by Alderman Heck and seconded by Alderman Davis. Motion passed.

Motion to enter into executive session (with the inclusion of the Mayor, Clerk, and City Attorney) to discuss pending litigation, as allowed under Title 1, Section 313(a)(1)E and Title 1, Section 313(a)(1)F. So moved by Alderman Talbott and seconded by Alderman Davis. Motion passed.

The Board entered into executive session at 9:40 PM.

At 9:51 PM a motion was made and seconded (Tadio, McClure) to come out of executive session. Motion passed.

At 9:51 PM a motion was made and seconded (Donahue, Davis) to adjourn. Motion passed.

Respectively submitted by,

Tracy L. Kapusta
City Clerk