

CITY OF RUTLAND, VERMONT
Board of Finance Minutes
Friday May 2, 2025

Members Present: Mayor Doenges, President Allaire and Assistant City Treasurer Holmquist.

Others Present: Purchaser Magro, Commissioner Protivansky, Assistant Engineer Gillen, Ryan Brady (RCPD), Chief Kilcullen (RCPD), Chief Lovett (RCFD) and Susan Clark (Clerk).

Mayor Doenges called the Board of Finance meeting to order at 3:30PM.

ADDITIONS & DELETIONS TO THE AGENDA:

- Emergency Replacement of Fire Hose; Fire Chief Lovett
- Firewall Subscription and Vehicles; Ryan Brady
- Assessing Asset Forfeiture Funds; Police Chief Kilcullen

APPROVE MINUTES FROM PREVIOUS MEETING (4/14/2025):

Mayor Doenges moved to approve the minutes from the previous meeting. All were in favor and the notion passed.

BID AWARDS (DPW):

Bituminous Concrete Paving

Ted Gillen stated three bids were received and recommended awarding to Fuller Sand & Gravel, low bidder, in the amount of \$805,761.50 as presented in his memo. Mayor Doenges made a motion to award Bituminous Concrete Paving contract to Fuller Sand & Gravel. President Allaire said he was glad to hear they are doing a good job. Assistant City Treasurer Holmquist asked how this would be paid for. Mr. Gillen said this contract has been budgeted in the current fiscal year and next fiscal year. All were in favor and the motion passed.

Slip Formed Concrete

Ted Gillen stated one bid was received from C&C Concrete Curb, as presented in his memo, and said he has worked with them in the past. Mayor Doenges made a motion to award the 2025 Slip Formed Concrete Curbing Contract to C&C Concrete Curb. All were in favor and the motion passed.

PURCHASE (DPW):

Pump Repairs-Northeast Pump Station; Rod's Electric Motors \$3,630.00

Commissioner Protivansky said a pump was sent out to be looked at for repair and recommended using local vendor Rod's Electric Motors. Mayor Doenges made a motion to award pump repairs for Northeast Pump Station to Rod's Electric Motors in the amount of \$3,630.00. All were in favor and the motion passed.

PURCHASE (Fire Department)

Replacement Fire Hoses

Fire Chief Lovett stated thirteen lengths of hose were damaged in last night's fire (service station in Rutland Town at Cold River Road & South Main Street). Chief Lovett stated there isn't money in the budget to replace them but can go after the insurance company of the owner of the shop that burned to get reimbursement. Chief Lovett said one bid has come back and the remainder will come on Monday morning; the bid received is in the amount of \$5,400.00 and said the quality is not the same as the hoses that were damaged. Chief Lovett provided a memo requesting \$6,000.00 and asked to amend the amount to \$6,200.00 to come from the Fire Equipment Fund with the intention once insurance money is paid to the city, those funds will go back to the Fire Equipment Fund. President Allaire asked since it was mutual aid, is there any other outlet for assistance. Chief Lovett said the mutual aid agreement normally is set up that any cost we or other towns incur, that town is on their own for the replacement cost and also stated to get it from the owner of the business or the owner of the property. After discussion, Mayor Doenges made a motion to approve the spend of up to \$6,200.00 from the Fire Equipment Replacement Fund for the purchase of emergency fire hose. All were in favor and the motion passed.

Mayor Doenges made a separate motion that if the insurance reimburses, that the money will go in the Equipment Replacement Fund. All were in favor and the motion passed.

PURCHASES (Police Department)

Firewall

Ryan Brady said the firewall will be at its end-of-life June 30, 2026 and need to renew the license in the amount of \$3,754.00. Mayor Doenges asked what line item would it come from. Chief Kilcullen said the appropriate line item would be the computer line but that is overspent. Mayor Doenges asked if there is room in the budget to cover it. Chief Kilcullen said there are other lines that could cover it. Mr. Brady said the terms are August 29, 2025 through June 30, 2026 and can wait until after July 1st. After discussion, Mayor Doenges made a motion to approve the firewall license in the amount of \$3,754.00 from the computer line. All were in favor and the motion passed.

Vehicles

Mr. Brady stated they are in a situation that it was agreed not to purchase any vehicles for this fiscal year and said one vehicle just went out of service unexpectedly and another that will be going out of service in September. Mr. Brady stated the Vehicle Replacement Fund is at a deficit and has been in communication with Treasurer Markowski. Mr. Brady stated we will get \$14,258.00 on July 1st. Mayor Doenges stated the Charter Change is sitting in the House Ways & Means. Mr. Brady said the projected deficit in the Equipment Replacement Fund after we make the last payment for two remaining Tahoe's will be minus \$41,000.00. Mr. Brady said he is looking to get permission to purchase one vehicle to be paid for in 8-12 weeks when it arrives or look for a lease and said the need is for the Community Outreach Team, in the amount of \$60,000.00 fully equipped and the other is for a Toyota Camry hybrid in the amount of \$35,00.00 and will need that by October 1st. Mayor Doenges asked Mr. Brady what he is asking for. Mr. Brady said permission to order a vehicle and then to be determined how to pay for it. Mayor Doenges said he needs more time to figure it out. There was discussion about the process of the Equipment Replacement Fund and after discussion, no action was taken at that time.

Asset Forfeiture Assess

Police Chief Kilcullen said he is looking into purchasing a software package called Patrol Finder to help Sergeants manage their sectors and explained the software to the board. Chief KilCullen said the cost is \$9,000.00 on an annual basis and is looking into access the Opioid Settlement Fund or preferably, the Asset Forfeiture Fund and said this is a Sole Source Purchase and stated the software would be budgeted yearly. After discussion, Mayor Doenges made a motion to approve up to \$9,000.00 of Asset Forfeiture Funds for the purpose of purchasing the first year of service for Transfinder's Patrol Finder software. All were in favor and the motion passed.

Mayor Doenges adjourned the meeting at 3:54PM.

Respectfully Submitted,

Susan A. Clark
Deputy City Clerk