

CITY OF RUTLAND VERMONT
Board of Finance Minutes (Special Meeting)
Friday, August 15, 2025

Present: Mayor Doenges, President Allaire, Treasurer Markowski, Business Manager Kelsie Boudreau, DPW Commissioner Bob Protivansky, Director Ed Bove, Building Inspector Mark Sadakierski, and City Clerk Kapusta

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

ADDITIONS & DELETIONS TO THE AGENDA:

Treasurer Markowski added the discussion on monthly meetings and purchase policy. Mayor Doenges made a motion to add discussion on monthly meetings and purchase policy. All were in favor and the motion passed.

APPROVE MINUTES FROM PREVIOUS MEETING (8/1/2025):

Mayor Doenges made a motion to approve the minutes from the previous meeting. All were in favor and the motion passed.

BID OPENINGS:

WWTP; Fence Gate

Treasurer Markowski opened and read the following bids:

- Tozzo's Services from Pittsford; \$14,750.00

Mayor Doenges made a motion to approve Tozzo's Services in the amount of \$14,750.00 to come out of the Building and Maintenance line for Wastewater. All were in favor and the motion passed.

BID AWARDS:

DPW; Uniforms

Business Manager Boudreau awarded DPW Uniforms to All Star Ink, who was the low bidder. Mayor Doenges moved to award DPW Uniforms to All Star Ink. All were in favor and the motion passed.

GENERAL GOVERNMENT:

Emergency demolition of condemned property; 104 Granger Street

Building Inspector Sadakierski received quotes for an emergency demolition at 104 Granger Street for foundation issues. The committee asked for a list of other properties that are in the same condition. No action was taken, and the issue will remain in committee.

Printing of annual report contract; Repro Vermont

Mayor Doenges made a motion to approve the Annual Report production to Repro Vermont. All were in favor and the motion passed.

Fuel Oil; Irving Oil

Mayor Doenges stated that for fuel oil the low bid was Irving Oil at a price of \$2.515 for up to 110,000 gallons. Board of Finance members, Mayor Doenges, President Allaire and Treasurer Markowski all approved via text message on August 13, 2025. This is for information only.

CITY OWNED PROPERTIES:

Structures:

49 Pine Street, 52 Pine Street, 301 West Street, & 113 Library Avenue

These properties were discussed in the RRA and the RRA made a recommendation

Mayor Doenges made a motion to approve the sale of 49 Pine Street, 52 Pine Street, 301 West Street and 113 Library Avenue and forward along in the process. All were in favor and the motion passed.

0 Post Street, 19 North Street Ext. & 0 Strongs Avenue

Mayor Doenges made a motion to strike 0 Post Street, 19 North Street Ext., and 0 Strongs Avenue from the current City Owned Properties process. All were in favor and the motion passed.

RFP OPENINGS:

Planning & Zoning; Planning services for Municipal Plan Update

Treasurer Markowski opened and read the following RFP's:

- Re-Growth Planning; \$19,400
- Rutland Regional Planning Commission; \$19,400
- UVM Center for Rural Studies; \$26, 608

Mayor Doenges made a motion to refer the RFP's to Planning Director Bove. All were in favor and the motion passed.

LEGAL:

General Legal Services

Treasurer Markowski opened and read the following bids:

- Stitzel, Page & Fletcher, P.C.: Hourly Rates
 - Counsel - \$210.00
 - Public Finance & Bond Issues counsel - \$250.00
 - Associate counsel - \$185.00
 - Paralegal Services - \$90.00
- Facey Goss & McPhee, P.C.: Hourly Rates
 - Counsel - \$175, \$235, \$300, \$325, \$370 & \$375
 - Paralegals - \$125 & \$195
- Ryan Smith & Carbine, LTD: Hourly Rates
 - Counsel - \$275 & \$325
 - Paralegal - \$225

Mayor Doenges made a motion to refer the bids to City Hall for review. All were in favor and the motion passed.

Mayor Doenges made a motion to set the Board of Finance meetings for the 1st and 3rd Friday of every month starting at 3:30 PM. All were in favor and the motion passed.

Mayor Doenges made a motion to update the Purchasing Policy and send it to the Finance Committee for approval. All were in favor and the motion passed.

Respectively submitted,

Tracy Kapusta

Rutland City Clerk