

**Board of Aldermen Minutes
City of Rutland
Monday, October 6, 2025**

Members present: President Allaire, Aldermen Cupoli, Clifford, Whitcomb, Tadio, Donahue, Gillam, and McClure. Also, Mayor Doenges, Treasurer Markowski, and City Clerk Kapusta. Alderman Talbott and Alderwoman Savage were absent.

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 are any changes to the agenda and stated he has two; he would like to move Police Chief Kilcullen's executive session to the end of the meeting for pending litigation and would like to remove Alderman Gillam's executive session. So moved by Alderwoman Davis and seconded by Alderman Clifford. Motion passed.

AMENDMENT AND APPROVAL OF MINUTES OF PREVIOUS MEETING (September 15, 2025)

A motion was made and seconded (Cupoli, Davis) to approve the minutes from the previous meeting. Motion passed.

PUBLIC COMMENT

Kim Lyon-Pratt – 97 North Street Extension expressed concerns about traffic that is cutting through North Street Extension from a back up of cars on US 4 & 7. Mrs. Pratt would like to see speed bumps installed, Children Playing signs and Deer Crossing signs. A motion was made and seconded (Clifford, Tadio) to refer the issue to the Traffic Safety Committee. Motion passed.

COMMUNICATIONS FROM THE MAYOR

April Cioffi, Superintendent of Recreation

Mayor Doenges asked the Board for a motion to suspend the rules and a motion to circulate the ballot box for the Board to vote on the nomination of April Cioffi for Recreation Superintendent. A motion was made and seconded (Cupoli, Tadio) to suspend the rules. Motion passed. A motion was made and seconded (Cupoli, Clifford) to circulate the ballot box for the nomination of April Cioffi for Recreation Superintendent. Motion passed.

Mayor Doenges spoke about protests, events in the area and the use of some of the City's parks. With the Special Events process, the City asks for certificate of insurance for the permit. This may actually conflict with first amendment rights. When this information was found out the City started researching it with it's legal team and Mayor Doenges will bring the policy back to the next Board meeting.

Mayor Doenges submitted the nomination of Jared Blake to the Planning Commission. Rebekah Stephens, Chair of the Rutland City Planning Commission (RCPC), Susan Star-Adams, RCPC, and Aaron Hildebrand, RCPC were in attendance to express their endorsement of Jared Blake to the RCPC. Jared Blake was in attendance and spoke briefly about his interest in the position. A motion was made and seconded (Gillam, Davis) to table the nomination of Jared Blake to the Rutland City Planning Commission. Motion passed.

President Allaire announced that the nomination of April Cioffi for Recreation Superintendent was confirmed by nine (9) yes votes and zero no votes.

Mayor Doenges read a resignation letter from Alderwoman Carrie Savage.

Alderman Cupoli questioned at what time is it ok for noise to be made in the morning, i.e. garbage trucks. Mayor Doenges said he believes the hours of 6AM to 10PM is the appropriate time frame for making noise in neighborhoods. A motion was made and seconded (Cupoli, Davis) to refer the issue to the Charter & Ordinance committee. Motion passed.

Consideration of Special Event Permit requests

No Kings Day 2, Saturday, October 18, 2025, from 12 PM-2 PM

A motion was made and seconded (Davis, Tadio) to suspend the rules. Motion passed. A motion was made and seconded (Tadio, Davis) to approve the No Kings Day 2 special event permit on Saturday, October 18, 2025, from 12 PM to 2 PM. Motion passed.

Reports and Letters from Department Heads and Officials

Fire Chief Lovett: American Fire Grant

Chief Lovett updated the Board on a grant that was applied for was finally awarded in the amount of \$77,101.01 of which there is a \$3,671.00 match. The grant will be used for training and purchasing fire hose.

Fire Chief Lovett: Local Hazard Mitigation Plan (LHMP)

The Rutland City LHMP was submitted to Vermont Emergency Management on April 25, 2025, to determine if the final draft qualified for the Approval Pending Adoption Status. The Review Tool indicates that two plan requirements were not met. The amendments needed are minor and editorial in nature.

A motion was made and seconded (Gillam, McClure) to suspend the rules. Motion passed. A motion was made and seconded (Gillam, Donahue) to approve the resubmission of the Rutland City LHMP to Vermont Emergency Management with the required revisions. Motion passed.

Fire Chief Lovett: Aircraft Rescue and Fire Fighting Services

A motion was made and seconded (Tadio, Gillam) to suspend rules. Motion passed. A motion was made and seconded (Tadio, Davis) to authorize the Fire Chief to sign the one-year extension for Airport Rescue and Fire Fighting Services, at the Southern Vermont Regional Airport. Motion passed.

Sean Adkins, RRA: "Rutland School District Travel & Traffic Control Plan" AOT Grant

A motion was made and seconded (Tadio, McClure) to suspend the rules. Motion passed. A motion was made and seconded (Tadio, Gillam) to authorize the Board President to sign the resolution supporting Steffanie Bourque to serve as the Municipal Project Manager for the Rutland School District Travel & Traffic Control Plan. Motion passed.

Police Chief Kilcullen: Education Assistance to a Police Department Employee

Chief Kilcullen introduced the request. Sergeant Rose has expressed interest in future promotions within the department and has asked the City to provide financial assistance for his pursuit of a Master of Business Administration (MBA) degree in Organizational Leadership. He has been accepted into and has begun the MBA program at Vermont State University. The coursework the MBA program requires will benefit the department and will position Sergeant Rose for consideration for future promotions. While Sergeant Rose is not covered by the collective bargaining agreement that provides educational assistance, the degree which he seeks and the position he holds and to which he aspires makes this a prudent city expenditure.

A motion was made and seconded (McClure, Davis) to suspend the rules. Motion passed. A motion was made and seconded (McClure, Tadio) to approve financial assistance for Sergeant Rose to pursue a Master of Business Administration degree in organizational leadership in the amount of 50% of tuition costs upon successful completion of the required coursework. Motion passed.

Reports of Standing Committees

There were no Reports of Standing Committees.

Reports of Select Committees

Alderman Whitcomb: Finance Committee Meeting September 18, 2025

Alderman Whitcomb read the report from the Finance Committee meeting from September 18, 2025. The meeting began with a review of the June 30th financials. Highlights were significant overage in overtime and under budget in employee benefits. A significant portion of delinquent taxes are owed by just ten individuals. The discussion then changed to the Rutland City Purchasing Policy. The primary objectives of updating the policy are to account for rising costs and improve the efficiency of basic operational purchases for City departments.

A motion was made and seconded (Whitcomb, Davis) to approve the following Purchasing Policy. Incidental Purchases: Employees who have been designated to act as Purchasing Agents may make purchases of up to \$7,500 without prior approval, provided those purchases are limited to the amount of the budget authorized by the municipality. Purchases: All purchases over \$7,500 require prior approval of the Board of Finance. In addition, any purchase with a total value exceeding \$5,000 shall be reported to the Board of Finance, so that the Board remains informed of larger expenditures. The Board of Finance shall review all proposed procurements to avoid unnecessary or duplicative purchases of equipment, supplies, and services. The Board of Finance shall also ensure that compensation is not restricted with limits on the geographic location of vendors, or by allowing vendors to be selected who have engaged in noncompetitive pricing practices. Motion passed.

Next the committee addressed the 107 West Street Lease: parking lot option to purchase. The parking fund has become self-sustaining, and the Mayor suggested to the committee that the funds from the sale of 107 West Street may be best used to seed an economic development fund. A draft proposal for an economic development fund was provided by the Mayor. This item will remain in committee for further review.

Last discussed was the RFP for legal services. Following the review of law firms that submitted proposals, the committee discussed the importance of having an in-house City Attorney.

A motion was made and seconded (Whitcomb, Davis) to enter into negotiations with SP&F Attorneys, PC FKA Stitzel, Page & Fletcher, PC. Motion passed.

Alderman Gillam: Public Works Committee Meeting September 22, 2025

Alderman Gillam read the report from the Public Works committee meeting on September 22, 2025. The following issues were discussed:

Sludge and Septage Fee: DPW Commissioner reported a rise in sludge and septic fees which is attributed to transportation costs to landfills in Vermont and New York by Casella. Current fees no longer cover these expenses. An increase in these fees would cover transportation costs and potentially fund future equipment that could convert sludge into marketable products, reducing reliance on landfills. The fees are paid by septic contractors from other towns to be treated by the City Wastewater Treatment Department.

A motion was made and seconded (Gillam, Tadio) to approve an increase in Wastewater Treatment Department's sludge and septage fees by \$.02. Motion passed.

Fire Hydrant Maintenance and Inspection Fees: DPW Commissioner reported that about 100 private hydrants on the water system are not owned by the City. About 30 are owned by the Town of Rutland. The operation costs are rising, and maintenance and flushing process are done twice a year. The current fee of \$50 does not cover the cost of labor and vehicles.

A motion was made and seconded (Gillam, Tadio) to approve the raise in fees to the DPW Water Department, 2025 Fire Hydrant Test fee to \$200 per year per private hydrant to include outside of city limits. Motion passed. A motion was made and seconded (Gillam, Davis) to approve the raise in fees to the DPW Water Department 2025 Fire Hydrant maintenance fee to \$200 per year per private hydrant to include outside the city limits. Motion passed.

A motion was made and seconded (Gillam, Davis) to suspend the rules. Motion passed. A motion was made and seconded (Gillam, Tadio) to make the new fees for sludge and septage effective November 1, 2025. Motion passed.

Service Line Inventory – ESA & Planning Loan: A motion was made and seconded (Gillam, Tadio) to authorize the Public Works Commissioner to sign MSK Engineers, Engineering Services Agreement for Phase 2 Water Service Line Inventory, substantially in the form presented, pending review by the City's legal counsel. Motion passed. A motion was made and seconded (Gillam, Tadio) to authorize the Public Works Commissioner to file the Drinking Water State Revolving Fund Planning Loan Amendment. Motion passed. A motion was made and seconded (Gillam, Davis) to authorize Robert Protivansky and Ted Gillen as authorized representatives of the City of Rutland for Water Service Line Inventory. Motion passed.

Monsignor Connor Park CSO Storage Project Step III ESA: The Monsignor Connor Park SCO Storage project is expected to go out to bid next month. The project is expected to start next year. The million-gallon storage tank and associated infrastructure is aimed at reducing combined sewage overflows from the neighborhood and runoff from downtown. The two-year project will begin the summer of 2026 and the streets renewal project, Traverse Place, School and Meadow Street in 2027. A motion was made and seconded (Gillam, Tadio) to authorize the Public Works Commissioner to sign Amendment #3 of Aldrich & Elliott Engineering Services Agreement for Monsignor Connor Park CSO Storage Project, substantially in the form presented pending review by City's legal counsel. Motion passed.

Alderman Clifford met with April Cioffi, and it was suggested that the Recreation Committee meet quarterly. Going forward Alderman Clifford will start the new meeting schedule.

Reports of Representatives

Alderman Donahue: Traffic Safety Committee (Informational Only)

Alderman Donahue gave some highlights from the most recent Traffic Safety Committee meeting. Traffic Safety Committee meeting minutes can be found at rutlandcity.org.

Petitions, Letters, Miscellaneous Communication

There were no Petitions, Letters, 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

There was no Unfinished Business.

President Allaire spoke with Chief Kilcullen before the meeting and the Chief wanted to add benefits for recruitment and retention purposes. President Allaire called the Chief up to speak on the issue. Chief Kilcullen stated that back in April 2023 he came to the Board asking permission to offer some benefits for recruitment and retention purposes. The benefits were ski passes to Killington and gym memberships to a local gym. It was approved on a trial basis and has been a big reason for recruitment and good morale in the department. During contract negotiations for the union there was discussion of adding it to the contract, but it was decided that the benefits did not need to be permanent but temporary. The agreement that was put in place with the gym was for a one-year term and he would like to see it extended for another six months. The Killington ski pass does not have an agreement, but Killington would like to use this promotion with the Rutland City Police in Killington promotional materials. Chief Kilcullen brought the extension of the gym agreement, which was under \$3,000, to the Board of Finance (BOF). BOF in turn suggested it be brought back to the Board of Aldermen. Alderman Clifford asked why the Police don't use the Rutland Recreation gym. Chief explained that officers wanted some degree of anonymity when they're off duty. The gym that the union wants to use offers state-of-the-art equipment, fitness classes, basketball courts, racket ball courts, pool, tennis, pickleball, and steam rooms. Alderman Clifford asked the Mayor if he saw any conflicts of interest. Mayor Doenges explained that he was Board President when this was brought to the Board and he recused himself and will do the same now.

A motion was made and seconded (Davis, Tadio) to suspend the rules. Motion passed. There were six yes votes and two no votes from Aldermen Clifford and Donahue. A motion was made and seconded (Davis, Tadio) to extend the Killington season pass and fitness membership through March of the current fiscal year. There was discussion. Motion failed. There were 5 yes votes and 3 no votes from Aldermen Clifford, Whitcomb, and Donahue. A motion was made and seconded (McClure, Tadio) to refer the issue to the Human Resources committee and the Public Safety committee in the form of a joint meeting. Motion passed. Alderman Donahue voted no.

Miscellaneous Motions, Resolutions, New Business

Alderwoman Davis expressed concern regarding non-registered vehicles on city streets. A motion was made and seconded (Davis, Gillam) to refer the issue of non-registered vehicles on city streets to the Charter and Ordinance committee. Motion passed.

Alderman Gillam made a motion to refer to the Public Works committee dealing with information of all the work going on with DPW and getting that information out to the public. Seconded by Alderwoman Davis. Motion passed.

Alderman Donahue made a motion to refer to the Charter and Ordinance committee Title 25 regarding trash receptacles being placed in the roadway. Seconded by Alderwoman Davis. Motion passed.

Executive Session:

President Allaire read the motions to go into 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 Alderwoman Tadio and seconded by Alderman Gillam. Motion passed. Motion to enter into executive session with the inclusion of the Mayor, Clerk, Treasurer, Police Chief, and SP&F 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 Alderwoman Davis and seconded by Alderman Gillam. Motion passed.

At 8:47 PM the Board went into executive session.

At 9:09 PM a motion was made and seconded (Davis, Tadio) to come out of executive session. Motion passed.

A motion was made and seconded (Tadio, McClure) to suspend the rules. Motion passed. A motion was made and seconded (Davis, Tadio) to release the records pursuant to the June 16th request from Jennifer Pidgeon. Motion passed.

At 9:10 PM a motion was made and seconded (Clifford, Davis) to adjourn. Motion passed.

Respectfully Submitted,

Tracy L. Kapusta
City Clerk