

Board of Aldermen Minutes
City of Rutland
Monday, November 17, 2025

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

7:00 PM BOARD OF ALDERMEN MEETING

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

Clerk Kapusta stated the first order of business tonight will be to nominate a Board President to preside over tonight's meeting since Dave Allaire is filling in as Mayor while Mayor Doenges is away.

Clerk Kapusta opened the nominations. A motion was made and seconded (Clifford, Adams) to nominate Alderman Donahue as Board President to preside over tonight's meeting. Motion passed. A motion was made and seconded (Davis, Gillam) to close the nominations. Motion passed. All those in favor of Alderman Donahue being your Board President for tonight's meeting, please say yes. Motion passed.

Alderman Donahue took the seat as President and moved into the agenda.

ADDITIONS, DELETIONS OR OTHER MODIFICATIONS TO THE AGENDA

President Donahue asked if there were any additions, deletions or other modifications to the agenda. Alderman Gillam made the request to add a Special Event Permit request for Casella's Truck Parade. So moved (Gillam, Davis). Motion passed. There were no other Additions, Deletions or Other Modifications to the Agenda.

AMENDMENT AND APPROVAL OF MINUTES OF PREVIOUS MEETING(S) (November 3, 2025)

A motion was made and seconded (Davis, Gillam) approving the minutes of the previous meeting. President Donahue asked if there were any changes or corrections. There were none. Motion passed.

PUBLIC COMMENT

There were none.

COMMUNICATIONS FROM THE MAYOR

Acting Mayor Allaire read a proclamation making Friday, November 28, 2025, "WSYB Christmas Fund Day" to recognize and support this year's effort.

Acting Mayor Allaire announced that December 18, 2025, at 5:30 PM will be the final budget meeting.

CONSIDERATION OF SPECIAL EVENT PERMIT REQUESTS

Special Event Permit: Tree Lighting at Depot Park, Friday, November 28, 2025, from 6PM – 7PM.

A motion was made and seconded (Gillam, Davis) to suspend the rules. Motion passed. A motion was made and seconded (Gillam, Adams) to approve the Tree Lighting at Depot Park on Friday November 28, 2025, from 6PM to 7PM. Motion passed.

Special Event Permit: Casella Christmas Truck Parade, Friday, December 5, 2025, from 6PM to 7:30 PM

A motion was made and seconded (Gillam, Clifford) to suspend the rules. Motion passed. A motion was made and seconded (Gillam, Clifford) to approve the Casella Christmas Truck Parade on Friday, December 5, 2025, from 6PM to 7:30 PM. Motion passed.

REPORTS AND LETTERS FROM DEPARTMENT HEADS AND OFFICIALS

Assessor Langlois: Approve of errors and omissions on the Grand List

Alderwoman Davis presented the request on behalf of Assessor Langlois. Alderwoman Davis made a motion to suspend the rules, and it was seconded by Alderman Adams. Motion passed. These errors and omissions were found once the grand list had been reconciled. There are five parcels with an explanation of what needs to be changed and one in particular is waiting for an updated tax bill in order to sell their property. A motion was made and seconded (Davis, Gillam) to approve the errors and omissions as presented by the City Assessor and parcels one through five and authorize the Board President to sign. Motion passed.

Superintendent Cioffi: Concession Agreement with City of Rutland and Rutland Community Programs, Inc.

A motion was made and seconded (Gillam, Davis) to suspend the rules. Motion passed. A motion was made and seconded (Gillam, Davis) to approve the Concession Agreement with Rutland Community Programs, Inc. and authorize the Mayor to sign. Motion passed.

Planning Director Bove: Review of City Owned Properties Committee Recommendations for sale of 113 Library Avenue, 301 West Street, and 52 Pine Street

Director Bove presented the request. The City Owned Properties committee recommended the sale of 113 Library Avenue, 301 West Street, 52 Pine Street and 49 Pine Street. 49 Pine Street was not listed on the agenda but was listed on Director Bove's memo in the Board packet. A motion was made and seconded (Davis, Gillam) to add 49 Pine Street. Alderman Talbott called a point of order stating that adding 49 Pine Street would have had to happen at the beginning of the meeting during additions and deletions. Alderman Clifford stated that if that's the case can it be put on the next agenda. Motion failed.

Director Bove continued with his report. The committee met November 7, 2025, to review the applications for 113 Library Avenue, 301 West Street, 52 Pine Street and 49 Pine Street, which were submitted on October 17th and opened at the October 24th Board of Finance meeting. The committee recommended the following: (1) Library Avenue to Habitat for Humanity for \$20,000; (2) 301 West Street to Cal DeRosia for \$47,000; (3) 52 Pine Street to Devan Maniery for \$70,000 (the highest bidder was John Ruggiero who offered \$80,000). Alderman Talbott made a motion to suspend the rules and take up 113 Library Avenue, 301 West Street, and 52 Pine Street. So moved my Alderwoman Davis. Motion passed. A motion was made and seconded (Talbott, Tadio) to accept the committee's recommendation for the sale of 113 Library Avenue, 301 West Street, and 52 Pine Street. There was debate among the Aldermen. John Ruggiero also spoke. Alderman Talbott made an amendment to his motion to remove 52 Pine Street from his motion. Alderwoman Tadio, the seconder was in agreement. Motion passed. A motion was made and seconded (Talbott, Adams) to refer 42 Pine Street and 52 Pine Street back to the City Owned Properties committee. Motion passed. Alderman Gillam voted no.

Planning Director Bove: Review of Land Development Regulations Public Hearing and Adoption

A motion was made and seconded (Adams, Clifford) to suspend the rules. Motion passed. A motion was made and seconded (Tadio, Cupoli) to approve and adopt the Land Development Regulations. Motion passed.

Treasurer Markowski: Financial Reports for City & RRA, period ending October 31, 2025

Treasurer Markowski provided a summary of October 31, 2025, financial reports for City and RRA.

Treasurer Markowski: Pension Committee Update

Treasurer Markowski provided draft minutes from the November 5, 2025, Pension Meeting which included the plan actuary from FuturePlan. The most recent valuation report for the plan was presented at the Pension meeting and as a whole the total pension has a funded ratio of 79.98%. The Actuarial Valuation report is available on the City website under the Treasurer's Department.

REPORTS OF STANDING COMMITTEES

President Donahue: Community & Economic Development Meeting November 6, 2025

President Donahue read the Community & Economic Development committee meeting report from November 6, 2025. The presentation of the current status of Walmart was done by Sean Adkins, RRA who took over the task force after the departure of Lyle Jepson from CEDRR. Most of the conversation was around the lack of response from Brixmor Property Group, the property owners. Since the City does not have site control there was not much to discuss at this point, but there were many ideas about what could be at the site. Mayor Doenges discussed a Walmart departure fund. Alderman Clifford inquired about the existence of documents from 30 years ago regarding Walmart's commitment to the City. To date research has not produced any formal agreements. Planning Director Bove mentioned that the Rutland Regional Planning Commission has completed a planning process with renderings and drawings including architectural conceptual drawings with various uses including the larger parcel and anticipated the release of these any day now.

This committee report is informational only with no formal actions taken and that this issue will remain in committee.

Alderwoman Davis: Public Safety Committee Meeting November 13, 2025

Alderwoman Davis read the Public Safety committee meeting report of November 13, 2025. The topic of the meeting was Vermont Extreme Cold Weather Shelter Program. Chris Louras gave a synopsis of the proposed program to be held at the Rutland Free Library in the Fox Room. The State will control when the shelter opens, and full reimbursement of costs will be made to the City. The shelter is expected to be open 20 nights between the hours of 6:30 PM and until 8AM. It is triggered by temperatures of 10 below including with wind chills. A staff of four will be on duty including the Police Departments Community Resources personnel and professionals from Rutland Mental Health. Other sites were investigated but were not available or could meet the needs of the program. All are welcome on a first come first serve basis and no animals will be allowed.

A motion was made and seconded (Davis, Tadio) to approve the formal agreement between VIA, the State of Vermont and City of Rutland, and approval of the budgetary expense that will be fully reimbursed. Motion passed.

REPORTS OF SELECT COMMITTEES

Alderwoman McClure: Human Resources Committee Meeting October 30, 2025

Alderman Clifford read the Human Resources Committee meeting report from October 30, 2025. The draft background check documents for Parks and Recreation were cleaned up by Superintendent Cioffi and Human Resources Director Coyle, incorporating feedback from the previous meeting. The City is now vetted and approved through VCIC, allowing the Parks and Recreation Department to begin the background process through this system. Only Director Coyle and Administrative Assistant Stone-Feliciano will be submitting and receiving results which are standardized in the Standard Operating Procedure stored in the Human Resources office.

Discussion then shifted to the inclusion of regular follow-up background checks for current employees. The committee agreed that removing the clause concerning follow-up checks was the most prudent action to avoid immediate bargaining or grievances, with the possibility of addressing it during the next contract negotiation or via a side letter.

A motion was made and seconded (Clifford, Davis) to strike lines five (5) and six (6) that mentioned the recurring background checks from the Parks and Recreation background check document and send the revised document to outside counsel for final legal review. Motion passed.

A motion was made and seconded (Clifford, Cupoli) to strike lines four (4) and five (5) from the general citywide background check document and send the revised document to legal counsel for final review before being presented to the Board. Motion passed.

It was noted that the Mayor and the City Attorney are the primary negotiators and the motion was modified to refer the matter directly to the Mayor for consideration during the next renegotiation period. So moved by Alderman Clifford and seconded by Alderwoman Davis. Motion passed.

REPORTS OF REPRESENTATIVES

There were no Reports of Representatives.

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

There was no Unfinished Business.

MISCELLANEOUS MOTIONS, RESOLUTIONS, NEW BUSINESS

Alderman Clifford made a motion to refer to the Charter & Ordinance committee the discussion of moving the DPW Commissioner, Superintendent of Recreation, and the Planning Director to contracted positions. Alderwoman Davis seconded the motion. Motion passed.

Executive Session: First Amendment Protected Activities

President Donahue read the motions for the executive session. Motion to find that premature general public knowledge regarding outside counsel's analysis of a legal matter would clearly place the City at a substantial disadvantage because the discussion will include confidential attorney-client communications made for the purpose of providing professional legal services to the City. So moved by (Davis, Tadio). Motion passed.

Motion to enter into executive session with the inclusion of outside counsel, Mayor, City Clerk, Parks and Recreation Superintendent, Police Chief, and Administrative Assistant to the City Attorney's Office to discuss counsel's analysis of a legal matter as allowed under Title 1, Section 313(a)(1)(F). So moved by (Davis, Gillam). Motion passed.

At 8:12 PM the Board went into executive session.

At 8:43 PM the Board came out of executive session. So moved by (Davis, Tadio). Motion passed.

At 8:44 PM a motion was made and seconded (Talbott, Tadio) to adjourn. Motion passed.

Respectively submitted by,

Tracy L. Kapusta
City Clerk