CITY OF RUTLAND, VERMONT
Board of Finance Minutes
March 20, 2026

Members Present: Mayor Donahue, President Allaire, Treasurer Markowski, Commander Whitehead, PA Magro, Manager Garofano, Manager Dahlin, and Commissioner Protivansky. Also present, Alderman Franzoni. Chief Prouty arrived at 3:35pm.

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

ADDITIONS & DELETIONS TO THE AGENDA:
None

APPROVE MINUTES FROM PREVIOUS MEETING (03/06/2026):
Mayor Donahue made a motion to approve the minutes from the previous meeting. Motion passed.

BID AWARDS:
DPW:
Ductile iron Pipe
Manager Garofano made a recommendation to award the ductile iron pipe to Ferguson Waterworks, low bid as follows:

4" - $39.68 per linear foot
6" - $30.49 per linear foot
8" - $43.02 per linear foot

Manager Garofano also requested FW Webb be approved as an alternate vendor if needed.
President Allaire made a motion to award the four (4) inch, six (6) inch and eight (8) inch pipe to Ferguson as presented. Mayor Donahue requested the motion be amended to include approval of FW Webb as an alternate vendor if needed. All members were in agreement of the amendment. Motion passed.

Fire Hydrants
Manager Garofano made a recommendation to award fire hydrants to Ferguson Waterworks, low bid as follows:

Five (5) foot bury - $3,342.76
Five and 1/2 foot bury (5 ½) - $3,416.88
Six (6) foot bury - $3,491.08

Manager Garofano requested FW Webb be approved as an alternate vendor if needed.
President Allaire made a motion to award the fire hydrants as presented to Ferguson Waterworks, and FW Webb As an alternate vendor if needed. Motion passed.

Gate Valves
Manager Garofano made a recommendation to award gate valves to Ferguson Waterworks, low bid as follows:

Four (4) inch - $759.12
Six (6) inch - $973.70
Eight (8) - $1,542.89
Ten (10) - $2,393.49
Twelve (12) - $3,013.22

Manager Garofano also requested FW Webb be approved as an alternate vendor if needed. President Allaire made a motion to award gate valves as presented to Ferguson Waterworks, and FW Webb as an alternate vendor if needed. Motion passed.

Water Valve Boxes
Manager Garofano made a recommendation to award valve boxes and lids to Ferguson Waterworks. Manager Garofano stated Ferguson was low bid on all items, except for one item and recommended Ferguson be awarded all items as follows:

VB Lid Water - $18.12 each
Twelve (12) inch - $32.31
Eighteen (18) inch - $52.60
Twenty-four (24) inch - $65.30

Lids:
One (1) inch - $11.01
Two (2) inch - $18.37
Three (3) inch - $27.50
Six (6) inch - $39.90
One ½ (1 ½) inch - $14.51
Two ½ (2 ½) inch - $22.02
Four (4) inch - $36.68

Curb Boxes and Rods:
Five – Six Feet (5-6) - $4,195.00 Per Pallet, QTY 100
Twenty-Four (24) inch rod - $1,069.00 Per Pallett, QTY 100
Manager Garofano requested FW Webb be approved as an alternate vendor if needed. President Allaire made a motion to approve the lids bid in various sizes as presented to Ferguson Waterworks and FW Webb as an alternate vendor if needed. Motion passed.

PD:
Emergency Response Team Equipment
Commander Whitehead stated three (3) bids were received for equipment necessary to outfit the Emergency Response Team personnel. Commander Whitehead made a recommendation to award the equipment bid to the low bidder, Atlantic Tactical in the amount of $37,597.69 to be charged to the Asset Forfeiture account number 100.3.00.00.256.005. Treasurer Markowski stated the correct account number to be charged for the Asset Forfeiture account is 100.7.20.01.740.005. President Allaire made a motion to award the emergency response team equipment to Atlantic Tactical in the amount of $37,597.69 to be charged to the tactical gear line in the Asset Forfeiture account established by Treasurer Markowski.

SOLE SOURCE:
DPW
Water Quality Report Compliance
Manager Garofano stated Rutland City is required to provide a Consumer Confidence Report (CCR) to users by June 30th of every year under the EPA's Safe Water Act. Manager Garofano explained the report contains information on our water source, sample results, violations, deficiencies, and any corrective actions being taken. New EPA regulations now require all public water systems to provide ADA and translation services ensuring that CCRs are easily understood by all parties. In addition, reporting will be required two times a year.

Manager Garofano stated the City has used the EPA template to produce the CCR, which merely meets minimum requirements and as water quality regulations continue to expand and be more complex, is critical that we improve how we educate our local population to instill confidence in our water users.

Manager Garofano is requesting to hire Gemini Water Group as a sole source contractor to prepare Rutland City's Consumer Confidence Reports. Gemini Water Group is a sole source vendor specializing in water quality reporting. Manager Garofano stated he has spoken with Champlain Water District checking references for Gemini Water Group. Champlain Water district wholesales water to over 80,000 customers throughout several municipalities in Chittenden County and are very pleased with the service provided by Gemini. Manager Garofano stated the cost is $6,638.00.00 and includes printing, graphic design, travel brochures, PDF file, etc. Treasurer Markowski stated there is money in the budget for printing which will offset some of the total cost. Treasurer Markowski stated she would create a software line that will be budgeted in FY 28.

President Allaire made a motion to award Gemini Water Group as presented. Motion passed.

REC:
NE Air Systems
Manager Dahlin gave an overview of repairs to a boiler located at the Courcelle Building. Manager Dahlin stated this was a planned maintenance and the part was purchased a year ago, however, they did have to wait until the heating season was over to repair. NE Air services quoted one day labor for repairs, however, the repairs were more significant than originally thought and the total cost of the repair is $8,636.80. Manager Dahlin stated there is an account balance of $5,038.56 in building maintenance. Treasurer Markowski instructed Manager Dahlin to process the invoice through the buildings line, 100.7.60.60.50.720.000. Treasurer Markowski stated the expense could be off-set with savings in the overall budget. Information only.

PURCHASES:
PD
Axon Enterprise Agreement
Commander Whitehead stated that he has been working on a proposal for over six months that will solve the department's biggest needs and shortfalls while also building on the departments' greatest strengths to help provide the community with a police force that is able to protect and serve more efficiently and proactively all while minimizing the burden of administrative duties. Commander Whitehead stated the overall mission was to develop solutions that would allow the department to provide better policing to the community. Commander Whitehead spoke of the procedures, tasks and administrative workflow that consumes much of officers' time. Commander Whitehead then presented a Ten (10) year contract with Axon Enterprise Inc. that expands the current contracts to include:
Draft #1- Report writing and searchable video transcription;

Performance - Cloud based performance management platform that tracks officer activity, automates evaluations, and surfaces insights to improve accountability and agency performance;

Standards - Customized policy, training and officer management; a platform for compliance and accountability; and streamline internal documentation;

Fusus - Real time crime center platform that integrates live video, sensors, and public safety data into a single system for faster more informed response and situational awareness;

Outpost Camera systems - Flexible surveillance solution, deployable of fixed with live streaming, ALPR, and seamless Fusus integration for real-time situational awareness.

Commander Whitehead stated the contract was structured to maximize pricing by bundling products and services into an Office Safety plan, which provided a significant discount. The contract also provides four Outpost camera systems at no additional cost. The total cost of the contract is $1,706,226.02 locked in over a period of one hundred twenty (120) months with average yearly savings of $86,425.28. Commander Whitehead explained the current eight contracts that the City has with Axon and would continue on a contract by contract basis if this bundle is not approved.

All members were appreciative of the time Commander Whitehead spent on negotiating the contract and Treasurer Markowski asked if any grant money was available to off-set the cost. Chief Prouty stated grant money for technology is going away. Treasurer Markowski questioned whether or not the Board of Finance has the authority to approve a ten (10) year term contract and stated the item should go to the Board of Aldermen for approval. President Allaire and Mayor Donahue agreed. Treasurer Markowski requested Commander Whitehead ask for payment to be made September 1st, after tax collection, rather than July 1st but stated she would make either date work. Treasurer Markowski stated the first payment of $179,000.00 should be expensed through machinery and equipment and should be budgeted in that line for FY28. President Allaire made a motion to approve the Axon contract as presented to Board of Finance for ten (10) year agreement and recommended the agreement be sent to Board of Aldermen for final approval. Motion passed.

Lease Proposal – Information Only
Treasurer Markowski presented an overview of the financing for the 2026 Toyota Camry and the 2026 Ford 150. Treasurer Markowski stated the purchase of the vehicles were discussed and approved at the Board of Finance meeting of June 6, 2025 and delivery is expected soon.

Treasurer Markowski outlined the proposed lease terms; three (3) year with annual estimated payment of $34.000.00 to be charged to the Police Department Equipment Replacement Fund. Treasurer Markowski stated the PD ERF has been running a deficit and the projected balance through June 30, 2026 is (26,366.08). Treasurer Markowski stated leasing options will be presented to the Board of Alderman at the first meeting in April for approval. No action taken.

Meeting adjourned at 4:30 PM.

Respectfully Submitted,

Sara Magro