

TOWN OF PITTSFORD SELECT BOARD MINUTES January 5, 2022

Members Present - W. Joseph Gagnon, David Mills, Alicia Malay, and Tom Hooker. ABSENT: Thomas "Hank" Pelkey. Others Present: Charles "Butch" Shaw, Bill Pratico, Mike Warfle, Helen McKinlay, Ariadne Will, John Haverstock - Town Manager, Kelly Giard - Recording Secretary.

The meeting was called to order at 6:30 PM by Chair Malay.

J. Haverstock stated that there was a possible need to enter into Executive Session for Personnel (Town Manager Recruitment). Motion by T. Hooker and seconded by J. Gagnon to enter into Executive Session for Personnel. Motion passed 4 - 0.

J. Haverstock stated that there was a need to amend the agenda to add signatures on the Town Meeting minutes of 2021; Liquor Board additional permit request; Abatement request; Right of Way request. Motion by D. Mills and seconded by T. Hooker to adopt the agenda, as amended. Motion passed 4 - 0.

Minutes:

The minutes of the December 15, 2021 regular meeting; December 16, 2021 Special meeting and December 20, 2021 Special meeting were signed, with no corrections.

Orders:

The orders in the amount of \$34,709.68 and Payroll in the amount of \$28,083.43 were signed, with the following discussion:

J. Gagnon inquired about the expense to Otter Creek Engineering. J. Haverstock explained that this was for a water system study and is fully grant funded.

Chair Malay inquired about the expense for Engineering Ventures. J. Haverstock explained that this was work to possibly relocate the box culvert to West Creek Road at the Hard Farm.

Town Manager's Report:

J. Haverstock reported the following:

- The Sidewalk Scoping Committee will be meeting on January 25, 2022 to discuss proposed routes and constructability.
- Sam Carlson, representative of the Grandpa's Knob Wind Project has indicated that he will continue with monthly updates and possibly attend a May 2022 Select Board meeting.
- There has been no reply to the email that was sent to Green Mountain Power with regard to the intersection of Plains Road and Route 7.

- Brook Field Services was at the Wastewater Treatment Facility on December 20, 2021 to install the backup generator.
- The deadline for the bridge replacement Act 250 submissions has been extended to January 21, 2022. The Planning Commission will be meeting on January 6, 2022 to work on their portion.
- There was a Scheduling Conference held on January 3, 2022 with regard to the Adams Road solar project. The Select Board and Planning Commission will be requesting Interested Party Status.
- The Highway Ford 550 truck is scheduled to be built around February 7, 2022.
- A punchlist of incomplete items has been received from the State for Dollar General. This has been communicated to Dollar General and they have agreed to complete the required items.
- A drunk driver hit signs and a house near the school. There was an investigation by the Vermont State Police and the Town will be contacting the driver and/or his insurance company for the sign replacement cost.
- The Town Manager and members of the Pittsford Historical Society recently met with the President of Initial Ideas to discuss the lettering on the Veteran's Memorial Wall in the hallway of the Municipal Office. There will be further discussion once a quote comes back.
- There were 6 properties submitted to town Attorney Gary Kupferer for tax sale, which is scheduled for January 25, 2022 at 2 PM. There has been resolution on one property with a possibility of two other resolutions.

Select Board Member Remarks:

None presented at this time.

Public Comment:

Rep. Stephanie Jerome was present to give a Legislative update. Rep Jerome stated that they are meeting remotely until January 18, 2022 due to Covid 19. Currently, the Legislature is working on crises that are affecting work force development; child care and housing. Other areas of discussion are broadband and pensions.

Old Business:

Update on VLCT Retention and Efforts on Recruitment/Hiring of New Town Manager:

There were 16 applicants with the Select Board interviewing 7 via Zoom; 3 of the applicants were chosen to come for an in-person interview with the Select Board and Rick McGuire. Mr. McGuire inquired what candidate expenses the Town would be willing to pay for and the Select Board agreed to pay for mileage and lodging for one night. Mr. McGuire inquired if the Town Manager would meet with the applicants, to which he and the Select Board have agreed. Mr. McGuire requested that if the Select Board members had any specific questions that they be sent to him by noon on Monday, January 10.

New Business

Presentation of Fifth FY 2023 Budget Draft:

J. Haverstock reported that \$12,000 has been trimmed from the previous budget for line striping and the paving budget has been decreased by \$13,000 to balance the Highway Fund budget. The General and Highway Funds each feature 3% tax increases.

Consider Adoption of FY 2023 Budgets:

Motion by T. Hooker and seconded by J. Gagnon to adopt the budgets as presented. Motion passed 4 - 0.

Discuss Town Meeting Date, Venue and Preparations:

J. Haverstock stated that the current Covid 19 variant has led the Legislature to approve the same Australian balloting process as in 2021. Rep Shaw stated that the Senate has introduced S.172 to allow the same procedures as last year, to allow outdoor voting and ballot mailing. However, the funding for this is unknown at this time. There was discussion on the funding of the ballot mailing and J. Haverstock inquired if ARPA funding could be used for this purpose. Rep Shaw stated that the Secretary of State also has funds that may be available. H. McKinlay stated that there are approximately 2500 voters in Pittsford.

Rep Jerome exited at 7:07 PM.

Review Draft of Town Meeting WARNING:

Motion by D. Mills and seconded by T. Hooker to approve the proposed Town Meeting Warning as presented, subject to possible changes in voting location. Motion passed 4 - 0. The Warning follows these minutes.

Consider Purchase of a New Police Cruiser:

Police Chief Warfle was present to discuss the proposal to purchase a new police cruiser. Chief Warfle explained that the current vehicle is 5 years old and he would like to purchase another Durango. The current proposal for the vehicle is \$41,262 plus the outfitting that will be necessary. Chief Warfle explained that OMYA has assisted with the outfitting cost in the past and they have been asked to do so again. Chief Warfle explained that there is a 6-month lead time on the vehicle. Once the vehicle is in operation, the Police Department would like to keep the current vehicle as a backup, since truck detail and Chittenden patrols have increased. The only thing that will need to be done to the older Durango is to replace the driver's seat where gun butts have worn into the seat. The estimate is approximately \$200 for this work. Chief Warfle stated that the vehicle trade in would be approximately \$8000 and to remove the equipment would be approximately \$2000. A. Malay inquired what the fund balance was currently. J. Haverstock stated that there is approximately \$23,000 available with more funding being added monthly. There was discussion of the storage of the old vehicle. There is enough room in the Police Garage building. Chief Warfle stated that the only outfitting that would be necessary was the in-car camera, one spot light, a radar unit and decals. Motion by T. Hooker and seconded by D. Mills to purchase the proposed Durango vehicle and outfit said vehicle at a cost not to exceed \$54,000. Motion passed 4 - 0.

Chief Warfle and B. Pratico exited at 6:55 PM

Review and Discuss State Property Valuation and Reviews 2021 Equalization Study and Implications for Re-Assessment:

Lisa Wright, Town Assessor, submitted a memo requesting that the Town begin contemplating a bid process for the next re-assessment. There was discussion regarding the proposal.

Request for Property Tax Abatement:

J. Haverstock reported that there has been a request for abatement of a Homestead late-filing penalty, endorsed by H. McKinlay. The amount of this abatement request is \$52.45. Motion by D. Mills and seconded by T. Hooker to approve the request. Motion passed 4 - 0.

Request for Right of Way Access:

J. Haverstock stated that Lance Munger would like to add a second driveway for access to logging on his property. Highway Foreman Chad Eugair has viewed the area and approved with the condition that the water is sloped away from the road. Motion by T. Hooker and seconded by D. Mills. Motion approved 4 - 0.

EXECUTIVE SESSION:

None necessary at this time.

The Select Board recessed at 7:32 PM and convened as the Liquor Board.

The Select Board reconvened at 7:35 PM.

The Select Board adjourned at 7:35 PM.

The next regular meeting of the Select Board will be held on January 19, 2022.

Respectfully Submitted,

Kelly Giard
Recording Secretary

Alicia Malay, Chair

David Mills, Vice Chair

Thomas Hooker, Selectman

W. Joseph Gagnon, Selectman

ABSENT

_ Thomas "Hank" Pelkey,
Selectman

**BOARD OF SELECTMEN
TOWN OF PITTSFORD, VERMONT
WARNING**

The legal voters of the Town of Pittsford are hereby notified and warned to meet **virtually** through telephone dial-in and Zoom options (see remote access information, below), on Monday, February 28, 2022 at 6:30 p.m. to hear about and discuss the following matters of Town business:

1. To hear the reports of the Town Officers.
2. To see if the voters of the Town of Pittsford will appropriate the sum of \$1,715,740.00 (One Million, Seven Hundred Fifteen Thousand, Seven Hundred Forty and no/100ths Dollars) to defray the General Fund Expenses of the Town for the 2022-2023 fiscal year, of which the sum of \$1,322,350.00 (One Million, Three Hundred Twenty-Two Thousand, Three Hundred Fifty and no/100ths Dollars) is to be raised by property taxes?
3. To see if the voters of the Town of Pittsford will appropriate the sum of \$1,187,100.00 (One Million, One Hundred Eighty-Seven Thousand, One Hundred and no/100ths Dollars) to defray the Highway Expenses of the Town for the 2022-2023 fiscal year, of which the sum of \$1,045,650.00 (One Million, Forty-Five Thousand, Six Hundred Fifty and no/100ths Dollars) is to be raised by property taxes?
4. To see if the voters of the Town of Pittsford will appropriate the sum of \$16,000.00 (Sixteen Thousand and no/100ths Dollars) to defray the Village District's Expenses for the 2022-2023 fiscal year, of which the sum of \$16,000.00 (Sixteen Thousand and no/100ths Dollars) is to be raised by property taxes payable by Village property owners?
5. To see if the voters will authorize collection of taxes on real and personal property by its Treasurer in three equal installments, due on or before August 15, September 15 and November 15, 2022?
6. Shall the Town authorize cannabis retailers in town pursuant to 7 V.S.A. Section 863?

After the close of the above discussions, the legal voters of the Town of Pittsford shall have the opportunity on Tuesday, March 1, 2022 between 7:00 a.m. and 7:00 p.m. to vote at the Fire Station (located at 150 Pleasant Street, Pittsford), by Australian ballot, on Articles 2 through 6, above, and on the following matters, to wit:

7. To elect the following officers of the Town:
 - a. A Town Moderator for a term of one (1) year
 - b. A Selectman for a term of three (3) years

- c. A Selectman for a term of two (2) years
- d. A Trustee of Public Funds for a term of three (3) years
- e. One MacLure Library Trustee for a term of one (1) year

Dated at Pittsford, Vermont on the 5th day of January, 2022.

S/s Alicia Malay, Chair

S/s David Mills, Vice Chair

S/s Thomas "Hank" Pelkey

S/s Thomas Hooker, Selectman

S/s Joseph Gagnon, Selectman

Received and recorded on this 6th day of January, 2022.

S/s Helen E. McKinlay, Pittsford Town Clerk

For audio access to the Informational Meeting by telephone, dial (929) 205 6099 and then Confirm by hitting pound. Then, when prompted to enter participant ID, just hit pound again to enter meeting).

For video access to the Informational Meeting, use Zoom application ((This Option is only available if you have a computer with a built-in or external camera and microphone (Zoom software download required) OR you have a phone with a built-in camera Zoom App download required)) <https://www.Zoom.us> Meeting ID (652 103 6395)