

TOWN OF PITTSFORD SELECT BOARD MINUTES October 20, 2021

Members Present – Thomas “Hank” Pelkey, Alicia Malay, David Mills, Thomas Hooker and W. Joseph Gagnon. Others Present: Ariadne Will (via Zoom), Sandra Conway, Rick Conway, Ann Rademacher, Bob Harnish, John Haverstock – Town Manager, Kelly Giard – Recording Secretary.

The meeting was called to order at 6:33 PM by Chair Alicia Malay.

J. Haverstock stated that there was a need to enter into Executive Session for Legal (Act 250 Process) and Personnel (Planning Commission). Motion by T. Hooker and seconded by T. Pelkey enter into Executive Session for Legal and Personnel. Motion passed 5 – 0.

J. Haverstock stated that there was a need to amend the agenda to remove the discussion of The Nature Conservancy’s proposed land purchase (old business) and to add the Discussion of Salt Prices (new business), Discussion of Fire Department hose purchase (new business) and to accept the resignation of Pittsford’s OCCUD Board member and the possible appointment of a replacement (new business). Motion by T. Pelkey and seconded by T. Hooker to accept the agenda, as amended. Motion passed 5 – 0.

Minutes:

The minutes of the October 6, 2021 regular meeting were signed, with no corrections.

Orders:

The orders in the amount of \$75,383.63 and Payroll in the amount of \$12,067.3 were signed, with the following discussion:

- J. Gagnon inquired about the expense for annual disaster recovery. J. Haverstock explained it as a NEMRC service contract.

Town Manager’s Report:

J. Haverstock reported the following:

- Due to successful outreach efforts, 148 responses were received regarding the sidewalk survey. The committee will review the results at their October 26, 2021 meeting.
- The annual Veteran’s Day Ceremony will be held at the Town Offices on Thursday, November 11, 2021 at 11:00 AM. There is an ongoing search for a keynote speaker.
- There were 11 letters sent to the delinquent property tax payers with 4 or 5 resolved. The date to resolve has passed (October 15, 2021). Property information on the remaining delinquent accounts will be forwarded to the Town Attorney to prepare for the next steps in the process.
- Daniels Construction will be asked to perform work to repair the Depot Hill covered bridge damage.
- The Department heads have been contacted for their budget plans and work plans for the next budget year. These presentations will take place at the November 3, 2021 meeting.
- The road closure for the Dollar General culvert and intersection realignment is over and the road is open.
- Sullivan & Powers has submitted a preliminary audit result showing that the General Fund has a surplus of \$86,000; the Highway Fund experienced a surplus of \$183,000; the Water Fund showed a deficit of \$36,000; and the Sewer Fund broke even.
- The letter from the Select Board with regard to the bridge replacement at the intersection of Routes 7/3 was sent to VTrans. Representatives of the Select Board (Hooker and Malay), Rep. Shaw and Town Manager Haverstock attended a meeting with VTrans staffers which discussed the bridge design and its history. VTrans felt that the current design “will work”. The Town will

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be consulted with regard to the placement of lights and guardrails. The hope is to begin construction in May of 2022 with a completion in of Fall 2024. There will be an Act 250 meeting on October 27, 2021. The Planning Commission has Interested Party Status and will be represented by Mark Pape and Mike Norris at the Act 250 meeting.

- Chad Eugair has met with Joe Gagnon regarding the placement/planting of trees on the front parcel at the Municipal Office. Mr. Eugair is recommending the use of shrubs or dwarf trees due to the location of the power lines. Motion by T. Hooker and seconded by T. Pelkey to pursue the planting of flowering crab trees. D. Mills inquired about the timing of the planting due to the cold weather coming. There was discussion that this is the perfect time to plant as they are nursery trees with a “root ball”. Motion passed 5 – 0.

Select Board Comments:

D. Mills stated that he has received concerns about the Stump Dump area access with a vehicle getting stuck recently. J. Haverstock stated that the staff at the Transfer Station should recommend that residents not go all the way back as the Highway Department will push the debris into the pile as necessary. Signage will be considered.

Public Comment:

Rick Conway discussed the bridge Act 250 hearing. Mr. Conway reviewed past discussions and provided handouts in regard to the intersection.

OLD BUSINESS

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

J. Haverstock has forwarded the Job Description and the Town Profile to Rick McGuire. Mr. McGuire will be contacting each member individually for a discussion.

Discussion of Further Implementation of Declaration of Inclusion:

Bob Harnish was present to discuss the Declaration of Inclusion, that has been adopted in 30 – 40 towns, including Pittsford, with the larger towns having established “equity” committees. Mr. Harnish stated that the census in Vermont has grown at an overall rate of 2% with some areas losing population. Mr. Harnish asked that the Declaration of Inclusion be implemented in Town documents. Mr. Harnish asked if the Declaration could be included in the Town Report and in hiring practices as a boost to economic development. J. Haverstock stated that there would be additional information forthcoming from VLCT to be distributed.

Mr. Harnish exited at 7:09 PM.

NEW BUSINESS

Consider Appointing Town Representative to Regional Emergency Committee:

J. Haverstock stated that the Emergency Management Coordinator Jason Davis will serve as a Town representative on the newly-formed Regional Emergency Management Committee. Selectman Hooker has agreed to be appointed, as well. Motion by D. Mills and seconded by T. Pelkey to appoint Selectman Hooker to the Regional Emergency Management Committee. Motion passed 5 – 0.

Discussion of Fire Department Hose Quotes:

J. Haverstock explained that the Fire Department is looking for hose replacement, now that testing has been done. T. Hooker stated that there is 1100’ of 4” hose that is in need of replacement. Bids were received from HSE (preferred) in the amount of \$7,620 and low-bidder Fire Tech in the amount of

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\$6,600, as well as several other quotes. T. Hooker explained that the HSE hose has a 2-year warranty. Motion by T. Pelkey and seconded by T. Hooker to purchase the requested fire hose from HSE in the amount of \$7,620. Motion passed 5 – 0.

Discussion of Salt Prices:

J. Haverstock stated that 3 salt prices have been received (Appalachee - \$93.25/ton; Cargill - \$72.31/ton and American Rock Salt - \$78.00/ton). There was discussion regarding the vendors that have been used in the past and, it was recommended that the salt prices be locked in at the lower price. D. Mills inquired if there could be a “stock pile” built up and stored at the new salt shed. J. Haverstock explained that Chad Eugair has been thinking about that and the mechanics of making it work. Motion by T. Hooker and seconded by D. Mills to purchase the salt from Cargill for the amount of \$72.31/ton, but also stay in touch with American Rock Salt if supplies are difficult to obtain. Motion passed 5 – 0.

Accept the Resignation of the OCCUD Board Member and the Possible Appointment of a Replacement:

J. Haverstock reported that Samantha Jackson has submitted her resignation to the OCCUD Board. Town resident Tony Ferraro has expressed interest in this position. Motion by T. Hooker to appoint Mr. Ferraro to the position, seconded by A. Malay. Motion passed 5 – 0.

EXECUTIVE SESSION

T. Hooker made the motion and seconded by T. Pelkey to go into Executive Session for Legal and Personnel, where premature knowledge would be damaging to the Town and may be jeopardized by public disclosure.

In accordance with 1 VSA 312 (b), where premature general public knowledge would clearly place the Municipality or person involved at a substantial disadvantage, the Board unanimously agreed to enter into Executive Session for the purpose of Legal and Personnel at 7:19 PM. Town Manager Haverstock was invited to remain for Executive Session.

The Select Board exited Executive Session at 7:43 PM.

Motion by A. Malay and seconded by D. Mills to authorize T. Hooker to speak for the Select Board at the October 27, 2021 Act 250 hearing regarding the VTrans Bridge replacement project. Motion passed 5 – 0.

The Select Board adjourned at 7:44 PM.

The next regular meeting of the Select Board will be held on November 3, 2021.

Respectfully Submitted,

Kelly Giard
Recording Secretary

Alicia Malay, Chair

David Mills, Vice Chair

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Thomas Hooker, Selectman

W. Joseph Gagnon, Selectman

Thomas "Hank" Pelkey, Selectman