

Town of Pittsford SELECT BOARD – October 5, 2022

MEMBERS PRESENT: Alicia Malay, W. Joseph Gagnon, Mark Winslow, and Thomas Hooker.

ABSENT: David Mills. **OTHERS PRESENT:** Barb Willis, Tom Browe, Ann Reed, Charles “Butch” Shaw, Jen Popp (7:01 PM), Brenda Fox-Howard - Town Manager, Kelly Giard – Recording Secretary.

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

B. Fox-Howard stated that there is no need for Executive Session.

A. Malay stated that there was a need to amend the agenda to table the Policy discussions until a full board is present. Motion by T. Hooker and seconded by M. Winslow to adopt the agenda as amended. Motion passed 4 – 0.

MINUTES:

The minutes of the September 21, 2022 regular meeting were signed with no corrections.

ORDERS:

The orders in the amount of \$48,897.72 and payroll in the amount of \$12,598.38 were signed with the following discussion:

J. Gagnon inquired the expense for police department ammo from AAA Police Supply for \$1,126.00. B. Fox-Howard explained that Chief Warfle has discussed this purchase and stated that there is a shortage of ammunition, therefore, he wanted to be sure that the department had a supply.

Chair Malay inquired the expense of \$600.00 to Lexipol, LLC for online training. B. Fox-Howard stated that this was for the Police Department officer’s subscription. The expense to Engineering Ventures for \$1,027.07 was questioned. B. Fox-Howard stated that this should be the final bill. The invoice for Brown’s Auto for \$4,600 for the Durango was also questioned. M. Winslow inquired if this was a remanufactured motor, which B. Fox-Howard stated that this was a remanufactured motor.

TOWN MANAGER’S REPORT:

B. Fox-Howard reported on the following highlights:

- The latest update received was that the Route 7 paving project is complete. B. Fox-Howard will continue discussions with the state Agency of Transportation as the opinion of folks is that there is still more that needs to be done.
- There are more ordinances in the packets for review.
- Craig Jewett from Otter Creek Engineering has been working on the Route 7 north drawings and will be drafting a preliminary plan prior to discussing with the Select Board. His plan will have an overview of cost, timeline and explanation.

- Ann & Brenda met with VLCT representatives regarding the CDL information. This information is in need of updating, as the town has been out of compliance. The process of updating our policy and process has begun.
- Met with Melanie at Lothrop and an AOT representative regarding the sidewalk grant. AOT has specific plans to follow and it is not sure if the plans will work for this project.
- Budget kick-off meetings began with the Fire Department and the Highway Department.
- The Police Department Durango is being repaired.
- A Zoom meeting was held with CUUD. There has been no vote as to a service provider and this will not occur until there is a quorum present. M. Winslow inquired if there was a timeline to finish this project. Rep. Shaw stated that he believes that the deadline is 2026 for statewide funding and that there is no urgency to the process.
- Issues continue with the phone system at the Municipal Offices. The system is outdated, antiquated, has no caller ID, and voicemail delivery delays.
- The website provider has sold the town site to another company and any emails that are addressed to updates@pittsfordvermont.gov are going to Ann Reed for updating.

SELECT BOARD COMMENTS:

J. Gagnon stated that he went over the box culvert on the West Creek Road and remarked that it looks great. T. Hooker and M. Winslow echoed these comments. J. Gagnon inquired if there would be a paver hired to patch the sidewalks. B. Fox-Howard explained that Shawn Hendee and Chad Eugair have a plan some for now and additional for the spring.

PUBLIC COMMENT:

Ann Reed explained that there were 3 ordinances ready for review and discussion. These were included in the packets for review. There has been research on the policies and ordinances looking at other towns and within the area and Vermont League of Cities and Towns for information. The weights and heights are being worked on now and Rep. Shaw stated that he will send the information on the new bridge statutes to A. Reed.

OLD BUSINESS

Rescheduling of the Dog Hearing:

The dog hearing that was originally proposed to be held on October 17, 2022 will now be held on November 2, 2022 at 5:30 PM. Proper posting of the hearing will be forthcoming.

Revisit Medical Insurance Changeover:

B. Fox-Howard stated that the health insurance rates are slated to increase on January 1, 2023 and provided a cost comparison between MVP, the current carrier and Blue Cross/Blue Shield. The comparison reveals that the Blue Cross/Blue Shield proposed plans have a lower deductible and cost less to the Town and employee. There are town contributions to the employee HSA (health savings account), which would be lower as well.

B. Fox-Howard stated that she has spoken with employees who have stated that MVP has been denying procedures and it appears that Blue Cross/Blue Shield is more accommodating. VLCT is also exploring the possibility of moving to a 1 insurance company structure. M. Winslow inquired when the final decision is needed. B. Fox-Howard stated that she was told “the end of the month”. Motion by T. Hooker and seconded by M. Winslow to switch from MVP to Blue Cross/Blue Shield. Motion passed 4 – 0.

Revisit ARPA Priorities: Fire & Recreation Submission:

Jen Popp was present to discuss the Recreation Department requests. Currently, J. Popp is working on obtaining quotes for the dock as the last quote received was for \$20,000, which she is also writing a grant for matching funds; quotes are being sought for the resurfacing of the tennis courts and the basketball courts, which is anticipated to be around \$25,000. Richard Reed has been contacted for a quote to dredge the swimming area at the Recreation Area. The Fire Department is requesting turn-out gear, boots, helmets and tanks for 10 firefighters.

Coin Drop Policy:

This topic was tabled to a future meeting after a brief discussion on critical components.

Purchasing Policy:

This topic was tabled to a future meeting but found to be moderate.

Delinquent Tax Policy:

This topic was tabled to a future meeting.

Police Vehicle Repairs - ARPA:

Motion by T. Hooker and seconded by M. Winslow to authorize the use of ARPA funding for the repair of the police Durango. Motion passed 4 – 0.

Highway Vehicle to Water/Sewer:

B. Fox-Howard distributed the minutes from this original discussion in 2021. T. Hooker inquired if there was funding to transfer the vehicle. B. Fox-Howard stated that she would check, however, she believes that there is adequate funding in the Water Fund. Motion by M. Winslow and seconded by T. Hooker to approve the vehicle transfer between departments. Motion passed 4 – 0.

NEW BUSINESS

Vermont Family Network – Annual Request.

This topic was tabled to a future meeting.

ARC (Advocacy Resources Community) – Annual Request:

This topic was tabled to a future meeting.

Pittsford Vermont Historical Society – Annual Request:

Tom Browe and Barb Willis were present to discuss a letter that was submitted by Bill Powers on behalf of the Pittsford Historical Society asking for their annual appropriation to change from \$4,052 to \$10,000 due to the furnace malfunctions, chimney deterioration, security system being outdated, installation of heat pumps for air conditioning and heat. M. Winslow stated that this was a large increase. T. Browe stated that it was the hope for this size of an increase. M. Winslow inquired if this would be an annual allocation. T. Browe stated that this would be beneficial to the Historical Society. There was discussion on the procedural avenues for the request. T. Browe stated that the Historical Society would follow any rules to be sure to get this topic on the ballot for Town Meeting Day. T. Browe was told to please see Helen and find out what petition the Historical Society needs to be placed on the ballot for voting on the increase in allotment.

Regional Ambulance Service – Annual Request:

This topic was tabled to a future meeting.

There was discussion on how Special Appropriations works and how, in the past, letters were mailed to the organizations on the list to get their requests for the year. M. Winslow made a motion, which was seconded by T. Hooker to stop the mailing of these letters. This motion passed 4-0.

A motion was made by T. Hooker and seconded by J. Gagnon to table the above items to a future meeting. Motion passed 4 – 0.

The Select Board adjourned at 7:44 PM.

The next Select Board meeting will be held on October 19, 2022.

Respectfully Submitted

Kelly Giard
Recording Secretary

Alicia Malay, Chair

ABSENT

David Mills, Vice Chair

Thomas Hooker, Selectman

W. Joseph Gagnon, Selectman

Mark Winslow, Selectman