

## **TOWN OF PITTSFORD SELECT BOARD MINUTES    December 15, 2021**

Members Present - W. Joseph Gagnon, David Mills, Alicia Malay, Tom Hooker, Thomas "Hank" Pelkey. Others Present: 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 need to enter into Executive Session Personnel (Town Report Honorees) Motion by T. Hooker and seconded by D. Mills to enter into Executive Session for Personnel. Motion passed 5 - 0.

J. Haverstock stated that there was a need to amend the agenda to add an Update on the Act 250 Bridge Hearing. Motion by D. Mills and seconded by T. Hooker to adopt the agenda, as amended. Motion passed 5 - 0.

### **Minutes:**

The minutes of the December 1, 2021 meeting were signed, with no corrections.

### **Orders:**

The orders in the amount of \$238,147.34 and Payroll in the amount of \$17,602.62 were signed with the following discussion:

D. Mills inquired about the expense in the amount of \$106,576 to AOT. J. Haverstock explained that this was for the conflicts between the Town's water system and the State's Segment 1 reconstruction project.

Chair Malay inquired what Magic Minus Zero was and how it is used. J. Haverstock stated that this is to control dust on the dirt roads.

J. Gagnon inquired about the expense for the disposal of a camper. J. Haverstock explained that the Highway Department staff dismantled the camper that was abandoned and placed the pieces in a dumpster retrieved by Hubbards.

### **Town Manager's Report:**

J. Haverstock reported the following:

- The Sidewalk Scoping Committee did not meet on December 21, 2021 as originally scheduled. This meeting will be held on January 25, 2022.

- Lothrop is not available at the proposed meeting date of January 19, 2022 as the School Board will be meeting at the same time at that location. Mr. Carlson, the developer for the project, sent an email for the Select Board to review, which was included in the packets. There was discussion that the recent surge in COVID 19 cases in the area may be a concern to the general public. The Select Board agreed to postpone the presentation to May, 2022 as suggested by Carlson.
- The lighting at the Route 7 and Plains Road intersection has been improved. T. Hooker stated that it is getting better, however, the Plains Road side is still quite dark. J. Haverstock will follow up with Green Mountain Power to discuss the possibility of installing a light on the pole on the north side of that road.
- The Bioretention structure has been installed at the former site of the sand pile behind the Fire House. The sand pile has been moved to the rear of the Municipal Office and there is also a pile at the Transfer Station.
- The box culvert location on the West Creek Road has been reviewed by the engineer who feels that this is a favorable location and there have been test holes dug with no evidence of ledge.
- The recent grant application that was submitted by the Pittsford Village Farm was denied.
- There was an article in VT Digger with regard to the Town Meeting options. This topic will be included on the January 5, 2022 agenda for discussion.
- Town Clerk Helen McKinlay reported that petitions for re-election are available. Selectman Malay and Gagnon are up for re-election.
- The Municipal Office and related services are closed on December 24 and December 31, 2021 in observance of Christmas and New Years, respectively. The Transfer Station will be closed on December 25, 2021 and January 1, 2022.

**Select Board Member Remarks:**

None presented at this time.

**Public Comment:**

None presented at this time.

**Old Business:**

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

The recruiter reports that 16 applications have been received for the Town Manager position. The Select Board will interview the top 7 candidates on December 16, 2021 and December 20, 2021 at 5:30 PM. Following these interviews, the top candidates will be interviewed in person in January. The Select Board members are invited to email the recruiter with any questions.

**Discuss Act 250 Bridge Hearing:**

J. Haverstock reported that there is information included in the packets for review. In addition to this information, there was a request received for supplemental documentation from several parties, including the Town Planning Commission. D. Mills inquired if this proceeding is holding

up the project. J. Haverstock explained that until the Act 250 Commission rules and until all appeal efforts have been exhausted, the State cannot proceed to construction.

**New Business**

**Presentation of Fourth FY 2023 Budget Draft:**

J. Haverstock reported that there have not been many changes and the General Fund is nearly balanced; the Highway Fund is showing a \$25,000 - \$26,000 deficit. There was discussion of options to consider before the January 5, 2022 meeting, with the Board stating a preference to make further cuts to the paving budget and skipping line striping for one year.

**Consider Transferring Funds from General Fund Balance to Police Cruiser Replacement Fund:**

J. Haverstock reported that Chad Hewitt of Sullivan & Powers has pointed out the lack of funding in the Police Cruiser Replacement Fund and recommends transferring \$20,000 - \$25,000 from the General Fund balance into the Cruiser Fund. Motion by T. Hooker and seconded by D. Mills to transfer \$25,000 from the General Fund to the Police Cruiser Replacement Fund. Motion passed 5 - 0.

**Review and Approve Draft Select Board Submission to Town Report:**

J. Haverstock pointed out that the proposed Select Board submission to the Town Report was included in the packets for review. The Board expressed its approval of the draft.

**EXECUTIVE SESSION:**

Motion by T. Hooker and seconded by D. Mills to go into Executive Session for 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 Personnel at 7:20 PM. Town Manager Haverstock was invited to remain for Executive Session.

The Select Board exited Executive Session at 7:31 PM, with no action taken.

The Select Board adjourned at 7:31 PM.

The next regular meeting of the Select Board will be held on January 5, 2022.

Respectfully Submitted,

Kelly Giard  
Recording Secretary

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Alicia Malay, Chair

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David Mills, Vice Chair

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Thomas Hooker, Selectman

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W. Joseph Gagnon, Selectman

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Thomas "Hank" Pelkey, Selectman