

## Town of Pittsford SELECT BOARD – December 21, 2022

MEMBERS PRESENT: Alicia Malay, W. Joseph Gagnon, David Mills, Mark Winslow and Thomas Hooker. OTHERS PRESENT: Chad Eugair, Charles “Butch” Shaw, Ann Reed, Doug Perkins, Jeff Schuman, Kelly Giard – Recording Secretary.

The Select Board Executive Session #1 was called to order at 6:00 PM by Chair Malay. (in attendance was A. Malay, D. Mills, J. Gagnon, T. Hooker, Rich Bowman and Jeff Biasuzzi). Executive Session #1 adjourned at 6:30 PM with no action taken

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

Chair Malay stated that there was a need for Executive Session for Personnel concerns and Legal concerns. Motion D. Mills and seconded by T. Hooker to go into executive session. Motion passed 5 – 0.

Chair Malay stated that there was a need to amend the agenda to add the appointment of Emergency Management Director and Alternate. Motion by D. Mills and seconded by T. Hooker to accept the agenda as amended. Motion passed 5 – 0.

### **MINUTES:**

The minutes of the December 7, 2022 regular meeting were signed with no corrections.

### **ORDERS:**

The orders in the amount of \$87,684.88 and payroll in the amount of \$19,497.57 were signed with no discussion.

### **TOWN MANAGER’S REPORT:**

Ann Reed reported on the following highlights:

- Police Chief Warfle reported that there was no increase in the taser quote.
- There will be an EPCRA Tier 2 reporting class via Zoom to be held on January 24, 2023 and she would like to attend.
- There will be 2 classes offered by VLCT regarding Town Meeting procedures. The cost is \$10 each to attend.
- The Celebration of Life for Steve Sheld notice was received.
- The Rutland County budget has been received and needs review.
- Lisa Wright has submitted the Education Tax Letter for review.
- VTRANS grants/aid documents have been received. Chair Malay will sign these.
- Isaac has been made aware of the change with regard to the Village Farm Grant. A new log-in, etc. will be required and the Town Attorney will review the sub-agreement.
- VT Digital was contacted to change passwords. User agreements were also discussed for employees that have town email on their personal devices. The cost for printers is

\$475 each (identical laser jet for the 3 that need replacing), \$105 per hour to install and configure. Motion by J. Gagnon and seconded by D. Mills to proceed with the printer purchase/installation. Motion passed 5 – 0.

- There will be a Tabletop Discussion regarding the Chittenden Reservoir on January 10, 2023 from noon to 4:00 PM. A. Reed would like to attend.
- Dr. Larson is retiring and changing his office space to a personal residence.
- An insurance claim for a limb that fell on a vehicle has been submitted to VLCT.
- A. Reed will be meeting with Brian Sanderson from VTRANS on December 27, 2022 to discuss grants.

D. Mills inquired the status of the phone system. A. Reed stated that the information has been turned over to Comcast and waiting for answers.

#### **SELECT BOARD COMMENTS:**

Chair Malay stated that The Reporter is now non-profit and is looking for stories to be submitted to the paper, rather than have a reporter on staff.

#### **PUBLIC COMMENT:**

Rep. Shaw was present to discuss the upcoming Legislative Session, which begins on January 4, 2023 with a bill drafting deadline of mid-February. D. Mills stated that the towns should be receiving more on the traffic tickets now that the Vermont State Police is not patrolling as much as the towns. Rep. Shaw requested information on the locations in town that tickets are written. This information will be requested of Chief Warfle.

#### **OLD BUSINESS**

##### **ARPA Discussion:**

Letters were included in the packets for review. A. Reed asked to get clarification on two Ferguson Waterworks invoices for the curb stops and necessary water and sewer supplies for the sidewalk project on if they were being covered by ARPA from the Select Board, as previous meeting minutes left this unclear. There was a motion by T. Hooker and seconded by D. Mills to have ARPA funds cover the two invoices from Ferguson Waterworks for these expenses. The motion passed 5-0.

The Select Board decided to discuss further ARPA decisions at a special meeting to be set in the near future.

##### **Animal Control Ordinance:**

A. Reed stated that she recently attended a VLCT class regarding Animal Control Ordinances and utilized the template that was presented. Motion by D. Mills and seconded by T. Hooker to adopt the ordinance as presented. Motion passed 5 – 0.

**Special Appropriations Policy:**

There was discussion regarding the Special Appropriations Policy. There is currently nothing written regarding this, however, will be reviewed at a future meeting.

**Road Discontinuations from State of Vermont:**

There will be more research done on this process.

**Budget Discussions:**

This topic was tabled.

**Delinquent Taxes:**

A. Reed stated that there is approximately \$205,000 in delinquent taxes. This topic was tabled to a future meeting.

**NEW BUSINESS**

**OCCW to Address Select Board Year End Report & Summary:**

Doug Perkins and Jeff Schuman were present to give the year-end report for the Mosquito District, which was also sent to the Town Office. Mr. Perkins stated that there was an above average adult mosquito population and the goal was to spray each route 1 time per week, which was successful and there was positive feedback received from residents. The Pesticide General Permit was renewed for 5 years in October 2022, with no comments on the submission. There will be an equitable assessment, based on the census data, which is being reviewed by an ad hoc committee for the construction of a new billing structure, which will take place with the FY '25 budget process. The tick population is increasing. There was discussion regarding the classification of the wetlands. Chair Malay will be replacing Ms. Fox-Howard, therefore, Pittsford will need an alternate to this board.

Mr. Perkins and Mr. Schuman exited at 7:08 PM.

**Pittsford Snomads, Inc. Approval for Snowmobile Travel:**

Motion by T. Hooker and seconded by D. Mills to approve the request. Motion passed 5 – 0.

**Reclassification of Roads:**

Chad Eugair was present to discuss the possibility of reclassifying .6 mile of Old Hubbardton Road from class 4 to class 3. A. Reed will discuss the process when she meets with Mr. Sanderson.

**Road Speed Limit Posting:**

There was discussion on the posting of speed limits on roads. There will be research done on the process.

**Veterans Memorial Fund (ARPA):**

This topic was tabled.

**Moderator for Town Meeting:**

A. Reed stated that she has reached out to Jim Carvey, John Carrara, Sam Markowski, Dan Adams, and Dan Keith to fill in as moderator for Town Meeting with no takers. Chair Malay will contact Robb Spensley at the recommendation of M. Winslow.

**Emergency Management Director Position:**

Motion by T. Hooker and seconded by D. Mills to appoint Tim Cornell as the Emergency Management Director and Steve Shortsleeves as the Emergency Services Director. Motion passed 5 – 0.

**Town Report:**

The printing contractor has set the deadlines for the printing of the Town Report. There was discussion of the deadlines and the items to be included in the Town Report. The contract was signed by Chair Malay.

**Homestead Penalty Abatement:**

Motion by T. Hooker and seconded by D. Mills to approve the request for Homestead Penalty Abatement in the amount of \$103.26. Motion passed 5 – 0.

**Assessment Errors and Omissions:**

There was a request received from Lisa Wright for a name change that did not involve any value change. The general consensus was to accept as presented.

**TA 65 and TA 66 Board Approval for Submission of West Creek Culvert Grant:**

These documents were signed by Chair Malay for the grant funds for the West Creek Culvert project and will be delivered to Mr. Sanderson.

**EXECUTIVE SESSION**

D. Mills made the motion and seconded by T. Hooker to go into Executive Session for Legal and Personnel where premature knowledge could 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 8:20 PM.

The Select Board exited Executive Session at 8:41 PM.

The Select Board will be reaching out to a potential Town Manager.

The Select Board adjourned at 8:42 PM.

The next Select Board meeting will be held on January 4, 2023.

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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Mark Winslow, Selectman