

Town of Pittsford SELECT BOARD – February 1, 2023

MEMBERS PRESENT: W. Joseph Gagnon, David Mills, Alicia Malay, Mark Winslow and Thomas Hooker. OTHERS PRESENT: Beth Saradarian, Tim Johnson, Baird Morgan, Antje Schumerhorn, Bill Pratico, Mike Warfle, Stephane Goulet, Bradley Keith, Judi Tompkins, Ann Reed, Kelly Giard – Recording Secretary.

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, Legal and Contracts. Motion by T. Hooker and seconded by M. Winslow to enter into Executive Session for Personnel, Legal, and Contracts. Motion passed 5 – 0.

Chair Malay stated that there was a need to amend the agenda to add FEMA Go Authorized Representative appointment, Municipal Office door, and Fees for Recreation Day Camp. Motion by D. Mills and seconded by T. Hooker to accept the agenda as amended. Motion passed 5 – 0.

MINUTES:

The minutes of the January 18, 2023 were signed with a minor correction; January 19, 2023 Executive Session meeting was signed with no corrections.

ORDERS:

The orders in the amount of \$2,057,694.80 and payroll in the amount of \$12,743.82 were signed with the following discussion:

M. Winslow inquired the expense for the deposit on a dock. Ann Reed explained that this was a forty percent deposit, as the Town had already put down ten percent when the order went in.

ASSISTANT TO THE TOWN MANAGER'S REPORT:

Ann Reed reported on the following highlights:

- A call was received from the Rutland County Solid Waste District stating that holders of the Pittsford Transfer Station Pass are not eligible for reciprocal services for dumping at the Gleason Road facility due to the fact that Pittsford includes a punch card in its fees. There was discussion on this topic and the members learned more about the Rutland County Solid Waste District and the Gleason Road facility.
- The Pittsford Village Farm grant was submitted.
- There were 80 delinquent properties on Monday and 76 at the time of this meeting. The residents are being notified of state funding options for assistance.
- A. Reed stated that she would like to participate in a USDOT grant opportunities meeting on February 8 from 3 – 4 PM. The Select Board agreed to this training.

- The Vermont Bond Bank will be hosting a free training on April 13, 2023 in Barre for Capital Planning. The Select Board agreed for A. Reed to attend this training.

SELECT BOARD COMMENTS:

Chair Malay stated that she has attended the Legislative Breakfast and a Legal Lunch Hour recently and has information on grant opportunities.

Selectman Gagnon stated that the Snowmobile Club may want to consider putting signs on Corn Hill Road and Stevens Road to warn motorists of the crossing. There was discussion on this topic.

PUBLIC COMMENT:

None presented at this time.

OLD BUSINESS

Town Report:

Ann Reed reported that the draft is available for review until the afternoon of February 3, 2023, at which time this will be forwarded to the printer. The dedication ceremony will be held on February 15, 2023 at 9:00 AM.

Transfer Station Ordinance:

Ann Reed reported that the requested verbiage for the 33 gallon bag has been added. D. Mills inquired if there should be reference to the Gleason Road discussion concerning punch cards. The Select Board agreed to leave the wording as is at this time. Motion by T. Hooker and seconded by D. Mills to approve the ordinance as presented. Motion passed 5 – 0.

Speed Limit Ordinance:

Chad Eugair did drive the roads that were of concern at a previous meeting and agreed that Hollister Quarry should be listed at 25 mph, as suggested. The change was included in the draft that was in the packets for review. M. Winslow inquired the topic of new street and private right of way. Chief Warfle stated that this is not the responsibility of the town. The Select Board agreed to remove this section and the topic was tabled to a future meeting.

ATV Ordinance:

There was discussion regarding the use of the vehicles. M. Winslow stated that they are used on farms at all hours. Following discussion, the Select Board agreed to change the word “town” to “village”. This was tabled to a future meeting.

Truck Signs for Height Limits:

Ann Reed reported that she has spoken with Proctor and Rutland Town administrators who all agree that if Pittsford supplies the height signs that they can be installed in their towns. There was discussion concerning the locations for these signs and there was no decisions made.

Extended Warranty for New Truck:

This topic was tabled to a future meeting.

Junk Ordinance Violations:

Ann Reed reported that the letters have been sent, the Health Officer has gone to the properties in question and 3 loads of “stuff” was witnessed being removed.

Fire Hill Dog Issue:

D. Mills stated that the neighbors continue to contact him regarding the barking dogs. Atty. Kupferer has recommended to wait for the newly adopted ordinance to be effective before proceeding further.

Act 250 Appeal – Route 7 and Route 3 Intersection/Bridge:

Chair Malay stated that this has not entered the appeal process as yet and is only an AOT response.

NEW BUSINESS

Rutland County Humane Society – Coin Drop Request 10/07/2023:

The Rutland County Humane Society was present to request permission for a coin drop to be held on October 7, 2023 in the area of Lothrop School from 10:00 AM – 2:00 PM. Motion by D. Mills and seconded by T. Hooker to approve the request as presented. Motion passed 5 – 0.

MacLure Library – Coin Drop Request:

The MacLure Library was present to request permission for a coin drop to be held on July 1, 2023 in the area of Lothrop School from 10:00 AM – 2:00 PM. Motion by T. Hooker and seconded by D. Mills to approve the request as presented. Motion passed 5 – 0.

Tim Johnson – M T Johnson, Inc – Route 7 Concerns:

Mr. Johnson was present to discuss his concerns on Route 7 south of the Mobil station. Mr. Johnson expressed the area of the passing lane is a safety concern and he has had near miss accidents in this area. Mr. Johnson would like the town to provide their position on this area for safety concerns. Mr. Johnson requested that the Police Department sit in this area for enforcement. Chief Warfle stated that the officer was there at the time of this meeting. This topic was discussed at great length and Mr. Johnson’s concerns were heard.

Pittsford Village Farm Grant – Looking for Letter of Support:

The Pittsford Village Farm has requested a letter of support for their revitalization grant. M. Winslow and D. Mills asked if this was only a letter request and no additional work for the town. Baird Morgan stated that this was only a request for a letter of support. Motion by D. Mills and seconded by T. Hooker to authorize Chair Malay to write the requested letter. Motion passed 5 – 0.

Otter Creek Engineering Updates and Approvals Needed:

Craig Jewett from Otter Cree Engineering was present to discuss various projects that Otter Creek Engineering is working on with the Water & Sewer Department and Commission. Mr. Jewett stated that the Segment 2 project 60% drawings have been approved and the comments that were received were very few and very minor. Mr. Jewett is recommending moving the project forward to be to 90% complete for the planning of this section and not 100%, which will be completed at time of construction. Mr. Jewett stated that there is still grant funding available as a Planning Loan with a 20 year repayment, and, if the project goes to construction, this planning loan can be rolled into the construction loan. D. Mills expressed concern that the Route 7 south project resulted in moving the lines after the project was completed. Mr. Jewett stated that was the reason that the project was only going to the 90% drawing and if the project does not go to construction, there is a repayment of 5 years. Mr. Jewett stated that he understands the concerns of the town. Following much discussion on financing and plans, motion by M. Winslow and seconded to T. Hooker to proceed to the 90% drawing on Segment 2. Motion passed 5 – 0.

Mr. Jewett explained the upcoming EPA Lead Services Contract. Mr. Jewett explained that this is a mandate that the lead pipes be inventoried, researching records, entering basements, etc. to determine the presence of lead pipes. The town is responsible for identifying the material of the 621 connections to the water system. Mr. Jewett explained that there is \$20 million available to the top 74 water systems in the state and there has been no determination of loan or subsidy of this money. The loan application is a 0% over 20 years if loan is the determination. Shawn Hendee is willing to assist in the project, however, he does not have the time to do the regular work, as well as the project. Mr. Jewett explained the processes of the project and stated that Otter Creek Engineering is willing to work on this project and not bill for the hourly work until the funding is secured. The Board asked for Shawn Hendee to attend the next meeting to discuss this further and further conversation was tabled until the Board meets with Shawn.

Priority List/Planning Loan Agreement was discussed by Mr. Jewett and this is non-binding, however, there is a need to be on the construction list for this year to receive the best financial package for Segments 2 and 3. Mr. Jewett stated that the deadline for this was the end of February. Motion by M. Winslow and seconded by D, Mills to authorize Ann Reed to be the signer for the non-binding documents. Motion passed 5 – 0.

Town Lawn Mowing Bid:

There was discussion on the upcoming mowing bid. The Select Board agreed to add the northern and southern welcome signs to the mowing requirements. This bid will be going out in the near future.

Town Road Postings Sign-Off:

This topic was tabled to a future meeting.

Right of Way Permit Approval – DG Outback Acres Solar, LLC:

Chad Eugair has reviewed and approved the request for the Right of Way for DG Outback Acres Solar, LLC. The members of the Select Board approved and signed the application.

CAI Contract 2023 – 2025:

Lisa Wright will be negotiating the bill and what is included and needed. This topic was tabled to a future meeting.

FEMA GO Application:

Ann Reed reported that there was no authorized signer for the FEMA Go grant applications. Motion by T. Hooker and seconded by D. Mills to authorize Ann Reed to be the signer for FEMA Go grant applications. Motion passed 5 – 0.

Municipal Office Door:

Ann Reed was authorized to contact Royal Glass regarding a door at the Municipal Office that is in need of repair.

Recreation Department Summer Camp Fees:

Jenn Popp would like to increase the Summer Camp Fees to \$90 a week per participant. The general consensus was to approve this request.

EXECUTIVE SESSION

T. Hooker made the motion and seconded by M. Winslow to go into Executive Session for Contracts and Personnel, Legal and Contracts. 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 personnel, legal and contracts at 8:11 PM.

The Select Board exited Executive Session at 8:57 PM with the action taken:

Motion by T. Hooker and seconded by D. Mills to increase the salary of the Police Officers by \$3.50 per hour. Motion passed 5 – 0.

Motion by M. Winslow and seconded by J. Gagnon to pay for a UVM course, time, and mileage for Ann Reed. Motion passed 5 – 0.

The Select Board adjourned at 8:59 PM.

The next Select Board meeting will be held on February 15, 2023.

Respectfully Submitted,

Kelly Giard
Recording Secretary

Alicia Malay, Chair

David Mills, Vice Chair

Thomas Hooker, Selectman

W. Joseph Gagnon, Selectman

Mark Winslow, Selectman