

## Town of Pittsford SELECT BOARD – June 15, 2022

MEMBERS PRESENT: Alicia Malay, W. Joseph Gagnon, David Mills, Thomas Hooker, and Mark Winslow. OTHERS PRESENT: Keith Bishop, Kathy Shortsleeves, Chris Richard, Thomas Kalen, Jackie Whitehorn, Barbara Lancelette, Bill Pratico, Police Chief Mike Warfle, Dan Adams, Chad Eugair, Linda Drummond, Bill Gladski, Mary Gladski, Todd Blanchard, Brenda Fox-Howard– Town Manager, Kelly Giard – Recording Secretary.

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

Chair Malay stated that there was no need for Executive Session.

B. Fox-Howard stated that there was no need to amend the agenda. Motion by D. Mills and seconded by T. Hooker to approve the agenda as posted. Motion passed 5 – 0.

### **MINUTES:**

The minutes of the June 1, 2022 regular meeting were signed with no corrections.

### **ORDERS:**

The orders in the amount of \$139,196.26 and payroll in the amount of \$14,322.08 were signed with the following discussion:

J. Gagnon inquired regarding the expense for the bathroom floor repairs at the Recreation Area. Chair Malay explained that this topic was discussed at a previous meeting stating the project was to refinish the worn bathroom floors and to also add texture for additional safety. The new finish will last many additional years.

M. Winslow inquired what work was necessary on the Dodge Durango. Chief Warfle explained that brakes, tires and the air conditioning were repaired and the brakes and tires were necessary repairs in order to pass state inspection.

### **TOWN MANAGER'S REPORT:**

B. Fox-Howard reported on the following highlights:

- The Police Department computer server replacement process has begun. The Highway Department staff, electrician and phone company assisted in cleaning out the back closet, rewiring and clearing old phone lines. The cost for this Department of Public Safety State of Vermont mandated Computer Server change is an acceptable use of ARPA funding and will more than likely be used for this project.
- Cyber security is an issue nationally and B. Fox-Howard has already begun research to manage and enhance the protection at the Municipal Office.
- The Assistant Assessor position has been filled and the employee will begin working for us within a few weeks.

- Residents have been contacting B. Fox-Howard through the Municipal Office to complain about the speeding, paving, blight, and parking concerns.
- The Request for Bids has been publicized for the West Creek culvert replacement project. One permit has been received and the final permit is expected within the next few days. The communications with the engineering company have improved.
- The CDBG grant approval for the Community Farm is expected in the near future.
- The invoicing from GNK Associates has been received and it is anticipated that the only additional charges would occur if they are required to attend any grievance hearings.
- The Mosquito District met recently to discuss grant funding, which was in jeopardy of being cut off for the larvicide treatments due to a former members harassment.
- B. Fox-Howard went to the Dollar General and spoke with the Store Manager regarding the bright lighting complaints due to spotlight intensity and direction. The Manager stated that it will be on the agenda to discuss with the District Manager for remedy. B. Fox-Howard suggested that they place “hoods” on the lighting or change direction of lighting. The Manager was very cooperative and appeared concerned.
- There has been communication with regard to the “pipe to the sky” at the water retention area in the vicinity of the Fire Department/Highway Garage. Contact was made to the state engineers and a response stating that they had not forgotten about the issue and would be back as soon as possible to repair the placement.
- The Brandon Police Department has requested assistance from the Pittsford Police Department for their Independence Day festivities on July 2, 2022. Chief Warfle stated that this would be for the 10:00 AM parade and the Fireworks from 7:00 – 11:00 PM. Brandon has agreed to pay Pittsford staff double time. The Select Board agreed to allow the vehicle to be used at no charge as Brandon was generous to loan a vehicle when Pittsford needed one. T. Hooker inquired if there would be adequate coverage in Pittsford. Chief Warfle stated that there would be adequate coverage. The Select Board agreed to assist Brandon.

**SELECT BOARD COMMENTS:**

Selectman Mills stated that he has also had residents concerned with the Dollar General lighting as the field behind the property is lit up as well as the intersection. Dan Adams stated that the Zoning Board of Adjustment required that the lights be pointed downward for safety reasons at the intersection.

Selectman Winslow inquired if the grievance hearings would be recorded. Liz Willis will be contacted as these hearings occur on June 23, 2022 from 9:00 AM – Noon.

**PUBLIC COMMENT:**

Linda Drummond, Assistant to the Town Manager, will be retiring on June 24, 2022 and wished to thank everyone for the retirement party and gift certificate.

## **OLD BUSINESS**

***Survey Monkey “link” for Potential Uses for ARPA Funds. The Brandon newspaper is publishing an article referencing this to assist us in receiving feedback. Latest report included:***

There was no update at this time and Chair Malay stated that we did not need to continue with the survey any further at this time.

***The Estimate was too low for EM Building; vendor has not agreed to sign contract and work has not begun due to material cost increases:***

Mr. Blanchard was present to discuss the increase in the materials for the project at the First Response building. Mr. Blanchard recommends that the materials be ordered/purchased now before any further price increases. The increase currently nets \$828. Motion by D. Mills and seconded by T. Hooker to pay for the materials now and the labor in the future. Motion passed 5 – 0. Mr. Blanchard will be in contact to sign the contract.

***Reminder Regarding Water/Sewer Rate Increases 7/1/22:***

Information was included in the packets for review that the water rates will be increasing by 1.4% and sewer rates will be increasing by 2% on July 1, 2022.

***Sidewalk Study – A detailed summary presentation of this extensive sidewalk study is planned for 7/20/22 by DuBois & King:***

DuBois & King will be present on July 20, 2022 to present to the Select Board the extensive sidewalk study report.

***(550) Highway truck trade-in update & information:***

Chad Eugair reports that he has contacted Allegiance regarding the trade in of the truck that will be replaced. Their offer of trade in was \$17,000; Auto Saver was also contacted and had a trade in offer of \$18,000. There was some discussion that the possibility of a private sale could net approximately \$25,000. D. Mills recommended that the truck be put out to auction with a “Sold-As-Is” and a reserve.

## **NEW BUSINESS**

***Advisory Discussion regarding installation of a new Heating/Cooling System for the Municipal Building:***

B. Fox-Howard reported that a recent inspection of the Municipal Building showed that the heating and cooling systems needed to be upgraded. The members of the Select Board discussed options and history of heating/cooling projects that have occurred. The Select Board requested that Fox-Howard obtain quotes for different options in order to further advise the Board of Selectman on the most cost efficient and energy efficient direction to take in the near future. Fox-Howard agreed to do so and advised she would update them with the results.

***Letter of Thanks to the Highway Superintendent for great customer service from a town resident:***

A letter of thanks was received regarding Chad Eugair. This letter was included in the packets for review. Chad thanked his crew for their work as well and the Board of Selectman offered a word of thanks to Chad for his work.

***Fuel Bid Results:***

Motion by D. Mills and seconded by T. Hooker to award the propane bid to Proctor Gas (the current supplier) at a price of \$2.175. Motion passed 5 – 0. Motion by T. Hooker and seconded by A. Malay to award the heating oil (\$4.259); off-road and on-road diesel (both .15 over rack price) to Champlain Valley Plumbing & Heating. There was much discussion as to the “right way” for the heating oil option (.15 over rack or fixed price of \$4.259) and it was decided that the fixed rate was the safer option. Motion passed 5 – 0.

***American Cancer Society Coin Drop 6/19/22:***

A request has been received for a coin drop to occur on Sunday June 19, 2022 from 10 – 2 in order to benefit the American Cancer Society. Motion by T. Hooker and seconded by A. Malay to approve this request. There was discussion that more notice is required for coin drops. B. Fox-Howard stated that she has communicated this to the requestor. The necessary permits were signed and presented. The Select Board agreed that a 60-day advance notice will be required in the future. Motion passed 5 – 0.

***Speeding Issues:***

There have been a number of complaints received from residents regarding speeding in various locations throughout town. Residents discussed the following concerns:

Thomas Kallen, who resides on West Creek Road, stated that the straightaway from the Rousseau’s and the corner near his house is a “raceway” and the dust that is created has been unbearable. D. Mills stated that he believes this area will become worse once the road is paved. Chad Eugair stated that the Highway Department would visit the area and apply some chloride on the roadway to assist with the dust. Mr. Kallen stated that he would like to see the police sitting in the area for enforcement in the future. Chief Warfle stated that this area is patrolled on a regular basis and that, due to only having one patrol vehicle, unfortunately, it limits how long he can remain stationary in one location should emergency calls come through during his shift. He stated that the police would continue to patrol that area in the future.

Jackie Whitehorn, who resides on Arch Street, feels that Arch Street is just an extension of Route 7 and that various apps show this as a short cut. Ms. Whitehorn stated that there are fewer folks walking in the area due to the high speeds of traffic. Ms. Whitehorn also raised concerns about trucks using engine brakes. D. Mills inquired if there were any “no engine brakes” signs. Chief Warfle stated that there are none on Route 7 because this is a State Highway and we are not lawfully permitted to post such signage on State Highways only on our own Town roadways.

Barb Lalancette resides on Elm Street and stated that drivers tailgate as you drive up Arch Street. T. Hooker inquired as to whether it would be feasible to install a speed bump near the Fire Department. There was additional discussion on the possible use of speed bumps vs. speed dips. J. Gagnon inquired about the potential use of illuminated speed signs which show how fast you are driving, similar to the signs currently located in Brandon on Route 7. Chief Warfle stated that the speed cart is out currently. Chief Warfle stated that the signs in Brandon were permanent and on a state road.

Chief Warfle gave the Select Board a statistical report dated January 1, 2022 to the present listing the tickets and calls of services which show a large increase of incidents. He also discussed other options for controlling speeds within Pittsford. These options include:

1. **Join the State Highway Traffic Safety Program:** However, this would involve taking an officer and vehicle outside of town to participate.
2. **Approve an additional (10) Hours per week for traffic control:** These hours would be spread between officers.
3. **Hiring a part time administrative assistant:** This position would permit officers to have more time for patrolling the road.

Chief Warfle was asked to research the costs of these options and to be prepared for additional discussion of this information during the next meeting to take place in Executive Session. A Motion by D. Mills and seconded by T. Hooker to approve (10) additional hours for speed monitoring only for the next (6) weeks. Motion passed 5 -0.

Chris Richard, who resides on Route 3, stated that currently there are 8 speed changes within a 2-mile span of roadway. There was discussion regarding the policing of this area. Chief Warfle explained that the State Police have been in Pittsford recently to assist with the speed concerns. However, they are short staffed, as are other areas within the State. Lt. Pratico explained that he worked an overnight recently with Chief Warfle and there were 6 officers on duty within all of Rutland County of which (4) were within Rutland City and (2) were within Pittsford. D. Mills explained that any speed limit changes require traffic studies and it is an extensive process. It was also noted that a traffic study was already performed by the state approximately (3) years ago which was initiated by the prior Town Manager and the existing signage was a product of that study. B. Fox-Howard stated that she will draft a letter requesting that a new speed study be performed on this section of Route 3.

Keith Bishop, who resides on Route 7 near the Mobil gas station, stated that vehicles are constantly speeding up the hill and are now going faster than before, as the distance of the passing lane has increased. Mr. Bishop inquired if there was anything that could be posted with regard to the noise of the exhaust systems on some vehicles. Lt. Pratico explained that noise citations require a monitor confirmation to be validated and that the Town of Pittsford does not currently have this type of equipment or ability to confirm decibel readings. Mr. Bishop's neighbor, Christopher Szazuba, was present and stated that the intersections of Route 3, Route 7 and Oxbow Road were a concern and a danger due to the high traffic speeds within that area.

Bill Gladski, who resides on Route 7, stated that he appreciates the police presence near his house but that the noise is also a concern for him. T. Hooker stated that the state does not allow brake (engine) modifications and this is a state highway. The Town has no jurisdiction.

Dan Adams, who lives off of Route 3, stated that he is looking for answers and is not trying to lay fault on the Police Department or the Select Board. Mr. Bishop stated that he appreciates the efforts of the police department and understands that they have limited resources. He further stated that he believes the police department is currently doing the best with the tools that they have at their disposal.

**Website Renewal:**

B. Fox-Howard stated that she has begun the process of checking other websites and finding options for the town staff to have more control over their own website content. There will be additional formalized information presented in the future after several contacts are made.

**EXECUTIVE SESSION**

None required at this time.

Motion by D. Mills and seconded by T. Hooker to adjourn. Motion passed unanimously.

The Select Board adjourned at 8:29 PM.

The next Select Board meeting will be held on July 6, 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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Mark Winslow, Selectman