

TOWN OF PITTSFORD SELECT BOARD MINUTES August 18, 2021

Members Present – Alicia Malay, David Mills, Thomas Hooker and W. Joseph Gagnon. ABSENT: Thomas “Hank” Pelkey. Others Present: Ariadne Will (via Zoom), Chad Eugair, Jason Davis, John Haverstock – Town Manager, Kelly Giard – Recording Secretary.

The meeting was called to order at 6:34 PM by Chair Alicia Malay.

J. Haverstock stated that there was a need to enter into Executive Session for Personnel (Highway Department). Motion by T. Hooker and seconded by D. Mills enter into Executive Session for Personnel. Motion passed 4 – 0.

J. Haverstock stated that there was a need to amend the agenda to add the discussion of Covid 19 Updates and a request from the Fire Department to hold a Coin Drop. Motion by D. Mills and seconded by T. Hooker to accept the agenda, as amended. Motion passed 4 – 0.

Minutes:

The minutes of the August 4, 2021 meeting were signed, with no corrections.

Orders:

The orders in the amount of \$32,926.63 and Payroll in the amount of \$14,068.39 were signed, with the following discussion:

J. Gagnon inquired about the expense in the amount of \$2208.31 for the 550 truck. J. Haverstock read the invoice, which included work on the springs and brakes.

A. Malay inquired about the expense for Watershed Taxes. J. Haverstock explained that this was for property in Chittenden.

Town Manager’s Report:

- The Highway Department has added stone and graded the southern end of the West Creek Road where the old asphalt was ground up. There was rolling done to help with the compaction of the material. The area will be considered for paving when the budget process begins.
- Wilk Paving has completed its paving work and the Highway Department has put down stone on the shoulders and driveway transitions. There is now a search for a line striping company to come and mark the roads.
- The chip sealing project on Oxbow was completed on August 16, 2021.
- The stormwater project in the area of the Fire Department is moving along with Masterson Excavating retained by the Rutland Regional Planning Commission to do the work.
- A payment in the amount of \$145,882.38 of ARPA funds has been received. The remaining portion will be distributed in 2022, with the hope of additional funding coming from Washington DC.
- Sullivan & Powers will be conducting the annual audit beginning on September 7, 2021. This is expected to be complete on September 10, 2021.
- There will be a Staff Picnic Luncheon on September 10, 2021 at noon at the Recreation Area.
- The Hollister Quarry Road traffic study has been received.
- There is a proposal for a solar project at 574 Adams Road. The developers have been requested to make presentations to the Planning Commission and the Select Board.

TOWN OF PITTSFORD SELECT BOARD MINUTES August 18, 2021

Select Board Comments:

Selectman Mills stated that he feels that West Creek Road is much improved compared to its condition before the project.

Selectman Mills stated that the Rutland Regional Planning Commission met recently and is in favor of the Solar Project in the Casella gravel pit.

Public Comment:

None presented at this time.

OLD BUSINESS

Update on Pittsford Day Planning:

J. Haverstock reported that the Pittsford Day Planning Committee met on August 12, 2021 and finalized the schedule of events, which will be advertised in the Reporter and about town. There will be no evening meal, however, there will be food trucks offering items for sale.

Update on Delivery of New Highway Truck:

J. Haverstock reported that the truck extended warranty has been ordered. Chad Eugair will be looking at taking delivery of the truck when he returns from vacation.

Continued Discussion of New Body for F550 Truck:

Chad Eugair was present to discuss the current pricing of the F550 truck body. The original estimate that was received was \$4,700, however, this is no longer available and the replacement body price is \$7,100 with the Highway Department staff installing. Earle's Truck Repair in Rutland gave a quote of \$8,600, installed and retrofitted for all of the lights and hoist. Motion by T. Hooker and seconded by T. Pelkey to authorize the work be done at Earle's Truck Repair in Rutland for \$8,600. Motion passed 4 – 0.

NEW BUSINESS

Discuss Plans to Resume Annual Tax Sale Process:

J. Haverstock explained that the annual tax sale was cancelled in 2020 due to the pandemic and was checking to see if tax sales could be resumed this year. A. Malay inquired how many properties were involved. J. Haverstock stated that Linda Drummond reported to him that there were approximately 12 eligible properties. Motion by T. Hooker and seconded by D. Mills to move forward with the Tax Sale process. Motion passed 4 – 0.

Discussion of Process for Recruitment of New Town Manager:

J. Haverstock explained that he has tendered his resignation effective after Town Meeting in 2022. VLCT has been contacted to potentially assist with the recruitment/replacement process and will have a proposal coming to the Select Board in September. J. Gagnon suggested placing an ad in the local newspapers for a short time. D. Mills recommended combining the position with that of an Economic Development Coordinator. This topic will be discussed further once the VLCT proposal has been received.

Discussion of Covid 19 Updates:

J. Haverstock reported that the CDC guidelines are recommending that all people (even those who are fully vaccinated) wear face coverings indoors in public settings. There was a proposed sign endorsing

TOWN OF PITTSFORD SELECT BOARD MINUTES August 18, 2021

this guidance that was reviewed and the Board supported notifying staff and hanging the sign in Town buildings.

Assessors' Errors and Omissions (Blanchard):

J. Haverstock reported that clarification for the Errors and Omissions that was tabled at the August 4, 2021 meeting was sent to Select Board members via email with members Malay, Mills and Pelkey approving. Motion by D. Mills and seconded by T. Hooker to ratify this decision. Motion passed 4 – 0.

Discussion of Coin Drop Request:

Jason Davis was present to request a Coin Drop be held on October 23 or October 30 from 9:00 AM – 1:00 PM as a fund-raiser in lieu of the Haunted House event which has again been cancelled due to the pandemic. Motion by D. Mills and seconded by J. Gagnon to approve the request. Motion passed 4 – 0.

EXECUTIVE SESSION

T. Hooker made the motion 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 7:20PM. Town Manager Haverstock was invited to remain for Executive Session.

The Select Board exited Executive Session at 7:32 PM, with no action taken.
The Select Board convened as the Sidewalk Study Local Concerns Meeting at 7:33 PM.

The next regular meeting of the Select Board will be held on September 1, 2021.

Respectfully Submitted,

Kelly Giard
Recording Secretary

Alicia Malay, Chair

David Mills, Vice Chair

Thomas Hooker, Selectman

W. Joseph Gagnon, Selectman

ABSENT
Thomas "Hank" Pelkey, Selectman