

Town of Pittsford SELECT BOARD – August 3, 2022

MEMBERS PRESENT: Alicia Malay, W. Joseph Gagnon, David Mills, Thomas Hooker and Mark Winslow. OTHERS PRESENT: Charles “Butch” Shaw, Ben Champine, Grant Blow, Richard Reed, Kate Kennedy, Brenda Fox-Howard– Town Manager, Kelly Giard – Recording Secretary.

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

B. Fox-Howard stated that there was a need for Executive Session for Personnel, Legal and Contracts. A. Malay stated that she has a Personnel concern for Executive Session. Motion by D. Mills and seconded by T. Hooker to enter into Executive Session for Legal, Contracts and 2 Personnel concerns. Motion passed 5 – 0.

A. Malay stated that there was a need to amend the agenda to add the discussion of sidewalks, West Creek Road culvert, and landscaping. D. Mills and seconded by T. Hooker to approve the agenda as amended. Motion passed 5 – 0.

MINUTES:

The minutes of the July 20, 2022 regular meeting were signed with no corrections.

ORDERS:

The orders in the amount of \$81,469.54 (FY '22) and \$91,405.34 (FY '23) and payroll in the amount of \$17,556.79 were signed with the following discussion:

Chair Malay inquired the expense for chairs, a small table and mirrors. B. Fox-Howard stated that the chairs & table were replacement chairs for her office as her original chairs went to Ann’s office as she did not have any. The mirrors are hall security mirrors.

M. Winslow inquired regarding the expense for the 550-Truck for parts and services at Earl’s Truck Repair for \$2,281.84, which was for tie rods and batteries. B. Fox-Howard read the invoice that stated that the labor was \$1,190 and the remaining cost was for the parts.

M. Winslow inquired the expense to MMA for ammo and gun magazines. The ammo charges were \$873 and the magazine charges were \$300. B. Fox-Howard explained that the (20) magazines were purchased for the AR-15 at a cost of \$15 each. B. Fox-Howard will discuss this charge with Chief Warfle for additional explanation.

Chair Malay inquired about the expense for the hydraulic study. B. Fox-Howard explained that this was an installment payment.

TOWN MANAGER'S REPORT:

B. Fox-Howard reported on the following highlights:

- Met with the Zoning Administrator regarding the ordinances and will have information coming prior to Select Board review.
- There have been no further complaints received regarding the Dollar General lighting situation.
- The question regarding the lawn mowing at Dollar General resulted in this not being mowed due to the identification of wetlands.
- The updates to the heating and cooling will be continued with the current vendor.
- The CDBG grant process is moving forward. The Select Board was asked to review the Grant Policy that was submitted; and that the town will require a Finance Policy to be in place. D. Mills feels that the Village Farm representatives did not explain the situation thoroughly and would like them to attend the next meeting to discuss this grant administration. B. Fox-Howard will invite them to attend.
- The Summer Newsletter has been published and mailed. Ann did a great job preparing her first issue.
- The Highway Department staff reattached the Municipal Office sign which had fallen.
- ARPA information was presented for review and discussion at a future meeting.
- Registration for the VLCT Town Fair is open. B. Fox-Howard will not be attending both days. The Friday agenda was more informational for her.
- Notice was received that the developers for the Grandpa's Knob wind project have withdrawn their pursuit and the project is now terminated.
- A grant is available for Regional Communications/Dispatch center if Pittsford is interested in hosting the facility. Chair Malay stated that she has spoken with Chief Dumas who stated that there is a coalition that is working on this project.

D. Mills inquired further information on the ordinances and whether they were going to be reviewed by the Planning Commission. B. Fox-Howard indicated that these were ordinances that have been neglected for some time and money for fines have been lost in court for issues such as roadway weight limits.

Chair Malay inquired the status of the bridge cameras and the speed carts. B. Fox-Howard stated that there is no update on the cameras, however, she has received information on the speed carts and she will be working with the state on the application process.

SELECT BOARD COMMENTS:

None presented at this time.

PUBLIC COMMENT:

Rep. Shaw was present to give an update on the Transportation Bill. This recent Bill will be available to towns with covered bridges offering posted warning signs and the ability for towns to enforce and recover damages. There was discussion regarding the weights on a road versus the bridge weights. Ben Champine stated that he sees Swift Trucks all the time on West Creek Road. The Town Managers of Pittsford, Proctor, and West Rutland, as well as the Management from OMYA have been contacted regarding the truck weights on roads and requested that Swift be notified not to be using these roads marked with lower weight limits.

OLD BUSINESS

New Town Hall Hours Scenario:

A scenario was included in the packets for review and discussion at a future meeting. M. Winslow inquired the reaction to the employees with the proposal. B. Fox-Howard stated that they liked it and that the draft for the new hours was created by Helen, the Town Clerk, as it would be her office that would be primarily impacted by any changes.

CDBG Grant Codes Form for Signature:

This topic was discussed in the Town Manager's Highlights and is tabled.

Discussion of Town Sidewalks:

Rep Shaw stated that he has been in contact with AOT regarding the repair of the sidewalks during the shim coat paving project. The AOT agrees to allow the town to do the repairs, however, the town would be responsible for the project and funding. T. Hooker stated that this project should be done now with the paving season. D. Mills stated that Proctor has asphalt sidewalks. Ms. Fox-Howard stated that the price to repair the existing sidewalks from the Church up to the Village would be approximately \$81,000 installed. J. Gagnon inquired the timing and whether the repair would be torn up. Rep Shaw stated that the state is spending \$1.8 million to repair Route 7 due to safety concerns and that the original project for the Village Road repairs would not be for possibly another (8) years. D. Mills inquired about also have Extruded Curbing installed and requested that B. Fox-Howard obtain estimates.

Landscaping at the Municipal Offices:

Chair Malay stated that there were some members of the Select Board that were doing some weeding after the last meeting. Grant Blow stated that he has someone that does the weeding and will have them come by in the near future. Mr. Blow stated that the mulch should be removed and replaced with clean stone and that the bushes are blocking the sunlight causing mold growth. This is something that should be included in the next contract.

Residents' Voiced Concerns Regarding the West Creek Road Culvert Project:

Kate Kennedy was present to express concern for the (9) residents on the West Creek Road that are incurring additional costs due to having to travel the long way around due to the road being under construction and the farmers that are not able to access their fields. There are emergency services and farm produce sales being lost as well, which is causing the farmers to be depressed. Ben Champine stated that he is also concerned that the sign went from a completion date of 8/1 to 9/1 in the matter of a day and there was no notification of this change or a general plan of the project. Mr. Champine stated that Chad Eugair said that the project would last 5 weeks and now there is doubt around this happening. The neighbors are embarrassed to approach the Select Board. The milk and grain haulers are charging additional fees due to the drive around. D. Mills stated that he met with Frank Bovey regarding the crops and Mr. Bovey indicated that (3) weeks was ok. D. Mills then met with Richard Reed, who indicated that once the concrete was poured and set that local 1 lane traffic may be possible. A letter that was sent to the residents in the area was confusing. Ms. Kennedy stated that the residents are paying their taxes, however, they are not receiving their equivalent number of services. She then requested a reimbursement to the farms on West Creek Road for their added costs. Mr. Reed stated that he cannot guarantee passage in (3) weeks due to the base needing repair. M. Winslow inquired as to the status of the project. Mr. Reed stated that his hope is to have the footings set tomorrow. However, the placement of the culvert is an issue due to the limited availability of a crane in the area. There was discussion concerning the engineering firm, which was in place prior to the onboarding of Ms. Fox-Howard. Currently, the town is paying monthly storage on the culvert. Mr. Champine inquired the number of segments, which Ms. Fox-Howard stated that there are (10) segments and they will all be used. Rep Shaw explained that the closing of the roads is a common occurrence for culvert work. The decision was made to have the Town Manager send the residents an update weekly to help ease any anxieties.

Ms. Kennedy exited the meeting at 7:40 PM.

NEW BUSINESS

New Town Web Site Proposals:

B. Fox-Howard presented the estimates, which, following discussion, were deemed too expensive and this topic was tabled to a future meeting.

EXECUTIVE SESSION

D. Mills made the motion and seconded by T. Hooker to go into Executive Session for 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 at 7:47 PM. Town Manager Fox-Howard and Lisa Wright were invited to attend.

The Select Board exited Executive Session at 8:15 PM with some personnel related adjustments completed.

The Select Board adjourned at 8:15 PM.

The next Select Board meeting will be held on August 17, 2022.

Respectfully Submitted

Kelly Giard
Recording Secretary

Alicia Malay, Chair

David Mills, Vice Chair

Thomas Hooker, Selectman

W. Joseph Gagnon, Selectman

Mark Winslow, Selectman