

## Town of Pittsford SELECT BOARD MEETING – July 5, 2023 – DRAFT

MEMBERS PRESENT: W. Joseph Gagnon, Alicia Malay, David Mills, Mark Winslow and Thomas Hooker. OTHERS PRESENT: Mike Norris, Jamie McCray, Chad Eugair, Mary Marzec-Gerrior, Larry Marzec-Gerrior, Ann Raudamacher, Ann Reed – Assistant to the 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 a need to amend the agenda to table the Planning Commission Solar Siting Language; to add Dollar General Lighting Concerns and Depot Bridge Concerns. Motion by T. Hooker and seconded by D. Mills to accept the agenda as amended. Motion passed unanimously 5 – 0.

### **MINUTES:**

The June 21, 2023 regular meeting minutes and the June 21, 2023 Liquor Board minutes were signed with no corrections.

### **TOWN MANAGER REPORT:**

Chair Malay reported the following in the absence of Town Manager Atherton:

- Made contact with Dollar General authorities regarding the lack of landscaping, per their construction permit. This will be resolved within 10 days.
- The sidewalk project was completed by Wilk Paving on June 28, 2023.
- Met with the Town Forester on June 23, 2023 and discovered the overtapped maple section and needed controlled thinning.
- The Water and Sewer bills have been sent. The projected revenue is where it was expected with the Sewer billing at 103% and the Water billing at 99%.
- The new town website is up and running.
- The Summer Newsletter has been sent to residents.

D. Mills inquired the status of the sidewalk in the area of the 19<sup>th</sup> Hole not being paved. Chad Eugair explained that this is like this intentionally and that something will be done because the resident is concerned with a large truck coming and going and didn't want to break up the asphalt. There is a possibility of this being covered with reclaimed asphalt.

### **SELECTBOARD MEMBER REMARKS:**

None presented at this time.

### **PUBLIC COMMENT:**

Mr. Marzec-Gerrior read a statement to the Select Board requesting the town file testimony with the PUC with regard to the proposed solar project on Furnace Road. This topic was not discussed as it was tabled from the agenda.

## **OLD BUSINESS**

### **Possible Loader Purchase:**

Jamie McCray from G. Stone Commercial was present to discuss the potential loader purchase. Mr. McCray recently met with Chad Eugair and Town Manager Atherton. J. Gagnon inquired if the attachments that are currently owned by the town were compatible with the new equipment. Mr. McCray stated that there was no change needed. D. Mills has been to the lot to inspect the machine and it appears to be easy to maintain. M. Winslow inquired how many hours are put on the loader in a year. Mr. Eugair stated that he did not know that information, however, there is currently 5700 hours on the 2005 loader. M. Winslow stated that he asked Town Manager Atherton to look into a commercial lease. Mr. McCray was not aware of this, however, stated that he could check into a lease option. J. Gagnon inquired if a Municipal Lease was common. Mr. McCray stated that he has not worked with a Municipal Lease, but will look in the possibility. M. Winslow stated that Doosan is going through a name change. Mr. McCray stated that this has been in the works for a while. Chair Malay stated that the quote was valid for 30 days, which would have been about the time of the last meeting and G. Stone Commercial was asked to hold until a full board was present and they obliged the request. Mr. McCray stated that the quote will not be able to be held much longer. Mr. Eugair stated that he has driven the loader and that it is heavier than the current equipment. Motion by D. Mills and seconded by T. Hooker to purchase the Doosan from G. Stone Commercial in accordance to their bid price of \$130,866.33 with the trade in of \$50,000 of the current loader. Motion passed 4 – 1.

### **Planning Commission Solar Siting Language:**

This topic was tabled to a future meeting when more information is available.

Ann Radmacher inquired why this topic was taken off the agenda. Chair Malay stated that there have been no updates received. Ms. Radmacher stated that the PUC website shows that there are many solar projects being proposed and feels that something should be in place. Mike Norris stated that he spent time looking at other towns language before penning the proposal to the Planning Commission and Select Board.

Mr. Marzec-Gerrior inquired if the Select Board had any thoughts on his proposal. Chair Malay stated that there could be no action as this topic was taken off the agenda at the beginning of the meeting.

Mr. Marzec-Gerrior, Ms. Marzec-Gerrior, and Mr. Norris exited at 6:52 PM.

### **ARPA Discussion:**

The Historical Society has inquired the status of the ARPA fund. The Select Board discussed the sewer line status on Plains Road, which is 3000 linear feet and is over 100 years old. There was

discussion that the funding needs to be earmarked and spent by 2025. Ann Reed will check and confirm these dates.

**Consider Otter Creek Engineering for Plains Road Project:**

Otter Creek Engineering has been contacted for engineering services for the Plains Road sewer project. The proposal for the engineering is \$32,500 to include the topographic survey, 10 manholes and household connections. D. Mills inquired if there was any grant funding available for this project. Ms. Reed stated that there are more grants for water projects and very few for sewer projects. There was discussion concerning the project after the engineering is complete. Motion by T. Hooker and seconded by D. Mills to utilize ARPA funds for the Otter Creek Engineering proposal for Plains Road. Motion passed unanimously 5 – 0.

Mr. McCray exited at 7:09 PM.

**Mamie Keith Coin Drop Request August 5, 2023:**

Motion by T. Hooker and seconded by D. Mills to allow Mamie Keith to hold a coin drop on August 5, 2023 to benefit the American Cancer Society. Motion passed unanimously 5 – 0.

**Credit Card Policy:**

Motion by M. Winslow and seconded by T. Hooker to adopt the Credit Card Policy as presented. D. Mills inquired if there would be a card issued to each police officer. Ms. Reed stated that Chief Warfle has a gas card and is responsible for fueling the vehicles. Ms. Reed explained that there would be 1 card in the vault and Shawn Hendee will have a card. There was discussion regarding the elimination of the debit cards. Motion passed unanimously 5 – 0.

**Town Credit Card Application:**

Motion by T. Hooker and seconded by D. Mills to authorize Town Manager Atherton to fill out a credit card application. Motion passed unanimously 5 – 0.

**Purchase and Installation of Two Speed Signs:**

There was discussion regarding the purchase of 2 speed signs for placement on Route 7. The permitting has been received. Motion by T. Hooker and seconded by D. Mills to purchase the 2 signs for an amount to not exceed \$7,000 total using ARPA funds. Ann Reed stated that the signs are currently “on sale” for \$6,500 to \$6,600 for the pair. Motion passed unanimously 5 – 0.

**NEW BUSINESS**

**Dollar General Lighting Concerns:**

D. Mills stated that he has received various complaints for over a year with regard to the lighting at the Dollar General. The current lighting set up lights up the neighbor’s back field. D. Mills stated that the permit stated that the lights were to point down onto their own property. Another concern that was received was the color of the building and the neighbor believes that the color of the structure was supposed to be a more earthy color.

**Depot Bridge Concerns:**

D. Mills stated that he received a concern regarding the Depot Bridge and when he went to look at the area, he noted that the Florence end was sloped and the Pittsford end was not. There is also a concern about drivers staying on the raised runners inside the bridge. The Highway Department will look at and repair the Pittsford end of the bridge.

**Audit Services Potential Contract:**

M. Winslow inquired if the current auditing firm submitted a proposal. Ms. Reed explained the process and the current auditing firm was contacted, however, did not submit a proposal. Ms. Reed stated that she met with the proposed staff on a few occasions, both them getting to know Pittsford and Pittsford getting to know the staff from RHR Smith & Co. Motion by J. Gagnon and seconded by D. Mills to award the contract for 1 year to RHR Smith & Company for the amount of \$20,000. Motion passed unanimously 5 – 0.

**Recreation and Economic Development Hiring Committee:**

The Select Board agreed to appoint Chair Malay as the Select Board representative (D. Mills agreed to be an alternate if necessary), a member of the Recreation Committee, Ms. Popp and Town Manager Atherton.

**Act on Orders (\$76,209.25 (FY 23)) and (\$71,444.09 (FY 24)) and Payroll (\$19,318.62):**

M. Winslow inquired the cost of the turn out gear for the fire department. T. Hooker explained that this gear is very expensive and is out of the fire department annual budget. The orders were signed with no further discussion.

The Select Board adjourned at 7:32 PM.

**EXECUTIVE SESSION**

M. Winslow made the motion and seconded by D. Mills to go into Executive Session to discuss the appointment, employment, or evaluation of a public officer or employee, provided that a public body must make the final hiring or appointment decision, and explain its reasons for the decision, in open meeting. 1 VSA §313(a)(3) where premature knowledge could be damaging to the Town and may be jeopardized by public disclosure.

In accordance with 1 VSA§ 313 (a), 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 at 7:45 PM.

Motion by T. Hooker and seconded by D. Mills to exit Executive Session at 8:07 PM.

Motion by T. Hooker and seconded by D. Mills to increase the hourly rate of Rich Bowman by \$1.00. Motion passed unanimously 5 – 0.

The Select Board adjourned at 8:08 PM.

The next Select Board meeting will be held on July 19, 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