

Town of Pittsford SELECT BOARD MEETING – November 1, 2023 – DRAFT

MEMBERS PRESENT: W. Joseph Gagnon, Alicia Malay, David Mills, and Mark Winslow. ABSENT: Thomas Hooker. OTHERS PRESENT: Wayne Giard, Ann Reed, Shawn Hendee, Joe Raptour, Mike Warfle, Jon Wyman, Tracy Wyman, Steve Shortsleeves, Lauren Martelle, Jeremy Martelle, David Atherton Town Manager, Kelly Giard – Recording Secretary.

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

Motion by D. Mills and seconded by J. Gagnon to adopt the agenda as presented. Motion passed unanimously 4 – 0.

MINUTES:

The October 18, 2023 regular meeting minutes were signed with no corrections.

TOWN MANAGER REPORT:

Town Manager Atherton reported the following:

- Continued working on the budgets with Department Heads. The Recreation Department, Police Department, and the Management sections will be presented at this meeting.
- Worked on the Bylaws Modernization Grant, which needed to be submitted by November 1, 2023.
- Met with Donna Wilson regarding the Municipal Planning Grant, which was submitted in time for the deadline. Rutland Regional Planning Commission was consulted and provided assistance.
- Grant reimbursement has been submitted for the FY 23 Grants in Aid Program. This covered the ditch and culvert work on sections of Elm Street, Oxbow Road, Old Hubbardton Road, Allen Mills Road, and Fire Hill Road. The total of grant funding was \$27,000.
- Ann and Liz from the Rec Department have been working on a Recreation Facilities Grant to possibly qualify for grant funds to construct a building at the rec center. There will be further discussion if the town qualifies for this grant. D. Mills inquired what the building would be used for, if constructed. Town Manager Atherton explained that this would house the Rec. Director, and a multi-use facility.
- The Haunted House was a huge success. There was an article in the papers, which was also included in the packets for review.
- In Rec Dept News – the October Senior Luncheon was well attended and a senior committee was formed; Liz was interviewed by VPR at the senior luncheon to discuss the new programming for seniors; youth basketball registration is open and the season begins after Thanksgiving. The OV basketball varsity coaches have been contacted to work with the players for practices. There is still a need for coaches; a granite bench was received from the Knox family in Chittenden. The bench was placed on the Bald Peak Trail by the highway and water/sewer crew members; there was minor flooding on the White Trail due to a beaver dam at the rec area. The Rec Dept received authorization from a game warden to have the dam dismantled and remove the beavers; the beginning of planning for softball, baseball and summer camp have begun.

SELECTBOARD MEMBER REMARKS:

None presented at this time.

PUBLIC COMMENT:

Joe Raptour stated that the speed zone is in effect and people do not realize and inquired if it was possible to notify motorists in advance. Town Manager Atherton explained that this is on a state highway and the statutes are different than if it were a town highway. Town Manager Atherton continued by saying that a speed change on a town highway would require an ordinance change, followed by hearings and implementation.

OLD BUSINESS

Transfer Station Discussion:

Town Manager Atherton stated that 1 RFP was received from Wyman's Brookside and Wyman's Timber for the Transfer Station operation. Tracy Wyman was present and explained that the plans are to run the operation on a price per pound structure for both trash and recycling; they will maintain the operation, and change the hours to 5 hours on Wednesday and 5 hours on Saturday. The electronics waste will remain the same, as will the composting and yard waste. Mr. Wyman inquired the status of the steel that is left. Wayne Giard stated that Bob Fallon has been taking this for a number of years. Town Manager Atherton stated that the implementation date is December 1, 2023 and that the town would reimburse the new operators for the punches that are used. Mr. Wyman stated that the punches that are used will be converted from the weights that are dropped. M. Winslow inquired if this was the procedure that is used in Brandon, which Mr. Wyman stated yes and has been working for about 4 years. M. Winslow inquired if the contract in Brandon was for 5 years, Mr. Wyman stated that this was a 5 year contract, however, was extended because they added a structure at no cost to the town. D. Mills inquired if the \$.20 per pound would hold for the length of the 5 year contract. Mr. Wyman stated that that would depend on the cost of fuel and dumping. M. Winslow inquired the lead time to residents of an increase. Jon Wyman stated that there would be 30 day postings of an increase. Town Manager Atherton stated that there is currently a \$15,000 deficit in the current fiscal year. D. Mills inquired the cost for the Zero Sort Recycling and whether it would be \$1 for a 30 gallon bag, which Mr. Wyman confirmed and stated that the residents would be asked to break down the cardboard. Mr. Wyman stated that he expects everything to take 2 – 3 months to run smoothly with the changes. J. Gagnon inquired if there was a current contract with Casella. Town Manager Atherton stated that Pittsford is currently out of contract with Casella, hence the urgency to move forward. Steve Shortsleeves inquired how much the rates would need to be increased for the operation to remain as is, to which Chair Malay responded was to at least double the current rates. Ann Reed stated that the price would need to be at least \$50 for the pass; \$40 for each punch card and adding a recycling punch card at approximately \$30 each. Mr. Wyman stated that the cost is more to dispose of recycling than trash. Town Manager Atherton stated that the General Fund covers the deficit at the Transfer Station and not everyone in town benefits from the service. There was discussion of the costs that are associated with the operation. Town Manager Atherton stated that the trash is charged out by the bag and removed by the weight. M. Winslow inquired the average

weight of a bag of trash. Jon Wyman stated the average is about 20 pounds and Tracy Wyman stated that there would be a \$2 minimum. M. Winslow inquired how long the Transfer Station has been running at a deficit. Ann Reed stated at least 5 years. Mr. Giard stated that the Town Reports are showing the revenues higher than expenses. Town Manager Atherton looked into the town report in the conference room. The revenues and expenses were shown to Mr. Giard to show him that the expenses are higher than revenues. D. Mills stated that the Select Board is learning about many things. Motion by J. Gagnon and seconded by D. Mills to accept the proposal as presented by the Wyman's. Mr. Shortsleeves inquired who pays for the utilities as there is not a separate meter. Mr. Wyman stated that he is willing to pay for a meter or to pay the town for metering as they only use the lights as necessary and not use the compactors. Motion passed unanimously 4 – 0. Town Manager Atherton was instructed to work with the Wyman's to negotiate a contract.

Lauren Martelle, Jeremy Martelle, Jon Wyman, and Tracy Wyman exited at 7:11 PM.

NEW BUSINESS

SnoMads Request for Board Approval:

Motion by D. Mills and seconded by M. Winslow to approve the listing as presented by the SnoMads. Motion passed unanimously 4 – 0. This list is roads that are crossed and travelled during the winter months.

Querrey Estimate – Water/Sewer:

Town Manager Atherton explained that there has been a discovery of a line that has leaks in the aerator at the Wastewater Treatment Facility. Querrey has been contacted for a quote on the repairs. The quote was included in the packet for review. D. Mills inquired if the current line was stainless steel, which Town Manager Atherton stated that it was doubtful. M. Winslow inquired if there were funds in the budget to cover this expense. Town Manager Atherton stated there are funds available in the capital fund for this repair. Town Manager Atherton stated that this broken line was just noticed in the last couple of months. Motion by M. Winslow and seconded by J. Gagnon to approve the quote as presented by the Querrey Company. Motion passed unanimously 4 – 0.

Recreation Fees 2023-2024:

The proposed fee schedule was included in the packets for review. Ann Reed explained that there were some fees that went up as little as \$5 to a \$25 increase per week for Day Camps. The fees were compared to neighboring towns to become consistent. D. Mills inquired if these fee increases would cover expenses. Ann Reed explained that this would nearly cover the expenses for these programs. Motion by M. Winslow and seconded by A. Malay to adopt the fee schedule as presented. Motion passed unanimously 4 – 0.

Wayne Giard exited at 7:17 PM

Police Department; Recreation Department and Town Management Budget:

Police Chief Mike Warfle was present to discuss the budget for the Police Department. Ann Reed, who assisted with the gathering of the information, explained that the revenue lines are being comparable to the current year anticipation. Chief Warfle explained that there are some

expenses that are uncontrollable. These items include fuel, labor, and benefits. There was an increase in the Vehicle Fund to bring more in line with the economy. This line was increased from \$15,000 to \$25,000. There was discussion regarding the possibility of providing police services to Proctor and West Rutland, which Town Manager Atherton stated has not been decided at this point.

Chief Warfle exited at 7:27 PM.

Ann Reed explained the Recreation Department budget and that there have been some lines that have been consolidated to “clean up” the presentation. The Recreation activities have been very busy, thus increasing the expenses.

Town Manager Atherton explained the Town Management budget. The mileage and insurance have been decreased due to contractual changes. The insurance lines will be combined throughout the budget, as well as the postage lines.

Act on Orders \$446,796.73; Payroll \$14,629.30:

Town Manager Atherton explained that the General Fund orders were higher this time due to the expenses for paving and chip seal. The orders were signed as presented with no further discussion.

The Select Board adjourned at 7:46 PM.

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

Respectfully Submitted,

Kelly Giard
Recording Secretary

Alicia Malay, Chair

David Mills, Vice Chair

ABSENT

Thomas Hooker, Selectman

W. Joseph Gagnon, Selectman

Mark Winslow, Selectman