

Town of Pittsford SELECT BOARD MEETING – December 20, 2023 – DRAFT

MEMBERS PRESENT: Alicia Malay, W. Joseph Gagnon, David Mills, Mark Winslow, and Thomas Hooker. OTHERS PRESENT: Joe Repetur, Scott Kaufman, Charles “Butch” Shaw, Eileen Guyette, Ann Reed, David Atherton - 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 add an additional warrant in the amount of \$19,988.56; Liquor Board; Executive Session for litigation discussions. Motion by D. Mills and seconded by M. Winslow to accept the agenda as amended. Motion passed unanimously 5 – 0.

MINUTES:

The December 6, 2023 regular meeting minutes were signed with no corrections.

TOWN MANAGER REPORT:

Town Manager Atherton reported the following:

- The 8” stainless steel line was replaced at the Wastewater Treatment Facility by local company Query Industrial Services. The damage was worse than anticipated.
- The Highway Department staff has repaired and relocated the Lions’ Club Memorial sign to the Municipal Office property. This sign was damaged earlier this year due to a car accident.
- The Act 250 application for the Route 7, Segment 4 project has been filed. If this is approved, the anticipated completion date is 12/31/2027.
- The Sentext alert system is active. There will be instructions on how to join will be included in the next edition of the newsletter and on the town website.
- The Notice of Hearing and FY 25 proposed budget for the Rutland County Solid Waste District is included in the packets for review.
- The Recreation continues to be busy with the director obtaining Lifeguard and babysitter instructor certifications with the American Red Cross. These programs will benefit the Recreation Department budget and educate local youths; the ads for the Summer Camp Director have been posted, the Rec Director is requesting that candidates have 3-5 years of experience with children, CPR/AED certification, cover letter, resume and 3 referrals; Bone Builders with local seniors is going well and there is a great attendance; MyRec website is being finalized for release in mid-January; a fundraiser is being planned to purchase a batting cage and pitching machine for the upper field and clay for both fields has been ordered and will be spread in the next month; a majority of the swim area project is completed with final touches in the spring; basketball practices are well underway and games will begin during the first week of January.

SELECTBOARD MEMBER REMARKS:

None presented at this time.

PUBLIC COMMENT:

Rep. Shaw was present to update the Select Board that the Legislature reconvenes on January 3, 2024. Any member of the Select Board or the public is welcome to contact him with any concerns.

Eileen Guyette was present to discuss the changes at the Transfer Station stating that she likes the changes, but, the residents would like to know the history of the changes; residents would like to know the reasoning for the change in the 25 mph zone through town; and if the town contributes any funding to the Senior Dinner program. Ann Reed stated that the Town does not provide funding to the Senior Dinner Program. Rep Shaw stated that there has been discussion with the meals returning to the Police Academy, however, following discussion, the price at the Police Academy is not within the retired population income level; Town Manager Atherton explained that the speed limits around town have been changed due to a new ordinance and that Route 7 is a state road; the Transfer Station RPF process was explained and that there was a funding loss on an annual basis.

Joe Repetur stated that he was on a hike with the school and noted that there were trees that had fallen and gravestones vandalized in the cemetery. Mr. Repetur was advised to contact the Funeral Director to get the contact information for the Cemetery Association for these issues to be cleaned up.

Scott Kaufman, Arch Street resident, was present to discuss the No Through Traffic posting. Town Manager Atherton will check into the criteria for this to happen and will report at a future meeting.

OLD BUSINESS

Budget Review:

The Select Board was presented with a recap of the budget by department. Currently, there is a 4% decrease, however, the special appropriations have not been included, which will raise the bottom line to an increase of approximately 5%. Emergency Services and insurance appear to be 2 of the biggest increases with the current budget. M. Winslow inquired if the Department Heads could be tasked with reviewing their staffing and being sure that they are at the levels that are necessary. Town Manager Atherton stated that there are times that staff in the Wastewater and Highway Departments have difficulty finding projects to complete. Town Manager inquired when the budget will need to be finalized by the Select Board. Ann Reed stated that the final approval must be completed no later than January 17, 2024. J. Gagnon inquired if it was possible to adjust the budget for the First Response. Town Manager Atherton explained that the percentage increase is large, however, the budget has been very low in the past. Town Manager Atherton stated that he has met with West Rutland, who has included \$100,000 in their budget for police service for 5 years and are looking to fund a dedicated

cruiser. There is a meeting scheduled with Proctor for December 21, 2023 and updates will be discussed at the next meeting. The Board asked that Dave and Ann find ways to cut \$100,000 from the budget, other than paving, to present at the next meeting.

RV and Homeless Discussion

A resolution was drafted and reviewed regarding the RV that has been parked in the pull off on Route 7 south. This RV has been keeping neighbors awake at night with a running generator. This is on a State road and there was also discussion that an ordinance should be drafted for town roads and properties as well as state. Motion by M. Winslow and seconded by D. Mills to approve the draft ordinance for overnight parking along State roads. Motion passed unanimously 5 – 0. Motion by D. Mills and seconded by T. Hooker to draft a similar ordinance for town roads and properties. Motion passed unanimously 5 – 0.

NEW BUSINESS

Local Options Tax Discussion:

Town Manager Atherton explained that this is something that has been discussed previously and following research, the Town would have received approximately \$120,000 per year based on sales and use taxes that were reported (Rooms & Meals information was not available online, and would be additional funding). The funding from this could be used for Capital Projects, such as the Bridge 108 waterline relocation, which is anticipated to cost approximately \$385,000. Rep. Shaw explained that this would involve a charter change, which the Legislature sees 6-8 per year for towns implementing Local Options taxes. The towns, other than Proctor, that surround Pittsford have this tax currently implemented. Motion by T. Hooker and seconded by A. Malay to place this topic on the ballot for voter decision. Mr. Kaufman inquired what the state surcharge covers. Rep. Shaw stated that the surcharge is .25% and is used for administrative fees. Motion failed 2 – 3.

Assessor Errors and Omissions – Name Change to Parcel:

Lisa Wright requested that a name change be on Tax Parcel 0017. The property owner should read Courtney Wood. Motion by D. Mills and seconded by M. Winslow to approve the requested change. Motion passed unanimously 5 – 0.

Act on Orders \$107,206.06; Payroll \$12,407.16:

D. Mills inquired the lower expense for Wright Appraisal. Ann Reed explained that Lisa Wright had some time off and has not been working as many hours as in the past.

M. Winslow inquired the expense to Brookside Services. Town Manager Atherton explained that this was for the punch card buyback at the Transfer Station.

M. Winslow inquired about tax refunds for diesel fuel and if this had been done yet. Ann Reed stated that she has the information ready to complete for the tax rebate and the filing period is from January 1 through December 31. Ms. Reed also explained that she has done the Diesel Tax Exempt forms through the state. These are two year exemptions and were renewed in the Fall of 2022 and are good through the Fall of 2024.

The Select Board recessed at 7:49 PM to convene as the Liquor Board

The Select Board reconvened at 7:50 PM and adjourned to Executive Session.

EXECUTIVE SESSION

M. Winslow made the motion and seconded by D. Mills to go into Executive Session for legal and personnel. Motion passed unanimously 5 – 0.

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, to include the Town Manager 8:05 PM.

Motion by D. Mills and seconded by T. Hooker to exit the first Executive Session at 8:15 PM;

Motion by M. Winslow and seconded by J. Gagnon to enter into Executive Session at 8:25 PM.

Motion by M. Winslow and seconded by A. Malay to exit Executive Session 2 at 8:25 PM with no action taken;

Motion D. Mills and seconded by M. Winslow to enter into Executive Session at 8:26 PM.

Motion by A. Malay and seconded by T. Hooker to exit Executive Session 3 at 8:32 PM with no action taken.

Motion by T. Hooker and seconded by D. Mills to adjourn at 8:32 PM. Motion passed unanimously 5 – 0.

The Select Board adjourned at 8:32 PM.

The next Select Board meeting will be held on January 3, 2024.

Respectfully Submitted,

Kelly Giard
Recording Secretary

Alicia Malay, Chair

David Mills, Vice Chair

Thomas Hooker, Selectman

W. Joseph Gagnon, Selectman

Mark Winslow, Selectman