

## Town of Pittsford SELECT BOARD MEETING – July 3, 2024 – DRAFT

MEMBERS PRESENT: David Mills, Mark Winslow, Dan Adams and Thomas Hooker ABSENT: Alicia Malay. OTHERS PRESENT: Jor Raptour, David Atherton – Town Manager, Kelly Giard – Recording Secretary

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

Vice Chair Mills stated that there was no need to amend the agenda. Motion by M. Winslow and seconded by T. Hooker to adopt the agenda as posted. Motion passed unanimously 4– 0.

### **MINUTES:**

The June 19, 2024 regular meeting minutes and the June 19, 2024 Health Order Violation meeting minutes were signed with no corrections.

### **TOWN MANAGER REPORT:**

Town Manager David Atherton reported the following:

- The backhoe has been out of service again and ALTA has been onsite to repair. Chad Eugair is working on bids for a replacement.
- There was a waterline break on the Oxbow Road, ironically, while the town owned backhoe was out of service. A huge thank you to Belden Construction for their assistance with their equipment to repair this break.
- The FY 24 year end budget ended with most accounts with a good balance and there is adequate funding in the Sewer Fund to hopefully make up any ARPA shortfall with regard to the Plains Road sewer project.
- The roof on the bathroom building at the Recreation Center has been replaced with assistance from the Highway Department staff, thus cutting the costs to the town.
- Joe Kelly from VTRANS will be doing a site visit in the future to discuss appropriate places to install the flashing speed limit signs. An 11-11 permit will be resubmitted once the sites are confirmed.
- The bid opening for the Whipple Hollow Road culvert project was held on July 1, 2024 at noon and this will be discussed as an agenda item.
- Bridge 108 project updates: continued assembling the temporary pedestrian bridge on the east side of the project; installed temporary waterline connections (which determined to have been losing approximately 10,000 gallons of water per day).
- Recreation Department Report: First week of camp was a success; swim lessons have been organized and shared with the public; Senior and camp luncheon sponsored by OMYA, provided by Keiths is on July 17, 2024; Bone Builders is on pause for July and August due to the Rec Director being involved with Summer Camp; Pickleball for adult beginners was organized and has been a success; concession stand is open at the rec with lifeguards rotating coverage; the new trail map was installed in the kiosk at the entrance of the rec area; the raised garden bed is almost complete and will be introduced to camp the week of

July 8, 2024; the small water fountain has been installed at the rec area; plans for Pittsford Day are complete with the 5K and Fun Run.

Vice Chair Mills stated that the speed limit signs were wanted at the top of the hill as approaching Route 3 and on the hill approaching Plains Road. There was further discussion on the placement and the permitting process.

**SELECTBOARD MEMBER REMARKS:**

M. Winslow thanked the staff for the positive ending of the fiscal year and thanked Town Manager Atherton for his leadership. M. Winslow also reported that he attended the recent Planning Commission meeting and they are working on the Enhanced Energy Plan. The members of the Planning Commission inquired letters of reappointment. Town Manager Atherton stated that he would send these to the members.

T. Hooker stated that Al Roberge is unable to continue working on the landscaping near the Welcome to Pittsford signs. Town Manager Atherton stated that he will discuss this with the Highway Department. There was also discussion to have the hedges at the Municipal Offices trimmed.

**PUBLIC COMMENT:**

Joe Raptour stated that there is a speeding concern on Depot Hill and indicated that he almost hit mailboxes due to a vehicle coming across the corner on his side of the road. This concern will be forwarded to the Police Department.

**OLD BUSINESS**

**Health Order Fines Signatures:**

The proposed Health Order Fines documentation was signed by the members of the Select Board.

**NEW BUSINESS**

**Culvert Bid Results:**

Town Manager Atherton reported that RA Filskov has submitted the lowest bid for the Whipple Hollow Road culvert project. Town Manager Atherton gave background information on this company stating that they do mostly railroad work, have come highly recommended and can start the project starting mid-late September, due to the lead time for the culvert. D. Adams inquired if the paving portion was included in the bid price. Town Manager Atherton stated that the paving was not included. Motion by M. Winslow and seconded by T. Hooker to award the project to RA Filskov at the bid price of \$46,875. Motion passed unanimously 4 – 0.

**General Assistance Emergency Housing Program:**

Information was received from the State regarding the voucher program for the homeless. The value is decreasing by roughly half for the upcoming project.

**Act on Orders \$127,137.44 (FY 24) Payroll \$39,214.70:**

Vice Chair Mills inquired the expense to TD Bank. Town Manager Atherton explained that this was a transfer from Bar Harbor Bank to the TD Bank general fund.

The orders were signed with no further discussion

**EXECUTIVE SESSION**

None presented at this time.

The meeting adjourned at 6:52 PM.

The next Select Board meeting will be held on July 17, 2024.

Respectfully Submitted,

Kelly Giard  
Recording Secretary

\_\_\_\_\_ ABSENT \_\_\_\_\_  
Alicia Malay, Chair

\_\_\_\_\_ David Mills, Vice Chair

\_\_\_\_\_ Thomas Hooker, Selectman

\_\_\_\_\_ Dan Adams, Selectman

\_\_\_\_\_ Mark Winslow, Selectman