

Town of Pittsford SELECT BOARD MEETING – January 22, 2025– DRAFT

MEMBERS PRESENT: Alicia Malay, David Mills, Thomas Hooker, Mark Winslow and Dan Adams.

OTHERS PRESENT: Ann Reed, Mike Markowski, Jessica Markowski, John Eugair, Erin Eugair, Doug Bailey, Ralph Ethier, Dave Soulia, Rich Bowman, Mike Warfle, 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 add another Personnel concern to Executive Session.

Chair Malay stated that there was no further need to amend the agenda. Motion by D. Mills and seconded by T. Hooker to adopt the agenda as amended. Motion passed unanimously 5–0.

MINUTES:

The minutes from the January 7, 2025 regular meeting were signed with no corrections.

TOWN MANAGER REPORT:

Town Manager Atherton reported the following:

- Attended the VLCT Wastewater Grants and Funding webinar with Ann Reed on January 14, 2025. This webinar focused on steps that municipalities need to take prior to applying for wastewater funding.
- Ann Reed is working with Bill Pratico on researching options for the new Police Department body and vehicle cameras. The current equipment is no longer supported by the vendor and has become outdated.
- 3 of the 17 delinquent tax accounts have agreed to payment plans and will be removed from the tax sale proceedings.
- The Plains Road sewer project is still progressing with 9 of the 13 manhole structures have been installed and temporary cold patch has been applied to the disturbed roadway areas. The plan is to keep the road closed with intermittent one-way traffic.
- Completed the new mandatory Ethics training. The training is 43 minutes and is through the Secretary of State's office. Ann Reed has the Open Meeting Law link for anyone who wishes to take this training. Chair Malay has also taken the Ethics training and has forwarded the certificate to the Town Manager.
- There was information in the packets from Comcast, which will be included in the Emergency Management Plan.
- Rob Ketcham has submitted his resignation from the Recreation Committee.

SELECTBOARD MEMBER REMARKS:

M. Winslow stated that he and D. Adams recently attended the Select Board Round Table and encouraged others to attend a future Round Table.

D. Adams stated that he will be attending a VLCT Town Meeting preparation seminar on January 29, 2025 in Barre, VT.

PUBLIC COMMENT:

None presented at this time.

OLD BUSINESS

Syndicate Road/Carver Street Discussion with Brandon Selectboard Members:

Doug Bailey and Ralph Ethier from the Brandon Select Board were present to discuss the Syndicate Road/Carver Street potential closing. D. Mills recused himself from the Select Board and was part of the general audience. Mr. Bailey explained that Syndicate Road and Carver Street join Pittsford and Brandon. Mr. Bailey explained that this road is not maintained on the Brandon side and Brandon has experienced history of dumping in the creek, including asphalt shingles, which needed to be removed from the water and disposed of as hazardous waste. Mr. Bailey continued by stating that Brandon has not had a motion or vote and is willing to listen to landowners on this portion of road. Mr. Bailey stated that he went to the area recently and found tires, a refrigerator, a mattress, a truck cap and other various litter. Mr. Bailey stated that Brandon has discussed the possibility of installing a dumpster or cameras in the area and felt that the dumpster would encourage dumping and that cameras may not provide enough visual information on the vehicles. D. Adams inquired why closing. Mr. Bailey explained that Brandon is proposing to gate the area to vehicles and allow bikers, hikers and ATV access, and install more signage. Mr. Ethier stated that Brandon Highway Department graded the road before deer season and the vehicles tore up the area with their off-road tires. John Eugair inquired if the Brandon Select Board has thought of assessing the town taxpayers for the trash removal. There was discussion that this was expensive and not an option. Mr. Mills stated that he is a landowner on the road and Bill Moore and Seth Hopkins have called him to discuss the gating of the road, which Mr. Mills stated that he needs access to his fields from the road. Mr. Mills stated that there are 3 main places that are used for dumping and suggested that the Town of Brandon install fence posts and discourage the backing into the areas. Mr. Bailey stated that he saw targets set up on the Mills property. Mr. Mills stated that he is aware of the targets and would rather them on his property to discourage other activity on his property. Both boards agreed to communicate openly with each other on this matter.

Mr. Bailey and Mr. Ethier exited at 6:56 PM.

Potential Opening of Class 2, 3 & 4 Roads to ATV's:

Mike Markowski and John Eugair were present to discuss the Potential Opening of Class 2,3 and 4 roads to ATV. Mr. Markowski distributed a draft of the ordinance that the committee has compiled based on sample ordinances. Chief Warfle inquired how the town is in power to charge fees. Town Manager Atherton stated that this is something that will be directed to the Town Attorney for review. The Select Board members were asked to review the proposed ordinance and get comments back to the Town Manager prior to January 29, 2025, then this will be forwarded to the Town Attorney.

Highway Safety

Chief Warfle was present to make a presentation to Officer Soulia for his work on 1023 traffic stops and Officer Goulet (who was not present) on 572 traffic stops and a combined total of 65 arrests during 2024.

NEW BUSINESS

Town Meeting Warning Approval:

Motion by D. Mills and seconded by M. Winslow to approve the following Town Meeting Warning:

**WARNING
TOWN OF PITTSFORD ANNUAL TOWN MEETING
March 3, 2025**

The legal voters of the Town of Pittsford are hereby warned and notified to meet in the Lothrop School Gymnasium in said Town on March 3, 2025, at 6:30 p.m. to transact the following business from the floor:

Article 1: To hear the reports of the Town Officers.

Article 2: Shall the voters authorize general fund expenditures for operating expenses of \$1,827,883, of which the sum of \$1,404,123 is to be raised by property taxes and \$423,760 by non-tax revenues?

Article 3: Shall the voters authorize highway fund expenditures of \$1,213,555, of which the sum of \$1,065,205 is to be raised by property taxes and \$142,350 by non-tax revenues?

Article 4: Shall the voters authorize Village District Expenses of \$17,000, of which the sum of \$17,000 is to be raised by property taxes payable by Village property owners?

Article 5: Shall the voters authorize collection of taxes on real and personal property by its Treasurer in three equal installments, due on or before August 15, September 15, and November 17, 2025 by physical delivery to the tax collector on that date?

Article 6: Shall the voters vote to raise, appropriate, and expend the sum of \$2,500 for the support of Wonderfeet Kid's Museum to provide services to the residents of Town?

Article 7: Shall the voters vote to raise, appropriate, and expend the sum of \$7,500 for the support of the Pittsford Historical Society to provide services to residents of Town?

Article 8: Shall the voters vote to raise, appropriate, and expend the sum of \$5,000 for the support of Marble Valley Regional Transportation District "The Bus" to provide services to the residents of Town?

Article 9: Shall the voters vote to raise, appropriate, and expend the sum of \$1,000 for the support of the Pittsford Cemetery Association to provide services to residents of Town?

Article 10: Shall the voters vote to raise, appropriate, and expend the sum of \$1,500 for the support of the Bowen-Walker Fund to provide services to residents of Town?

Article 11: Shall the voters vote to raise, appropriate, and expend the sum of \$2,000 for the support of the Pittsford Food Shelf to provide services to residents of Town?

Article 12: Shall the voters vote to raise, appropriate, and expend the sum of \$11,964 for the support of Regional Ambulance Service to provide services to the residents of Town?

Article 13: Shall the voters vote to raise, appropriate, and expend the sum of \$3,600 for the support of Rutland County Restorative Justice Center to provide services to residents of Town?

Article 14: Shall the voters vote to raise, appropriate, and expend the sum of \$4,931 for the support of Visiting Nurses Association and Hospice of the Southwest Region to provide services to residents of Town?

Article 15: Shall the voters vote to raise, appropriate, and expend the sum of \$125,000 for the support of Maclure Library to provide services to residents of Town?

Article 16: Shall the voters vote to raise, appropriate, and expend the sum of \$1,400 for the support of ARC Rutland Area to provide services to residents of Town?

Article 17: Shall the voters vote to raise, appropriate, and expend the sum of \$427 for the support of RSVP/VC to provide services to residents of Town?

Article 18: Shall the voters vote to raise, appropriate, and expend the sum of \$1,100 for the support of the Southern Vermont Council on Aging to provide services to residents of Town?

Article 19: Shall the voters vote to raise, appropriate, and expend the sum of \$200 for the support of Green Up Day to provide services to residents of Town?

Article 20: Shall the voters vote to raise, appropriate, and expend the sum of \$1,000 for the support of Rutland County Humane Society to provide services to residents of Town?

Article 21: Discussion of other non-binding business.

At the close of the above business, the meeting shall be recessed until Tuesday March 4, 2025 at 7:00 a.m. at the Town Offices, located at 426 Plains Road, Pittsford to vote by Australian ballot on the following matters, to wit:

Article 22: To elect the following officers of the Town:

- a. A Town Moderator for a term of one (1) year
- b. A Selectman for a term of three (3) years
- c. A Selectman for a term of two (2) years
- d. A Trustee of Public Funds for a term of three (3) years

Polls open Tuesday March 4, 2025 from 7:00 a.m. to 7:00p.m.

Dated this 22nd day of January, 2025.

By Selectboard members of the Town of Pittsford: Received and Recorded this 23rd day

January, 2025: _____

_____, Town Clerk

Motion passed unanimously 5 - 0

Mandatory Ethics Training:

This topic was discussed in the Town Manager's Report.

Appoint Designated Ethics Complaint Recipient(s):

Motion by M. Winslow and seconded by D. Mills to appoint the Town Manager as the Ethics Complaint Officer, with Dan Adams as the alternate. Motion passed unanimously 5 – 0.

Adjust Due To/From Transfer Station Funds:

Ann Reed explained that this would “clean” up the account and move the funds back to the Sewer Capital Fund to alleviate some of the expenses for the Plains Road project. Motion by M. Winslow and seconded by T. Hooker to move \$7,084.71 as discussed. Motion passed unanimously 5-0.

Adjust Due To/From Well Drilling Loan Funds:

Ann Reed explained that there is a negative balance in the Well Drilling Loan Fund. This amount is <\$13,684.24>. There are 2 loans that were not paid completely with a lien on one of the property and the other property is not collectable as the property sold without the closing costs including the lien for the outstanding loan. Motion by M. Winslow and seconded by T. Hooker to adjust the Due To/From account for the Well Drilling Loan Funds from the General Fund in the amount of \$13,684.24. Motion passed unanimously 5 – 0.

Act on Orders \$2,567,099.83; Payroll \$16,910.04:

The orders were signed with the following discussion:

D. Adams inquired the expense to Brookside. Town Manager Atherton explained that this was for the unused punch cards at the Transfer Station.

Motion by T. Hooker and seconded by D. Mills to enter into Executive Session at 7:15 PM.
Motion passed unanimously 5 – 0.

EXECUTIVE SESSION

In accordance with 1 V.S.A. § 313(a) where premature general public knowledge would clearly place the municipality or person involved at a substantial disadvantage 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 reason for the decision, in open meeting. 1 V.S.A. § 313(a)(3) to include the Town Manager.

Motion by T. Hooker and seconded by D. Mills to accept the Town Manager's withdrawal of letter of resignation. Motion passed unanimously 5 – 0.

Motion by T. Hooker and seconded by D. Mills to enter into Executive Session at 7:55 PM.

In accordance with 1 V.S.A. § 313(a) where premature general public knowledge would clearly place the municipality or person involved at a substantial disadvantage 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 reason for the decision, in open meeting. 1 V.S.A. § 313(a)(3) to include the members of the Police Department and the Assistant to the Town Manager.

Motion by T. Hooker and seconded by D. Adams to adjourn at 9:58 PM and to defer the Executive Session matter to the Town Attorney for advice and consideration. Motion passed unanimously 5 – 0.

The Select Board adjourned at 9:59 PM.

The next regular Select Board meeting will be held on February 5, 2024.

Respectfully Submitted,

Kelly Giard
Recording Secretary

Alicia Malay, Chair

David Mills, Vice Chair

Thomas Hooker, Selectman

Dan Adams, Selectman

Mark Winslow, Selectman