

## Town of Pittsford SELECT BOARD MEETING – February 19, 2025– DRAFT

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

OTHERS PRESENT: Steven Belcher, Jeff Whiting, Charles “Butch” Shaw, Mary Shaw, Baird Morgan, Ann Reed – Interim 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 no need to add another to the Executive Session.

Chair Malay stated that there is a need to amend the agenda. There is one more liquor board request for approval from RL Vallee to add. Motion by T. Hooker and seconded by D. Mills to adopt the agenda as amended. Motion passed unanimously 5– 0.

### **MINUTES:**

The minutes from the February 5, 2025, regular meeting and the February 13, 2025 executive session were signed with no corrections.

### **TOWN MANAGER REPORT:**

Interim Town Manager Ann Reed reported the following:

- Signed up for a cybersecurity class being held at the HubWorks in Rutland. This class was no cost to the Town and is being sponsored by FEMA, VLCT and Norwich University.
- Attended a Zoom meeting with the State of Vermont, Green Mountain Power and Pittsford Village Farm regarding the EV charging stations grant the Town of Pittsford has received. Will be working with Terry White to arrange a site visit with the electrician and Green Mountain Power to keep the project moving forward.
- Silloway was on site and did a conversion for the town emails and are working to switch all to Microsoft 365, which has been a challenge to folks that have already been converted.
- Contacted Devon Neary at RRPC to continue discussions on Neighborhood Districting. A meeting will be held to also discuss the work the RRPC is doing with the Planning Commission.
- Working with Liz Alvarado to follow up discussions that were previously held with Lyle Jepson regarding VHIP and landlord options. There will be more information forthcoming.
- Attended the Board of Civil Authority meeting to discuss the required ethics training. The Planning Commission and the Zoning Board of Adjustment also need to have this training and will attend their meetings at the end of the month.
- Attended the Chittenden Reservoir Emergency Action Plan meeting. The change to remove former Town Manager Atherton from the list of emergency contacts and add Interim Town Manager Ann Reed to the list. The next siren testing will be held on May 13, 2025 at 6:30 PM.
- Met with several delinquent tax accounts and made repayment agreements with them. There are currently 7 accounts that will be turned over to the Town Attorney for the next

steps in the tax sale process. M. Winslow inquired the outstanding amount. Ms. Reed stated that the amount is dropping, however, she does not have a dollar amount.

- The Recreation Department summer camp sign-up is now live on myrec.com. There are 7 weeks of summer camp, which will be held at Lothrop School in various locations at the school due to school upgrades. Baseball and softball registrations will be live on February 21, 2025 also on myrec.com.
- The vacancy posting for the Assistant to the Town Clerk is on the website and in the Reporter.
- Geico has been billed for the January accident with the plow truck on Sangamon Road and Long Trail. Most of this work was done in-house.
- COPS quarterly reports have started to be submitted, in accordance with the grant requirements.

#### **SELECTBOARD MEMBER REMARKS:**

Chair Malay expressed thanks to the Highway Department for the way they keep the roads in the event of storms.

#### **PUBLIC COMMENT:**

None presented at this time.

#### **OLD BUSINESS**

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

Motion by M. Winslow and seconded by T. Hooker to approve the proposed Opening of Class 2, 3 and 4 roads. Chair Malay recommended that this be reviewed by Atty. Kupferer. The members of the Select Board also stated that the document should include that Class 1 roads may only be crossed at a 90\* angle. M. Winslow and T. Hooker rescinded the motion and the topic was tabled until a future meeting and the document was reviewed by Atty. Kupferer.

##### **Pittsford Village Farm Anti-Displacement Plan:**

Atty. Kupferer reviewed the Pittsford Village Farm Anti-Displacement Plan. Atty. Kupferer had suggested the Town receive a letter from Pittsford Village Farm confirming no tenants were being displaced. This was done through e-mail with Terry White from Pittsford Village Farm. Motion by D. Mills and seconded by T. Hooker to approve the Pittsford Village Farm Anti-Displacement Plan. Motion passed 4 – 0 – 1.

#### **NEW BUSINESS**

##### **Baird Morgan – Town Hill Road Concern:**

Baird Morgan was present to discuss concerns on Town Hill Road. Mr. Morgan stated that there has been garbage being dumped at the end of this road, including animal carcasses and a

car was taken to the end of the road and set on fire. There was discussion regarding the property and owners along the road and the Select Board will discuss options in the future.

**Otter Creek Watershed Insect Control District Concerns:**

Stephen Belcher and Jeff Whiting representing the Otter Creek Watershed Insect Control District were present to discuss concerns with the Select Board. Mr. Belcher explained since the last meeting that Salisbury has paid their outstanding allocation. Mr. Whiting stated that the budget for the next fiscal year is balanced, however, there will need to be more staffing added to the roster. Mr. Whiting will have the job description information forwarded to Ms. Reed to include on the Town website.

Mr. Whiting, Mr. Belcher and Mr. Morgan exited at 7:00 PM

**Highway Certification of Compliance for Town Road and Bridge Standards Approval:**

Motion by D. Mills and seconded by T. Hooker to approve the Highway Certification of Compliance for Town Road and Bridge Standard. This is an annual certification and upon completion, there are 2 grants that can be submitted. Motion passed unanimously 5 – 0.

**Town Meeting Prep:**

There was discussion with regard to the upcoming Town Meeting. Chair Malay has agreed to discuss the General Fund and Selectman Mills has agreed to discuss the Highway Department budget. The members of the Select Board were reminded that they meet at 6:00 PM in the basement of the Town Hall before the Town Meeting begins at 6:30 PM on Monday, March 3, 2025. Ms. Reed stated that the gym has been confirmed.

**Act on Orders \$102,026.94; Payroll \$17,446.56:**

Ms. Reed stated that an invoice to Ferguson Waterworks has been withheld from the orders until coding is confirmed by Shawn Hendee.

M. Winslow inquired if the vehicle parts were part of the snowplow accident, which Ms. Reed confirmed.

The Select Board recessed at 7:07 PM to convene as the Liquor Board

The Select Board reconvened at 7:11 PM.

Motion by T. Hooker and seconded by D. Mills to enter into Executive Session at 7:11 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 Interim Town Manager.

Motion by D. Mills and seconded by T. Hooker to exit Executive Session at 8:00 PM with no action taken.

The Select Board adjourned at 8:00 PM.

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

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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Dan Adams, Selectman

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Mark Winslow, Selectman