

## Town of Pittsford SELECT BOARD MEETING – April 16, 2025– DRAFT

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

OTHERS PRESENT: Ann Reed – Interim Town Manager, Kelly Giard – Recording Secretary

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

Chair Malay stated there was a need to remove one of the Executive Session topics. Chair Malay stated that there was a need to further amend the agenda to add Discussion of the Otter Creek Insect Control District Revote to Old Business. Motion by D. Mills and seconded by T. Hooker to approve the agenda as amended. Motion passed unanimously 5 – 0.

### **MINUTES:**

The minutes from the April 2, 2025 meeting were signed with no corrections.

### **TOWN MANAGER REPORT:**

Interim Town Manager Ann Reed reported the following:

- An article was included in the packets from the New York Times that made mention of a family that purchased a home in Pittsford
- The moving of the offices within the Municipal Office building were completed on April 3, 2025 with the help of the Highway Department. There was a computer issue which Silloway has resolved.
- Attended the Town Manager/Administrator luncheon at the Rutland Regional Planning Commission. One of the discussion topics was sharing of assets among towns, as well as projects that are upcoming in each town. The Select Board further discussed this and stated that Pittsford has helped neighboring towns in the past.
- Delores Gecha has started as the Assistant Town Clerk/Payroll Administrator on April 7, 2025 with positive reports being received.
- The new bookkeeper will be starting on April 21, 2025 to learn as much as she can from Pat Johnson prior to her retirement.
- The staff has inquired about bringing back the end of summer BBQ at the Rec Area. This is in the planning stage and more information will be coming.
- Banners have been ordered for the Vermont Covered Bridge Week in August. The banner will be ordered soon from Winning Image Graphics for the banner to be placed on the Town Green.
- Belden Construction was able to pour the concrete for Bridge 108 and this is in the curing stages now. The anticipated date to switch the traffic pattern is early June.
- Markowski Excavating has begun working on hooking up the lines to the new sewer mains on Plains Road. The road has had daytime road closures due to this project. D. Adams inquired if this was what was happening near the Congregational Church on Route 7. Ms. Reed explained that that particular project was due to a broken sewer line, which was discovered when the church had issues and had the line viewed. Markowski Excavating has been doing the excavating on this line as it is 9' in the ground.
- There will be a staff meeting on April 24, 2025 at 9:00 AM to introduce the new staff members. The Select Board members are invited to attend.
- Working on finding temporary kennels for animals that are picked up by the Animal Control Officers. D. Adams will work on this as well.

- Representatives from the Rutland Regional Planning Commission would like to attend the May 21, 2025 meeting to discuss the 2026 Regional Plan. The Select Board members chose to keep the scheduled meeting time of 6:30 PM with a lighter agenda.
- Peter Cady's wife is asking anyone that Mr. Cady represented in the past to contact her to pick up any documents that may have been in his office.
- There will be an Act 181 training on April 17, 2025 from 6:00 PM – 8:00 PM at the Rutland Regional Planning Commission office.
- The Rutland Regional Planning Commission is hosting an Open Meeting Law Training on May 7, 2025. More information to follow as it is available.
- The Rutland Regional Planning Commission is looking for a host town for the July Select Board Meet Up.

**SELECTBOARD MEMBER REMARKS:**

D. Mills stated that he has received complaints from residents regarding the Kendall Hill Road solar project. The contractor has been unloading equipment on the road and is marring the new pavement. Ms. Reed stated that Chad Eugair has seen this damage. M. Winslow inquired if there was a bond posted by the contractor. There was discussion regarding the posting of a bond and it was determined that no bond was posted.

Chair Malay and D. Adams attended the recent Select Board Round Up. One of the topics of discussion was the towns that share assets. This has been discussed in the past with past Select Boards.

**PUBLIC COMMENT:**

None presented at this time.

**OLD BUSINESS**

**Police Cruiser and Body Cameras:**

Chief Warfle has received information from a competitor of Motorola for the police cruiser and body camera project. The competitor quote did not include set-up, support or back-up to the cloud, which is included in the Motorola quote. Currently, the cameras that are being used are full. The external memory box has been purchased and the information will be stored on this box and will be kept off property. Chair Malay inquired if there were any grants available, which there are not and none are expected to be released in the near future. Motion by D. Mills and seconded by T. Hooker to purchase 6 body cameras and 3 vehicle cameras from Motorola at a cost of \$74,500 to be paid over 5 years. Motion passed unanimously 5 – 0.

**Public Nudity Ordinance:**

Ms. Reed stated that Kathleen Ramsay from VLCT has sent a copy of the ordinance that was recently approved by St. Albans with regard to Public Nudity. M. Winslow discussed Section 3, which he feels should include an additional statement to include private land in view of the public. This topic was tabled to a future meeting.

**Zoning Administrator Alternate Discussion:**

There is still a need for someone to fill in as the Zoning Administrator Alternate. This is being advertised on the website and anyone interested should submit a note of interest.

**Otter Creek Insect Control District Revote:**

Steve Belcher has updated the Otter Creek Insect Control District section 5 revision that was voted upon at the last meeting and would like the Select Board to review and revote. Motion by D. Mills and seconded by D. Adams to approve the revision as presented by the Otter Creek Insect Control District. Motion passed unanimously 5 – 0.

**NEW BUSINESS**

**Covered Bridge Camera Options:**

T Mobile has submitted a proposal for several options of solar powered cellular cameras to be placed on the covered bridges to track vandalisms. There was discussion regarding logistics and more information will be asked of T Mobile prior to any decision. Verizon was contacted and did not reply to the request. Chair Malay inquired if Beth Brown from the Covered Bridge Society may have some information as to what other towns are doing to deter vandalism. The topic was tabled to a future meeting.

**Resignation from Otter Creek Communications Union District Appointment:**

Motion by D. Mills and seconded by M. Winslow to appoint Brett Mullins to the Otter Creek Communications Union District and to accept the resignation of Greg Hiltz. Motion passed unanimously 5 – 0.

**Otter Creek Communications Union District Appointment Form:**

The Otter Creek Communications Union District appointment form was signed by Chair Malay.

**Zoning Board of Adjustment Resignation:**

D. Adams requested that this be deferred to the Executive Session.

**FY 2025 Audit Contract - RHR:**

Motion by M. Winslow and seconded by Chair Malay to approve the FY 2025 audit contract that was received from RHR. T. Hooker is concerned with the timeliness of the return of the audit from RHR. Ms. Reed explained that RHR has stated to her that the sooner the contract is signed, the sooner the final results will be submitted to the Select Board. Ms. Reed stated that the company has hired additional staff to help with the return of the audit results to towns. There was discussion that the audit cannot be conducted by in-house or in town auditors due to the grant funds that have been received by USDA. Ms. Reed stated that the Town Treasurer's Office will issue a check in the amount of 50% of the contract if there are signatures at this meeting. Motion passed unanimously 5 – 0.

**Route 7 No Parking Signs:**

Upon questioning the State of Vermont Vtrans department, it was reported that the Town Police Department can legally issue tickets without any signage for parking. The town had previously been ordered to remove the No Parking signs as they were installed without the proper permitting. A formal request will be made to reinstall the No Parking signs.

**Act on Orders \$86927.10; Payroll \$13,198.82:**

The orders were signed with the following discussion:

M. Winslow inquired the expense for the relocation of an SCBA refill station for the fire department. Ms. Reed explained that a new one was needed at the Fire Station to bring the SCBA refill station up to code.

The Select Board recessed at 7:44 PM to convene as the Liquor Board.  
The Select Board reconvened at 7:45 PM.

Motion by T. Hooker and seconded by M. Winslow to enter into Executive Session at 7:46 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 T. Hooker and seconded by D. Adams to exit Executive Session at 8:40 PM with no action taken. Motion passed unanimously 3 – 0

The Select Board adjourned at 8:40 PM.

The next regular Select Board meeting will be held on May 7, 2025.

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