

## Town of Pittsford SELECT BOARD MEETING – May 21, 2025– DRAFT

MEMBERS PRESENT: Thomas Hooker, Dan Adams, Mark Winslow and David Mills. ABSENT: Alicia Malay. OTHERS PRESENT: Greg Hiltz, Charles “Butch” Shaw. Peter Franzoni, Nicholas Ronfeld, Sara Ronfeld, Chad Eugair, Logan Solomon, Erin Eugair (via Zoom), Rich Bowman (via Zoom), Ann Reed – Interim 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 add any further Executive Session. Vice Chair Mills stated that there was a need to add Liquor Board to the agenda and Markowski Payment Request. Motion by T. Hooker and seconded by M. Winslow to adopt the agenda as amended. Motion passed unanimously 4 – 0.

### **MINUTES:**

The minutes from the May 7, 2025 Select Board and Liquor Board were signed with no corrections.

### **TOWN MANAGER REPORT:**

Interim Town Manager Ann Reed reported the following:

- Attended a meeting with Beth Brown from the Vermont Covered Bridge Society and Liz Alvarado from the Rec Department to work on plans to incorporate Covered Bridge Week with Pittsford Day on August 2, 2025.
- Attended the Chittenden Reservoir Emergency Action Plan meeting where the May 13, 2025 siren testing was discussed. It was necessary to change the listing of contacts for Pittsford.
- Worked with Anne Pelkey to finalize and advertise the Memorial Day Parade and Ceremony.
- Worked on a new advertisement for the position of Bookkeeper, that is now open again.
- Met with Rick Conway and Kevin Blow prior to the Planning Commission hearing to ensure that everything was set for the hearing and provided them copies of the Enhanced Energy Plan and the hearing template.
- Otter Valley students were at the rec area on Friday, May 16, 2025 and assisted in the preparation for summer activities. Thank you for their help!
- Met with landowners on Fire Hill about their concerns.
- Learned that Jeremy Gilman will be leaving the Rutland Regional Planning Commission.
- Contacted Hunter Excavating regarding the damage to Kendall Hill Road and this damage will be repaired. Worked with Bret from Hunter Excavating to make sure it will be done the way the Town would like it repaired.
- Found a new company with options for cameras for the Municipal Offices and the covered bridges. There will be a 30 day free trial coming soon.

**SELECTBOARD MEMBER REMARKS:**

D. Adams reported that he has received complaints of trucks on the Whipple Hollow Road. Ms. Reed will defer this to the Police Department.

D. Adams inquired the status of the blinking crosswalk lights on the corner by Kamuda's as he was made aware of a "near miss". Ms. Reed stated that these lights are in the permitting process.

**PUBLIC COMMENT:**

None presented at this time.

**OLD BUSINESS**

None presented at this time

**NEW BUSINESS*****Rutland Regional Planning Commission 2026 Plan:***

Logan Solomon from the Rutland Regional Planning Commission was present to discuss the 2026 Regional Plan and ask for input from the Select Board members. Mr. Solomon explained that that this process was a 3 phase process and distributed a handout explaining the areas of the plan. Mr. Solomon explained that the Regional Plan began in 1971-1972 and has been updated in regular intervals. Members of the Select Board were able to ask for clarification on sections. The land use maps were discussed at great length and the members of the Select Board were asked to submit requested changes in writing to the Rutland Regional Planning Commission in the next 3 weeks, which the members thought was a very tight timeframe. There was discussion on the inclusion of Plains Road on the Village portion of the plan. This will be relayed to the Planning Commission for discussion. The members of the Select Board requested that the map discussion be included on the next regular Select Board meeting agenda.

***Fire Hill Concerns:***

Rich Bowman, Town Health Officer was present to discuss the 3 Forrest properties on Fire Hill. Mr. Bowman stated that he was previously told that his piece was completed, with the exception of the animal concerns. Mr. Bowman stated that he did a walk through of the property on May 17, 2025 and Artie Forrest had added cars since that walk through. Mr. Bowman spoke with the previous owner of the property who stated that the septic was legally installed at Ashley Forrest's property. D. Adams confirmed that he spoke with Tom Grace, Jr. who stated that he installed a new septic tank when he owned the property. Ms. Reed read a letter that was submitted by Zoning Administrator, Jeff Biasuzzi who was not able to attend due to a conflicting commitment. Mr. Biasuzzi stated in his memo that he visited properties with Town Manager Atherton and Town Health Officer Bowman in early 2024 when rat complaints were received. Mr. Biasuzzi stated that Artie Forrest responded to the formal violations that

were served, whereas, Ashley and Wayne Forrest III did not respond. Mr. Biasuzzi stated that he did drive by of the properties in question in November 2024 with then Town Manager Atherton which resulted in Mr. Forrest, the elder had 7 junk cars/boats scattered in his yard, whereas, Ashley communication Forrest had 4 junk cars and 4 unregistered recreational vehicles/campers, some containing undetermined materials. Mr. Forrest III had 7 junk vehicles. Mr. Biasuzzi stated that formal violations were issued via USPS with return receipts, as well as regular mail. Mr. Biasuzzi stated that Mr. Forrest the elder contacted then Town Manager Atherton and left a voicemail for Mr. Biasuzzi that he would begin cleaning up the situation. Neither Mr. Forrest III or Ashley Forrest responded. The unclaimed registered letters were returned to the Municipal Offices after about 3 months, however, the regular mailed letters were not returned. Mr. Biasuzzi stated that he believes that the violation process should start over and best served by a law enforcement officer. Mr. Hiltz was present and presented current pictures of the properties in question. Mr. Bowman stated that the Zoning Administrator handed the situation off to the Town Health Officer and never issued tickets. Mr. Hiltz expressed his concerns regarding the Zoning Administrator and what he believes should be done in his position. Sara Ronfeld stated that there are still animal issues at the properties and that pigs were deceased and being cut up and fed to the current pigs that are on the property. Mr. Bowman stated that there is nothing that can be done by the Town Health Officer in this situation. Ms. Ronfeld stated that the dogs are barking and disturbing neighbors. Mr. Bowman stated that there is nothing that can be done in this situation unless it is between 10:00 PM and 6:00 AM. D. Adams stated that the Department of Agriculture and the Humane Society stated that the only requirement for keeping animals is that they have food, water and shelter. Erin Eugair stated that the property of Ashley Forrest had a dog that was tied up and passed away and when she raised the concern to Chief Warfle, she received no answer and would like to know if there were fines served. Mr. Forrest the elder has dogs on the property and would like to know if they are registered and vaccinated. Ms. Eugair stated that she raised a concern to then Town Manager Atherton of the dogs in the road, she stated that she was told to "walk the other way" and was told to have patience with the entire Forrest properties situation. Ms. Eugair stated that she is looking for communication on the resolution and the fines. Ms. Eugair stated that Mr. Forrest III has moved out of town leaving no water or septic on the property and carries water to the animals. Mr. Bowman stated that the dogs are not registered, however, he will handle that part. M. Winslow stated that the Select Board will be moving forward with action on this situation and was led to believe this was taken care of. Ms. Eugair has submitted video for review. Ms. Eugair stated that the neighbors would like to see closure on this situation. D. Mills stated that the dogs belonging to Mr. Forrest III were registered last year, and were not reregistered in April. Ms. Ronfeld recommended that the Dorset Equine Rescue be contacted regarding the horses and cows that are at the property as they are not old animals. Mr. Shaw stated that there is legislature that is in place for fines for situations of this level and he will forward the information to Ms. Reed. M. Winslow directed Ms. Reed to contact The Department of Agriculture regarding the animals; the Rivers Corridor regarding the waterway pollution and that it is mandatory for Mr. Biasuzzi to be present at the next meeting, as well as consulting Atty. Kupferer.

**Lifeguard/Pool Hours for Summer 2025:**

Ms. Reed stated that there has been advertising for the employment of summer lifeguards at the Recreation Area with not enough response to cover all shifts in the summer months. The Recreation Director is proposing that the lifeguards be on duty during the Summer Camp time and posting "Swim at Your Own Risk" hours on the weekend. Motion by T. Hooker and seconded by M. Winslow to approve the request. Ms. Eugair inquired if there would be a requirement of swim passes for the non-covered times. The discussion resulted in the motion/second being withdrawn and the Recreation Director will be requested to attend the next meeting of the Select Board.

**Request for Extension of Filing of Grand List:**

A memo was received by Lisa Wright to request an extension of the filing of the grand list. Motion by T. Hooker and seconded by M. Winslow to approve the request. Motion passed unanimously 4 – 0.

**LEMP Renewal:**

Ms. Reed stated that this is an annual Local Emergency Management Plan renewal with minor changes. Motion by M. Winslow and seconded by T. Hooker to approve and submit. Motion passed unanimously 4 – 0.

**Peter Franzoni Request for Resolution:**

Peter Franzoni, a resident of Rutland was present to present a resolution in support of the Constitution of the United States. Mr. Franzoni was given time to read his material and a point of order was called by D. Adams. Motion by D. Adams and seconded by M. Winslow to move aside and not take up in its current form. Motion passed 3 – 0 – 1.

**Letter of Intent SFY 2026 State of Vermont Grants In Aid Program:**

Ms. Reed stated that this is an annual requirement. Motion by M. Winslow and seconded by D. Adams to approve. Motion passed unanimously 4 – 0.

**Act on Orders \$2,081,573.37; Payroll \$13,110.14:**

The orders were signed with the following discussion:

Ms. Reed stated that Otter Creek Engineering received the third payment request from Markowski Excavating regarding Plains Road in the amount of \$284,411.25 with \$41,346.05 being held. M. Winslow inquired when the paving would be happening on this project. Ms. Reed reported that the paving portion is to be determined. Vice Chair Mills inquired when the final inspection would happen. Ms. Reed stated the inspection would happen once the final punch list items were completed.

The Select Board recessed at 8:42 PM to convene as the Liquor Board.  
The Select Board reconvened at 8:43 PM.

Motion by T. Hooker and seconded by M. Winslow to enter into Executive Session at 8:36 PM.  
Motion passed unanimously 4 – 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.

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 pending or civil litigation or prosecution, to which is or may be a party. 1 V.S.A. § 313(a)(1)(E) to include the Interim Town Manager.

The Select Board exited Executive Session at 9:13 PM with no action taken.

Motion by M. Winslow and seconded by T. Hooker to adjourn the meeting.

The Select Board adjourned at 9:13 PM.

The next regular Select Board meeting will be held on June 4, 2025.

Respectfully Submitted

Kelly Giard  
Recording Secretary

_____	ABSENT	_____
		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