

Town of Pittsford SELECT BOARD MEETING – August 6, 2025– DRAFT

MEMBERS PRESENT: Alicia Malay, Thomas Hooker, Dan Adams, Mark Winslow and David Mills (via Zoom). OTHERS PRESENT: Greg Hiltz, Donna Wilson, Devon Neary, 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 a need to add a Pittsford Day Discussion to New Business and to remove an Executive Session (to include the Interim Town Manager, Stephane Goulet, David Soulia and Chief of Police, and to add 1 Legal Concern and 2 Contractual Concerns to Executive Session. Motion by T. Hooker and seconded by M. Winslow to adopt the agenda as amended. Motion passed unanimously 5 – 0.

MINUTES:

The minutes from the July 16, 2025 regular meeting were signed with no corrections and the Executive Special Select Board meeting of July 30, 2025 meeting was tabled for corrections.

TOWN MANAGER REPORT:

Interim Town Manager Ann Reed reported the following:

- Attended the RRPC Emergency Management class on hot weather and there may be a need to update the LEMP to include heat advisories as there are consistently more days above 90 degrees each year.
- Attended the Planning Commission meeting on July 24, 2025. Charlene Bryant is now retired from being a Recording Secretary and this position will be posted. The Planning Commission is working their way through zoning regulation changes and welcomes community input.
- Attended a Zoom meeting for the use of Front Porch Forum for Emergency Management use. It will be interesting to see how many community members in Pittsford actually use Front Porch Forum and if this would be another way to communicate with the community.
- Attended the Pittsford Day Committee meeting on July 30, 2025
- Worked on Town Ordinances and Policies
- Sent delinquent tax billing on July 28, 2025.
- Updated the SAM Unique ID to keep within compliance.
- Met with a citizen regarding 71 Simpson Lane who stated that the property was due to go up for foreclosure sale and the resident is appalled by the condition of the property. The Health Officer has been to the property in the past.
- Met with residents regarding 90 Chateau Way, which is an ongoing concern. Police, Health Officer and Animal Control have all been to the property.
- The legal fees line item was presented for review, per request of Selectman Winslow.
- The Police Department stats were in the packets for review.

SELECTBOARD MEMBER REMARKS:

Selectman Winslow stated that Pittsford Day was well attended and well thought out. There was further discussion later in the meeting.

PUBLIC COMMENT:

Donna Wilson was present to discuss the landscaping at Dollar General as there has not been any weeding or upkeep. D. Mills stated that the lighting in the field surrounding the property has not been resolved, either and he was told by previous Town Managers that this had been resolved. Chair Malay stated that she has a copy of the Act 250 document and is willing to share with Ms. Reed if necessary. Ms. Reed stated that she would reach out to Dollar General representatives to get this resolved. Motion by M. Winslow and seconded by T. Hooker to address the concerns with a written letter. Motion passed unanimously 5 – 0. Ms. Wilson expressed concern of the speeding vehicles that enter Elm Street from Route 7. Ms. Reed stated that Chad Eugair has been pricing some 3 season bollards that can be removed for winter plowing. More information will be forthcoming on these bollards. D. Adams recommended that this be deferred to the Police Department. Ms. Reed and Ms. Wilson both stated that the Police Department is aware of the issue and are patrolling the area. Ms. Wilson stated that the Book Drop box that is located at the Transfer Station is not convenient as the box is not easily accessible or is full, due to the emptying company not being able to access the area. There was discussion of the possible places to relocate the box and further discussion will be at a future meeting.

OLD BUSINESS**RRPC Plan 2026 Mapping:**

Devon Neary from the Rutland Regional Planning Commission was present to discuss the recent mapping changes, which were requested by the member towns, and changed within statutory requirements. Mr. Neary explained the changes that were requested within Pittsford's map. Mr. Neary explained that this will be presented to the Land Use Review Board. M. Winslow stated that Pittsford needs to see just the Pittsford map. Mr. Neary showed the comparison of the map that was originally presented in April 2025 to the current map and explained some of the changes, which include Planned Growth Area, Village Area, changed the Rural category and included the 300' buffer around structures. Currently, the Rutland Regional Planning Commission is working with the Pittsford Planning Commission on the Subdivision Bylaws, Zoning Regulations, and the Town Plan to be able to take advantage of Act 181 benefits. This will have no bearing on anything other than Act 250. M. Winslow expressed concern over the Commercial Areas and does not feel that it is environmentally sound to condense into the village. Mr. Neary explained that the first public hearings on RRPC's Regional Plan would be held January – April 2026, with advertising to begin in December 2025.

Mr. Neary exited at 7:15 PM.

Village Tax Changes May Be Needed to Updated Mapping:

Ms. Reed inquired if there should be any tax changes within the Village Tax Rate, which covers the street lights. This topic was tabled to a future meeting.

Fire Hill Road Concerns Update:

Ms. Reed reported that it is unknown at this time whether the letters have been mailed by the Zoning Administrator as he is not replying to emails. Ms. Reed did state that Atty. Kupferer corrected and returned the letters approximately 1 – 2 weeks ago. Greg Hiltz stated that this has been going on for 4 years and it is not known if the letters are mailed. Mr. Hiltz stated that he had visitors at his residence recently and they reported that they had 5 nails in one tire and 2 nails in another tire. Mr. Hiltz stated that on April 30, 2025 he found nails in his driveway. M. Winslow called a Point of Order and stated that this should be reported to the Police Department, which Mr. Hiltz stated was reported, however, he wanted the Select Board to be aware of the situation. Mr. Hiltz also stated that he has been threatened and followed from a store to his vehicle and all has been reported to the Police Department. D. Mills recommended that Mr. Hiltz run a magnet over his driveway, which he stated he has done and showed a baggie of nails.

Mr. Hiltz exited at 7:27 PM.

NEW BUSINESS

TAPCO Quote RRFB for Kamuda's Crosswalk:

Ms. Reed reported that the price keeps increasing on the flashing lights that are needed at the crosswalk near Kamuda's Market. Chad Eugair presented a quote that he believes are the identical lights as to what is used near the school and the Catholic Church. M. Winslow inquired if there were any additional options to the quote that was presented. Ms. Reed stated that 3 proposals were received. Motion by M. Winslow and seconded by T. Hooker to approve the expense of \$8,687.27, contingent on approval on the permit. D. Adams inquired if there was any additional approval necessary. Ms. Reed stated that the 1111 Permit with VTRANS is the only thing that is currently necessary. Motion passed unanimously 5 – 0.

Updated Personnel Policy with Revisions:

A copy of the Personnel Policy with revisions was in the packets for review. The revisions were gathered following discussion with employees. There was discussion on the proposal of cash out of sick/vacation time; the personnel usage of social media on working time were discussed. M. Winslow recommended that this be tabled and reviewed further to be sure that everything was within the Union contract. The members of the Select Board agreed to table the topic.

Select Board Approval to Start Tax Sale Notification Process – Delinquent Accounts:

Motion by D. Adams and seconded by M. Winslow to begin the tax sale notification process. M. Winslow inquired the status of the repayment agreements. Ms. Reed stated that most are compliant and others have had notices sent. Motion passed unanimously 5 – 0.

Camping on Public Lands or Public Works Ordinance:

A change to the current Camping on Public Lands or Public Works Ordinance were discussed and tabled until a future meeting.

Potential YouTube Channel for Meeting Videos:

Ms. Reed explained that the Zoom meeting videos are not working on the current website and she is proposing the use of a YouTube channel. This would be a free resource and make the Town compliant with Open Meeting Law. This was approved by the selectboard members.

Pittsford Day Recap:

Chair Malay stated that there needs to be more signage to direct the public to the event. Ms. Reed stated that the volunteers have met and discussed the need for more signage, modifying the hours of the event and possibly the return of the 5 K Race to the event. M. Winslow stated that there must be lifeguards present at the event. Chair Malay stated that it would be nice to have the Street Fair atmosphere return in the past as the event at the Recreation Area is too spread out. D. Mills stated that there was a lot going on in other communities on the day of the event and the organizers should look into this more for a future event. Ms. Reed stated that the planning for the next event will begin soon and they will be looking at all of these suggestions.

Act on Orders \$555,078.72; Payroll \$22,709.53:

The orders were signed with the following discussion:

M. Winslow inquired the payment to Wilk's Paving as to whether this amount included the aprons along Plains Road. Ms. Reed stated that the apron work would be done starting August 7th.

The Select Board recessed and convened as the Liquor Board at 7:50 PM.
The Select Board reconvened at 7:52 PM.

Motion by T. Hooker and seconded by D. Adams to enter into Executive Session at 7:52 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 negotiating or securing of real estate purchase or lease options. 1 V.S.A. § 313(a)(2) 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 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).

The Select Board exited Executive Session at 8:42 PM with the following action taken:

Motion by T, Hooker and seconded by M. Winslow to opt not to accept the offer on parcel #1127. Motion passed unanimously 5 – 0.

Motion by M. Winslow and seconded by D. Mills to continue Ann Reed in the role as Interim Town Manager with pay established and pursue moving her to VMERS C. Motion passed unanimously 5 – 0.

Motion by M. Winslow and seconded by D. Mills to adjourn the meeting.

The Select Board adjourned at 8:45 PM.

The next regular Select Board meeting will be held on August 20, 2025.

Respectfully Submitted,

Kelly Giard
Recording Secretary

Alicia Malay, Chair

David Mills, Vice Chair

Thomas Hooker, Selectman

Dan Adams, Selectman

Mark Winslow, Selectman