

Town of Pittsford SELECT BOARD MEETING – November 19, 2025– DRAFT

MEMBERS PRESENT: Thomas Hooker, Alicia Malay, and Mark Winslow. ABSENT: David Mills and Dan Adams. OTHERS PRESENT: Greg Hiltz, Jeff Biasuzzi, Joe Repetur, Donna Wilson, Terry White, Al Roberge, Ann Reed –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 is no need to amend the agenda. Motion by T. Hooker and seconded by M. Winslow to adopt the agenda as presented. Motion passed unanimously 3 – 0.

MINUTES:

The minutes from the November 5, 2025 regular meeting were signed with no corrections, however, M. Winslow asked for clarification regarding the police department with the FY 2027 budget talks. The clarification was that there had previously been 3 police officers available during the day and currently there are 2 available during the day and 1 is committed to the bridge construction project.

TOWN MANAGER REPORT:

Town Manager Ann Reed reported the following:

- The Veterans Day Ceremony was well attended. Thank you to all who were involved in the planning and participation. Thank you to Dean Kenyon for donating the wreath again this year.
- Attended the Chittenden Reservoir Emergency Action Plan Meeting on November 12, 2025.
- Attended a Zoom meeting for the EV Charger at the Pittsford Village Farm. This is a project that former Town Manager Atherton started while here and this will be discussed further in the agenda.
- A staff meeting was held on November 13 and discussed the Select Board's desire to look at all health insurance options and asked the staff members to reach out to any select board member if they felt strongly about this topic.
- The Municipal Planning Grant was submitted for the five-year Local Hazard Mitigation Plan. Currently, we are awaiting the award of grants to see if Pittsford received this grant.
- A reminder: the Town Offices will be closed on November 27 and 28, 2025 for the Thanksgiving holiday.
- The Town Clerk's office is now open again on Fridays from 8:00 AM – 3:00 PM.
- Delinquent tax bills have been sent and it appears that the amount is lower than last year.

SELECTBOARD MEMBER REMARKS:

M. Winslow expressed concern with the intersection of Route 3/Route 7 and Oxbow Road and vehicles are having difficulty making the corners. Ms. Reed stated that there has been no real communication from the State. Ms. Reed was asked to contact the engineers for the project and invite them to a future meeting to discuss these concerns.

PUBLIC COMMENT:

Al Roberge, a resident of Elm Street was present to discuss the trucks that are getting stuck at the bridge and he is assisting on getting them turned around. Mr. Roberge stated that he has assisted 3 recently and one driver stated that he could have lost his job over this incident. There was discussion regarding GPS sending the trucks down this road and there was discussion as to ways to help with this error. There was discussion as to updating and increasing signage, which is also an obstacle as some of these drivers have language barriers.

OLD BUSINESS**Enhanced Energy Plan:**

Ms. Reed reported that there has been no reply from the Rutland Regional Planning Commission with regard to the comments that were sent on behalf of the Select Board from their discussion on the Enhanced Energy Plan. Donna Wilson inquired about the Declaration of Inclusion that was adopted by the Select Board on November 4, 2020, which would have covered the concerns that were raised. M. Winslow explained that the Select Board reviewed the document and voted the motion down, which sent it back to the Planning Commission for review and possible changes. There was much discussion on the document needing to have certain sections, as directed by the Legislature. There was discussion on equality vs equity concerns. Chair Malay stated that there are more legal standings that need to be addressed once the document is adopted, which will give the town more “teeth” in the event there was another proposed solar farm that were to come before the boards. Ms. Reed will reach out to the Rutland Regional Planning Commission again for the responses. This topic was tabled until the information is received.

FY 2027 Budget:

There was discussion on the taxation of the solar fields and powerlines, with information submitted by Lisa Wright regarding the statewide taxation. M. Winslow inquired the decrease of the grand list in with regard to the taxation changes on the solar and powerlines. Ms. Reed stated that the change was \$1.5 million. Jeff Biasuzzi stated that the solar valuations are locked in by the CPC.

Ms. Reed explained that there were no gate fees or annual passes included in the Recreation Department budget due to the lack of lifeguards last year and the Select Board choosing to not charge fees. She did not know if this was something that the Select Board wanted to continue, or if fees should be factored into the recreation department budget going forward again. It is too soon to know the lifeguard situation, as advertising does not occur until January for this position.

Ms. Reed has placed two different versions of the budget in the packet, both having what it would do to the tax rates for property taxes if the grand list was to stay the same. One shows approximately a \$16 increase on a \$200,000 property and the other would be approximately a \$10 increase on a \$200,000 property. These will be reviewed by the selectboard members and discussed further at the next meeting.

Fire Hill Property Updates:

Jeff Biasuzzi, Zoning Administrator, stated that none of the properties that have been discussed at previous meetings were in compliance with the Town Ordinances or Right of Ways. One property is showing much improvement; one property is mildly improved and the third property is appearing significantly worse. One property is needing to dispose of junk RV's. Mr. Hiltz, property owner in the area of these properties, inquired if any fines have been issued. J. Biasuzzi explained that the enforcing of the Junk Ordinance sequence is the town issuing fines, and if they are not resolved, the case goes to the judicial system. Chair Malay inquired if there was a choice as to which court the case would be heard and Mr. Biasuzzi explained that the Environmental Court is where the cases should be heard due to the violations. Mr. Hiltz explained that Artie Forrest, Jr property appears to have many unregistered vehicles and does not understand the time to do anything with the enforcement because he has been complaining for over 4 years.

Mr. Hiltz exited at 7:29 PM; Mr. Roberge exited at 7:30 PM

Select Board Letter RE: OVUUSD Buildings and First Right of Refusal:

Ms. Reed read the Quit Claim Deed with regard to the Blue House. Chair Malay explained that this has come to light with the discussion of potentially closing Caverly Preschool. T. Hooker stated that he was under the impression that Act 46 placed stipulations that the properties would be turned back to the town for the cost of \$1 and believes that this was what the Superintendent, Finance Director and Bonnie Bourne relayed to the Select Board. M. Winslow requested that the minutes of the meeting that this topic was discussed be distributed to the members of the Select Board. J. Biasuzzi stated that the Blue House is permitted as a single family home with daycare permitted use and is currently a "dead permit" due to 2 years of non-compliance as it is currently being used as housing for one of the school employees as part of their benefits package. Ms. Reed will look into the rules of the law.

Ordinance Regulating Domestic Animals Comments from Town Attorney:

Ms. Reed reported that she met with Rich Bowman to review the Ordinance Regulating Domestic Animals following review from the Town Attorney. Mr. Bowman recommended including domestic pets as part of the domestic animal definition; leaving the fines and waiver fees as is because the first violation is an educational discussion between the enforcer and the animal owner; the second violation is a verbal warning and the third violation is the fine because they have had 2 other chances. This topic was tabled to a future meeting and Ms. Reed will "clean up" the areas that were discussed.

Ordinance Regulating Disposal of Solid Waste and Outdoor Storage of Junk and Junk Vehicles

Comments from Town Attorney:

Mr. Biasuzzi recommended that the State Police be included in the enforcement section, however, it was discussed that the situations were not considered emergent and could be handled by the Town Police Department on their next scheduled shift. This recommendation was withdrawn.

Ms. Reed will take Mr. Biasuzzi's notes, along with the Town Attorney's notes and clean up the ordinance to bring back to the Selectboard at the next meeting for approval.

NEW BUSINESS

Pittsford Village Farm EV Charging Station Grant:

Terry White was present representing the Pittsford Village Farm. Mr. White stated that Green Mountain Power is ready to submit the revised grant for the car chargers at the Village Farm. The state permit requires that there be 2 dual chargers on the property. Mr. White stated that Stubbins Electric is the lowest price for the electrical installation and this would be of no cost to the town. The Pittsford Village Farm will cover the approximately \$20,000 amount over the grant award. The service would be a separate service and the Town would set the rate with Green Mountain Power and Charge Point. T. Hooker inquired who would pay the administrative costs. M. Winslow asked for clarification that the town would pay the bills and get the funding from the chargers. Mr. White explained that the Town would be responsible for setting the rates to include their anticipated charges. Ms. Reed will contact Green Mountain Power to discuss the grant and project. Mr. Biasuzzi explained that Brandon has a similar situation and may be available for any questions.

Pittsford Village Farm Update – Terry White:

Terry White reported that the project is moving along under the construction of Naylor & Breen with an anticipated 2 month early occupancy. There is a daycare facility to hold 30 infants, toddlers and preschoolers; 2 apartment tenants, an assembly room and a café to be included in the structure. M. Winslow inquired the restrictions of the renters due to the children being in the building. Mr. White explained that there would be separate entrances with key pads. Mr. White explained that this is an affordable housing project.

Mr. White, Ms. Wilson and Mr. Biasuzzi exited at 8:03 PM.

Sno-Mad Snowmobile List of Roads for Approval:

Motion by T. Hooker and seconded by M. Winslow to approve the list as presented. Motion passed unanimously 3 – 0.

Act on Orders \$337,913.07; Payroll \$13,520.03:

The orders were signed with the following discussion.

M. Winslow inquired the expense to Charbonneau's. Ms. Reed explained that they made some repairs to the sewer line at the Ransom house in preparation of the new house being hooked up. This was on the town side of the sewer line. Charbonneau was Ransom's contractor for the house project and was available to do the repair and had equipment already on site. The second invoice was the bid price for Charbonneau working for the Water Department for the spring hatches.

Motion by T. Hooker and seconded by M. Winslow to enter into Executive Session at 8:10 PM. Motion passed unanimously 3 – 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 to include the Town Manager.

The Select Board exited Executive Session at 8:51 PM with a motion by M. Winslow and seconded by T. Hooker to remove Helen McKinlay as a signer from all Bar Harbor Bank and Trust accounts for the Town of Pittsford. Motion passed unanimously 3 – 0.

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

The Select Board adjourned at 8:52 PM.

The next regular Select Board meeting will be held on December 3, 2025.

Respectfully Submitted,

Kelly Giard
Recording Secretary

Alicia Malay, Chair

ABSENT _____
David Mills, Vice Chair

Thomas Hooker, Selectman

ABSENT _____
Dan Adams, Selectman

Mark Winslow, Selectman