

Town of Pittsford SELECT BOARD MEETING – April 1, 2026 – DRAFT

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

OTHERS PRESENT: Tom Browe, Bev Browe, Judi Thompkins, Ernie Clarihew, Melanie Clerihew, Barbara Lacy, Elizabeth Simpson, Sydney Wood, Ann Reed –Town Manager, Kelly Giard – Recording Secretary

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

The meeting was opened with the Pledge of Allegiance.

Chair Malay stated that there was a need to add an additional Executive Session for legal. Chair Malay stated that there was no need to amend the agenda. 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 March 18, 2026 regular meeting and the March 18, 2026 Liquor Board meeting were signed no corrections.

TOWN MANAGER REPORT:

Town Manager Ann Reed reported the following:

- There is now an online option on the town website for residents to pay their utility bills and taxes. This is on the bottom of the home page and on the Town Clerk's pages for the website. The fees are documented and residents are aware of these charges prior to approving the payment.
- Pittsford Day meeting was held on March 19, 2026 where the planned events were reviewed and broke down assignments to confirm vendors and activities. There was discussion regarding the use of more signage. The event will be held on August 1, 2026. This event will kick-off with a color run with the funds going to Pittsford Christmas for Kids. There will be more information as the event gets closer.
- The Highway Department placed fencing along Otter Creek on Elm Street by the pull-offs due to the eroding banks. This was done out of caution so no one pulls too far over and does not realize the bank may be compromised in that area. There is no imminent danger.
- Paving RFB's went out on March 24, 2026 with a due date of April 10, 2026. This was for the FY 2027 paving and sidewalk on Furnace Road. These bid requests were sent to Wilks and Pike as well as posted on the website.
- The Police Chief, Zoning Administrator and Camp Counselor positions have been posted to Indeed. The search continues for lifeguards for the summer.
- Congressionally directed spending grant was submitted for the emergency services building. Letters of support were received from Bill Hemple and Bill Pratico

- West Rutland opened their reappraisal bids this week. Lisa Wright is still working on getting answers to questions and looking at all of the options. She needs a little more time to pull everything together and is hoping to be able to present something for April 15, 2026 for the reappraisal bidding.
- Met with Silloway to discuss the contract and questions we had about technology needs.
- Attended the round table discussion on March 26, 2026 at the Library. There was a community member there asking questions on how each group is planning to celebrate the 250th anniversary of the USA.
- Attended the Planning Commission meeting on March 26, 2026. There was a community member there asking for better definitions of a structure. The Planning Commission approved the zoning regulations for the Select Board to hold their meeting.
- Met with community members at the Library on March 28, 2026 to answer any questions. The next meeting at the Library will be April 11, 2026 and again on April 25, 2026. There will be no scheduled time in May, but will begin again in June with Sydney attending as Recreation Director at one of the Saturdays in June.
- Met with Bill Jones from Vt Emergency Management to discuss out annual LEMP renewal. Matt Trombley attended the meeting and we discussed trainings that may be beneficial to the staff and the Fire Department in the future.
- Delinquent tax bills, as well as utility bills went in the mail on March 30 and 31. Utility bills are due May 8, 2026.
- The Land Use Review Board is seeking comments on S325, a push back of start dates for portions of Act 181. Copies of this document are available for review. Chair Malay stated that the Rural Caucus is hosting a Listening Session and a link is available. Chair Malay will email the information to the members of the Select Board. Ms. Reed stated that the LURB is in favor of holding off on the implementation of the Road Rule and Tier 3 of Act 181.

Chair Malay stated that there was going to be an Open House at the Historical Society for the 250th anniversary of the USA. Ms. Reed stated that the library is planning on kids events once a week for the celebration.

SELECTBOARD MEMBER REMARKS:

Chair Malay expressed concern about a truck that is parked across from Village Green on route 7 frequently, as well as other vehicles parked on the sides of the roads.

PUBLIC COMMENT:

Folks have been asking about the completion of Bridge 108. Ms. Reed stated that she has also been getting calls and is directing them to Carolyn Cota from the State of Vermont. Ms. Cota

has not had any communication with the town since her visit in January. M. Winslow stated that a resident of Oxbow Road indicated that the curbing will be getting fixed.

The Select Board recessed at 6:42 PM.

Chair Malay opened the Hearing for Zoning Regulation Updates.

Chair Malay stated that there were no adjustments made to the document at the Planning Commission meeting. M. Winslow inquired if the changes that were submitted were accepted. Chair Malay stated that there were 2 residents that attended the hearing and had their questions answered.

Chair Malay closed the hearing at 6:44 PM and reconvened the Select Board.

OLD BUSINESS

Resolution to Uphold the Constitution:

Chair Malay read the proposed version of the resolution. The members of the community that were present discussed the definition of a couple of the key points. Motion by T. Hooker and seconded by D. Mills to adopt the proposed version of the resolution as presented. "We, the Selectboard of the Town of Pittsford, Vermont promise to uphold both the United States Constitution and the Vermont Constitution. This is part of our Oath of Office that we pledge every time we are elected or re-elected to our positions within the Selectboard for the Town of Pittsford.

Be it further resolved that the Selectboard of the Town of Pittsford affirms its unwavering commitment to protecting the constitutional rights of all people in our town.

Be it further resolved that the Selectboard of the Town of Pittsford affirms that the people of the Town of Pittsford have a right to voice their concerns at any Selectboard meeting held by the Town of Pittsford during public comment, although the Selectboard may not have the ability to act upon those concerns. " Motion passed unanimously 5 – 0.

NEW BUSINESS

Discussion and Approval to start Tax Sale Process of Accounts greater than \$1500 due:

Ms. Reed stated that there are 7 properties that have taxes other than the 25 – 26 year and owe over \$1,500 who do not have payment agreements; there are 2 properties that will be discussed in Executive Session and forwarded to the Town Attorney. Motion by M. Winslow and seconded by T. Hooker to begin the process of the Tax Sale. Motion passed unanimously 5 – 0.

Application for Fire Hydrant Flow Test for discussion and approval:

Shawn Hendee stated that he would like to see some guidelines in place for hydrant flow testing. Chair Malay inquired who requests this service, which Ms. Reed stated engineers will contact prior to project construction. Motion by D. Mills and second by D. Adams to approve the document with a \$100 fee per hydrant. Motion passed unanimously 5 – 0.

Covered Bridge Fireproofing proposal/information for discussion and approval:

Motion by M. Winslow and seconded by T. Hooker to proceed with the project. Ms. Reed stated that funding was available. Chair Malay stated that there has been discussion regarding the application of the fireproofing over the paint at the Cooley Bridge. Motion passed unanimously 5 – 0.

Recreation Committee By Laws:

There was discussion of the 2024 version of the Recreation Committee By-Laws and an updated 2026 Recreation Committee Bylaws, as well as updated committee members. There was discussion that the committee needs to have a chairman to run the meetings and be the point of contact with the Recreation Director. Motion by M. Winslow and seconded by D. Mills to approve the Recreation Committee by-laws with the addition of a chair being elected every year. Motion passed unanimously 5 – 0

Recreation Committee Membership Appointments:

Ms. Reed stated that she has reached out to previous Recreation Committee members and there are some members that are not interested in serving at this time. Motion by M. Winslow and seconded by D. Mills to approve Kathy Shortsleeves, Matt Desabrais, Rob Ketcham, Jill Blanchard, Greg Boudah and Justin Mannell as members of the Recreation Committee. Motion passed unanimously 5 – 0.

Maclure Library Coin Drop Request October 10, 2026:

Motion by T. Hooker and seconded by D. Mills to approve the request of the Maclure Library to hold a Coin Drop on Route 7 near the school on October 10, 2026. M. Winslow stated concerns over safety as this is Columbus Day and traffic is usually heavy. Chair Malay stated that the Fire Department usually assists with the safety of the area by posting signs, providing cones and reflective vests. Motion passed 4 – 1. Ms. Reed will ask the Police Department to sign the approval form for the State of Vermont.

Possible Summer Camp Licensing as a Bright Futures location for DCF/Child Development:

Ms. Reed stated that she recently met with Laurie Hemple and they discussed the possibility of having the Recreation Day Camp licensed through DCF to accommodate more participants. There is a process through the State, however, the Boys and Girls Club currently uses the space. There was discussion of the program and there will be fingerprinting required. There will be more information at a future meeting.

Act on Orders \$97,186.79; Payroll \$13,122.83

The orders were signed with the following discussion:

D. Mills inquired the expense to Earl's Truck Repair. Ms. Reed stated that this was for the Highway Department Western Star and read the invoice to the members of the Select Board.

The Select Board recessed at 7:28 PM to convene as the Liquor Board.

The Select Board reconvened at 7:29 PM.

Motion by D. Adams and seconded by at. Hooker to enter into Executive Session at 7:33 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 to include the Town Manager and Acting Police Chief Pratico.

The Select Board exited Executive Session at 8:54 PM with no action taken.

The Select Board adjourned at 8:54 PM.

The next regular Select Board meeting will be held on April 15, 2026.

Respectfully Submitted,

Kelly Giard
Recording Secretary

Alicia Malay, Chair

David Mills, Vice Chair

Thomas Hooker, Selectman

Dan Adams, Selectman

Mark Winslow, Selectman