

## Town of Pittsford SELECT BOARD MEETING – May 20, 2026 - DRAFT

MEMBERS PRESENT: Alicia Malay, David Mills, Thomas Hooker, Dan Adams (was present for Executive Session), Mark Winslow

OTHERS PRESENT: Randy Clark, Chad Eugair, Bill Hemple, Todd Hemple, Tom Shannon, Melanie Parker, Donna Wilson, Tyler Allen, Shawn Hendee, 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 personnel to Executive Session. Chair Malay stated that there was no need to amend the agenda. Motion by D. Mills and seconded by T. Hooker to adopt the agenda as amended. Motion passed unanimously 4 - 0.

### **MINUTES:**

The minutes from the May 6, 2026 regular meeting, the May 6, 2026 Executive Session meeting and the May 6, 2026 Liquor Board meeting were signed with no corrections.

### **TOWN MANAGER REPORT:**

Town Manager Ann Reed reported the following:

- Received a FY 2027 structures grant for the Kendall Bridge in the amount of \$200,000. The grant agreement will be coming from the State of Vermont.
- Submitted and received back an approved 1111 permit for the milling and paving at the intersection of Route 7 and Elm Street.
- Delinquent water bills went out on Monday, May 11, 2026. There were approximately 115 delinquent bills that were sent. To date 40 of these delinquent bills have been paid.
- Tax sale notices have gone to properties that are eligible for tax sale. They are in the 30 day window to make arrangements and payments before being forwarded to the Town Attorney for continuation of the process.
- There were 2 Zoning Board of Adjustment hearings on May 11, 2026 with 2 more projects being scheduled in June for Zoning Board of Adjustment hearings.
- The request for bids have gone out again for the hot water heater and boiler at the Wastewater Treatment Facility. There were no bidders the first time. This is a propane run system. The bids are due May 28, 2026 at 11:00 AM.
- Attended a Zoom training on unemployment best practices on May 12, 2026.
- Shawn Hendee and the Town Manager have met with Markowski's about the clean-up needed on Plains Road and they are scheduling this to be done in the next 2 weeks, weather dependent.
- The Zoning Administrator position has been re-posted.
- The Newsletter deadline for the next issue is June 1, 2026. This will cover July, August and September.
- Attended the Chittenden Reservoir Emergency Action Plan meeting on May 13, 2026. There were discussion on municipal readiness in the case of an emergency situation. Various trainings were discussed. Select Board members will be asked to see if they are

willing/able to attend an ICS402 emergency training through Vermont Emergency Management.

- Attended the Pittsford Village Farm's information session on May 12, 2026. The first phase of the construction will likely wrap up in June or July of this year.
- Attended the Town Manager luncheon at the Rutland Regional Planning Commission. There was discussion of the need for capital planning within municipalities. Devon suggested getting municipal planning grants to pay for these capital planning projects. CEDDR was also there to give updates on regional planning priority lists and their programs.
- Pittsford Day planning meeting was held on May 15, 2026. The next meeting will be held on June 12, 2026 at 4:00 PM in the conference room if anyone would like to attend. The event will take place on August 1, 2026 and will include fireworks that night.
- A reminder that the Municipal Offices are closed for Memorial Day on May 25, 2026. There will be a parade starting at the Village Green going to the fire house with a ceremony following the parade. The parade begins at 12:30 PM, please arrive by 12:15 PM for lineup in the parade.
- The kid's fishing event on Saturday, May 16, 2026 went well and was well attended. Only about 6 fish were caught and memories were made. This is planned to be an annual event.
- There have been complaints received regarding Dollar General. There has been no lawn maintenance and closed at various times. The concerns are being addressed at the corporate level. D. Mills inquired if the lights were also being addressed as the neighbors are still quite upset.
- The fuel bids have been sent out.
- The 2026 Regional Plan has been approved.

#### **SELECTBOARD MEMBER REMARKS:**

D. Mills stated that there are still Green-Up bags in his neighborhood. Chad Eugair stated that the Highway Department would be picking these up in the next day or so.

M. Winslow stated that he has heard positive comments regarding the recent Fishing Derby. Ms. Reed stated that this hasn't happened in the last 3 years.

M. Winslow stated that he has had complaints of a resident who has returned to the village and has been seen in the middle of the road naked. There was discussion that this shouldn't be happening, especially with children in the area. Residents are encouraged to call the Police Department.

#### **PUBLIC COMMENT:**

Ms. Reed spoke on behalf of a citizen who would like the intersection of Corn Hill and Route 3 as a stop instead of a yield as motorists just go through the yield without looking. Chad Eugair stated that this has been discussed previously and the state became involved.

Donna Wilson stated that she was recently walking on Elm Street and had to call the Police Department due to motorists traveling at a high rate of speed.

## **OLD BUSINESS**

### **Reappraisal Bid Results and Discussion:**

Lisa Wright presented the bid results for the Townwide Reappraisal in the form of a memo, as she had previously attended two meetings to discuss this topic in executive session. Following discussion, a motion was made by Chair Malay and seconded by T. Hooker to approve Tyler for the Town and Sansousy for OMYA and Troy Minerals. Motion passed 3 – 1.

### **250<sup>th</sup> Anniversary Celebration Discussion:**

Ms. Reed stated that the neighboring towns were contacted as to their plans for the 250<sup>th</sup> celebration events. There was a listing in the packets for review. Pittsford Historical Society is hosting an event on July 4. M. Winslow inquired if there would be flags put up in the village. Chad Eugair stated that the flags get hung up in the wires. T. Hooker inquired if there was a possibility of using different flags. Ms. Reed explained that Otter Valley senior class hangs banners along Route 7 and it is unknown how long they will be hung each year. There was discussion of possibly hanging flags on Bridge 108, the Town Green and at the “Welcome to Pittsford” signs at each end of town. Ms. Reed stated that the Covered Bridge Society will be supplying flags for the covered bridges.

### **Transfer Station Bid Results:**

Ms. Reed stated that the bids were posted and she was contacted by 2 potential bidders with 1 bid received. M. Winslow inquired who did the bid drawings. Ms. Reed stated that Brookside had the drawings done and presented. D. Mills inquired if the project needs to be that intense. Chad Eugair stated that the current covering over the compactor is sturdy and he was willing to look into this project further. This topic was tabled to a future meeting.

### **Depot Hill Covered Bridge Updates:**

Ms. Reed stated that Chad Eugair was contacted by 1 contractor, she was contacted by a contractor via phone and they were both contacted by another contractor. VLCT has been given the claim and is waiting for pricing. Chair Malay inquired if this would be repaired before winter. Ms. Reed stated that that is the hope and that 1 of the contractors is working with the State on the Hammond Bridge, which has been closed to even pedestrian traffic. This contractor is inquiring the possibility of installing come-a-longs in the bridge for stability.

## **NEW BUSINESS**

### **Tri-Town Trails Scoping Study Discussion:**

Ms. Reed reported that 3 Town Managers have been meeting with Stefanie from Rutland Regional Planning Commission and representatives from Stantec regarding the Tri-Town Trails. Ms. Reed explained the options that were presented and other towns opted for the same option that is more of a loop instead of a straight hike. Motion by D. Mills and seconded by T. Hooker to support Option D. Motion passed 3 – 1.

### **Fire Truck Proposal – Nickwackett Hose Company:**

Chief Hemple was present with the line officers that have been working on the replacement of 2 trucks (tanker 1997 and pumper 2001) with 1 truck. The tanker pump is bad, is a portable pump and is believed to be on the 4<sup>th</sup> truck in its lifetime. The proposed truck is stainless steel with a bigger engine. The proposal is to store this truck at the Florence substation. The proposed truck is that of a 2 man cab, whereas a 6 man cab would lose 800 gallons of water storage. The feelings of the line officers is that this vehicle would be used more than the other

trucks combined. M. Winslow inquired if there was a residual value of the 2 trucks that are proposed to replace. Chief Hemple stated that Lakes Region is willing to help relocate these vehicles and there is no value as yet due to the minimum 20 month lead time. M. Winslow inquired the amount of funding that is available. Ms. Reed stated that there is currently \$250,256.62 with deposits due for the fiscal years 2027 and 2028 bringing the amount to approximately \$470,000. Chief Hemple stated that leasing is available, which was used when the ladder truck was purchased. Chief Hemple stated that the next vehicle to be replaced is a 2010 and is due in approximately 4 years. D. Mills inquired if there was a difference in the price to sell or trade. Chair Malay inquired if there was a downpayment necessary at this time. Chief Hemple stated that a letter of intent was all that was needed at this time. Chief Hemple also stated that there would be no additional funding required for gear as the current trucks could outfit the new truck. D. Mills inquired if this would keep the insurance rating that is currently in place, which Chief Hemple stated that with the new truck and the ladder truck, the insurance rating would remain the same. Motion by T. Hooker and seconded by M. Winslow to enter into contract for the new fire truck in the amount of \$671,972.00. Motion passed unanimously 4 – 0.

**Advance Notice – Telecommunications Tower Collection Sangamon Road:**

A. Reed explained that this is a proposal for collocation of equipment to an existing cell tower located at 1409 Sangamon Road. A. Malay pointed out they plan to add more equipment to the existing structure. A. Reed recommends asking for a balloon test to see how it affects visibility around town for the additional twenty-two feet. The Select Board directed the Town Manager to submit a letter requesting a balloon test. The Planning Commission will also be reviewing this request at their next meeting and the Rutland Regional Planning Commission has received these advanced notices in the past and is listening to towns before they issue their letters to the agencies.

**Cab and Chassis Truck Bid Discussion:**

Chad Eugair and Randy Clark were present to discuss the cab and chassis for the highway truck that is currently being built. C. Eugair stated that the Select Board should remove the Peterbilt and Western Star proposals from the listing of four trucks that was presented. C. Eugair stated that he saw the International truck at the Equipment Show and stated that this vehicle is new to the area and feels that this is a better truck. Mr. Clark discussed the emissions laws that are coming into effect on January 1, 2027 and stated that the manufacturers are ready to release the new engines. Motion by D. Mills and seconded by M. Winslow to accept the quote from Allegiance for the International truck in the amount of \$153,892. Motion passed unanimously 4 – 0.

**Rutland Regional Planning Commission Agreement for LEMP 5 Year Renewal/Grant:**

Ms. Reed stated that the town has the grant and is currently third in line for the Rutland Regional Planning Commission's assistance in the project. The anticipated start date is July. Motion by M. Winslow and seconded by T. Hooker to sign the grant agreement. Motion passed unanimously 4 – 0.

**Appointment of Health Officer:**

Ms. Reed reported that no resident has come forward to volunteer for this position and the State requires an appointment before May 31 of each year. Ms. Reed read the description of the position and stated that in the last 5 months, there have been 2 calls for service. Chair Malay will serve as Health Officer by default effective May 31, 2026.

**Pittsford Village Farm: Grant Application, PM-1 Form, Subgrant Agreement, Mortgage Agreement**

Ms. Reed explained the history of the 4 above documents for the Pittsford Village Farm. They are related to the CDBG grant that was received in 2023. Atty. Kupferer has not reviewed the documents, however, did review the original documents. Motion by Chair Malay and seconded by T. Hooker to conditionally approve the 4 documents, dependent on the results of Atty. Kupferer. Motion passed unanimously 4 – 0.

**Act on Orders \$43,214.14; Payroll \$11,511.12**

The orders were signed with no discussion.

Motion by T. Hooker and seconded by D. Mills to enter into Executive Session at 8:06 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 to include the Town Manager.

The Select Board exited Executive Session at 9:05PM with a motion by Chair Malay and seconded by D. Adams to instruct the Town Manager to present an offer on the Police Chief position. Motion passed unanimously 5 – 0.

Motion by D. Mills and seconded by T. Hooker to adjourn at 9:10 PM.

The next regular Select Board meeting will be held on June 3, 2026.

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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ABSENT  
Dan Adams, Selectman

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Mark Winslow, Selectman