

Town of Pittsford SELECT BOARD MEETING – August 5, 2026 DRAFT

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

OTHERS PRESENT: Shawn Hendee, Dorothy Parkinson, Katelynne Hill, 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 no need to add to Executive Session. 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 July 15, 2026 regular meeting; July 15, 2026 Liquor Board meeting and the July 22, 2026 meetings were approved with minor corrections.

TOWN MANAGER REPORT:

Town Manager Ann Reed reported the following:

- Along with Dolores, a bookkeeper was hired and will be starting on August 10, 2026.
- Met with Chief Mannino, Corporal Soulia and the OMYA team to review the contract.
- Held a kick-off meeting for the five-year Local Hazard Mitigation Plan renewal. Currently, the team is working on getting community engagement with both online and in person surveys that we are asking to be filled out to get the community's input on what they feel the hazards are. Copies of the survey can be found at the Maclure Library and the Municipal Offices.
- Tax bills have gone out as of July 22, 2026. If you have not received your tax bill, please reach out to the Town Clerk's office for a copy. Residents are encouraged to not rely on the mail to get their payments to the office prior to the due date. There was discussion on the Current Use tax. Lisa Wright will be at the Municipal Offices on Thursdays from 9:30 AM – 1:00 PM to answer questions. Please also make sure you have filed your homestead declaration if you have not. The deadline is October 15th. Many tax bills are not showing that people have filed their homestead declarations this year. It needs to be done every year.
- Pittsford Day was a successful event this past Saturday. The Aaron Audet Band and Satin and Steel were both great performances. We were also able to put out sign-up sheets for volunteers for the Recreation Department, Pittsford Day Planning Committee, and have started the Capital Campaign for the Recreation Department's tennis and pickleball court remodeling.

- The Planning Commission is still working on the town Plan and has another meeting scheduled for August 27, 2026 if anyone wants to come share their input during this process.
- Several grants have been submitted to close them out. One of these grants was the Municipal Planning Grant for the Zoning Regulations Drafts. One was for the quarterly COPS grant closeout and another was linked to Police Highway Safety. There are several other grants that will likely be closing out this quarter.
- Primary elections will be held on August 11, 2026 from 7 AM – 7 PM at the Municipal Offices.
- The Town Manager will be at the Maclure Library on August 19th beginning at 10:00 AM to answer any community questions.

SELECTBOARD MEMBER REMARKS:

D. Mills inquired the status of the Dollar General lighting situation. Ms. Reed stated that she recently found out that there is a new Regional Manager and she will be reaching out. The Select Board discussed the situation and recommended that a letter be sent by the Town Attorney.

PUBLIC COMMENT:

Katelynne Hill was present representing the OVUUSD board to discuss the project at Lothrop School. Ms. Hill explained the project, as well as the possibility of the school district merger that is being discussed at the State level. Ms. Hill stated that the Board Chair, Laurie Bertrand will have an updated proposal packet for their request for funding from the Burditt Fund, prior to the August 19, 2026 meeting.

Ms. Hill exited at 6:51 PM.

OLD BUSINESS

Plains Road Driveway Concerns – Pam and John Jackson Driveway:

Ms. Reed explained that Ms. Jackson is upset with the Select Board decision with regard to the repair of her driveway following the Plains Road sewer upgrade. Ms. Reed also stated that the Jannsens have also called and are upset with their driveway repair. There was discussion that the weather has been an issue with getting these repairs completed. Ms. Reed stated that she has reached out to the Miro's regarding their lawn and driveway repairs. Ms. Reed stated that she has communicated with Tom Markowski regarding the lawn repairs. M. Winslow stated that he has heard from Ms. Jackson and she is discouraged with the decision with the work on the road, however, has stated that she will not pursue further. Chad Eugair has repaired the crack in the driveway that has been a concern for Jacksons but not for McCuins or Jannsens. Shawn Hendee was present and stated that there was an engineer hired to be overseeing the project and many of the questions can be answered with the review of the contract. Ms. Reed will forward this contract to the members of the Select Board.

NEW BUSINESS

Brian and Jill Nolan Road Name Change Request – Conway Hill to Cedar Hill:

Ms. Reed stated that Brian and Jill Nolan have purchased 3 properties in the area of Conway Hill and would like to change the name of the private road to Cedar Hill. Upon further discussion, the Nolan's were advised that there is already a similarly named road in Pittsford. The Nolan's returned with Black Walnut Way as a second choice. There was discussion with regard to notification to E 9-1-1. Ms. Reed stated that she would make all the contacts once there is a decision. The Select Board advised that the property owner is responsible for the sign change. Motion by M. Winslow and seconded by T. Hooker to approve the request to change the name of Conway Hill to Black Walnut Way. Motion passed unanimously 5 – 0.

VTel Wireless Grievance Request for Submittal to PVR:

Ms. Reed explained the request and stated that the Select Board Chair can sign without conducting a hearing with the Board of Civil Authority. Motion to direct the Select Board Chair to sign the grievance request as presented. Motion passed 4 – 0 – 1.

Act on Orders \$349,289.40; Payroll \$18,020.20

The orders were signed with the following discussion:

M. Winslow inquired the expenses for the following: chassis of the firetruck. Ms. Reed explained that this was just the chassis and the truck is being built around the chassis; a window for the water truck – S. Hendee explained that this was broken by a stone when they were weed whacking; police car detailing – Ms. Reed explained that this had not been done to any of the vehicles and it was time; grader repairs – Ms. Reed stated that it was for the original grader and read the invoice detailing the repairs; ladder testing – Ms. Reed read the invoice and it was not just ladders that were tested and this included hose testing, heat sensor testing, as well as ground ladder testing and ladder truck ladder testing and this is an annual expense that is required.

Motion by D. Mills and seconded by M. Winslow to recess as the Select Board and convene as the Liquor Board at 7:20 PM.

The Select Board reconvened at 7:21 PM.

Motion by D. Mills and seconded by T. Hooker to enter into Executive Session at 7:31 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.

The Select Board exited Executive Session at 8:35 PM with a motion by T. Hooker and seconded by M. Winslow with no action taken. Motion passed unanimously 5 - 0.

Motion by M. Winslow and seconded by D. Adams to adjourn at 8:36 PM.

The next regular Select Board meeting will be held on August 19, 2026.

Respectfully Submitted,

Kelly Giard
Recording Secretary

Alicia Malay, Chair

David Mills, Vice Chair

Thomas Hooker, Selectman

Dan Adams, Selectman

Mark Winslow, Selectman