

Town of Pittsford SELECT BOARD MEETING – September 2, 2026 DRAFT

Members present: Alicia Malay, David Mills, Mark Winslow, Dan Adams and Thomas Hooker.

OTHERS PRESENT: Laurie Bertrand, Judi Tompkins, Chief Mannino, Terry White, Cindy White, 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 were no additional Executive Session topics. 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 5 - 0.

MINUTES:

The minutes from the August 19, 2026 meeting were signed with no corrections.

TOWN MANAGER REPORT:

Town Manager Ann Reed reported the following:

- Attended the roundtable discussion at the MacLure Library on August 20, 2026. The Recreation Department will be teaming up with the library for a pumpkin party and trunk or treat on October 25, 2026 at the Recreation Area. To sign up for the trunks, please contact Liz at the Library.
- There was an unexpected water repair on Windy Hill on August 27, 2026.
- There was a water line repair on Route 7 that was done on August 31, 2026.
- The SAM number for grant applications was renewed.
- Met with Derrick Root regarding his property on August 31, 2026. Mr. Root is working to organize and clean up the property, weed whack and mow it. He also took an application for a garage, which he said would not be built until spring. Mr. Root also discussed installing a fence at the property.
- Delinquent taxes and water shut off notices were sent. There were less water shut off notices compared to the previous two quarters.
- The Planning Commission is about 95% done with the Town Plan revisions after their meeting on August 27, 2026. Please be on the lookout for hearings regarding the Town Plan in October. The Planning Commission will be completing any revisions at their September 24, 2026 meeting beginning at 7:00 PM. Anyone is welcome to attend their meetings.
- Atty. Kupferer has sent a letter back to sign and send to Dollar General regarding the lighting issue. These letters are being sent certified mail return receipt. There is still a question as to the addresses for the district and regional managers to send them copies of the letter.
- The member towns of the Tri-Town Trails committee have met and will be warning a meeting to review the draft plan to be held on September 23, 2026.
- The Municipal Offices and related services will be closed on Monday, September 7, 2026 in observance of Labor Day.

- The Town is still searching for a veteran that is willing to speak at the Veterans Day ceremony.

SELECTBOARD MEMBER REMARKS:

D. Adams stated that he has had complaints of truck traffic on Whipple Hollow Road from someone who wishes to remain anonymous. The Chief asked to have the resident contact him directly and he will look into patrols on this road.

T. Hooker stated that he has had complaints regarding roadside mowing. Ms. Reed stated that the Highway Department staff has been working on projects that are grant funded and will be working on the roadside mowing. D. Mills stated that there are places on West Creek Road that need attention as well that also need brush cut back.

PUBLIC COMMENT:

Judi Tompkins was present and thanked all who have attended the Library Board meetings. Ms. Tompkins distributed the minutes and was given some pointers as to what needs to be included in the minutes. There was also a discussion of the Library officers and Donna Wilson will need to step down due to the by-laws. Ms. Tompkins will discuss this with Ms. Wilson.

Ms. Tompkins exited at 6:47 PM.

Cindy and Terry White were present to discuss the vehicular concerns on Elm Street. Ms. White explained that there are concerns over speeding and truck traffic that gets “stuck” on that road. There was discussion that there is signage and that the Police Department will respond if they are called. The Police Chief was present and gave the Whites the phone information to call.

OLD BUSINESS

Burditt Fund Request from Otter Valley Unified Union School District Board:

Laurie Bertrand was present representing the Otter Valley Unified Union School District Board to discuss the recent project at Lothrop School. Ms. Bertrand explained that there were additional costs that went above and beyond the original proposal. The school board received the Certificate of Occupancy on August 24, 2026. M. Winslow inquired what the cost of the project was in total with the adjustments during the construction versus the original bid pricing. Ms. Bertrand stated that the OVUU Board motion was to request up to \$250,000 from the Burditt Fund for this bathroom remodel. Chair Malay stated that this is a good use of the funds. Ms. Bertrand stated that the bathrooms are now ADA compliant. Motion by T. Hooker and seconded by D. Adams to expend up to \$250,000 from the Burditt Fund to fund the OVUUSD bathroom remodel project at Lothrop School. Chair Malay stated that the board would need more lead time in the future for any funding requests. Ms. Bertrand explained that they began their process in April. D. Adams agreed that the Board does need more time to review any information as it is a fund that was left by a Pittsford resident. There was discussion that the price was high. Ms. Bertrand stated that there were only 2 bids received. Chair Malay inquired who was in charge of the project. Ms. Bertrand stated that the Director of Facilities Rich Vigue and Brenda Fleming were in charge and there was an architect that did the project proposal. M. Winslow stated that it would be proper for the school district to divert the building back to

the town for \$1 if it came to the point that the building is no longer used. T. Hooker stressed ALL buildings. Ms. Bertrand stated that Caverly would return to the Town in the event of closure. Motion passed unanimously 5 – 0.

Ms. Bertrand stated that the OVUU has sent surveys to residents regarding Act 170 and they will also be hosting working groups on September 22, 2026 from 5 – 7 PM or 7 – 9 at Otter Valley in the library.

Ms. Bertrand exited at 7:02 PM.

Local Option Tax:

Ms. Reed stated that Brandon sent their information on the Local Option Tax. Brandon uses their funds for capital projects. Ms. Reed will compile additional information from neighboring towns. Chair Malay stated that she would contact the Tax Department to discuss how funds that are paid by residents with the Brandon ZIP code will be disbursed to Pittsford. Chair Malay will also inquire about realistic numbers for Pittsford with Florence considered as well.

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

Ms. Reed stated that no comments were received and the Chief has ordered ticket books that will include this ordinance for future use.

NEW BUSINESS

Approval to put Nominees on the back of the General Election Ballot:

Motion by M. Winslow and seconded by D. Adams to put the nominees on the back of the general election ballot. Motion passed unanimously 5 - 0.

Assessor – Dwelling Unit Identification for Grand List 2027 per Act 170 of 2026:

Information was include in the packets from Lisa Wright, regarding the Dwelling Unit Identification for Grand List 2027 per Act 170 of 2026. Motion by M. Winslow and seconded by D. Mills to direct Lisa Wright to draft a letter opposing this request. The selectboard would like to send it to Jill Remrick, the governor, and the head of the Vermont Department of Taxes. D. Mills inquired if there was a definition of “dwelling”. A. Reed explained that the pages following the email exchange between herself and Lisa Wright was the definition and expectations for this Act 170 of 2026. Motion passed unanimously 5 – 0.

Act on Orders \$1,905,867.83; Payroll \$12,875.74:

The orders were signed with the following discussion:

D. Adams inquired the expense to Champlin Associates. Ms. Reed explained that this was for the Wastewater Treatment Facility.

M. Winslow inquired the expense for the mower blades. Ms. Reed stated that these were not for lawn mower blades and would advise at a future meeting.

D. Mills inquired the expense for Florence Crushed Stone and why it seemed to be stockpiled at the transfer station. Ms. Reed explained that this was for the ditching projects. The highway crew was hauling ditching material to the transfer station and taking a load of stone back to the ditching site when they returned.

There was a payment to the School District in the amount of \$1,500,000.

Motion by D. Mills and seconded by M. Winslow to recess as the Select Board and convene as the Liquor Board at 7:21 PM. Motion passed unanimously 5 – 0.

The Select Board reconvened at 7:24 PM.

Motion by T. Hooker and seconded by D. Mills to enter into Executive Session at 7:24 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 7:54 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. Mills to adjourn at 7:55 PM.

The next regular Select Board meeting will be held on September 16, 2026

Respectfully Submitted,

Kelly Giard
Recording Secretary

Alicia Malay, Chair

David Mills, Vice Chair

Thomas Hooker, Selectman

Dan Adams, Selectman

Mark Winslow, Selectman