

Town of Pittsford SELECT BOARD MEETING – September 16, 2026 - DRAFT

Members present: Alicia Malay, David Mills, and Thomas Hooker. ABSENT: Dan Adams and Mark Winslow. OTHERS PRESENT: Chief Mannino, Maggie O'Brien, Lisa McCarthy, 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.

D. Mills stated that there was an additional Executive Session for personnel. 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 3 - 0.

MINUTES:

The minutes from the September 2, 2026 regular meeting and the September 2, 2026 Liquor Board meeting were signed with no corrections.

TOWN MANAGER REPORT:

Town Manager Ann Reed reported the following:

- Received the reports from Otter Creek Engineering with photos from the Plains Road project. The photos have been reviewed for paving concerns. If a Select Board member would like to review the entire thumb drive, please contact the Town Manager.
- Spoke with Danielle Jankowski regarding the coin drop request. Ms. Jankowski stated that she spoke with Chief Hemple and he stated that he and some of the firefighters would help with the coin drop if this is approved.
- Looked through the entire zoning file regarding the Root property. The permits that were all in as residential. There have been permits for the 8' fencing and a garage in the past, both of which have expired. There is no mention of commercial use in the zoning files for this parcel, other than a previous Zoning Administrator's notes that the fence permit was to mitigate the Junk Ordinance violations previously put on the property starting in 2023/2024 continuing through 2026.
- The HP Fairfield bill that was discussed at the last meeting was included in the packet for review. This invoice was for 2 knives, nuts, bolts, and shipping from Maine and was for the arm mower.
- The outside audit is scheduled for the week of November 9, 2026.
- FY 2028 budget meetings are being scheduled with department heads to prepare for discussions and the hope is to have a rough draft available for the October 7, 2026 meeting.
- Met with Chad Eugair to discuss the Elm Street traffic concerns. Chad will be meeting with Jim Caulin from VTRANS District 3 for the bollard project. They will also be painting the end of Elm Street to deter traffic from racing from Route 7 down Elm Street. The 1111 permit will be submitted for the bollards. Chad is also working on the pricing for the estimated 6 bollards that will be needed.
- Emailed Rutland Town and West Rutland regarding the local options tax. Rutland Town replied stating that they receive at least \$1.3 million a year and use it in their General

Fund, with anything remaining going to the deficit in the Police Department Budget, then to a Capital Fund. They do all three rooms, meals and sales taxes. He indicated that their biggest gripe is that they have asked the Vermont Department of Taxes repeatedly for a list of businesses that the taxes come from and the Department of Taxes has not provided it to them. He said it is hard for them because they have the dual zip codes, one of which is the same as Mendon and Rutland City. He believes that last year they received approximately \$1.6 million. It has helped their town substantially over the years. Mary Ann in West Rutland does not have local options tax, but is going to be taking it back up with her selectboard in future meetings.

- A response has been received in regard to the letters that went to Dollar General. Zaremba Group stated that they no longer own the property but has been in contact with the current owners and are willing to continue being an intermediary if one is needed.

SELECTBOARD MEMBER REMARKS:

T. Hooker stated that he has noticed that the bulletin board at the Post Office is difficult to read. Mrs. Reed stated that the board at Keith's also needs repair. There was also discussion regarding the sign at the Rec Area by the parking area needs replacing.

Ms. Reed stated that there are 4 grants that are upcoming to help with the trail maintenance, trail upgrades, possibly the resurfacing of the pickleball court and a door for the bathhouse to bring it up to ADA standards. There was discussion of possibly finding a scout to do this project as part of their badges.

PUBLIC COMMENT:

None presented at this time.

OLD BUSINESS

Dwelling Unit Identification for Grand List 2027 per Act 170 of 2026 Letter to State of Vermont:

Motion by D. Mills and seconded by T. Hooker to sign the letter that was drafted by Mrs. Reed and approved by Lisa Wright to the State of Vermont with regards to the Dwelling Unit Identification for Grand List per Act 170 of 2026. Motion passed unanimously 3 – 0.

Junk Ordinance Violation Letters for Select Board Approval/Signatures Follow-Up from 8/16/2026 Meeting:

Ms. Reed stated that she met with the property owner regarding the property in question. A letter was sent to Atty. Kupferer to address the concerns, which was approved by Atty. Kupferer. Motion by T. Hooker and seconded by D. Mills to sign the letter as approved by Atty. Kupferer. Motion passed unanimously 3 – 0.

NEW BUSINESS

New Junk Ordinance Violation Letters for Select Board Approval/Signatures:

The Select Board unanimously agreed to sign and send the junk ordinance violation letters as presented in the packets.

Elect Delegate for VLCT Annual Meeting October 6, 2026:

Motion by A. Malay and seconded by D. Mills to appoint Mrs. Reed as the Delegate for the VLCT Annual Meeting. Motion passed unanimously 3 – 0.

Draft Local Hazard Mitigation Plan for Review and Discussion:

Maggie O'Brien from the Rutland Regional Planning Commission was present to discuss the Draft Local Hazard Mitigation Plan with the Select Board. Ms. O'Brien explained that there were a number of people that worked on this project and this is the halfway point of the laying out of the hazards and designing the mitigation plan. Ms. O'Brien went through the process that has occurred so far, the data received from surveys filled out, and let the selectboard know we are in a public comment period until the October 7th selectboard meeting, where she will want a motion to proceed with the mitigation strategies with the Local Hazard Mitigation team. There was discussion on various topics in the Plan. The second public hearing will be held on October 7, 2026 at the regularly scheduled Select Board meeting and any comments prior to this meeting can be directed to Mrs. Reed. The second set of hearings will be held in November/December 2026, after any comments are reviewed and included in the document. The completion date is January 2027, at which time it will be forwarded to the state in early to mid February 2027.

Ms. O'Brien exited at 7:03 PM.

Draft Town Plan for Review and Discussion:

Ms. Reed reported that the Planning Commission is approximately 90% done with the Town Plan draft and invited members of the Select Board to the next meeting, which will be held on September 24, 2026 at 7:00 Pm. The Planning Commission has been working with Will Austin from the Rutland Regional Planning Commission to complete this project.

Coin Drop Request – American Cancer Society Childhood Cancer Awareness Friday, September 25, 2026:

A request was received to hold a coin drop to benefit the American Cancer Society Childhood Cancer Awareness on Friday, September 25, 2026. There was discussion that the Select Board has criteria to be met to hold an event of this type and the request did not meet the timing criteria. The Select Board unanimously agreed to deny the request. Ms. Reed stated that she would communicate with the organizers.

Act on Orders \$77,596.02; Payroll \$11,883.93:

The orders were signed with the following discussion:

T. Hooker inquired the expense to Earl's Truck Repair. Ms. Reed read the invoice of repairs and D. Mills questioned why the PTO was not flushed and just had the fluids topped off as he feels that this could lead to further concerns. Ms. Reed with discuss this concern with Chad Eugair.

D. Mills inquired the expense to Lundgren Dodge for the Police Department Durango vehicles. Ms. Reed read the invoices for the vehicles and the largest concern was that the vehicle was not starting.

Motion by D. Mills and seconded by T. Hooker to recess as the Select Board and convene as the Liquor Board at 7:19 PM. Motion passed unanimously 3 – 0.

The Select Board reconvened at 7:22 PM.

Motion by D. Mills and seconded by T. Hooker to enter into Executive Session at 7:22 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 8:08 PM with a motion by D, Mills and seconded by T. Hooker with no action taken. Motion passed unanimously 3 - 0.

Motion by T. Hooker and seconded by D. Mills to adjourn at 8:08 PM.

The next regular Select Board meeting will be held on October 7, 2026

Respectfully Submitted,

Kelly Giard
Recording Secretary

Alicia Malay, Chair

David Mills, Vice Chair

Thomas Hooker, Selectman

ABSENT

Dan Adams, Selectman

ABSENT

Mark Winslow, Selectman