

Town of Pittsford SELECT BOARD MEETING – October 7, 2026 DRAFT

Members present: Alicia Malay, David Mills, Dan Adams, Mark Winslow and Thomas Hooker.
OTHERS PRESENT: Chief Mannino, Charles “Butch” Shaw, Thomas Pipeling, Lloyd Provin, Jr., Lisa McCarthy, Morgan Washburn, Will Benoit, Donna Wilson, J. Caputo, Phil Crossman, Lisa Wright, 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 3 Legal topics to Executive Session. Chair Malay stated that there was a need to amend the agenda to add Liquor Board. 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 September 16, 2026 regular meeting, the September 16, 2026 Liquor Board meeting and the September 29, 2026 Executive Session were signed with no corrections.

TOWN MANAGER REPORT:

Town Manager Ann Reed reported the following:

- Attended a rates and finance workshop for water at Rutland Regional Planning Commission and will be reviewing rate structure to make sure they are still in line with needs.
- Attended the Pittsford Village Farm’s ribbon cutting ceremony
- Continued meetings with department heads for their budget needs for FY 2028
- Met with Bill at Vermont Emergency Management to plan the in-house emergency management tabletop, which will be held on December 8, 2026 at 1:00 PM. There is a possibility of needing to close the municipal offices early to allow for staff participation.
- Had a training with the new company (Next City) that has taken over the Fenix with the new water meters. They showed how to get the reports needed for water billing.
- Met with the Recreation director and Bob Wetherby who is a USA Pickleball ambassador about the tennis and pickleball courts. Mr. Wetherby has written a letter in support of the project and wants to help with the capital campaign for the new courts. Martha was also part of the discussion and is willing to help.
- Held the final meeting for the tri-town trails scoping study with Proctor and West Rutland and am awaiting the final report.
- Met with Shawn and a cybersecurity person at the wastewater plant to find out what the possible vulnerabilities are with the water and wastewater. Ann will be following this up with a training at Rutland Regional Planning Commission at the end of the month.

- An RFP for flooring has gone out and met with several potential bidders on the project. The bids are due by October 14, 2026 at 4:00 PM.
- Attended the Planning Commission meeting on September 24, 2026. The Town Plan and Enhanced Energy Plan were both voted to start the hearing process, with the Planning Commission holding their hearing on October 29, 2026 at 7:00 PM.
- Water and Sewer bills were sent with a due date of November 9, 2026.
- Made an offer along with Chief Mannino, for a new full-time officer, which was accepted. This officer will be starting in mid-October. The new officer is already level III certified and has some training to catch up on.
- Made an offer along with Shawn Hendee to a part-time apprentice for the Water and Wastewater Departments.
- Will be attending the Fire Department's Haunted House on October 16, 17, 23 and 24.
- A reminder that the Town Offices and related services will be closed on October 12, 2026 in observance of Indigenous People's Day/Columbus Day. The offices and related services will be open on October 13, 2026 at 8:00 AM. The drop box is available to those who wish to submit payments
- Will be at the MacLure Library on November 7, 2026 at 10:00 AM to meet with community members.
- The Sangamon Road balloon testing was done on September 21, 2026.
- The Fire Department ISO rating has gone from a 5 to a 4, which is a move in the right direction.

SELECTBOARD MEMBER REMARKS:

Chair Malay reported that she attended the VT Council on Rural Leadership Recreation workshop and will be sharing information with the Recreation Director.

PUBLIC COMMENT:

Morgan Washburn, the Chair of the Library Board was present to discuss the recent changes at the library. Ms. Washburn stated that recently Stephen Belcher and Donna Wilson resigned with Nancy Eddy resigning in the future. Ms. Washburn reported that the board is working on updating the governance, policies, flooring and moving forward with other projects. Ms. Washburn stated that the Library values the relationship with the town.

"Butch" Shaw was present to discuss the upcoming Board of Civil Authority, which will be held on October 14, 2026. Some of the topics to be discussed is the new election guide; that the current room/set up is too small to accommodate the poll watchers, poll workers, not enough room between booths, a phone needs to be within the confine of the Chief Election Official. D. Adams inquired when this takes effect. Mr. Shaw stated that it is currently in effect and the polls need to be in compliance. M. Winslow inquired if there was a square footage requirement. Mr. Shaw stated that there is not a square footage requirement, however, that voters need to be in and out within 10 minutes.

OLD BUSINESS

Draft Local Hazard Mitigation Plan Discussion and Motion for Next Steps:

Ms. Reed reported that no comments were received by her on the Draft Local Hazard Mitigation Plan. The consensus of the Select Board was to proceed with the project. Ms. Reed will reach out to Maggie at the Rutland Regional Planning Commission with this information.

Draft Town Plan with Enhanced Energy Plan Addendum for Review and Discussion:

D. Mills stated that the maps that are included in the Town Plan draft need to be legible. The Planning Commission is holding their first hearing on October 29, 2026. This topic was tabled.

Local Options Tax Discussion:

Ms. Reed reported that she has reached out to the Department of Taxes and the individual that would be able to help was out of the office. Kathleen Ramsey is also working on gathering information. This topic was tabled.

Route 7 Potential Takeover Discussion:

The pros and cons for the town taking over Route 7 through the village were discussed. Some items discussed were the bridge to the north of the school, maintenance costs and the sewer line for the Route 7 project through town. The proposed date for the project to be going through town is 2038. There was also discussion on the sidewalks and safety concerns. Ms. Reed will check with Wilk to see if there is a way to install asphalt curbing for the area along Route 7 between Lothrop School and the turn onto Furnace Road from Route 7. There was also discussion regarding the school evacuation drill along Route 7.

NEW BUSINESS

G & K Associates Personal Property Tax Appraisal FY 2027 Proposal:

Lisa Wright was present to discuss the G & K Associates personal property tax appraisal for FY 2027. Ms. Wright explained that this is a key piece in the reappraisal that is coming in the future. Motion by T. Hooker and seconded by M. Winslow to accept the proposal as presented. Motion passed unanimously 5 – 0.

Personal Property Tax as Market Value Versus Depreciated Cost:

Lisa Wright asked that the Select Board consider market value of personal property as opposed to the depreciated value. The Select Board would like for Gail to attend a future meeting via Zoom. Ms. Reed will pass the invitation onto Gail and check her availability.

Discussion on Possible Electric Bicycle/Scooters Ordinance:

Chair Malay stated that there have been complaints regarding the use of electric bicycles and scooters. Mr. Shaw explained that there are statutory definitions that should be reviewed. Ms. Reed stated that she will look into other towns to see about their ordinances. This topic was tabled.

2019 Chevrolet Truck Replacement (Highway) – Bid Timing Discussion:

Ms. Reed stated that there have been discussions with the Highway Department during their budget meeting discussions and they are looking for a timing as to when to begin the process of purchasing a replacement vehicle. The general consensus is to begin the process and discussion as soon as possible.

Potential Selling of Second Road Grader:

Ms. Reed stated that this was the grader that was purchased from Goshen and now that the original grader is operating properly, the Highway Department would like to sell the secondary

grader. M. Winslow stated that Chad Eugair should be present to discuss this and that the grader shouldn't be sold so soon due to the severity of the past repairs.

OVUUSD Payment Plan:

Ms. Reed read the statute and stated that town property tax payments are made on August, September and November 15 of the respective months. In the past, the Town has paid the school district in three installments starting in November, then paying installments in January and May. Currently, the school district is asking for four installments to be done in September, October, December, and March. Mr. Shaw inquired what would happen if there weren't enough collected to modify the payment dates. Chair Malay inquired if the town would incur a penalty. Ms. Reed stated that Pittsford does not begin the penalty process until after the November 16th due date. Ms. Reed will draft a letter for the selectboard to send to the school district stating that Pittsford will continue with their original timeframe.

Regional Priority Projects – Kendall Hill Bridge Discussion:

Motion by D. Mills and seconded by T. Hooker to approve Ms. Reed to fill out the Regional Priority Projects application for the Kendall Hill Bridge project. Motion passed unanimously 5 – 0.

Appointment of Scott Kaufman as E 9-1-1 Coordinator:

Motion by M. Winslow and seconded by D. Mills to appoint Scott Kaufman as E 9-1-1 coordinator. Motion passed unanimously 5 – 0.

Designate Title VI Coordinator:

Motion by D. Adams and seconded by D. Mills to designate Ms. Reed as the Title VI Coordinator. Motion passed unanimously 5 – 0.

Jake Brakes Usage in the Village Discussion:

D. Adams stated that Jake Brakes are a name brand for engine brakes, which is a concern along Route 7 in town. There was discussion that this is a safety feature on vehicles and D. Mills explained that this is used to slow vehicles and is not as noticeable in newer vehicles. Ms. Reed stated that signs can be placed without ordinances, however will need a 1111 permit.

Fiscal Year 2028 Budget Preliminary Discussion:

Ms. Reed stated that there is no estimated budget at this time. There was discussion regarding Municipal Planning grants, water projects and paving, as well as Orchard Hill water.

Act on Orders \$1,672,903.43; Payroll \$14,168.55:

The orders were signed with no discussion.

Motion by D. Mills and seconded by T. Hooker to recess as the Select Board and convene as the Liquor Board at 7:51 PM. Motion passed unanimously 5 – 0.

The Select Board reconvened at 7:52 PM.

Motion by D. Mills and seconded by T. Hooker to enter into Executive Session at 7:52 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 9:13 PM with a motion by D. Mills and seconded by T. Hooker with no action taken. Motion passed unanimously 5 - 0.

Motion by T. Hooker and seconded by M. Winslow to adjourn at 9:15 PM.

The next regular Select Board meeting will be held on October 21, 2026.

Respectfully Submitted,

Kelly Giard
Recording Secretary

Alicia Malay, Chair

David Mills, Vice Chair

Thomas Hooker, Selectman

Dan Adams, Selectman

Mark Winslow, Selectman