

## TOWN OF PITTSFORD ANNUAL MEETING MINUTES

March 5, 2012 – Lothrop School Gymnasium

Select Board Members Present:  
Thomas (Hank) Pelkey, Chairman  
Allen Hitchcock, Vice Chairman  
W. Joseph Gagnon  
Thomas Hooker

Also Present:  
Matthew Harvey, Moderator  
John Haverstock, Town Manager  
Helen McKinlay, Town Clerk  
Kelly Giard, Recording Secretary  
Approximately 95 guests

Moderator Matthew Harvey called the meeting to order at 7:24 PM and read the following warning:

The legal voters of the Town of Pittsford are hereby notified and warned to meet at the Lothrop School Gymnasium on Monday, March 5, 2012 at 6:30 p.m. to transact the following business not involving voting by Australian Ballot.

**Article 1:** Moderator Harvey read the following article: “To hear the reports of the Town Officers and take appropriate action thereon.”

Presentations:

Chairman Pelkey introduced the members of the Select Board. Chairman Pelkey explained that he would be conducting the overview of the General Fund; Allen Hitchcock would be presenting the Water & Sewer Commission information; W. Joseph Gagnon would be presenting the Highway Department information.

Mr. Pelkey wished to thank Town Manager John Haverstock, Assistant to the Town Manager Linda Drummond, Helen McKinlay, Town Clerk and her staff, the Department Heads Shawn Erickson, Don Nickless, and Jack Rogers for their help on the budget.

Mr. Pelkey read the dedications of the Town Report. The cover was dedicated to Marty Markowski, Greg Markowski, Dave Markowski, and Sam Markowski. The Town Report was also dedicated to Bernard McMahan, Jr., and Allen Hitchcock.

Moderator Harvey reviewed the reports that were included in the Town Report and noted a couple of corrections. These corrections included the decrease in employee benefits and increases in departmental lines. There were some accounting corrections that allocated these expenses to the departments that incurred the expenses. There was a correction on page 52 concerning the Burditt Fund a correction of the interest payment of \$20,000 should read the principle payment of \$20,000. Moderator Harvey reported that the Fire Department awards 4 scholarships to graduating seniors.

Mr. Pelkey indicated that the General Fund continues to be level funded for the 4<sup>th</sup> consecutive year, largely due to the award of the COPS program, which allows for a full-

time police officer for 4 years. Mr. Pelkey explained that the General Fund surplus that was reported for this year was due to a calculation error in the Special Appropriations.

Some highlights of the General Fund include an increase in the State Pilot program, Current Use program and Act 68; a decrease in transfer station receipts of \$18,000; the by \$23,187; the employee benefits were \$30,000 less than budgeted; there was an increase in the Recreation Department budget.

Mr. Pelkey explained that currently, with the current fiscal year being 2/3 of the way complete, the revenues are at 92% and the expenses are at 66.35%.

Mr. Pelkey explained that the auditors requested that the various departments be responsible for all expenses, including benefits. Mr. Pelkey explained that the health insurance from VLCT is no longer available and the union contract dictates that the town must offer a plan at the same level, or better. There was a 2% wage increase “across the board”. There was an increase in the zoning revenues due to an increase in the rates. There is an increase in expense for ballot clerks due to the increased polling hours. The hydrant fee has been increased from \$23,600 to \$35,000 due to the upgrade in the water system, which supported an increase in the number of hydrants from 54 – 91. The amount is transferred from the General Fund to the Water Fund.

Tom Carrara inquired why the salary increase when it was discussed at a Select Board meeting that no increases would occur. Mr. Pelkey explained that the increase was for Union employees and not elected officials.

Barb Pierce inquired the expense to the IRS for fees and penalties. Mr. Pelkey explained that this was for a missed payroll withholding payment.

Mr. Gagnon gave the Highway Department report. The highlights include:

- Resurfacing and re-work on the Furnace Road as far as the Iron Master Bridge.
- Installation of a catch basin, storm drain, culvert and pre-construction preparations on the Depot Hill Road.
- Tropical Storm Irene repairs, totaling \$71,000 on Fire Hill Road and Hollister Quarry Road. Currently, there has been \$60,000 received from FEMA funding for this work.
- Due to a mild winter, there has been time to cut brush instead of plowing snow.

Upcoming projects include:

- Repaving of Kendall Hill Road
- Installation of guardrails on Furnace Road and Whipple Hollow Road
- Installation of a catch basin and storm basin between the Fire Department and the Highway Garage.
- Construction on Depot Hill Road
- Construction of the sidewalk from the Post Office down Arch Street to the Fire Department to the school
- Paving maintenance.

There was a culvert that was replaced on Arch Street, in conjunction with the Water and Sewer project that was not eligible for grant funding, therefore, was expensed through the Highway funds.

The Highway Equipment Replacement Fund is being established and the equipment will be replaced on a rotating cycle with trucks being replaced at a 10-year interval.

Tom Carrara indicated that the Furnace Road didn't need to be paved and inquired when the yellow stripes would be painted on the Furnace Road and other roads in town that need them. Mr. Gagnon indicated that the painting of the lines is a State function and would be done once the State begins doing this work.

Connie Crossman inquired if there could be an extension of the shoulder on Route 3 from the Mobil station to the Hathaways. Mr. Gagnon indicated that this is a State road.

Mr. Poor inquired if there would be a cap on the Highway reserve fund. Town Manager Haverstock indicated that this was the first year of an annual allotment and there would be an increase of the amount allocated into the fund, beginning at \$85,000.

Dr. Radmacher inquired the Reserve Funds that are included on page 7 of the Town Report. Town Manager Haverstock explained that unbudgeted highway projects utilize surplus funds and the auditors recommend a fund balance in addition to the usual 15%.

Gordon Delong inquired the status of the Kendrick Dam. Town Manager Haverstock reported that the State had previously advised that this dam was in poor shape and that there was grant funding available for study work. The disassembly of this dam is in excess of \$100,000.

Tom Carrara inquired if the construction on Depot Hill would occur this year. Town Manager Haverstock reported that this is budget passing dependent.

Mr. Provin inquired why there was no paving dollars included in the budget presented on page 34 of the Town report. Town Manager Haverstock explained that there was \$152,000 for class 2 roads and this was included in class 3 roads in error.

Ernie Brod inquired if there would be paving done on Depot Hill Road to West Creek Road. Town Manager Haverstock reported that the reconstruction would occur from Route 7 to just above the Transfer Station and that the entire road would be repaved.

Marie Walden inquired if there would be paving from St. Alphonsus to the area of the bank. There was discussion that this is state road, therefore, the state is responsible for the paving.

Allen Hitchcock presented the following highlights of the Water & Sewer Commission activities:

## **WATER:**

- The Water project is nearing completion with \$4.7 million received, of which \$2.6 million was a loan and \$2.1 million was grant funding. The loan funds had to be used first, then the grant funds are available. Currently, there is a project that will be finishing near the village green to use the grant funds that are remaining.
- The automated metering system is in place and billing is being done completely “in house”
- The Water Department has a dedicated office space at the Wastewater Treatment Facility, which they are now able to store their drawings and blue prints. The older documents have been transferred to disks as well and one copy of the disk is being kept at the Municipal Office and one copy is being kept at the Wastewater Treatment Facility.
- The mandated lead-free valves have created a 7% failure, which have been repaired and future failures are being addressed.
- There are plans of compiling GPS tracking of the water lines from the Nickwackett area.
- The Route 7 water line changes have been updated on documentation for the upcoming Route 7 upgrade project.
- There was \$22,000 spent via no interest loan to assist the residents that will be abandoned by the Proctor water system. These residents have had many meetings and have found that the least expensive remedy would be to drill individual wells.
- The Water Commission has met with representatives from the Fire District #1 with regard to connecting onto the Pittsford water system. The Fire District will be conducting a study at their own expense. This would involve 30 – 34 hook-ups and would involve a bond vote.

## **SEWER:**

- The current Sewer project received \$750,000 in grant funds and a \$1.2 million loan. The sewer system serves 250 customers that are being charged \$600 per year.
- The Wastewater Treatment Facility portion of the project is complete. There were covers installed to protect the sludge from freezing and a new chlorination chamber was installed, thus allowing for a more efficient process.
- The sewer line from the Wastewater Treatment Facility to Pleasant Street occurred in the fall and the remaining area of Arch Street will occur in the spring. There will be a neighborhood meeting to discuss the detours that will need to occur during this project time.
- The physical structure of the Elm Street pump station is complete. The new controls have been received and the operation is expected to be functional in April.
- The Arch Street repairs, including the paving is expected to be complete before school begins in August.
- The annual loss of the Water and Sewer fund averages between \$15,000 and \$20,000.

- The Police Academy has reserved gallon space at the Wastewater Treatment Facility and has paid an annual contract. There is speculation that the facility may no longer be interested in this allocation.
- The remaining funding, if any, will be used on the Plains Road sewer line for insitu lining.
- There is a vacancy on the Water and Sewer Commission. Mr. Hitchcock invited anyone who is on the systems, and would be interested in serving, to contact the Town Manager.

Brian Provin inquired how many residents would be removed from the Proctor water system. Mr. Hitchcock indicated that there are approximately 70 and that the Pittsford system can serve 30 – 34 of this 70.

Carlo Falco inquired if there was a 0% interest loan from Proctor for the residents who will be abandoned. Mr. Hitchcock indicated that Proctor is currently negotiating. Rep. Shaw explained that there have been several negotiations in Montpelier and the chances are not looking good.

Jim Healy inquired if there was a correction of the storm run-off at the Wastewater Treatment Facility. Mr. Hitchcock explained that the project is correcting the worst infiltration sites. Bob Berardo is reporting that there is less water in the sludge, and fewer chemicals are being used at the facility.

Jamie Stewart inquired if there was any prospect of having the Zero Sort recycling at the Transfer Station. Town Manager Haverstock reported that information is expected from Jim O’Gorman, who is compiling a town by town analysis for costs and benefits.

Senator Flory and Representative Shaw both gave updates on the events at the State level.

**Article 2.** Moderator Harvey read the following article: “To see if the Town of Pittsford will appropriate the sum of \$1,273,688.00 (One Million, Two Hundred Seventy-Three Thousand, Six Hundred Eighty-Eight and no/100ths Dollars) to defray the General Expenses of the Town for the 2012-2013 fiscal year, of which the sum of \$935,613.00 (Nine Hundred Thirty-Five Thousand, Six Hundred Thirteen and no/100ths Dollars) is to be raised by property taxes?”

Motion to accept by Jamie Stewart and seconded by Denise Mahoney.

Article 2 passed unanimously.

**Article 3.** Moderator Harvey read the following article: “To see if the voters of the Town of Pittsford will appropriate the sum of \$1,053,571.00 (One Million, Fifty-Three Thousand, Five Hundred Seventy-One and no/100ths Dollars) to defray the Highway Expenses of the Town for the 2012-2013 fiscal year, of which the sum of \$896,771.00 (Eight Hundred Ninety-Six Thousand, Seven Hundred Seventy-One no/100ths Dollars) is to be raised by property taxes?”

Motion to accept by Denise Mahoney and seconded by Jamie Stewart.

Article 3 passed unanimously.

**Article 4.** Moderator Harvey read the following article: “To see if the voters of the Town of Pittsford will appropriate the sum of \$19,000 (Nineteen Thousand and no/100ths Dollars) to defray the Village District’s Expenses for the 2012-2013 fiscal year, of which the sum of \$19,000 (Nineteen Thousand and no/100ths) is to be raised by property taxes?”

Motion to accept by Dan Shea and seconded by Jamie Stewart.

Article 4 passed unanimously.

**Article 5.** Moderator Harvey read the following article: “To see if the Town will authorize collection of taxes on real and personal property by its Treasurer in three equal installments, due on or before August 10, September 10, and November 9, 2012?”

Motion to accept by Wayne Flood and seconded by Mrs. Waldon.

Article 5 passed unanimously.

**Article 6.** Moderator Harvey read the following article. “To transact any other non-binding business as legally may come before said meeting at this time.”

Ernie Clerihew was present to speak with regard to the benefits and programs available of the Neighborworks of Western Vermont.

Kelley Lyons was present representing the Pittsford Business Community Group. The organization is hoping to develop a Farmers Market in the area. This project is in the beginning stages and more information will be shared with residents when available.

Ernie Clerihew was present to present a certificate of appreciation to Bonnie Stewart – Librarian at the Maclure Library.

Bev Peterson was present to discuss the wind power proposal. Town Manager Haverstock gave an update that meetings will be occurring in the future. Mr. Pelkey indicated that the Select Board is waiting for a proposal from Reunion Power before any discussions will occur. Jamie Stewart reported that he works with REDC and that Reunion Power is in the process of the Act 248 application. Ms. Peterson expressed that a Property Valuation Guarantee needs to be in place before any approvals are made,

Tom Carrara inquired the status of the energy saving study that was done at the Municipal Office. Town Manager Haverstock reported that this will be discussed at the March 21, 2012 meeting of the Select Board.

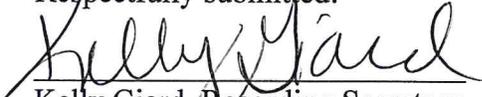
**Article 7.** Moderator Harvey read the following article. "To elect the following officers of the Town:

- a. A Town and School District Moderator for a term of one (1) year
- b. A Selectman for a term of three (3) years
- c. A Selectman for a term of two (2) years
- d. A Lister for a term of three (3) years
- e. A Lister for a term of one (1) years
- f. A Grand Juror for a term of one (1) year
- g. A Town Agent for a term of one (1) year
- h. A Trustee of Public Funds for a term of three (3) years
- i. A Maclure Library Trustee for a term of one (1) year
- j. A Pittsford School District Director for a term of two (2) years
- k. A Pittsford School District Director for a term of three (3) years
- l. An Otter Valley Union School District Director for a term of three (3) years.

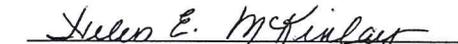
Polls will be open Tuesday, March 6, 2012 from 7:00 a.m. to 7:00 p.m.

There was a motion to adjourn at 9:33 PM by John Haverstock.

Respectfully submitted:

  
Kelly Giard, Recording Secretary

  
Matthew Harvey, Moderator

  
Helen E. McKinlay, Town Clerk