

## Town of Pittsford SELECT BOARD MEETING – February 5, 2025– DRAFT

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

OTHERS PRESENT: Ann Reed, Tom Browe, Will Mathis, Terry White, Joe Rapeteur, Steven Belcher, Doug Lazarous, Tammy Hitchcock, Isaac Wagner, David Atherton – Town Manager, Kelly Giard – Recording Secretary

The Select Board was called to order at 6:30 PM by Chair Malay.

Chair Malay stated that there was a need to add another Personnel Executive Session.

Chair Malay stated that there is 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 January 22, 2025, regular meeting; January 27, 2025, executive session and January 30, 2025 executive session were signed with no corrections.

### **TOWN MANAGER REPORT:**

Town Manager Atherton reported the following:

- Chad and the Town Manager are working on submitting the Class 2 Highway paving and structures grants. The paving grant would be used for the 1.47 miles on Furnace Road. The structures grant would be used for the Kendall Hill bridge.
- The Town Manager met with Lyle Jepson at CEDRR on January 27, 2025, to discuss ideas to work with the landowners of vacant properties in the village. The grant program is called VHIP and is through the Rutland County Housing Trust that provides funding to landlords for renovations. There was also discussion regarding the creation of a Neighborhood District in the Plains Road/Pine Woods Road area that would allow more funding to the town to create an extended municipal sewer service. This is something that the Rutland Regional Planning Commission would be able to assist the town.
- The Plains Road Sewer Project is moving forward with 11 of the 13 manholes installed. There are about 3 more weeks of work, then once the weather is warmer, the clean-up will begin.
- The Recreation Department report was included in the packets for review.

Chair Malay inquired if the adjoining landowners were aware of the upcoming Solar Project meeting that was to be held on February 6, 2025, via video conference. Town Manager Atherton stated that the information was given to him on February 4, 2025; the letter was dated January 21, 2025, internally stamped received on January 28, 2025.

Chair Malay inquired about the Neighborhood District. Town Manager Atherton stated that this is something that the Agency of Natural Resources recommends, and the Rutland Regional Planning Commission is willing to assist with this designation.

D. Adams inquired about the VHIP grant. Town Manager Atherton stated that this is something that is being administered by Mary Kohn's office and she is willing to assist the town. VHIP is for landlords to update their properties for tenants. More information will follow.

### **SELECTBOARD MEMBER REMARKS:**

None presented at this time.

**PUBLIC COMMENT:**

None presented at this time.

**OLD BUSINESS**

**Potential Opening of Class 2, 3 & 4 Roads to ATV's:**

The updated ordinance language was received from the Town Attorney and reviewed. D. Mills recommended not closing from October 1 through May 15 as proposed and leaving everything open, which the Select Board members agreed. D. Mills stated that he does not believe the Police Department has a decibel meter, therefore recommends that there be no modified exhausts be allowed. There was also discussion on helmet requirements due to the side-by-side ATVs having seatbelts and other safety measures. The Select Board tabled any further action on this topic.

**NEW BUSINESS**

**Town Manager Resignation:**

Chair Malay reported that David Atherton has submitted a letter of resignation from the position of Town Manager. This letter was received on January 15, 2025. Motion by D. Mills and seconded by M. Winslow to accept the letter of resignation. D. Mills requested that all passwords and keys be given to Ann Reed. T. Hooker stated that all employees should be required to have a sealed envelope in the vault with 2 signatures on it with their passwords sealed inside. Ms. Reed explained that this is already being done, with Silloway coming next week to do more upgrades. Silloway now manages the passwords for the Town in case of an emergency situation. Motion passed unanimously 5 – 0.

**Doug Lazarous: 2026 Mural: Fort Vengeance 250<sup>th</sup> Celebration:**

Doug Lazarous was present to discuss his plans for a mural for the Fort Vengeance 250<sup>th</sup> celebration. A copy of the proposed sketch was distributed to the members of the Select Board. Mr. Lazarous discussed his plans for placement of the finished mural. Mr. Lazarous also plans on having assistance from Otter Valley Union High School students. The Hubbardton Battlefield reenactors will also be involved with the collaboration. Mr. Lazarous is asking the town to install a mural for public viewing. Following discussion, Tom Browe from the Historical Society stated that there is no room at the Historical Society and members of the Select Board proposed installing the mural on the Village Green. Mr. Browe stated that he is assisting in the research of the names of people that were involved and there may be some ancestors living in town. Mr. Lazarous assured the Selectboard that funding for this project was already secured through grants.

Ms. Hitchcock and Mr. Lazarous exited at 7:03 PM.

**Pittsford Village Farm Grant & Update:**

Isaac Wagner was present representing the Pittsford Village Farm. Mr. Wagner administers the grant funding for the Pittsford Village Farm and explained that most of the documents that were included on the agenda (Draft Grant Agreement, Choose Authorizing Official for Grant, Grant Agreement Resolution, Municipal Codes and Policies and Anti-Displacement) were used

in the previous grant as well. Mr. Wagner reported that the project is moving along and most of the necessary funding has been secured, however, the federal funding was running behind due to the need for environmental review. The Grant Agreement Resolution gives permission to Ann Reed to administer the funding payout. Chair Malay inquired Anti-Displacement/Relocation Plan and if there was a necessity of this in the past. Mr. Wagner stated that all HUD projects require this documentation and does not hold the town responsible for relocating disturbed households, however, this would make the Pittsford Village Farm responsible for relocating any disturbed households. The Select Board members stated that they would like this document to be reviewed by Atty. Kupferer. Mr. Wagner stated that a staff member should attend a Fair Housing training, which Town Manager Atherton stated he believes that this training has been completed. Mr. Wagner stated that they are “under the gun” to get the documents signed so they can begin the bidding process. Mr. Wagner stated that the State will not allow changes to the Anti-Displacement Plan. Motion by D. Mills and seconded by T. Hooker to sign the requested documents without the Anti Displacement Plan. Motion passed unanimously 5 – 0.

Mr. Wagner exited at 7:20 PM.

**Otter Creek Watershed Insect Control District Concerns:**

Steven Belcher stated that he sent information to the Select Board members regarding a situation of Salisbury not paying for their entire allocation citing that they did not receive enough treatment. There was discussion regarding the spraying process, which was explained to the members of the Select Board. The members of the Select Board agreed to instruct the Pittsford representative, Mr. Belcher to vote that Salisbury pay their outstanding balance.

Motion by T. Hooker and seconded by D. Mills to appoint Will Mathis as the second Pittsford representative, as volunteered. Motion passed unanimously 5 – 0.

**Act on Orders \$122,255.35; Payroll \$19,268.77:**

The orders were signed with no discussion.

Motion by T. Hooker and seconded by M. Winslow to enter Executive Session at 7:42 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. 1 V.S.A. § 313(a)(3).

The Select Board exited Executive Session at 8:20 PM with no action taken.

Motion by T. Hooker and seconded by D. Mills to enter Executive Session at 8:22 PM.

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. 1 V.S.A. § 313(a)(3) to include the Assistant to the Town Manager.

The Select Board exited Executive Session at 8:40 PM.

Motion by D. Mills and seconded by T. Hooker to direct Chair Malay to offer Ann Reed the position of Interim Town Manager and contact VLCT to figure out the next steps. Motion passed unanimously 5 – 0.

Motion by T. Hooker and seconded by D. Adams to adjourn at 8:42 PM. Motion passed unanimously 5 – 0.

The Select Board adjourned at 8:42 PM.

The next regular Select Board meeting will be held on February 19, 2024.

Respectfully Submitted,

Kelly Giard  
Recording Secretary

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Alicia Malay, Chair

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David Mills, Vice Chair

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Thomas Hooker, Selectman

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Dan Adams, Selectman

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Mark Winslow, Selectman