

Town of Pittsford SELECT BOARD MEETING – March 5, 2025– DRAFT

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

OTHERS PRESENT: Ann Reed – Interim Town Manager, Kelly Giard – Recording Secretary

The Select Board was called to order at 6:30 PM by Interim Town Manager Ann Reed.

This was the reorganizational meeting following Town Meeting.

Motion by D. Mills and seconded by T. Hooker to nominate Alicia Malay as Chair of the Select Board. Motion passed 4 – 0 - 1. At this time, the meeting was transferred to Chair Malay. Motion by Chair Malay and seconded by T. Hooker to nominate David Mills as Vice Chair of the Select Board. Motion passed 4 – 0 – 1. Motion by T. Hooker and seconded by D. Mills to appoint the Town Manager as the Recording Clerk. Motion passed unanimously 5 – 0. Motion by D. Mills and seconded by T. Hooker to appoint The Brandon Reporter as the Official Newspaper. Motion passed unanimously 5 – 0.

Motion by T. Hooker and seconded by D. Mills to approve the proposed Meeting Schedule of the 1st and 3rd Wednesday of each month (March 5, March 19, April 2, April 16, May 7, May 21, June 4, June 18, July 2, July 16, August 6, August 20, September 3, September 17, October 1, October 15, November 5, November 19, December 3, December 17, January 7, January 21, February 4, February 18). Motion passed unanimously 5 – 0.

Appointments of Officials and Various Boards and Commissions:

Delinquent Tax Collector – Ann Reed; Animal Control Officer – Richard Bowman (vacancy); Fuel Coordinator – Ann Reed; Tree Warden – Robert Ketcham; Fire Warden – Bradley Keith; Fence Viewers – Mark Winslow, W. Joseph Gagnon, David Mills; Rutland Regional Planning Commission – Donna Wilson, Ann Reed (Alternate); Rutland County Solid Waste District Commission – Nancy Gaudreau, William “Bill” Drummond; Rutland Regional Transportation Council – Alicia Malay, Ann Reed (Alternate), Chad Eugair (Alternate); Emergency Management Director – Timothy Cornell; Recreation Committee (3 year term) – Jennifer Popp, Kelly Connaughton, (vacancy), (vacancy); Enhanced 9-1-1 Coordinator – Jeffrey Biasuzzi.

Motion by M. Winslow and seconded by D. Mills to adopt the proposed slate of officials and various boards and commissions without the Recreation Committee. Motion passed unanimously 5 – 0.

Following discussion, motion by M. Winslow and seconded by D. Adams to appoint Jennifer Popp and Kelly Connaughton to the Recreation Committee and further discuss this committee in Executive Session. Motion passed unanimously 5 – 0.

Chair Malay stated that there was a need to add another item to the Executive Session at the request of D. Adams.

Chair Malay stated that there is a need to amend the agenda to add the Liquor Board minutes from the February 19, 2025 meeting and the discussion of a Coin Drop request. Motion by D. Mills and seconded by M. Winslow to adopt the agenda as amended. Motion passed unanimously 5– 0.

MINUTES:

The minutes from the February 19, 2025, regular meeting and the February 19, 2025 Liquor Board were signed with no corrections.

TOWN MANAGER REPORT:

Interim Town Manager Ann Reed reported the following:

- Attended the Winter Vermont Government Finance Officers Association. The meeting topics were on overtime and labor costs
- Attended the cybersecurity training on Monday, February 24, 2025 at Hub Works in Rutland. The work that is currently being done by Silloway is making the system tighter on the security needed and there is a possibility of additional training options for staff.
- Attended the Zoning Board of Adjustment hearing and meeting on Monday, February 24, 2025 to advise them of the mandatory ethics training.
- Attended the Tri Town Trails meeting with Town Managers from Proctor and West Rutland. Steffanie Bourque from the Rutland Regional Planning Commission was also in attendance. The finalization of plans are done with the town managers involved reaching out to the landowners for discussions. The Pittsford Village Farm has already been contacted about a trail they have constructed from Town Hill to Depot Hill Road.
- Attended the Planning Commission hearing and meeting on Thursday, February 27, 2025. They were finalizing the draft of the Enhanced Energy Plan. This should be coming to the Select Board in the near future for feedback, then the public hearings can be scheduled. The Planning Commission was also advised about the mandatory ethics training.
- Met with Otter Creek Engineering, Markowski Excavating and Shawn Hendee with regard to the Plains Road project, that has been suspended due to the deep frost.
- Met with Otter Creek Engineering and Shawn Hendee with regard to the outstanding projects and status updates.
- Working with Proctor Gas for the First Response building, which has a heating issue. A big thank you to Shawn Hendee and Chad Eugair for their assistance with electric heaters to help heat the building while Proctor Gas is awaiting parts. Also a thank you to Bob Foley who was able to add additional heating sources when the temperatures dropped overnights.
- Water shut off notices have gone out to 47 residents. Residents are urged to take advantage of the payment agreement forms.
- Ms. Reed will be out of the office on March 11, 2025.
- The Staff Meetings will be happening on a regular basis again. The next one will be held on March 13, 2025 at 11:30 AM and members of the Select Board are invited to attend.
- The Police Department monthly recap was included in the packets for review and the number of calls has nearly doubled compared to the same timeframe as last year.

M. Winslow inquired the heating situation at the First Response building. Ms. Reed explained that there was no heat and Proctor Gas, who supplies the town buildings with propane, was called and determined that the heating unit was very old and it was difficult to locate parts to make the repair. The unit was determined to be part of the original building. D. Adams recommended that contact be made to The Gas Guys for their thoughts. M. Winslow recommended obtaining 1 or 2 more quotes from qualified repair companies.

Chair Malay inquired the information status regarding the Tri-Town Trails. Ms. Reed explained that this information will be coming before the Select Board in the near future.

SELECTBOARD MEMBER REMARKS:

M. Winslow stated that he received comments regarding the Town Hill Road discussion from the past meeting and residents are not happy.

Chair Malay stated that the Food Shelf is looking for donations of eggs to distribute to their consumers. Ms. Reed stated that the goal is to give each household 2 dozen eggs per month.

PUBLIC COMMENT:

None presented at this time.

OLD BUSINESS

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

Atty. Kupferer has reviewed the Opening of Class 2,3, & 4 Roads to ATV's Ordinances and stated that "everything looks good". Motion by T. Hooker and seconded by M. Winslow to approve the ordinance as written. Motion passed unanimously 5 – 0.

Town Hill Road Concern:

Ms. Reed stated that she spoke with Chad Eugair, who stated that this road is a Class 3 road for .3 miles and this is .1 miles after Davenports. There was discussion regarding the Police Department patrolling periodically. D. Mills recommended installing a sign that says "Local Traffic Only" to see if that will deter some traffic. A. Reed stated a conversation with Chad Eugair noted that the carcass waste is not a concern and that the Highway Department staff has only seen 1 vehicle in the area, which is the vehicle that burned recently.

NEW BUSINESS

Review Results of Town Meeting:

There were a total of 433 voters casting ballots. The results of the Australian Ballot are as follows:

Moderator (1):

Write In – 80 – of which 45 were cast for Robb Spensely

Total Votes – 80

Number of Overvotes – 0

Number of Undervotes – 353

Selectman – 3 years (1)

Alicia Malay - 362

Write-In – 10

Total Votes – 372

Number of Overvotes – 0

Number of Undervotes – 61

Selectman – 2 years (1)

David Mills – 367

Write-In – 9

Total Votes – 376

Number of Overvotes – 0

Number of Undervotes – 57

Trustee of Public Funds (1)

Charles “Butch Shaw – 383

Write-In – 7

Total Votes – 390

Number of Overvotes – 0

Number of Undervotes – 43

Appointments to Fill Vacancies among Officials, Board Members and Commissioners:

Motion by T. Hooker and seconded by D. Mills to appoint Robb Spensely as the Town Moderator. Discussion by M. Winslow to send a notice to families of softball/baseball families to search for volunteers for the Recreation Committee. Motion passed unanimously 5 – 0.

Highway Posting Approval:

Motion by D. Mills and seconded by T. Hooker to approve the annual road posting. Motion passed unanimously 5 – 0.

Highway Budget Worksheet Approval for Agency of Transportation Grants:

Motion by D. Mills and seconded by M. Winslow to approve the Highway Budget Worksheet to be included with any structures and paving grants. Motion passed unanimously 5 – 0.

Act on Orders \$341,587.98; Payroll \$12,714.75:

The orders were signed with no discussion and the Proctor Gas payment will be pulled until further decisions are made.

Coin Drop Discussion:

A request for a Coin Drop has been received from the Rutland County Humane Society for October 11, 2025. Ms. Reed stated that she has been in communication with the new Executive Director and has emailed the Coin Drop Policy as well as the form needed for Vtrans in order for a coin drop to occur. Following discussion, the members of the Select Board agreed to table the decision until a response about safety concerns has been received and reviewed.

The Select Board recessed at 7:23 PM to convene as the Liquor Board

The Select Board reconvened at 7:24 PM.

Motion by T. Hooker and seconded by D. Mills to enter into Executive Session at 7:29 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) to include the Interim Town Manager.

Motion by D. Mills and seconded by M. Winslow to exit Executive Session at 8:49 PM and to offer Ann Reed a monthly bonus of \$3,500 per month retroactive to February 7, 2025 through June 30, 2025 for the Interim Town Manager position. Motion passed unanimously 5 – 0.

The Select Board adjourned at 8:50 PM.

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

Respectfully Submitted,

Kelly Giard
Recording Secretary

Alicia Malay, Chair

David Mills, Vice Chair

Thomas Hooker, Selectman

Dan Adams, Selectman

Mark Winslow, Selectman