

REGULAR MEETING, TOWN OF PITCAIRN, DECEMBER 11, 2024

A regular meeting was held on December 11, 2024, at the Pitcairn Town Hall, with the following people present:

PRESENT: COUNCILMAN PAUL JACKSON  
COUNCILMAN DAVID SULLIVAN  
COUNCILWOMAN ANN HALL  
COUNCILWOMAN DORA MCINTOSH  
SUPERVISOR ALLISON HOUGHTON

OTHERS PRESENT: CHELSEA THOMAS, TOWN CLERK; ALICIA MERA, BUDGET OFFICER/DEPUTY SUPERVISOR; JERRY MCINTOSH, HIGHWAY SUPERINTENDENT

VISITORS: ZACH SMITH, DIANA SUPERVISOR

- 1.) Supervisor Houghton called the meeting to order @ 6:30pm
- 2.) The Pledge of Allegiance was said
- 3.) Supervisor Houghton opened the floor to public comments:
  - Supervisor Zach Smith from the Town of Diana spoke with the Board regarding Harrisville Rescue Squad's financials. All parties need to agree on where the money ends up. A meeting will be held later with all three parties.  
**\*\*\* Zach left at 6:40pm\*\*\***

4.) **Clerk's Report:**

2 conservation licenses	3.69
1 dog license	10.00
2 certified marriage copies	20.00

---

Total Local Shares Remitted:	33.69
Total non-local revenues:	64.31
Total State, County, Local Revenues:	98.00

5.) **Code Enforcer Report:**

- There were no new building permits this month
- Larry has had a few phone calls with interest in starting new projects in the spring.
- He has a few certificates of compliance that are ready for this month.

**6.) Highway News:**

- Superintendent McIntosh and Clerk Thomas met with the members of FEMA about the August storm. The exploratory meeting is scheduled for December 13<sup>th</sup>. The first meeting for the July storm is scheduled for December 18<sup>th</sup>.

**7.) Supervisor’s Report:**

	BALANCE 10/31/2024		BALANCE 11/30/2024	
<b>GENERAL FUND- TOWNWIDE</b>				
CASH – CHECKING	48,151.73	69,125.91	81,930.43	35,347.21
CASH – SAVINGS	126,276.19	67,709.00	0.00	193,985.19
PETTY CASH	100.00	0.00	0.00	100.00
BUILDING RESERVE	124,801.35	467.73	0.00	125,269.08
<b>TOTAL:</b>	<b>299,329.27</b>	<b>137,302.64</b>	<b>81,930.43</b>	<b>354,701.48</b>
<b>DA HIGHWAY – TOWNWIDE</b>				
CASH – CHECKING	11,956.02	115,000.00	108,161.63	18,794.39
CASH – SAVINGS	227,372.75	19,170.17	124,159.00	122,383.92
EQUIPMENT RESERVE	689,137.33	80,068.44	0.00	769,205.77
<b>TOTAL:</b>	<b>928,466.10</b>	<b>214,238.61</b>	<b>232,320.63</b>	<b>910,384.08</b>
<b>SF PITCAIRN FIRE PROTECTION</b>				
CASH – CHECKING	-22,617.00	0.00	0.00	-22,617.00
CASH – SAVINGS	5,764.12	24.01	0.00	5,788.13
<b>TOTAL:</b>	<b>-16,852.88</b>	<b>24.01</b>	<b>0.00</b>	<b>-16,828.87</b>
<b>TA TRUST &amp; AGENCY</b>				
CASH- CHECKING	1,265.89	23,137.97	23,178.91	1,224.95
<b>TOTAL:</b>	<b>1,265.89</b>	<b>23,137.97</b>	<b>23,178.91</b>	<b>1,224.95</b>
<b>TOTAL ALL FUNDS:</b>	<b>1,212,208.38</b>	<b>374,703.23</b>	<b>337,429.97</b>	<b>1,249,481.64</b>

**8.) RESOLUTION #57/24 BUDGETARY TRANSFERS** Councilman Jackson made the motion, seconded by Councilwoman Dora McIntosh to accept the following resolution, RESOLVED; that Supervisor Houghton has the Board’s permission to do the following budget transfers:

TO: A1220.43 CPA	1,080.00
TO: A1110.11	600.00
TO: A1410.43	25.67

TO: A1410.46	25.67
TO: A1410.47	26.97
TO: A3510.4	300.00
TO: A5010.48	25.00
TO: A5132.47	300.00
TO: A7510.4	279.72
TO: DA5110.1	7,031.00
TO: DA5110.49	711.69

FROM: LAWYER	1,080.00
FROM: A1110.42	600.00
FROM: A1410.48	25.67
FROM: A1410.48	26.97
FROM: A1410.48	150.00
FROM: A1420.4	300.00
FROM: A5010.47	25.00
FROM: A1420.4	300.00
FROM: A1420.4	279.72
FROM: DA5110.45	7,031.00
FROM: DA5110.45	711.69

Roll call vote:

COUNCILMAN JACKSON	YES
COUNCILMAN SULLIVAN	YES
COUNCILWOMAN HALL	YES
COUNCILWOMAN MCINTOSH	YES
DEPUTY SUPERVISOR MERA	YES

**9.) New/Unfinished Business:**

- Councilman Jackson got another quote for an AED unit.

The Board has discussed tax exemption for volunteer firefighters. The Board also agreed upon the property improvements tax exemption. A Public Hearing will be held for both.

**10.) RESOLUTION #58/24 ACCEPTANCE OF MINUTES** Supervisor Houghton made the motion, seconded by Councilman Sullivan to accept the following resolution: RESOLVED; that the minutes from the November meeting were found to be correct.

Roll call vote:

COUNCILMAN JACKSON	YES
COUNCILMAN SULLIVAN	YES
COUNCILWOMAN HALL	YES
COUNCILWOMAN MCINTOSH	YES
DEPUTY SUPERVISOR MERA	YES

11.) **RESOLUTION #59/24 AUDIT BILLS** Supervisor Houghton made the motion, seconded by Councilwoman Hall to accept the following resolution: RESOLVED; that the bills on Abstract #12/24 be paid in the following amounts:

GENERAL FUND	NUMBERS 160 THROUGH 173	\$ 2,265.29
HIGHWAY FUND	NUMBERS 117 THROUGH 130	\$56,396.98
TRUST & AGENCY	NUMBERS 10 THROUGH 10	\$ 180.00
<hr/>		
ALL FUNDS:		\$58,842.27

Councilwoman McIntosh made the motion, seconded by Councilman Sullivan to adjourn the meeting. All in favor. Meeting adjourned at 7:15pm.

---

Chelsea L. Thomas