

REGULAR MEETING, TOWN OF PITCAIRN, FEBRUARY 13, 2024

A regular meeting was held on February 13, 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; JERRY MCINTOSH, HIGHWAY SUPERINTENDENT; ALICIA MERA, DEPUTY SUPERVISOR - BUDGET OFFICER; LARRY ATKINSON, CODE ENFORCEMENT OFFICER

VISITORS: COLBY HUGHTO, ETHAN PAROW, BILLY MANCHESTER

- 1.) Supervisor Houghton called the meeting to order at 6:29pm.
- 2.) The Pledge of Allegiance was said.
- 3.) Supervisor Houghton opened the floor to public comments:

Public Comments:

- Billy Manchester spoke on behalf of the Harrisville Food Pantry to give a monthly update about their meals provided.

4.) Code Enforcement:

- Larry handed out a couple permits this month. He went over to the land office in Canton to inquire about a couple properties. He would like to give another notice to a resident about the junk in their yard. The Board agreed on his actions.

5.) Clerk's Report:

- Clerk Thomas read her report to the Board
- Clerk Thomas also gave a report on behalf of Harrisville Parks & Recreation, Little League Program. The program was accepted for a grant on behalf of the Pratt Northam Foundation. This money will be used to completely redo the second baseball field for this upcoming season.
- Little League will provide the Board with quarterly updates on their financial records.

12 dog licenses	138.00
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Total Local Shares Remitted:	138.00
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Total non-local Revenues:	18.00
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Total State, County, & Local Revenues:	156.00
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6.) Highway News:

- Due to the Total Eclipse on April 8th the County has issued a no road work plan from April 5th-9th.
- Jerry would like to inquire about information on a salt barn for the Town in the future. There are also grants he can look into as well. Councilwoman Hall asked about the building reserve account and what exactly it's used for.

7.) Supervisor's Report:

- Supervisor Houghton went over her report with the Board.
- The Town auditor mentioned there needs to be invoices/bills attached with each voucher going forward from now on. There were just a few that he found in previous years that didn't have them attached.

	BALANCE	INCREASES	DECREASES	BALANCE
	12/31/23			01/31/24
A GENERAL FUND – TOWNWIDE				
CASH – CHECKING	19,221.00	17,129.00	26,127.98	10,222.02
CASH – SAVINGS	86,330.98	353.73	16,000.00	70,684.71
PETTY CASH	100.00	0.00	0.00	100.00
BUILDING RESERVE	119,563.18	534.46	0.00	120,097.64

TOTAL:	225,215.16	18,017.19	42,127.98	201,104.37
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DA HIGHWAY – TOWNWIDE

CASH – CHECKING	173,441.79	6,013.39	138,930.35	40,524.83
CASH – SAVINGS	71,482.63	120,595.51	0.00	192,078.14
EQUIPMENT RESERVE	660,212.73	2,951.10	0.00	663,163.83

TOTAL:	905,137.15	129,560.00	138,930.35	895,766.80
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SF PITCAIRN FIRE PROTECTION

	0.00	0.00	0.00	0.00
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TOTAL:	0.00	0.00	0.00	0.00

TA TRUST & AGENCY

CASH – CHECKING	1,175.50	20,490.85	20,433.83	1,232.52
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TOTAL:	1,175.50	20,490.85	20,433.83	1,232.52

TOTAL ALL FUNDS: 1,131,527.81 168,068.04 201,492.16 1,098,103.69

8.) RESOLUTION #10/24 ACCEPTANCE OF MINUTES Councilwoman Hall made the motion, seconded by Councilwoman McIntosh to accept the following resolution: RESOLVED; that the minutes from the January meeting were found to be correct.

Roll call vote: COUNCILMAN JACKSON YES
 COUNCILMAN SULLIVAN YES
 COUNCILWOMAN HALL YES
 COUNCILWOMAN MCINTOSH YES
 SUPERVISOR HOUGHTON YES

9.) RESOLUTION #11/24 AUDIT BILLS Councilman Sullivan made the motion, seconded by Councilwoman Hall to accept the following resolution: RESOLVED; that the bills on Abstract #2/24 be paid in the following amounts:

GENERAL FUND	NUMBERS 244 THROUGH 264	6,888.88
HIGHWAY FUND	NUMBERS 273 THROUGH 284	13,128.97
TRUST & AGENCY	NUMBERS 161 THROUGH 161	174.96
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TOTAL ALL FUNDS:		20,192.81

Roll call vote: COUNCILMAN JACKSON YES
COUNCILMAN SULLIVAN YES
COUNCILWOMAN HALL YES
COUNCILWOMAN MCINTOSH YES
SUPERVISOR HOUGHTON YES

- 10.) RESOLUTION #12/24 AUDIT TOWN CLERK'S BOOKS** Councilwoman Hall made the motion, seconded by Councilwoman McIntosh to accept the following resolution: RESOLVED; that the Town Clerk's books were found to be correct to the best of their knowledge and approved by the Board.

Roll call vote: COUNCILMAN JACKSON YES
COUNCILMAN SULLIVAN YES
COUNCILWOMAN HALL YES
COUNCILWOMAN MCINTOSH YES
SUPERVISOR HOUGHTON YES

- 11.) RESOLUTION #13/24 AUDIT OF JUSTICE'S BOOKS** Supervisor Houghton made the motion, seconded by Councilman Sullivan to accept the following resolution: RESOLVED; that the Justice's books were found to be correct to the best of their knowledge and approved by the Board.

Roll call vote: COUNCILMAN JACKSON YES
COUNCILMAN SULLIVAN YES
COUNCILWOMAN HALL YES
COUNCILWOMAN MCINTOSH YES
SUPERVISOR HOUGHTON YES

Supervisor Houghton made the motion, seconded by Councilwoman Hall to adjourn the meeting. All in favor. The meeting was adjourned at 7:07pm.

Councilman Jackson made the motion, seconded by Councilwoman Hall to go into Executive session for Personnel reasons. Time entered executive session was 7:18pm. Time exited executive session was 7:28pm.

Chelsea L. Thomas