

Town of Pomfret
5218 Pomfret Road
North Pomfret, VT 05053

Draft Minutes of the April 2, 2014 Regular Selectboard Meeting

Present: Mark Warner (Selectboard Member), Michael Reese (Selectboard Member), Phil Dechert (Selectboard Member), Ellen DesMeules (Treasurer), Katy Savage (Vermont Standard), Sherman Kent, Melanie Williams, Bob Merrill, Betsy Siebeck (Library Trustee), Christine Cole, Art Lewin (Road Foreman), Miller Hewitt, Orson St. John, Lynne Leavitt, Tim Leavitt, Jim Havill, Loie Havill, Jonathon Fredholm (Constable), Norwood Long, Joanna Long and Emily Grube.

The meeting was called to order by Chair Mark Warner at 7:00pm.

1. Review of Agenda: Following motion and discussion, the Agenda was unanimously approved with the following changes: 1. Remove Town Clerk's Report; 2. Add public comments to beginning and ending of the meeting; and 3. Consider authorization for review of excess weight road permits.
2. Public Comments: Lynne Leavitt expressed concern about the timing and manner of approval of the Warning of the Special Town Meeting set for April 9, 2014. Michael Reese agreed to look into the issues raised.
3. Treasurer's Report:
 - (a) Following motion and discussion, the Board unanimously approved the following warrants for payment: 159, 160, 161, 163, 164 and 165.
 - (b) The Board agreed to consider terminating the former Administrative Assistant's cell phone plan at the next regular meeting.
 - (c) The Board reviewed and discussed the first quarter Budget Status Report and Balance Sheet.
 - (d) The Board requested a member of the Ad Hoc Committee on Financial Reporting, the Treasurer and Mark Warner to coordinate the next steps to develop an improved chart of accounts.
4. Road Foreman's Report:
 - (a) After describing the options in considerable detail, the Road Foreman recommended the purchase of a Western Star model 4800 truck as a scraper and plow truck. The estimated cost of \$200,000 includes credits for the trade-in of two existing trucks. Doug Tuthill raised the following concerns: availability of parts, responsiveness of company representatives, importance of air-ride suspension, height of truck, and paving needs. The Road Foreman urged expedient action, noting it would be nine months between ordering and delivery. The Board agreed to consider the purchase of a new truck at the next meeting.
 - (b) The Board received estimates of engineering fees from Holden Engineering for the Barber Hill Road culvert replacement. Phil Dechert will research other engineering firms.
 - (c) The Board noted some public concerns about road conditions and encouraged the public to contact the Road Foreman directly at the town garage phone, cell phone or email. The Board noted the heavy snowstorms this winter and praised the road crew's responsiveness to concerns.

5. Constable's Report:

- (a) The Board agreed that reminder letters should be sent to unlicensed dog owners before \$100 tickets are issued and that such tickets should be issued only for substantial violations of the ordinance. Others believed owners should be assessed \$100 fines for not licensing their dogs by April 1st.

6. Maintenance of certain class 3 roads (Johnson Road and Old Kings Highway): The Board deferred action on determining the decision-making process for winter maintenance of these roads.

7. Town Hall masonry and carpentry work: Following motion and discussion, the Board unanimously authorized Jim Havill to arrange the work on flashing the chimney for not more than \$500. The Board agreed that Doug Tuthill may contact the roofing company about completing the job.

8. Vacancies:

- (a) The Board has not identified any interested candidates for interim appointments for Lister or Trustee of Public Funds.
- (b) The Board will seek to identify other candidates for Emergency Management Director in addition to the fire chief. The Board noted that the Director appoints the Emergency Management Coordinator.
- (c) Following motion and discussion, the Board unanimously appointed Jonathan Fredholm as poundkeeper.
- (d) Following motion and discussion, the Board unanimously appointed Doug Tuthill as the alternate town representative to Greater Upper Valley Solid Waste District (GUVSWD).
- (e) The Board deferred action on appointments of Town Service Officer and Emergency 911 Coordinator.

9. Unfinished Business:

- (a) The Board agreed that Mark Warner and Phil Dechert will contact Red River Computer Co. to review the amounts charged for dealing with a computer virus originating with the purchase of a computer and the town's responsibility for paying the charges. They will also review charges for March.
- (b) The Board deferred action on the Public Records Policy.
- (c) The Board deferred action on the release of funds from the LaBounty Fund for the town hall roof replacement.
- (d) Bob Merrill suggested software to facilitate email archiving on the town server.

10. New Business:

- (a) Following motion and discussion, the Board unanimously authorized the Town Clerk to approve overweight truck permit applications that comply with state law and any town ordinances.
- (b) Following motion and discussion, the Board unanimously approved the application to sell tobacco products by the Teago General Store.
- (c) Follow motion and discussion, the Board unanimously approved the application to sell alcohol by the Suicide Six Ski Area.

- (d) Following motion and discussion, the Board unanimously approved the draft Purchasing Policy with the following additions to be inserted in the blank spaces: Section 2: \$2,500; Section 3: \$25,000; and Section 9.B.: \$25,000.
- (e) Bob Merrill updated the Board on progress resulting from a recent meeting with representatives from the Vermont Telecommunications Authority and South Pomfret businesses and organizations.

11. Following motion and discussion, the Board unanimously approved the minutes from the 3/19/2014 meeting.

12. Public Comments: There were no additional public comments.

13. Following motion, the Board unanimously adjourned the meeting at 10:16pm.

Dated: 4/5/2014

Respectfully Submitted,
Michael Reese, Selectboard Clerk