

Town of Pomfret  
5218 Pomfret Road  
North Pomfret, VT 05053

Draft Minutes of the April 16, 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 (member of Ad Committee on Financial Reporting), Laura Kent (Auditor), Melanie Williams, Arthur Lewin, Sr. (Road Foreman), Emily Grube, Dustin Frazier (Lister), Jonathon Fredholm (Constable) and Norm Buchanan (Lister).

The meeting was called to order by Chair Mark Warner at 7:03pm.

1. Review of Agenda: Following motion and discussion, the Agenda was unanimously approved with the following additions under Other Business: Fire Warden appointment, Town Hall Repairs, sound-proofing by installing carpeting in Town Offices, and Agreement with Runamuck for pound-keeping.
2. Public Comment: None.
3. Town Clerk's Report: None.
4. Treasurer's Report:
  - (a) Review and action on warrants for payment: The Board unanimously approved the following warrants for payment: 166, 167 and 168.
  - (b) Treasurer noted a recent \$5,000 donation to Keith Educational Fund which requires a letter of acknowledgment.
  - (c) Treasurer plans to meet with representative from accounting software company (NEMRC) before meeting with Ad Hoc Committee on Financial Reporting to develop an improved chart of accounts.
  - (d) Reese moved, seconded by Warner, to approve the Internal Revenue Service (IRS) mileage reimbursement rate for travel by town officials and employees for town-related activities. Following discussion, the Board unanimously approved the motion.
  - (e) Warner moved, seconded by Dechert, to approve payment of check number 2534 payable to Red River Computer Co. for the amount of \$3,092.60. Following discussion, the Board approved the motion. Warner and Dechert voted yes, and Reese voted no.
  - (f) Update from Ad Hoc Committee on Financial Reporting: Sherman Kent presented the committee's suggestions on the process to improve financial reporting as follows: first, meet with NEMRC; second, categorize income and expenses based upon department, location and items; third, meet with accountant from Vermont League of Cities and Towns (VLCT) Bill Hall; and finally, seek feed-back from Pomfret users of the financial reports.
5. Road Foreman's Report:
  - (a) Paving needs: Road Foreman noted we don't have a paving plan. He will be surveying the paved roads to identify the most pressing needs.
  - (b) Purchase authorization of new truck: Road Foreman has not yet received estimates.
  - (c) The Board intends to hold Special Meeting before regular meeting to consider the relative needs of a truck purchase and paving.

- (d) Barber Hill culvert replacement: Dechert will perform additional research to recommend appropriate strategies for bidding the project.
- (e) Road Foreman noted emergency funding from state may be available to address erosion of the bank on Pomfret Road (across from Greg Tuthill's field). Road Foreman will contact utility companies regarding the displaced poles at that location.

6. Vacancies:

- (a) Reese moved and Dechert seconded motion to appoint Kevin Rice as Emergency Management Director. Following discussion, the Board approved the motion unanimously.
- (b) Following discussion, the Board agreed to consider appointment of Town Service Officer at the next regular meeting.
- (c) Reese moved and Dechert seconded motion to appoint Ellen DesMeules as E-911 coordinator. Following discussion, the Board approved the motion unanimously.
- (d) Following discussion, the Board agreed to consider the appointment of Road Commissioner at the next regular meeting.

7. Unfinished Business:

- (a) After discussion, the Board agreed to consider the details of the bill from Red River Computer Co. at the next regular meeting.
- (b) After discussion, the Board agreed to consider the formation of the Committee on Special Funds at a subsequent meeting.
- (c) After discussion, the Board agreed to not to adopt a Public Records Policy.
- (d) After discussion, the Board agreed to consider changes to the Purchasing Policy at the next regular meeting.

8. New Business:

- (a) Reese moved and Dechert seconded motion to approve the purchase of the Proval assessment program for \$500 for the Listers. Following discussion, the Board unanimously approved the motion.
- (b) The Board agreed to table the discussion of short and long term priorities.

9. Approval of Minutes:

- (a) Warner moved and Dechert seconded motion to approve 4/2/14 minutes. Following discussion, the Board unanimously approved the motion.
- (b) Dechert moved and Warner seconded motion to approve 4/7/14 minutes. Following discussion, the Board unanimously approved the motion.

10. Special Town Meeting Minutes: Reese moved and Warner seconded motion to approve Minutes from 4/9/14 Special Town Meeting. Following discussion, the Board unanimously approved the motion.

11. Other Business:

- (a) Constable updated the Board on draft agreement with Runamuck to hold impounded or stray dogs.
- (b) Constable and Reese will work up draft revised dog ordinance providing for incremental fines.
- (c) Road Foreman expressed frustration over snow plowed onto roadways.
- (d) The Board received, with regret, the resignation of Leon Stetson as Fire Warden. Frank Perron has expressed interest in filling this position. The Board will consider the appointment at its next regular meeting.

12. Following motion, the Board unanimously adjourned the meeting.

Dated: 4/21/2014

Respectfully Submitted,  
Michael Reese, Selectboard Clerk