

Town of Pomfret

5218 Pomfret Road

North Pomfret, VT 05053

Agenda for May 7, 2014 Regular Selectboard Meeting

Meeting to be held at 7pm in the Town office and is open to the public

1. Call to order
2. Review of agenda
3. Public Comment
4. Town Clerk's Report
 - (a) List of unlicensed dogs
5. Constable's Report
 - (a) Runamuck kennel Agreement
 - (b) Appointment of Substitute Constable
6. Treasurer's Report
 - (a) Review and action on warrants for payment ([See attached pages 2-5](#))
 - (b) Update on May 6th meeting with VLCT Accountant Bill Hall regarding special funds ([See attached pages 6-8](#))
 - (c) Management of fire department reserve and sinking funds
 - (d) Chart of Accounts process
 - (e) Donation to Keith Educational Trust Fund
 - (f) Scott Harrington Road Maintenance Fund disbursement of remaining principal
 - (g) Payment to former Treasurer for her assistance to Treasurer
 - (h) Telephone and internet billing ([See attached page 9](#))
7. Road Foreman's Report
 - (a) Better Backroads Grant update
 - (b) New truck estimates
 - (c) Paving needs
 - (d) Sessions Meadow Road project
 - (e) Review of highway related grant programs
 - (f) Barber Hill Road culvert replacement
 - (g) Roadside mowing bids
8. New Universal Recycling law (Vern Clifford & Doug Tuthill, Representatives to Greater Upper Valley Solid Waste District) ([See attached pages 10-11](#))
9. Vacancies: Town Service Officer, Road Commissioner and Fire Warden
10. Unfinished Business:
 - (a) Bill from Red River Computer Co. [See 3/19/14 Agenda pages 26-29 for more information](#)
 - (b) Purchasing Policy changes
 - (c) Short and Long Term Priorities
11. New Business
 - (a) Dog Ordinance
 - (b) Town Hall occupancy limits
 - (c) Lawn mowing contract
 - (d) NIMS (National Incident Management System) compliance
 - (e) Probationary review of certain Highway Department employees
 - (f) Antenna/Repeater
12. Approval of minutes of prior meeting: 4/16/14: [Link to Minutes of 4/16/14 Meeting](#)
13. Public Comment
14. Other Business

04/30/2014

TOWN OF POMFRET Accounts Payable

07:49 am

Check Warrant Report # 169

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For checks For Check Acct 01(General Fund) 8825 To 8828 04/30/2014 To 04/30/2014

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
2630	SHEILA MURRAY	MAR, APR 14 Town Off, clean 3/4 2014	100.00	0.00	100.00	8825	04/30/14
2935	VERMONT CONSTABLES ASSOCIATION 4302014	annual membership	15.00	0.00	15.00	8826	04/30/14
3000	VLCT	2014-14776 auditors workshop	60.00	0.00	60.00	8827	04/30/14
3070	VMHA, C/O DEBBIE ARMSTRONG, AG MAY 14 VMHA	highway educate/conf	45.00	0.00	45.00	8828	04/30/14
Report Total			220.00	0.00	220.00		

Board of Selectmen

To the Treasurer of TOWN OF POMFRET, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ *****220.00
 Let this be your order for the payments of these amounts.

 Mark Warner, Chair

 Michael Reese



Philip Dechert

4.30.2014

04/30/14
10:54 am

TOWN OF POMFRET Payroll
Check Warrant Report #170
Period end date 04/28/14 to 04/28/14 and Checks 8832-8840

Employee	Gross	Fringes	Reimburse	FWT	FICA	MEDI	SWT	SDI	Local	Oth Dedu	Net Amt	Elec Amt	Check No
DESMEULES, ELLEN C.	901.00	0.00	0.00	27.22	55.86	13.06	10.28	0.00	0.00	0.00	794.58	0.00	8832
FIELDER, REBECCA L.	901.00	0.00	0.00	104.72	55.86	13.06	28.37	0.00	0.00	0.00	698.99	0.00	8833
FRAZIER, DUSTIN L.	527.00	0.00	0.00	10.41	32.67	7.64	3.10	0.00	0.00	0.00	473.18	0.00	8834
HESTON, SUSAN D.	97.28	0.00	0.00	0.00	6.03	1.41	0.00	0.00	0.00	0.00	89.84	0.00	8835
LEWIN, ARTHUR J., SR	1760.00	70.40	0.00	193.75	109.12	25.52	49.99	0.00	0.00	44.00	1337.62	0.00	8836
ROBINSON, JEFFREY G.	1560.00	62.40	0.00	98.92	96.72	22.62	32.29	0.00	0.00	39.00	1270.45	0.00	8837
SAWYER, KEVIN A.	1600.00	64.00	0.00	208.99	99.20	23.20	53.52	0.00	0.00	40.00	1175.09	0.00	8838
SMITH, CORINNE	1145.10	0.00	54.95	44.09	71.00	16.60	16.98	0.00	0.00	0.00	1051.38	0.00	8839
WEBB, JOANN	977.74	0.00	0.00	0.00	60.62	14.18	0.00	0.00	0.00	0.00	902.94	0.00	8840
	9469.12	196.80	54.95	688.10	587.08	137.29	194.53	0.00	0.00	123.00	7794.07	0.00	

To the Treasurer of TOWN OF POMFRET
we hereby certify that there is due to the several persons whose
names are listed hereon the sum against each name and that
there are good and sufficient vouchers supporting the payments
aggregating \$ **7,794.07
Let this be your order for the payments of these amounts.

Selectboard

Mark Warner, Chair

Michael S. Reese,

Philip Dechert

*Library staff
Their payroll is
approved by
Library Trustees*

*On this report
because all checks
cut today have to
be combined on
one warrant.*

For checks For Check Acct 01 (General Fund)

8846 To

8865 05/07/14 To 05/07/14

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
1305	CITIZENS BANK MASTERCARD	APRILCCARD	office supplies town off	278.15	0.00	278.15	8846 05/07/14
1310	CLARKS TRUCK CENTER	338290	repairs truck #1	325.50	0.00	325.50	8847 05/07/14
1370	D & D EXCAVATING, INC.	1584	screened sand, 32x13.50	432.00	0.00	432.00	8848 05/07/14
1370	D & D EXCAVATING, INC.	1763	sand 452x\$13.50	6102.00	0.00	6102.00	8848 05/07/14
1370	D & D EXCAVATING, INC.	1771	sand 112x\$13.50	1512.00	0.00	1512.00	8848 05/07/14
1370	D & D EXCAVATING, INC.	1787	sand 208x\$13.50	2808.00	0.00	2808.00	8848 05/07/14
1370	D & D EXCAVATING, INC.	1803	sand 160x\$13.50	2160.00	0.00	2160.00	8848 05/07/14
1430	DEAD RIVER COMPANY	60328	99.6 heat oil, town hall	356.74	0.00	356.74	8849 05/07/14
1430	DEAD RIVER COMPANY	64094	brick bldg, propane 52.4	101.08	0.00	101.08	8849 05/07/14
1430	DEAD RIVER COMPANY	78354	73.3 gal propane t offic	141.40	0.00	141.40	8849 05/07/14
1430	DEAD RIVER COMPANY	93251	garage, 106.3 heat oil	376.38	0.00	376.38	8849 05/07/14
1620	FASTENAL COMPANY	51997	tools, small parts, main	8.66	0.00	8.66	8850 05/07/14
1755	GREEN MOUNTAIN POWER	012759	Teago FD elec	127.59	0.00	127.59	8851 05/07/14
1755	GREEN MOUNTAIN POWER	016555	Pomf FD elec	165.55	0.00	165.55	8851 05/07/14
1755	GREEN MOUNTAIN POWER	4-28 ELEC	elec town hall april	125.21	0.00	125.21	8851 05/07/14
1755	GREEN MOUNTAIN POWER	APR GARAGE	elec april garage	175.27	0.00	175.27	8851 05/07/14
1755	GREEN MOUNTAIN POWER	APR TO OFF	town office apr elec	177.82	0.00	177.82	8851 05/07/14
1755	GREEN MOUNTAIN POWER	BRICK BLDG E	brick bldg april elec	29.67	0.00	29.67	8851 05/07/14
1880	HOWARD P. FAIRFIELD, LLC	206883	maint	190.31	0.00	190.31	8852 05/07/14
1880	HOWARD P. FAIRFIELD, LLC	207532	Truck #1	148.26	0.00	148.26	8852 05/07/14
1910	IRVING OIL CORPORATION	154141	201.1 gal diesel	684.28	0.00	684.28	8853 05/07/14
1910	IRVING OIL CORPORATION	550133	diesel 396.2 gal	1371.41	0.00	1371.41	8853 05/07/14
2230	NEMRC	32418	annual fee	1253.75	0.00	1253.75	8854 05/07/14
2370	PETE'S TIRE BARNS, INC.	234293	Truck 1 repairs	90.21	0.00	90.21	8855 05/07/14
2380	PIKE INDUSTRIES, INC.	745671	21.14 tons crushed stone	313.93	0.00	313.93	8856 05/07/14
2380	PIKE INDUSTRIES, INC.	746366	crushed stone	6082.87	0.00	6082.87	8856 05/07/14
2380	PIKE INDUSTRIES, INC.	746662	crushed stone	2027.48	0.00	2027.48	8856 05/07/14
2543	RED RIVER COMPUTER CO., INC.	14V01698	monthly bill, april	600.00	0.00	600.00	8857 05/07/14
2543	RED RIVER COMPUTER CO., INC.	14V02007	monthly fee may	600.00	0.00	600.00	8857 05/07/14
2580	SABIL & SONS, INC.	286150	diesel exhaust fluid	99.78	0.00	99.78	8858 05/07/14
2580	SABIL & SONS, INC.	286457	excavator repairs	271.90	0.00	271.90	8858 05/07/14
2690	STITZEL, PAGE & FLETCHER, P.C.	23668	Mar 2014, MReese reviewe	757.53	0.00	757.53	8859 05/07/14
2850	TWO RIVERS-OTTAUQUECHEE REG. C	14-124	final bill, Plan Comm	1500.00	0.00	1500.00	8860 05/07/14
2960	VERMONT STANDARD, LTD.	4-3-14 AD	spec town meet advert	64.75	0.00	64.75	8861 05/07/14
2970	VERMONT STATE TREASURER	DOGS2014 1ST	reimb dog lic, jan-apr	808.00	0.00	808.00	8862 05/07/14
3260	WELCH'S TRUE VALUE HARDWARE	147995	small tools, etc	8.49	0.00	8.49	8863 05/07/14
3260	WELCH'S TRUE VALUE HARDWARE	148031	misc small tools	103.17	0.00	103.17	8863 05/07/14
3320	WINDSOR COUNTY SHERIFF DEPT.	M61-7-13	april sheriff's bill	1845.00	0.00	1845.00	8864 05/07/14
3410	WORKSAFE	583	signs: kenyon, rolling r	109.09	0.00	109.09	8865 05/07/14

05/05/2014

TOWN OF POMFRET Accounts Payable

01:14 pm

Check Warrant Report # 171

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For checks For Check Acct 01(General Fund) 8846 To 8865 05/07/14 To 05/07/14

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
Report Total			34,333.23	0.00	34,333.23		

Board of Selectmen

To the Treasurer of TOWN OF POMFRET, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ ****34,333.23
 Let this be your order for the payments of these amounts.

 Mark Warner, Chair

 Michael Reese

 Philip Dechert

Date signed: _____

List of funds

MASCOMA

			maturity	
Checking account-Emerg Svcs	926879561	\$ 1,527.38		
School/100 acre lot	68058984	\$ 10,284.67	5-10-14	0.40%
Fire Equip Reserve	70097183	\$ 26,460.80	5-10-14	0.40%
Fire Equip Reserve	70101910	\$ 75,973.50	5-23-14	0.40%
Fire Equip Reserve	70117122	\$ 51,201.74	5-30-14	0.40%
CD Act 68 Investment fund	70179791	\$593,950.00	6-23-14	0.30%
Fire Equip Reserve	70171061	\$ 35,091.81	8-28-14	0.40%
Labounty Fund	70127204	\$ 86,914.20	11-6-14	0.45%
Bridge account	70097175	\$ 16,807.64	11-10-14	0.45%
Vaughn Fund	70098058	\$ 8,568.14	12-3-14	0.40%
Keith Fund	70098082	\$ 5,521.14	12-3-14	0.40%
Fire Equip Reserve	70179627	\$ 42,500.00	12-12-14	0.40%
Fire Equip Reserve	70143607	\$25,225.46	12-30-14	0.45%
Cemetery CD	68017208	\$ 36,518.74	2-28-15	1.15%

Members Advantage Bank

Raymond Potter fund	Account B	\$ 1,762.32	10-16-14	0.40%
Fire Equip Reserve	Account D	\$ 55,995.46	12-12-14	0.50%
Hawkins & Hutchinson	Account E	\$ 6,610.12	6-17-14	0.50%
Vail Grange/Churchill fund	Account F	\$ 1,914.84	10-16-14	0.60%
Lease Land	Account G	\$ 2,124.54	4-7-14	0.60%**
			In process of renewal, for 6 months, so new maturity date would be	10-7-14
Town Equipment	Account J	\$ 26,745.26	6-1-14	0.50%

Citizens Bank

Has the main town account

Road Maintenance fund	savings	4042415176	\$364.96
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Lake Sunapee Bank

Radio Emerg Svcs reserve-money mkt account	8237816140	\$10,008.41		0.05%
Town Building Reserve fund-CD	1000468932	\$ 25,000.00	12-12-14	0.349%
Abbott Library bldg reserve-CD	1000468957	\$ 3,000.00	12-12-14	0.349%
Fast Squad Equip res-CD	1000468940	\$ 4,400.00	12-12-14	0.349%
Russ Fund-CD	xxxx 2721	\$ 645.90	5-26-15	0.399%

TD Bank

Pomfret school / Canady Grant

Public funds money market account	524-0858657	\$ 6,960.33		0.08%
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Vanguard

Town Hall fund (Moore memorial)	Balanced Index Fund	0502-09938253700	\$19,009.30	
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List by maturity date

May 2014

Mascoma: School / 100 acre parcel	\$10,284	5-10
Mascoma: Fire Equip Reserve	\$26,460	5-10
Mascoma: Fire Equip Reserve	\$75,973	5-23
Lake Sunapee: Russ fund	\$ 645	5-26
Mascoma: Fire Equip Reserve	\$51,201	5-30

June 2014

Members Advantage: Town Equip	\$26,745	6-1
Members Advantage: Hawkins	\$ 6,610	6-17
Mascoma: Act 68 investment	\$593,950	6-23

August 2014

Mascoma: Fire Equip Reserve	\$35,091	8-28
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October 2014

Members Advantage: Lease Land	\$ 2,124	10-7
Members Advantage: Ray Potter	\$ 1,762	10-16
Members Advantage: Vail Grange	\$ 1,914	10-16

November 2014

Mascoma: Labounty	\$86,914	11-6
Mascoma: Bridge	\$16,807	11-10

December 2014

Mascoma: Vaughn	\$ 8,568	12-3
Mascoma: Keith	\$ 5,521	12-3
Mascoma: Fire Equip Reserve	\$42,500	12-12
Members Advantage: Fire Equip	\$55,995	12-12
Lake Sunapee: Town Bldg	\$25,000	12-12
Lake Sunapee: Abbott Lib Res	\$ 3,000	12-12
Lake Sunapee: Fast Squad equip	\$ 4,400	12-12
Mascoma: Fire Equip	\$25,225	12-30

Feb 2015

Mascoma: Cemetery reserve	\$36,518	2-28
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May 2015

Lake Sunapee: Russ fund	\$ 645	5-26
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Town of Pomfret phones

The town currently pays 5 phone bills:

Verizon provides cell service: the bill used to be 100/month. Now that the line for Neil's cell phone has been cancelled, the bill should be \$50/month, and this pays for Art Lewin's cell phone.

Fairpoint: there are 4 bills monthly:

For the town offices, the bill is \$111/month and pays for internet, fax line, and 2 phone lines.

Town garage bill is \$72/month and pays for internet and 1 phone line.

The pomfret (\$134/mo) and teago (\$119/mo) fire departments each pay for internet and 2 phone lines.

The difference in bills is due to the type of Internet high speed line, and the length of the contract.

The town office and garage have high speed "premium" and 2 year contract terms. On these 2 bills the town could save \$7/month on each bill if the contract were extended to a 3 year term.

The Teago FD has "standard" high speed internet for a 3 year contract.

The Pomfret FD has "ultra" high speed internet and a 2 year contract. So an additional \$7/month could be saved going to a 3 year contract.

Standard speed is 3 mg, premium is 7 mg, ultra is 15 mg.

POSSIBLE SAVINGS:

Regarding savings, we could go to 3 years contracts on the garage, town and Pomfret FD bills, and that would save \$21/month or \$252/year. If the ultra high speed isn't necessary at Pomfret FD, by cutting back to "premium", there would be additional savings of \$6/mo or \$72/year. And if standard internet would work for the FDs, then additional savings could be had there. As I do not understand how FD internet is used, that may not be a reasonable suggestion.

The phone company contact I spoke to said that to consolidate billing would mean that the garage and FD numbers would not be listed separately in the phone directories. (although upon looking at the phone book, the garage does not have its own listing, and Teago FD is not listed either) So just to reduce paperwork, maybe it is worth consolidating a bill or two. There is no \$\$ savings in consolidating billing—it just means no published numbers.

Residents

Summary and FAQs

With the adoption of the Universal Recycling law (Act 148), Vermont has taken an ambitious step to reduce the amount of material that goes to the landfill. Universal recycling gives all Vermonters the opportunity to keep valuable materials out of the trash through convenient and consistent services for recycling and composting throughout the state. This summary sheet is to help you understand the elements of Act 148.

Summary of Universal Recycling Law (Act 148)

The new Universal Recycling law calls for trash to be charged on a per unit basis, often referred to as unit based pricing (charge per bag or by weight) and it phases in landfill disposal bans on listed recyclables, leaf and yard debris, clean wood debris, and food scraps. Universal Recycling will also provide more opportunities for residents to separate recyclables and food scraps, leaf and yard debris by requiring solid waste haulers, transfer stations and drop-off facilities to offer residential collection services for these materials. The bans are phased in based on the type of material (recyclables, leaf and yard debris, clean wood debris, or food scraps), and the type and size of the generator (businesses, municipalities, solid waste facilities and haulers, or residents). The phased timeline also allows for the gradual development of services and infrastructure needed to recycle and compost all of these valuable materials. The law takes full effect in 2020.

Timeline for Residents

Items that will be banned from trash disposal*:

- July 1, 2015:
 - Listed recyclables including:
 - Aluminum and steel cans
 - Aluminum foil and aluminum pie pans
 - Glass bottles and jars from foods and beverages
 - Plastics #1 and #2 (PET and HDPE resin types)
 - Corrugated cardboard
 - White and mixed paper
 - Newspaper, magazines, catalogues, paper mail, and envelopes
 - Box board
- July 1, 2016: Leaf, yard, and clean wood debris
- July 1, 2020: Food scraps



Unit Based Pricing must be implemented by all municipalities by July 1, 2015

*Other materials are already banned (<http://www.anr.state.vt.us/dec/wastediv/documents/LandfillBanPoster.pdf>) from landfill disposal in Vermont; this list is not a comprehensive list of the statewide landfill ban. Additionally, many solid waste districts already require recycling of these and other materials.

Frequently Asked Questions

1. Q: Why is the law needed?

A: Vermonters recycle or compost only half of the materials they could. These materials are valuable and throwing them out is a waste of money, energy, and shared resources.

2. Q: What are the benefits of the law?

- A:** There are several benefits. To name a few:
- Lowers Vermont's greenhouse gas emissions (estimated 38% improvement)
 - Increases recycling (estimated increase from current rate of 33% to goal of 60%) and reduces the need for landfills
 - More recycling conserves resources and reduces energy consumption
 - Stimulates economic growth
 - Supports the local food system
 - Fosters stronger community connections

3. Q: What if I don't have collection or drop-off options for recycling, leaf and yard debris, or food scraps in my area?

A: All solid waste haulers and facilities are required to collect and accept listed recyclables, leaf and yard debris, and food scraps from residents by specific dates (see question 5). If you are not receiving these services call the Agency of Natural Resources at 802-522-5897.

Facilities and haulers can charge a combined fee for collecting trash and recyclables. They may charge fees for collecting leaf and yard debris and food scraps. Composting food scraps, leaf and yard debris at home is encouraged and will save money.

4. Q: Is anyone going to enforce the landfill bans?

A: Yes. The Agency of Natural Resources has enforcement authority and solid waste districts and towns also have enforcement authority under local laws. However, education and outreach will be the initial method of implementing Universal Recycling.

5. Q: What are the full specifications of the law for these materials?

A: Listed Recyclables:

- Facilities must collect starting July 1, 2014
- Haulers must offer curbside collection on July 1, 2015
- Must be collected in public spaces (alongside trash containers) starting July 1, 2015
- Banned from the landfill starting July 1, 2015

Leaf & Yard Debris:

- Facilities must collect starting July 1, 2015
- Haulers must offer curbside collection on July 1, 2016
- Banned from the landfill starting July 1, 2016

Food Scraps:

- Facilities must collect starting July 1, 2017
- Haulers must offer curbside collection on July 1, 2017
- Banned from the landfill starting July 1, 2020

For more information, contact:

Josh Kelly, Environmental Analyst IV
josh.kelly@state.vt.us; 802-522-5897
 Waste Management & Prevention Division
 Solid Waste Program
 1 National Life Drive, Davis 1, Montpelier, VT 05620-3704
<http://www.anr.state.vt.us/dec/wastediv/solid/home.htm>

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