

Town of Pomfret
5218 Pomfret Road
North Pomfret, VT 05053

Draft Minutes of the May 21, 2014 Regular Selectboard Meeting

Present: Mark Warner (Selectboard Member), Michael Reese (Selectboard Member), Phil Dechert (Selectboard Member), Ellen DesMeules (Treasurer), Arthur Lewin, Sr. (Road Foreman), Jonathon Fredholm (Constable), Katy Savage (Vermont Standard), Melanie Williams, Judi Greene, Kevin Rice, Marjorie Wakefield, Anne Bower, Betsy Siebeck, Mike Barcomb, Harold Schwenk, Paula Schwenk, Keith Chase and Ona Chase.

The meeting was called to order by Chair Mark Warner at 6:03pm.

1. Executive Session: Mark Warner moved, and Phil Dechert seconded, that the Board enter into executive session to discuss: 1. probationary employee review of the Road Foreman and 2. real estate option concerning emergency services antenna/repeater. Following discussion, the Board unanimously approved the motion. The Road Foreman was present during a portion of the first discussion. The Road Foreman and Fire Chief Kevin Rice was present during a portion of the second discussion. At 7:00pm, the Board ended the executive session.
2. Review of Agenda (7:06pm): Following motion and discussion, the Agenda was unanimously approved with the following changes as reflected by updated agenda posted at 5:00pm: 1. Remove Chart of Accounts update; 2. Remove Scott Harrington Road Maintenance Fund disbursement of remaining principal; 3. Add Review of estimates for truck body and implements for new 4wd scraper truck; and 4. remove roadside mowing update.
3. Public Comment (7:08pm):
 - (a) Melanie Williams asked why the Red River Computer Bill was not on the Agenda. Dechert said he is in the process of reviewing it and will report back before the end of June.
 - (b) Ona Chase asked if the Road Foreman should be handling tasks relating to the Town Hall and Town Offices lawn maintenance. The Board noted he was asked to assist on an occasional basis.
 - (c) Ona Chase suggested the Board identify an appropriate individual to be responsible for the use of the Town Hall, because she noted a hazardous situation existed this past weekend when the propane stove was not properly shut off.
4. Probationary Employee Review of Road Foreman (7:19pm): The Board reported that Art Lewin met the expectations and requirements of his employment as Road Foreman during the probationary period. Mark Warner moved, and Phil Dechert seconded, that Art Lewin be given a .50 cent/hour raise to be calculated as of six months from the date of his initial employment. Following discussion, the Board unanimously approved the motion.
5. Real estate option concerning emergency services antenna/repeater (7:21pm): Property owner Tianna Barcomb, as represented by her father, Mike Barcomb, requested an agreement with the Town relating to the use by emergency services departments and others of electrical and back-up generator power at Ms. Barcomb's property. He described the fifteen year history of the use of the antenna/repeater on the Webster property, including the portion of which is now owned by Ms. Barcomb. Mr. Barcomb expressed frustration that various safety and other concerns have not been adequately addressed by those involved in a timely manner. The Board agreed to hold another

executive session at the end of the meeting to further discuss the Town's negotiating position.

6. Constable's Report (8:00pm):

- (a) Phil Dechert moved, and Michael Reese seconded, that the Town approve the kennel agreement between the Town and Runamuck kennel with two changes: 1. Remove sentence that implies the kennel's authority to euthanize dogs; and 2. Clarify that the fees to be charged total \$25.00 per day. Following discussion, the Board unanimously approved the motion.
- (b) The Constable noted a substitute will not be necessary as previously expected.
- (c) The Board deferred review of the draft of a revised dog ordinance to a subsequent meeting.

7. Treasurer's Report (8:12pm):

- (a) The Board unanimously approved warrant 173 for payment.
- (b) The Board asked Mark Warner to review oil and propane prices for a suitable contract to be presented at a subsequent Board meeting.
- (c) Mark Warner noted he is still reviewing alternatives for phone and internet services.

8. Road Foreman's Report (8:14pm):

- (a) Phil Dechert moved, and Michael Reese seconded, that the Town approve a price quote sheet from Pike Industries. Following discussion, the Board unanimously approved the motion.
- (b) Paving Grant:
 - i. Michael Reese reported that the Vtrans District Office is recommending to the State office that the Town be approved for a paving grant of \$52,000 and 20% Town match of \$13,000. These funds are anticipated to allow a 1 inch asphalt emulsion to be applied to approximately one mile of the Pomfret Road.
 - ii. Michael Reese moved, and Mark Warner seconded, that the Town approve and execute State of Vermont Standard Grant Agreement as attached to the Agenda. Following discussion, the Board unanimously approved the motion.
- (c) Bridge Grant: Michael Reese updated the Board as to his plans to prepare the bid process for the Board's consideration as follows: 1. Contact State River Management Engineer, Todd Menees, for review of project; 2. Review engineering plans from the Bartlett Brook Road bridge project; and 3. Discuss plans bidding methods with Road Foreman, state engineers, Bob Harrington and others.
- (d) New truck body and implements:
 - i. The Road Foreman presented three bids: Viking Cives (USA), Tenco Industries and H.P. Fairfield, LLC. Although the bids were comparable in price, Fairfield was the lowest.
 - ii. The Road Foreman recommended Fairfield because he likes the quality of the work, existing town trucks have Fairfield bodies and implements and the service is good.
 - iii. Michael Reese moved, and Mark Warner seconded, that the Board authorize the Road Foreman to execute the purchase of the truck body and implements pursuant to the bid proposed by H.P. Fairfield, LLC. Following discussion, the Board unanimously approved the motion.
- (e) Road signs: The Road Foreman presented a road sign, as required by federal law, which is substantially larger than our current road signs. Over the next four years, the Town will be replacing about 70-80 existing road signs. Break-away posts are also required. The overall cost for the sign replacement is estimated at about \$50,000.

9. Vacancy (8:51pm): Phil Dechert moved, and Mark Warner seconded, to appoint Michael Reese as Road Commissioner, without additional authority beyond that existing as a Selectboard Member. Following discussion, the Board unanimously approved the motion.

10. Unfinished Business (8:56pm):

- (a) Town Hall occupancy limits:
 - i. Judi Greene, representative for the Pomfret School's Harvest Supper, has been in contact with the Fire Marshall. The school plans to reduce the total seatings to 72 and about 13 servers and others for its Autumn fundraiser. They will ask the Constable to attend to ensure adequate egress.
 - ii. Ms. Greene noted it was her understanding that North Pomfret Congregational Church's Strawberry Supper in July will still go ahead as originally planned.
 - iii. Ms. Greene noted a committee has formed to recommend Town Hall improvements and consider private fundraising efforts.
 - iv. The Board discussed whether the committee should be formed by the Board.
- (b) Computer support services update: Phil Dechert reported that he is working with a consultant to review our systems and make recommendations by the end of June.
- (c) Grounds maintenance bidding process: The Town Clerk and Michael Reese will coordinate the request for bids.
- (d) Short and long term priorities: Phil Dechert will present a combined list of priorities for discussion at a subsequent Board meeting.

11. New Business:

- (a) Personnel Policy: Phil Dechert briefly presented the draft policy, which will be discussed at a future Board meeting.
- (b) Sheriff patrol: The Board described an offer from the County Sheriff to change the existing 8 hour per week traffic enforcement to include 4 hours of patrols. Under the current arrangement, the Town will be charged \$47/hour for traffic enforcement. Patrols would be billed at \$45/hour and .60 cents per mile for in-town mileage. The Board will consider the options at a subsequent Board meeting.
- (c) Library walkway: Abbott Memorial Library Trustees, Anne Bower and Betsy Seibeck, described the hazardous condition of the walkway to the library where stormwater is pooling and bricks have crumbled. The Road Foreman will review the situation and offer tentative recommendations.

12. Approval of minutes of prior meetings (9:34pm): Michael Reese moved, and Phil Dechert seconded, that the Board approve the May 5, 2014 minutes. Following discussion, the Board approved the motion (Reese and Dechert voting yes. Warner abstained).

13. Executive Session: Mark Warner moved, and Phil Dechert seconded, that the Board enter into executive session to discuss the real estate option concerning emergency services antenna/repeater. Following discussion, the Board unanimously approved the motion. The Road Foreman was present during a portion of the first discussion. The Road Foreman and Fire Chief Kevin Rice were present. At 10:36pm, the Board ended the executive session.

14. Mark Warner moved, and Phil Dechert seconded, that Board authorize Michael Reese to negotiate terms with Mike Barcomb for the use of the electricity for the antenna/repeater. Following discussion, the Board unanimously approved the motion.

15. Following motion, the Board adjourned the meeting at 10:38pm.

Dated: 5/25/2014

Respectfully Submitted,
Michael Reese, Selectboard Clerk