

Town of Pomfret
5218 Pomfret Road
North Pomfret, VT 05053

Approved Minutes of the July 2, 2014 Regular Selectboard Meeting

Present: Mark Warner (Selectboard Member), Michael Reese (Selectboard Member), Phil Dechert (Selectboard Member), Arthur Lewin, Sr. (Road Foreman), Anika James (SunCommon), Katie Savage (Vermont Standard); Ellen DesMeules (Treasurer), Betsy Seibeck, Melanie Williams, Bob Merrill, Art Lewin (Road Foreman), Bruce Martin (Assistant Fire Marshal); Emily Grube, John Moore, Judi Greene and Jon Fredholm (Constable).

The meeting was called to order by Chair Mark Warner at 6:47pm.

1. Probationary review of road crew worker: Mark Warner moved, Phil Dechert seconded, to go into executive session to discuss probationary review of road crew member. Those present during executive session included the Board and the Road Foreman. No decisions were made after coming out of executive session.
2. Review of Agenda (7:06pm): The Board approved the following additions to the Agenda: 1. Radio license renewal under Road Foreman's Report; 2. Upper Valley Disaster Animal Response Team under Other Business; 3. Anika James from SunCommon to follow Town Hall/fire code issues; 4. Move Town Hall/fire code issues to beginning of agenda; and 5. Appointment of Authorizing Official (AO) for municipal planning grant under Other Business.
3. Public Comment (7:11pm): Melanie Williams asked whether the computer consultant topic will be raised again. Phil Dechert said it would be forthcoming before the beginning of August.
4. Town Hall/fire code issues (7:12pm):
 - (a) Bruce Martin of the Vermont Fire Marshal's Office described the fire safety inspection of the Town Hall, performed at the request of Mark Warner, evaluates code compliance of public buildings. Even though the Town Hall has only occasional use, the standards of any other assembly occupancy apply. For example, egress doors must swing outward and exit signs must be placed prominently. Although the State set a compliance dated of July 16, 2014, it is a guideline and does not preclude occasional use of the Town Hall so long as certain interim conditions are satisfied.
 - (b) The Town must submit an acceptable plan of correction by July 11, 2014.
 - (c) Mark Warner noted that an Informational Walk-Through with the Fire Marshal in Preparation for the Strawberry Supper will be held tomorrow at 7:00pm at the Town Hall, where those present will discuss requirements addressing the issues on a short term basis pending the Town's submission of an acceptable plan of correction.
 - (d) ***Mr. Martin noted although single family dwellings are not covered by the fire safety regulations, he strongly encouraged all residents to make sure their smoke and carbon monoxide detectors are functioning properly.***
5. Presentation by SunCommon of Solar Energy Options (7:32pm): Anika James, an organizer of Suncommon, a Waterbury, Vermont company, presented options and ideas for individual and cooperative solar development.

6. Treasurer's Report (7:43pm):

- (a) The Board unanimously approved warrants numbered 181, 182 and 184 for payment.
- (b) The Treasurer noted problems with Listers' compensation. Phil Dechert agreed to discuss the issues with the Chair of the Board of Listers.
- (c) The Board discussed the recent open meeting law relating to minutes of all Town boards and committees. The law requires that minutes be available for inspection five days after the meeting and, in addition, minutes must be posted no later than five days after the meeting to an official website. 1 VSA §312(b)(2). A requirement to post agendas 48 hours before meetings will take effect next year. Michael Reese will ask the Town Clerk to distribute information on the law to all Town boards and committees.
- (d) The Treasurer noted we will need to call a special Board meeting to set the tax rate, because we have not yet received the current use information.
- (e) With assistance from Laurie from computer software company NEMRC, the Treasurer reported substantial success in improving the Town's chart of financial accounts to take effect in the new fiscal year.

7. Road Foreman's Report (8:09pm):

- (a) Update on Activities:
 - i. The road crew will begin grading all dirt roads next week.
 - ii. The Road Foreman noted the roadside mower has broken down three times since they started. The Town spent about \$9,000 over 6 years on the mower, even though it was not used for 3 of those years. The mower is an unusual brand and is designed for a larger tractor. Alternative options include:
 - A. Buy a 4 foot mower for about \$36,000; or
 - B. Buy a new tractor and mower for about \$90,000.
- (b) (8:19pm) The Road Foreman noted the Town's 1 ton truck needs front shocks, springs, steering stabilizer and body work. The cost estimate is \$9,000. Funds leftover from savings on the purchase of the scraper truck could fund a new 1 ton truck.
- (c) Michael Reese agreed to work on reviewing and revising the highway capital budget before the Town makes any large equipment purchases.
- (d) (8:24pm) The Road Foreman described plans to place hardpack to the Sessions Meadow Road project. If funds are leftover, he may propose application of additional hardpack to other road sections in that vicinity.
- (e) (8:27pm): The Board agreed not to renew the Town's low-band 37.96 megahertz frequency that expires in August, because the Town has not used it for 3 years and has no equipment on which it operates.
- (f) Next week, the Road Foreman will address the bump on the Pomfret Road (near Dana Road) and the culvert/pavement collapse on Galaxy Hill Road.

8. Unfinished Business (8:37pm):

- (a) Emergency Services antenna/repeater: Mark Warner updated the Board on his working group's review of options including a concept proposed by Andrew Mann that would use existing electrical infrastructure to power the antenna/repeater.
- (b) Bill from Red River Computer Co. (8:52pm): Phil Dechert described the details of invoices dated in November and January of 2013 where 8.5 hours was spent on fixing a virus on the former Town Clerk's computer, which hours were subsequently credited toward services performed in February and March of this year.

9. Approval of minutes of prior meetings (8:58pm): No action was taken.

10. Other Business (9:01pm):

- (a) Michael Reese moved, and Mark Warner seconded, that Phil Dechert be appointed as the Town's Authorizing Official (AO) for municipal planning grants. The AO is authorized to submit the application and submit requisition for payment for planning grants. Following discussion, the motion was approved (Michael Reese and Mark Warner voted yes; Phil Dechert recused himself).
- (b) Mark Warner informed the Board of the Upper Valley Disaster Animal Response Team, which may be contacted through the Chair, Ann Ackley, at 802-952-9422 or annia623@yahoo.com.

11. Public Comment (9:06pm):

- (a) Melanie Williams asked Mark Warner about the status of the fuel purchase. He noted he is still reviewing the options.

12. Following motion, the Board adjourned the meeting at 9:08pm.

Approved by Selectboard on 8/20/14

Respectfully Submitted,
Michael Reese, Selectboard Clerk