

# Town of Pomfret

5218 Pomfret Road  
North Pomfret, VT 05053

Minutes of the October 15, 2014 Regular Selectboard Meeting

Present: Mark Warner (Selectboard Member), Michael Reese (Selectboard Member), Phil Dechert (Selectboard Member), Arthur Lewin, Sr. (Road Foreman), Ellen DesMeules (Treasurer), Betsy Siebeck (Library Trustee), Katy Savage (Vermont Standard), Laura Kent (Auditor), Becky Fielder (Town Clerk), Sherman Kent, Bill Cole, Melanie Williams, Emily Grube, Greg Tuthill and John Moore.

1. Call to Order: The Meeting was called to order by Chair Mark Warner at 7:00pm at the Town Offices.
2. Review of Agenda: The Board agreed to add to the Agenda the following:
  - (a) Add telecommunications systems regarding the library and Artistree parking under Other Business;
  - (b) Move Discussion of assistants to Treasurer, Clerk & Selectboard and Health insurance for town employees and officials to following Treasurer's Report; and
  - (c) Move Auditors' Preparations for Town Report to follow Treasurer's Report.
3. Public Comment: none.
4. Treasurer's Report
  - (a) Review and action on warrants for payment: The Board unanimously approved the following warrants for payment: 210, 211, 212 and 213.
    - i. Following discussion, the Board agreed that Mark Warner will discuss with the Constable a check sent for his time spent attending the Vermont Policy Academy. The Board did not approve this payment.
  - (b) Quarterly Budget Review – July 1, 2014 through September 30, 2014: The Treasurer presented a budget narrative (see attached). The Board and members of public discussed various aspects of the first quarter budget and expenditures.
5. Assistants to Treasurer, Clerk & Selectboard: The Board discussed the authority, need and funding for assistants to the Board, Treasurer and Clerk for the current and next fiscal year. The Treasurer will work on estimating tasks and hours needed. Michael Reese will collect the statutes relating to authority. The Treasurer will review available funds. No Board action was taken.
6. Health insurance for town employees and officials: Phil Dechert will research the options and present his review of health insurance coverage at the next meeting when the Board will make a decision before the November 15, 2014 deadline.
7. Auditors' Preparations for Town Report: Auditor Laura Kent presented a memo regarding the preparation of the 2015 Town Report (see attached). The Board discussed the issues raised.

## 8. Road Foreman's Report

### (a) Update on activities

- i. White fog-line painting: The Board discussed the safety information received from a Vermont Agency of Transportation official. No action was taken.
  - ii. Filling in edges along paved roads: The Road Foreman expects to fill in the edges of the road on Monday, October 20<sup>th</sup>, if weather permits.
  - iii. Cracksealing: The Road Foreman will follow up with the contractor.
  - iv. Culvert replacement at 7090 Pomfret Road: The Pomfret Road will be closed Saturday, October 25<sup>th</sup>, from 7pm to 7pm (hopefully) with a detour (Dana Road, Kings Highway and Galaxy Hill Road) for traffic traveling south. Stop signs will be posted on each direction and one lane of the road over the culvert will be open until completion.
  - v. Barber Hill Road Bridge: The Road crew hauled out substantial material from the site. The concrete deck will likely be poured by Friday, October 17<sup>th</sup>. The concrete must cure for 30 days before traffic can cross the bridge.
  - vi. Repair of Bridge #16 on Pomfret Road over Mill Brook: This project will begin after the culvert replacement project at 7090 Pomfret Road.
- (b) Salt quote from Morton: The Road Foreman is awaiting return calls from Morton.
- (c) Discussion of Road Foreman time-management and Missing Road Crew Member: The Road Foreman is working with Rita Seto of Two Rivers Ottauquechee Regional Commission to improve tracking of time, materials and equipment. The Road Foreman has contingency plans for a temporary road crew member for winter highway maintenance.
- (d) Diesel fuel contract: Mark Warner is seeking quotes from at least 3 vendors.
- (e) FEMA projects: The Road Foreman agreed to review collection of the \$60,000 income from FEMA for erosion drainage done on Cloudland Road, Galaxy Hill Road, and off Caper Street.
- (f) Bunker Hill Road: The Road Foreman noted concerns over a pine tree on Bunker Hill Road. The Board discussed other hazardous trees around Town.

## 9. Unfinished Business

- (a) Emergency Services antenna/repeater: Phil Dechert presented draft easements prepared by Attorney Peter DesMeules on behalf of the Town to be proposed to attorney for Tiana Barcomb.
- (b) Update on Town Hall: roof, clapboards, fire code issues, and long-term capital improvements: Bill Cole installed clapboards on the west end of the Town Hall as well as sealed along the edges of the metal roof to protect the building. Phil Dechert presented a proposed process for long-term capital improvements.
- (c) Dog ordinance: Phil Dechert noted that notice was published in the Vermont Standard within 14 days of the dog ordinance approval, because the newspaper is available on Wednesdays.
- (d) Committee for preparing Local Hazard Mitigation Plan: Michael Reese moved, and Mark Warner seconded, that the Board appoint the committee as proposed (Mark Warner, Phil Dechert, Art Lewin, Kevin Rice, Bruce Martin, Neil Lamson and Preston Bristow) and a representative from the Pomfret School. After discussion, the Board unanimously approved the motion.

- (e) School snowplowing bids: Michael Reese proposed limiting the bids to plowing and using the road crew and bulk-purchased for sand and salt to save money. The Board took no action.

10. New Business

- (a) Process for preparing budget for next fiscal year: The Board passed over this item.
- (b) Consider distribution of Scott Harrington Road Fund: The Board passed over this item.
- (c) Review Correspondence: The Board received the following correspondence:
  - i. Letter from Pam and Shaun Pickett regarding speed limits in South Pomfret; and
  - ii. Email from Melanie Williams regarding parking at Artistree for special events. The Pomfret Zoning Administrator and Road Foreman are communicating with Artistree.

11. Other Business

- (a) Telecommunications for Abbott Memorial Library: Betsy Siebeck expressed concern about changes to library telecommunications without consultation. She noted the library has independent authority over its operations and expenditures.

12. Minutes of prior meetings - consider approval of minutes of August 20, 2014, September 17, 2014 and October 1, 2014: Mark Warner moved, and Phil Dechert seconded, to approve the minutes of August 20, 2014, September 17, 2014 and October 1, 2014 as written. The Board unanimously approved the motion.

13. Public Comment: Melanie Williams requested clarification as to whether the Constable has law enforcement responsibilities. Mark Warner stated he does not have law enforcement duties. Ms. Williams noted her reading of the law suggested that criminal justice training is not required for the Constable.

14. Adjournment: Following motion and second, the Board adjourned the meeting.

Respectfully Submitted,

Date: 10/21/2014

Michael Reese

Approved at February 18, 2015 Meeting