

# Town of Pomfret

5218 Pomfret Road  
North Pomfret, VT 05053

Draft Minutes of the December 3, 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), Ona Chase, Keith Chase, Jonathan Fredholm, Steve Chamberlin, Bill Cole, Melanie Williams, Emily Grube, Michael Basrcomb, Betsy Seibeck, Katy Savage (Vermont Standard), Orson St. John and Miller Hewitt.

1. Call to Order: The Meeting was called to order by Chair Mark Warner at 7:03pm at the Town Offices.
2. Review of Agenda: The Board agreed to make the following changes: 1. Add opening of diesel fuel bid to Road Foreman's Report; 2. Add discussion of handling on-call highway workers to Road Foreman's Report; 3. Add discussion of reserve accounts and an emergency services expense to Treasurer's Report; and 4. Add reimbursement of Constable's time and expenses for attendance at police academy after Road Foreman's Report. 5. Discussion of school winter maintenance contract to end of Road Foreman's Report.
3. Treasurer's Report
  - (a) Review and action on warrants for payment: The Board unanimously approved the following warrants for payment: 229, 230 and 233.
  - (b) Emergency repeater expenses: Mark Warner presented the expenditures so far on the repeater site, which are \$4,845.00 to date.
  - (c) Reserve accounts: The Treasurer and Board discussed funding the following reserve accounts: library roof project (roof tiles), Fast Squad equipment reserve account are on this week's warrant and communications reserve.
4. Road Foreman's Report
  - (a) Update on activities
    - i. General Update: The road crew started putting up snow fencing; been plowing and sanding, repairing the trucks (one blew radiator hose and the other blew hydraulic hose. The trucks are back up and running).
    - ii. Record-keeping computer program: The Road Foreman is waiting for Rita Seto at Two Rivers Ottauquechee Regional Commission to complete her work on the computer program.
    - iii. Filling in edges along paved roads: Work along the road edges cannot be completed until the snow melts.
  - (b) Embankment on Pomfret Road (just north of Bunker Hill Road): Michael Reese and the Road Foreman will prepare a proposal for bidding this project.

- (c) Determine seasonal maintenance of Johnson Road, Old King's Highway and Wild Apple Road (Class 4 section):
- i. The Road Foreman reviewed the cost of upgrading Johnson Road and Old King's Highway. Road Foreman did not review upgrade cost of Wild Apple Road
    - A. Old King's Highway upgrade cost: cut over 300 trees; add at least 10 feet to 8 culverts (which are 34 to 48 inches in diameter); add 6 inches of hardpack on the  $\frac{3}{4}$  mile section of road at an estimated cost of about \$75,000 – 100,000.
    - B. Johnson Road upgrade cost: would need to do upgrade before plowing, because of spring mud, or the Town would have to block it off anytime it got warm. Upgrading the road would require pounding ledge out in a couple of places, replacing 2 culverts, lengthening a couple more, and cutting 12-15 trees. The estimated cost is \$12,000-15,000. The intent would be to maintain the character of the road.
  - ii. Phil Dechert moved, and Mark Warner seconded, that the Board authorize the Road Foreman, when and if necessary during mud season to prevent significant damage to road structure, to close the class IV section of Wild Apple Road and to give the Board notice before doing so. Following further discussion, the Board unanimously approved the motion.
  - iii. Phil Dechert moved, and Mark Warner seconded, that the Board authorize Road Foreman not to plow and make negotiable and, further, that the Board authorize the Road Foreman, when and if necessary during mud season to prevent significant damage to road structure, to close the traditionally unplowed section of Old King's Highway and to give the Board notice before doing so. It was noted that the Town did not historically plow or make negotiable this section of road. Following further discussion, the Board unanimously approved the motion.
  - iv. Phil Dechert moved, and Mark Warner seconded, that the Board authorize Road Foreman not to plow and make negotiable and, further, that the Board authorize the Road Foreman, when and if necessary during mud season to prevent significant damage to road structure, to close the traditionally unplowed section of Johnson Road and to give the Board notice before doing so. It was noted that the Town did not historically plow or make negotiable this section of road. Following further discussion, the Board unanimously approved the motion.
- (d) On-call Road Crew Employee: Mark Warner moved, and Phil Dechert seconded, that the Board authorize the Road Foreman to hire qualified on-call highway road workers to assist the highway department at a rate of \$23.00/hour. Michael Reese moved to amend the motion to add “up to \$23.00/hour. Following discussion, the Board unanimously approved the amended motion.
- (e) Diesel fuel bid: Mark Warner opened the only bid received, which was from Irving for \$3.0943/gallon. Suburban Propane and Dead River do not deliver diesel. Michael Reese asked if we will pay less if the market price decreases. Mark Warner will seek a response from Irving. The Board will consider approving the bid at its next regular meeting.
- (f) School Winter Maintenance Contract: Mark Warner moved, and Phil Dechert seconded, that the Board accept a written contract with Steve Chamberlin that was awarded at a previous meeting for \$11,300 for three years. After discussion, the Board unanimously approved the motion.
5. Reimbursement of Constable's time and expenses for attendance at police academy:
- (a) The Constable recently attended the Vermont State Police Academy and noted he had one more class to attend to complete his training. Previous Selectboard members noted a

previous Board authorized the Constable's attendance at the Academy. During the current fiscal year, Mark Warner signed up the Constable to attend the Academy.

- (b) Mark Warner moved, and Phil Dechert seconded, that the Board authorize payment for the Constable's submitted attendance and mileage at the Vermont Police Academy. Following discussion, the Board unanimously approved the motion.

6. Unfinished Business:

(a) Health insurance/compensation for Town Clerk and Treasurer:

- i. Phil Dechert presented a proposal for payment relating to health insurance benefits. The Board will consider this at the next Board meeting.

(b) Emergency Services antenna/repeater update:

- i. Mark Warner noted an email from Fairpoint Communications stating the estimated timeframe for setting the pole is next week at the latest.

7. New Business:

(a) Review Correspondence:

- i. The Board received funding requests for the warning from Visiting Nurses and Hospice, Health Care and Rehabilitation Services, Vermont League of Cities and Towns.
- ii. The Board received correspondence from the Covered Bridges Half Marathon and Hurricane Riders Snowmobile Club
- iii. The Board received a public records request for all public records relating to two highway projects.

(b) Budget: The Board discussed compiling the budget.

8. Other Business: None.

9. Minutes of prior meetings: No action taken.

10. Public Comment: None.

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

Respectfully Submitted,

Date: 1/1/2015

Michael Reese