

# Town of Pomfret

5218 Pomfret Road  
North Pomfret, VT 05053

Draft Minutes of the August 19, 2015 Regular Selectboard Meeting

Present: Phil Dechert (Selectboard Chair), Eric Chase (Selectboard Member), Michael Reese (Selectboard Member), Arthur Lewin, Sr. (Road Foreman), Ellen DesMeules (Treasurer), Betsy Siebeck, Emily Grube, Zak Bowley, Greg Tuthill, Keith Chase, Ona Chase, Melanie Williams, Scott Woodward, Sherman Kent, Laura Kent, Joanna Long, Norwood Long and Andrew Mann

1. Call to Order: The Chair called the meeting to order at 7:00pm.
2. Public Comment: None.
3. Review of Agenda: No changes.
4. Minutes of Prior Meetings:
  - (a) Eric Chase moved, and Phil Dechert seconded, to approve the draft minutes of the July 30, 2015 meeting. The Board unanimously approved the motion.
  - (b) Phil Dechert moved, and Michael Reese seconded, to approve the draft minutes of the August 5, 2015 meeting. Eric Chase noted he had not yet reviewed them. Phil Dechert withdrew his motion.
5. Warrants for Payment:
  - (a) Phil Dechert moved, and Eric Chase seconded, that the Board approve the following warrants for payment:
    - i. Payroll Warrant number 15012 totaling \$4,930.45; and
    - ii. General Account Warrant number 15010 totaling \$93,886.16.
  - (b) Following discussion, the Board unanimously approved the motion.
6. Road Foreman's Report:
  - (a) General Update: The Road Crew has been grading and ditching backroads. They have put material back onto the roads without hauling it away. They found a few driveway culverts where they needed to cut back ditches further. They have done about 7 miles on road in 3 days and have about 25 miles left to grade. The remaining roads are on the northwestern end of Town (West of Howe Hill Road toward West Hartford).
  - (b) Tractor and Roadside Mower Bids
    - i. Technical bid specifications were opened at yesterday's (8/19/2015) Special Meeting.
    - ii. The Board reviewed a spreadsheet showing how bids met the requested specifications (See attached).
    - iii. Auditor Laura Kent prepared another spreadsheet with price comparisons (See attached).
    - iv. The Board asked the Road Foreman to further evaluate the suitability of the proposed tractors and mowers.
    - v. Phil Dechert moved, and Eric Chase seconded, to defer decision on the proposals until a later date, which date is tentatively set for August 26, 2015 at 7pm. The Board unanimously approved the motion.

- (c) Requests for Proposals (RFP's) for Sand, Salt and Cracksealing
    - i. The Board discussed the benefit of delaying a salt RFP until review of State and other bulk purchase opportunities.
    - ii. Phil Dechert moved, and Eric Chase seconded, to authorize the Road Commissioner, acting in consultation with the Road Foreman, to publicize the draft RFP's for sand and cracksealing. The Board unanimously approved the motion.
  - (d) Alcohol Catering Permits: The Town Clerk issued permits as noted in the Agenda package.
7. Open Meeting Law Complaint:
- (a) The Board, complainant and members of the public discussed at length the complaint and other documents presented.
  - (b) Michael Reese moved that the Board acknowledge a violation of the open meeting law occurred. The motion failed for lack of a second.
  - (c) Michael Reese moved, and Phil Dechert seconded, that the Board hire an attorney familiar with open meeting law to assist the Board on open meeting law, including advice on handling the recent complaint. Michael Reese voted yes, Phil Dechert voted no, and Eric Chase abstained.
  - (d) Michael Reese moved the Board to invite a representative from the Vermont League of Cities and Towns (Municipal Assistance Center) or the Vermont Secretary of State's Office to come down for an informational meeting to explain and discuss Vermont's Open Meeting Law. The motion failed for lack of a second.
  - (e) Phil Dechert moved, and Eric Chase seconded, that the Board make no decision regarding the Open Meeting Law complaint. Phil Dechert and Eric Chase voted yes. Michael Reese voted no.
8. Appointments:
- (a) Constable: The Board suggested that interested individuals, including Doug Tuthill and Ona Chase, attend the Board's September 2<sup>nd</sup> meeting to discuss their interest in the position.
  - (b) Road Commissioner: Michael Reese said he would like to resign as Road Commissioner and that he would serve until a replacement is found. Michael Reese nominated Eric Chase to be Road Commissioner. Eric Chase declined the nomination.
9. Administrative Assistant Job Description: The Board agreed to defer this topic to a subsequent meeting.
10. Vermont Overland Bike Race: Phil Dechert met with Race Organizer, Peter Vollers, and reported on the route and traffic control issues.
11. Antenna/Repeater Wire and Conduit Concerns: Eric Chase noted that neither the electrical nor the ditching contractor believed they were responsible for back-filling the wire/conduit.
12. Junkyard Complaint: Eric Chase received a complaint that six unregistered vehicles were located at 223 Bunker Hill Road. Eric will send the landowner a letter pursuant to the Town's Ordinance Regulating Outdoor Storage of Junk and Junk Vehicles.
13. Fire Truck Request for Proposal Draft: The Board deferred action on this topic to a subsequent meeting.

14. Next Meeting's Agenda: Board members noted the following items for the next meeting's agenda: fire truck RFP, status of open meeting law complaint, Administrative Assistant job description and Constable.
15. Public Comment: Andrew Mann noted the Vermont Secretary of State's Office is in a unique position to assist with open meeting law questions and concerns.
16. Adjournment: Michael Reese moved, and Phil Dechert seconded, to adjourn the meeting, which motion was unanimously approved at 9:16pm.

Date: 8/23/2015

Respectfully Submitted,

Michael Reese