

Town of Pomfret

5218 Pomfret Road
North Pomfret, VT 05053

Draft Minutes of the September 2, 2015 Regular Selectboard Meeting

Present: Eric Chase (Selectboard Member), Phil Dechert (Selectboard Member), Michael Reese (Selectboard Member), Arthur Lewin, Sr. (Road Foreman), Ellen DesMeules (Treasurer), Greg Tuthill, Keith Chase, Ona Chase, Melanie Williams, Sherman Kent, Laura Kent, Emily Grube and Andrew Mann.

1. Call to Order: The Chair called the meeting to order at 7:00pm.
2. Public Comment: Ona Chase noted a grave is being dug up and moved pursuant to request and legal requirements.
3. Review of Agenda: Phil Dechert moved, and Eric Chase seconded, to add the following items to the agenda: 1. Consider authorization of Treasurer to electronically sign certain state grant applications; and 2. Consider issues relating to Pomfret Road slope project utility line and easement. The Board unanimously approved the additions to the agenda.
4. Minutes of Prior Meetings:
 - (a) Phil Dechert moved, and Eric Chase seconded, to approve the draft minutes of the August 5, 2015 meeting. The Board unanimously approved the motion.
 - (b) Eric Chase moved, and Phil Dechert seconded, to approve the draft minutes of the August 18, 2015 meeting. The Board unanimously approved the motion.
 - (c) Phil Dechert moved, and Eric Chase seconded, to approve the draft minutes of the August 19, 2015 meeting. The Board unanimously approved the motion.
5. Treasurer's Report:
 - (a) Warrants for Payment:
 - i. Phil Dechert moved, and Eric Chase seconded, that the Board approve warrant number 15017 in the amount of \$231,227.50. The Board unanimously approved the motion.
 - ii. Michael Reese moved, and Phil Dechert seconded, that the Board approve warrant number 15016 in the amount of \$7,430.16. The Board unanimously approved the motion.
 - (b) State Grant Applications:
 - i. Phil Dechert moved, and Michael Reese seconded, to authorize the Treasurer to submit an electronic signature for the Selectboard and notify the Board with a copy of the documentation when completed.
 - ii. The Treasurer explained the Vermont Department of Taxes is requiring Towns to electronically sign applications for the following non-competitive grants:
 - A. State Payment in Lieu of Property Taxes paid pursuant to 32 V.S.A. Subchapter 4;
 - B. State Payment to Municipalities for Reappraisal Costs under 32 V.S.A. § 4041a;
 - C. Current Use—Hold Harmless paid pursuant to 32 V.S.A. § 3760;
 - D. State Payment to Municipalities for Assistance with Equalization Study pursuant to 32 V.S.A § 5405(f); and
 - E. Lister Education under 32 V.S.A. § 4041a.
 - iii. The Board unanimously approved the motion.

6. Road Foreman's Report:

(a) General Update:

i. Grading: Only roads left to grade are Clifford Road and Cherry Hill. All other roads have been ditched and graded. Ran out of chloride, and a new shipment should arrive tomorrow (9/3/2015).

ii. Scraper Truck:

A. Tie rod fixed.

B. As soon as grading completed, scraper truck will go back over roads to lightly cuff them over and smooth them up.

iii. Widening Roads: Some roads need widening to Town standards to enable proper grading and ditching.

iv. Cut-outs and culvert clean-outs:

A. Road Crew will clean out cut-outs and ends of culverts.

B. Some cut-outs are huge with big piles of eroded material which will be removed. Will be put on road if appropriate or given to neighboring landowner for free fill.

C. Road Foreman will explore options for marking culverts.

D. Board and Road Foreman discussed livestock fencing along roads.

(b) Questionnaire: Road Foreman will answer questions from Sharon Selectboard about access permits.

(c) General Update (continued): Road Commissioner (Michael Reese) sent email to Vermont River Management specialists regarding Mill Brook Bridge deficiencies and a culvert on Wild Apple Road.

(d) Pomfret Road Slope Project:

i. Vtrans wants Town to review utility line clearances. Road Foreman will look into it.

ii. Phil Dechert moved, and Eric Chase seconded, to authorize Road Commissioner, working with the Road Foreman, to propose to the landowner to give the Town a permanent repair and maintenance easement. The Board unanimously approved the motion.

(e) Highway Progress for the Next Two Weeks:

i. Road scraping, cleaning out ends of culverts and water bars. Shoulder work on asphalt will be later.

ii. Road Foreman will consider additional cut-outs around Town.

(f) Hourly Wages: Phil Dechert moved, and Michael Reese seconded, to increase the payrate of the highway crew including the Road Foreman by 2% over the last fiscal year's rate, effective at the beginning of the current fiscal year. The Board unanimously approved the motion.

(g) Disability Insurance: Phil Dechert moved, and Michael Reese seconded, to authorize the Treasurer to sign up for short and long term disability coverage for the Highway Department as proposed in the budget process, so long as the cost does not significantly vary from a total of \$3,000. The Board unanimously approved the motion.

7. Tractor and Roadside Mower Purchase: The Road Foreman looked at the John Deere and Kubota tractors. Board members agreed the Kubota tractor was too small for the Town's purposes. The Board deferred choosing among the options until a later meeting.

8. Appointments:

(a) Constable: Phil Dechert moved, and Michael Reese seconded, to appoint Ona Chase as Constable for a one year period. The Board approved the motion with Phil Dechert and Michael Reese voting yes. Eric Chase abstained due to a conflict of interest.

(b) Road Commissioner: Phil Dechert moved, and Michael Reese seconded, to appoint Eric

Chase as Road Commissioner for one year. The Board approved the motion with Phil Dechert and Michael Reese voting yes.

9. Regional Plan Amendments by Two Rivers Ottauquechee Regional Commission:
 - (a) The Town's representative, Bill Emmons, was unavailable to attend due to a scheduling conflict.
 - (b) The Regional Planning Commission is currently voting on certain amendments to the regional plan.
 - (c) Michael Reese and Phil Dechert expressed concerns about the Transportation Section as it relates to restrictions on interchange development.
10. Fire Truck Request for Proposal (RFP): Michael Reese volunteered to contact Fire Chief Kevin Rice to suggest he work with the consultant, Alan Saulsbury, to improve the latest RFP draft.
11. Administrative Assistant Job Description: The Board will revise Michael Reese's draft by reducing the responsibilities for consideration at a subsequent meeting.
12. Revised Town Plan: The latest plan will be posted online. The Board agreed to set a public hearing for October 14, 2015 at 7pm at the Town Office. Phil Dechert will coordinate the details.
13. Antenna/Repeater Issues: Phil Dechert moved, and Michael Reese seconded, to have the Road Crew rent the necessary equipment (estimated \$1,000 cost) and backfill the power and telecommunications line to the antenna/repeater for the project that is estimated to take 2-3 days.
14. Correspondence Received:
 - (a) Dog complaint;
 - (b) Advocacy letter relating to GIS mapping; and
 - (c) State notification of a new water supply and wastewater system permit.
15. Next Meeting's Agenda:
 - (a) Administrative Assistant;
 - (b) Fire Truck; and
 - (c) Tractor and Roadside Mower.
16. Public Comment: Greg Tuthill commented that the Fire Chief looks out for the Town in its role in mutual aid for other towns in advising on the fire truck purchase. He also noted the consultant's son works for a fire truck vendor.
17. Adjournment: Michael Reese moved, and Phil Dechert seconded, to adjourn the meeting, which motion was unanimously approved at 9:20pm.

Date: 9/7/2015

Respectfully Submitted,

Michael Reese