

**Town of Pomfret  
5218 Pomfret Road  
North Pomfret, VT 05053**

Draft Minutes of the May 4, 2016 Regular Selectboard Meeting

Present: Michael Reese (Selectboard Member), Melanie Williams, (Selectboard Member), Art Lewin, Sr. (Road Foreman), Ellen DesMeules (Treasurer), Jonathan Williams (Assistant to the Selectboard), Ona Chase (Constable), Scott Woodward, Emily Grube, Laura Kent (Auditor), Sherman Kent, Zach Bowley (Fire Department), Lt. William Jenkins (Vermont State Police), Karen Hewitt (Delinquent Tax Collector), Phil Dechert (planning commission), Greg Tuthill, John Peters Jr. (Fire Department).

1. Call to Order: Michael Reese called the meeting to order at 7:04pm.
2. Public Comment: There was public comment on an attachment to the agenda. There was public comment on Greenup Day, which will held on Saturday, May 7 at 8AM.
3. Review of Agenda: As Lt. Jenkins was not present at the start of the meeting, the Board agreed to let him speak when he arrives. Frank Perron asked to add Delinquent Tax Collection to the agenda.
4. Review, discussion, and approval of minutes: Frank Perron moved and Melanie Williams seconded, to approve the 4/20/16 draft minutes as submitted. The Board unanimously approved the motion.
5. Treasurer's Report
  - (a) Warrants for Payment (1) Accounts Payable (2) Payroll: Michael Reese moved, and Frank Perron seconded, to accept the warrants (15083, 15080) as read. The board unanimously approved the motion. The Treasurer also briefed the Board on the Delinquent Tax letter, and there was discussion.
  - (b) Budget Status Report: Michael Reese briefed the board on the draft budget projection efforts, and there was discussion.
6. Lieutenant William Jenkins, Vermont State Police re: Community Advisory Board, and CAB Appointment: Lt. Jenkins introduced himself and his position with the Vermont State Police, and their role/work in Pomfret. The lieutenant reviewed some of the case statistics for Pomfret, as well as the Community Advisory Board, its function, and the commitment involved. There was discussion on response time and contracting for additional policing services. The lieutenant briefed the Board on what the citizens of Pomfret can do to support the work of the Vermont State Police. There was discussion on littering and enforcement.
7. Road Foreman's Report:

- (a) General Update: All roads have been scraped and graded at least once (as of May 4, 2016). The road crew will do a more thorough job of opening up the ditches. The scraper truck is running fine. Sand is still being hauled in. The road foreman received an emergency request to dig across the road for 5/5/16, at 3725 Allen Hill for sewer work. The road will be partially closed for part of the day. The trailer has been redecked. The new road crew employee is scheduled to take their CDL test. Tractor work possibly tomorrow. Snow fence is all down.  
The town has received a towing bill for the scraper truck for \$700+ dollars, despite the vehicle being under warranty. The Treasurer spoke with the company that had towed it. The Selectboard discussed the towing bill.
8. Delinquent Tax Collection: Frank Perron and Karen Hewitt updated the board on the delinquent tax collection item, including formatting and recordkeeping strategies. Delinquent letters to be generated by May 16.
9. Opening of Paving Bids: The paving bids were opened and read aloud. Springfield Paving Proposal #5316. \$191,976.40. Price per ton \$5962. Estimate of tonnage: 3220. Option for shoulders \$14,950. 2.5 miles. \$7,000 for 2 inches of base and an inch over the top. Pike Industries, no bid number. Estimate of tonnage: 3,300 tons of material \$60.40 cents a ton. \$199,320.00. Shoulder gravel \$7,440. \$4,560 if shoulder gravel supplied by town. Black Top bid. Estimate of tonnage: 3243 tons at \$61.72 per ton, total \$200,157.96 Shoulder gravel \$13,200 if they supply work and materials. Estimate for paving parking lot: \$11,375.00. There was discussion of the paving of the town hall parking lot. The Selectboard wished to wait for input from the road commissioner before making a decision on this item.
10. Fire Truck Purchase: Frank Perron commented on the ongoing process related to the fire truck item, and there was public comment.
11. Approval of Purchase of Tractor/Mower: Frank Perron briefed the board on the tractor/mower bids received. Frank recommended that the town purchase the Diamond 2 tractor/mower. Frank Perron noted that Eric Chase and Art Lewin agreed with the recommendation. Michael Reese moved, and Melanie Williams seconded that the Selectboard delegate Frank Perron to pursue the purchase of a Diamond 2 tractor/mower. There was public comment and discussion on the tractor purchase. The board unanimously approved the motion.
12. Capital Planning Committee: Michael Reese briefed the board on the Capital Planning committee. Michael Reese moved, and Frank Perron seconded that the Selectboard appoint Hunter Ulf to the Capital Planning Committee. The board unanimously approved the motion.

13. Draft Pomfret Local Hazard Mitigation Plan: Michael Reese briefed the board on the Draft Pomfret Local Hazard Mitigation Plan, and there was discussion.
14. TAC Appointment: Michael Reese briefed the board on the Transportation Advisory Committee (TAC). Michael Reese moved, and Melanie Williams seconded, that the board appoint Jonathan L. Williams to the TAC. The board unanimously approved the motion.
15. Town Hall Committee: There was discussion by the Selectboard on the Town Hall Committee.
16. Painting the Town Hall: Frank Perron briefed the board on painting the town hall and there was discussion. Melanie Williams moved and Michael Reese seconded to have Frank Perron seek estimates on the painting of the entire town hall, and there was public comment. The Board unanimously approved the motion.
17. Mileage Reimbursement: The board passed over this item for the next regular Selectboard meeting.
18. Job Description for Constable: There was brief discussion by the Selectboard on the draft job description.
19. Town Office Little Library: Melanie Williams briefed the board on the Town Office Little Library proposal, and there was public comment. Melanie Williams moved, and Michael Reese seconded, to approve the gift of the little library to be placed on the property of the town offices, with the location to be determined by the town clerk and treasurer. The board unanimously approved the motion.
20. Selectboard Correspondence: None.
21. Next Meeting's Agenda: Topics include paving the town hall parking lot, paving bids, mileage reimbursement, employee review, and the ½ acre parcel appraisal.
22. Closing Public Comments & Adjournment: There was public comment regarding the town paying for the tractor, and there was further discussion. Frank Perron requested permission to have the tractor appraised. Michael Reese moved, and Melanie Williams seconded, to authorize Frank Perron to seek an appraisal for the tractor, and there was discussion. The Board unanimously approved the motion. Frank Perron moved, and Michael Reese seconded to adjourn the meeting at 9:26pm. The Board unanimously approved the motion.

Date: 05/05/2016

Respectfully Submitted,

Jonathan Williams, Assistant

Approved by the Board at \_\_\_\_\_ Meeting