

Town of Pomfret
 5218 Pomfret Road
 North Pomfret, VT 05053
 Agenda for September 21, 2016 Regular Selectboard Meeting
7:00pm at the Pomfret Town Offices

Agenda Item	Presenting Individual	Timeframe
1. Call to Order	Chair	7:00pm-
2. Executive Session a) Employee Review b) Chipper's Case	Chair	7:00-7:40pm
2. Public Comment	Chair	7:40-7:45pm
3. Review of Agenda	Chair	7:45-7:50pm
4. Recurring Items, Including Items for Possible Vote: a) Review, discussion, and approval of minutes: 9/07 b) Treasurer's Report i. Warrants for Payment (1) Accounts Payable (2) Payroll c) Delinquent Tax Collector's Report d) Road Foreman's Report i. General Update ii. Tractor(s) Discussion	Chair Treasurer Delinquent Tax Collector Road Foreman	7:50-7:55pm 7:55-8:05pm 8:05-8:10pm 8:10-8:20pm
5. Business Items for Possible Vote: a) Sand Bids Opening b) Transportation Alternatives Grant Discussion c) Fuel Contracts d) Tree Felling e) Constable Position f) Town Officer Health Insurance g) Chipper's Case h) Painting of Town Office Porch/Building Maintenance i) Catering Permits j) Budget Discussion k) NEMRC Read-Only Access l) Discussion of Consultant John Wood's Report	Chair	8:20-9:20pm

m) Road Commissioner Position n) Ratification of 25MPH Speed Limit		
6. Business Items for Discussion a) Selectboard Correspondence: b) Next Meeting's Agenda:	Chair	9:20-9:25pm
7. Closing Public Comments, Review of Assignments, and Adjournment	Chair	9:25pm-

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

Draft Minutes of the September 7, 2016 Regular Selectboard Meeting

Present: Michael Reese (Selectboard Member), Sheila Hopkins (Selectboard Member), Frank Perron (Selectboard Member), Melanie Williams, (Selectboard Member), Emily Grube (Selectboard Member), Art Lewin, Sr. (Road Foreman), Karen Hewitt (Collector of Delinquent Taxes), Jonathan Williams (Assistant to the Selectboard), Anne Bower (Library Trustee) Ona Chase (Constable), John. S. Moore (Planning Commission), and Nancy Matthews (Auditor)

1. Call to Order: Michael Reese called the meeting to order at 7:00pm.
2. Public Comment: (audio 0:15) There was public comment related to the library roof restoration project. There was another public comment related to the constable's term ending.
3. Review of Agenda: (audio 7:20) Emily Grube moved, and Sheila Hopkins seconded, to add the 'Constable's Term,' 'Guardrail Discussion', 'Evergreens shielding the ECFiber HUB Panel', and 'Health Insurance' items to the agenda. The Board unanimously approved the motion.
4. Review, Discussion, and Approval of Minutes (8/17, 8/30): (audio 10:05) Sheila Hopkins moved, and Frank Perron seconded, to approve the 8/17/16 and 8/30/16 minutes. The Board unanimously approved the motion.
5. Treasurer's Report: (audio 10:43)
 - (a) Warrants for Payment (1) Accounts Payable (2) Payroll: The Treasurer briefed the Board on the warrants for payment and heating fuel tanks assessments/costs and there was discussion by the Selectboard. Michael Reese moved, and Melanie Williams seconded, to approve the warrants (#16014, #16013 and # 16017) as read. The Board unanimously approved the motion.
6. Delinquent Tax Collector's Report: (audio 23:52) Karen Hewitt briefed the Board on the ongoing delinquent tax collection efforts, and there was discussion. One delinquent account was paid in full and others accounts are being pursued; a conversation with an attorney is ongoing.
7. Road Foreman's Report: (audio 26:00)
 - (a) General Update: The Road Foreman briefed the board on grading efforts and trees being down on multiple roads. The roadside mowing is done. The Road Foreman has called about getting the yellow lines painted on the fresh pavement in town. The Road Foreman received an email today from a FEMA

inspector who wishes to look at various completed Tropical Storm Irene related FEMA projects; there was discussion by the Selectboard on this item. The Road Foreman briefed the Selectboard on the Millbrook Bridge project, the amount of time it would take to complete and associated costs, and there was discussion. Michael Reese moved, and Sheila Hopkins seconded, to have the Road Foreman and the Highway Department work on the Millbrook Bridge Project instead of hiring an outside contractor. The Board unanimously approved the motion.

The Road Foreman briefed the board on a request from a resident to have the town remove a tree located in the town right of way at the town's expense. There was discussion by the Selectboard, the Road Foreman, and the public. Speeding on Pomfret Road was also discussed. The Board and the Road Foreman discussed the new tractor. The Assistant to the Selectboard shall call the sellers and determine its arrival date/window. The sale of the old tractor (where/how/when) was also discussed. 'Tractor(s) Discussion' will be added to the next Regular Selectboard meeting.

- (b) Pomfret Slope Project: The Road Foreman briefed the Board on this item and there was discussion. Work has begun on site.
 - (c) Caper Street Intersection Update: The Assistant to the Selectboard briefed the Board on this item. A report from VTrans is expected by mid-October.
 - (d) Guardrails Discussion: Sheila Hopkins briefed the Board on guardrails installation in Pomfret and there was discussion by the Selectboard and the Road Foreman. No action was taken on this item at this time.
8. Constable's Term: (audio 1:04:50) Ona Chase briefed the Board on this item and ongoing constable work, and there was discussion by the Board and the public. Melanie Williams moved, and Frank Perron seconded, that the Board appoint Ona Chase as Constable and Animal Control Officer until the Second selectboard meeting after the Annual Town Meeting in 2017. The Board unanimously approved the motion. A 'Constable Discussion' will be added to the next Selectboard meeting.
9. Sand Purchase RFP: Sheila Hopkins moved, and Melanie Williams seconded, for the Assistant to the Selectboard to post and distribute the Sand Purchase RFP as amended. The Board unanimously approved the motion.
10. Listers/Auditors Discussion: (audio 1:21:00) Melanie Williams briefed the Board on this item and there was discussion by the Board and Nancy Matthews, town auditor.
11. Tax Mapping: (audio 1:29:00) Melanie Williams briefed the Board on this item and there was discussion.
12. Catering Permits: (audio 1:31:49) Michael Reese briefed this Board on this item and there was discussion. The Chair read the catering permits aloud as follows: An alcohol catering permit has been issued to Sugarsnap LLC for a wedding reception at 2918 Bartlett Brook Road (Schwenk residence) on Saturday September 24th; and a liquor catering permit has been issued to Blood's Catering for a wedding reception at 3862

Pomfret Road (Bouteiller/Skypeck residence) on Saturday September 3rd.

13. Quotes for Town Hall Painting/Insulation Work/Historic Preservation Grant Opportunities: (audio 1:32:42) John Moore briefed the Board on these items and the related bids and there was discussion. There was also discussion on the purchase of dehumidifier filters and hydrometers for the town offices. A Historic Preservation grant application for various town structures was considered. Sheila Hopkins moved, and Melanie Williams seconded to authorize the Assistant to the Selectboard to work with John S. Moore to apply for a Historic Preservation grant for the old town clerk's building's roof, drainage and sill-work. The Board unanimously approved the motion.
14. Outdoors Lighting/Timers/Sensors for Town Offices: (audio 2:02:30) Frank Perron and the Assistant to the Selectboard briefed the Board on this item and there was discussion. Transportation Alternatives Grant application opportunities were discussed. The Selectboard authorized the Assistant to the Selectboard to attend the Transportation Alternatives pre-application training workshop on Thursday, September 8, from 6pm to 8pm
15. Sharepoint Discussion: (audio 2:09:22) Sheila Hopkins Briefed the Board on this item and there was discussion.
16. Evergreens Shielding the EC Fiber HUB Panel (audio 2:13:40) Michael Reese briefed the Board on this item and related correspondence received from EC Fiber and there was discussion.
17. Health Insurance: (audio 2:15:00) Michael Reese briefed the Board on this item and there was discussion. The topic was tabled until the next Regular Selectboard meeting.
18. Selectboard Correspondence: Correspondence related to the Chipper's case was discussed.
19. Next Meeting's Agenda: 'Tree Felling', 'Tractor(s) Discussion', 'Constable Position', 'Transportation Alternatives Grant Application' 'Town Officer Health Insurance' the 'Chippers Case', and 'Fuel Contracts', were items placed on the agenda for the next Regular Selectboard meeting.
20. Closing Public Comments, Review of Assignments, & Adjournment: Frank Perron moved, and Melanie Williams seconded, to adjourn the meeting at 9:25pm. The Board unanimously approved the motion.

Date: 09/09/2016

Respectfully Submitted,

Jonathan Williams, Assistant

Approved by the Board at _____ Meeting

catering permits

Becky Fielder

Wed 9/14/2016 11:39 AM

To: Emily Grube <Emily.Grube@pomfretvt.us>; Sheila Hopkins <sheila.hopkins@pomfretvt.us>; Frank Perron <Frank.Perron@pomfretvt.us>; Michael Reese <Michael.Reese@pomfretvt.us>; Melanie Williams <melanie.williams@pomfretvt.us>;

Cc: Jonathan Williams <jonathan.williams@pomfretvt.us>;

Liquor catering permits have been issued for Belly Up, LLC (The Barnard Inn Restaurant) for two events at ArtisTree on Friday September 23, 2016 beginning at 5:15pm and 7:30pm.

-Becky

Becky Fielder, Town Clerk
Town Of Pomfret
5218 Pomfret Road
North Pomfret, VT 05053

Phone: (802) 457-3861
Fax: (802) 457-8081
Hours: MWF 8:30am - 2:30pm

clerk@pomfretvt.us

<http://pomfretvt.us>

Please note that any response or reply to this electronic message may be subject to disclosure as a public record under the Vermont Public Records Act.

more catering permits

Becky Fielder

Fri 9/16/2016 9:49 AM

To: Emily Grube <Emily.Grube@pomfretvt.us>; Sheila Hopkins <sheila.hopkins@pomfretvt.us>; Frank Perron <Frank.Perron@pomfretvt.us>; Michael Reese <Michael.Reese@pomfretvt.us>; Melanie Williams <melanie.williams@pomfretvt.us>;

Cc: Jonathan Williams <jonathan.williams@pomfretvt.us>;

4 catering permits have been issued to Belly Up, LLC (The Barnard Inn Restaurant) for events at ArtisTree on the following dates: Friday October 7, Friday November 4, Friday December 2, and Saturday December 10.

-Becky

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Town Of Pomfret
5218 Pomfret Road
North Pomfret, VT 05053

Phone: (802) 457-3861
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Please note that any response or reply to this electronic message may be subject to disclosure as a public record under the Vermont Public Records Act.

09/02/16
11:32 am

TOWN OF POMFRET Accounts Payable
Check Warrant Report # 16017 Current Prior Next FY Invoices
For checks For Check Acct 01(General Fund) 09/09/16 To 09/09/16

Page 1
sweglarz

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
1090	B-B CHAIN	PB10105	safety gear/tractor	198.96	0.00	198.96	1730 09/09/16
1198	BUILT BLADES	1015	blades,shoes,marker set	1145.00	0.00	1145.00	1731 09/09/16
1280	CHARLIE BROWN'S	37315	small tools	63.98	0.00	63.98	1732 09/09/16
1310	CLARKS TRUCK CENTER	377963	diesel exhaust fluid	141.35	0.00	141.35	1733 09/09/16
1398	DANA KAYE	08302016	Muni office cleaning	100.00	0.00	100.00	1734 09/09/16
1755	GREEN MOUNTAIN POWER	08302016	town electric bills	441.86	0.00	441.86	1735 09/09/16
1910	IRVING ENERGY	548651	380.3 gals ULS Diesel	649.78	0.00	649.78	1736 09/09/16
1910	IRVING ENERGY	929041	461.5 gals ULS diesel	862.13	0.00	862.13	1736 09/09/16
2380	PIKE INDUSTRIES, INC.	883749	350.42 to crush stone	4590.54	0.00	4590.54	1737 09/09/16
2380	PIKE INDUSTRIES, INC.	884405	86.93 ton crush stone	1138.78	0.00	1138.78	1737 09/09/16
2380	PIKE INDUSTRIES, INC.	885131	219.4 ton crush stone	2874.14	0.00	2874.14	1737 09/09/16
2380	PIKE INDUSTRIES, INC.	885376	451.66 ton crush stone	5916.78	0.00	5916.78	1737 09/09/16
2380	PIKE INDUSTRIES, INC.	885755	760.75 ton crushed stone	9965.86	0.00	9965.86	1737 09/09/16
2380	PIKE INDUSTRIES, INC.	886173	21.7 ton crushed stone	284.28	0.00	284.28	1737 09/09/16
2930	VERIZON	9770904968	highway cell phone	49.76	0.00	49.76	1738 09/09/16
2970	VERMONT STATE TREASURER	TR-12-5	dog licenses	90.00	0.00	90.00	1739 09/09/16
3040	VLCT EMPLOYMENT RESOURCE AND B	20518-Q4	Unemployment Ins	160.00	0.00	160.00	1740 09/09/16
3260	WELCH'S TRUE VALUE HARDWARE	165343	shop small tools	48.97	0.00	48.97	1741 09/09/16

09/02/2016
11:32 am

TOWN OF POMFRET Accounts Payable
Check Warrant Report # 16017 Current Prior Next FY Invoices
For checks For Check Acct 01(General Fund) 09/09/16 To 09/09/16

Page 2 of 2
sweglarz

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
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		Report Total	28,722.17	0.00	28,722.17		
			=====	=====	=====		

Board of Selectmen

To the Treasurer of TOWN OF POMFRET, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ ****28,722.17 Let this be your order for the payments of these amounts.

Michael Reese, Chair

Emily Grube

Sheila Hopkins

Frank Perron

Melanie Williams

09/02/16
11:16 am

TOWN OF POMFRET Accounts Payable
Invoice Edit List-Current-Last-Next FY
Invoices Up To 09/09/16

Vendor	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
1090	B-B CHAIN	PB10105	08/29/16	09/09/16	01 safety gear/tractor			
		150-7-10-70-240.000	Protective Cloth/Supplies			150.00	0.00	0.00
		150-7-35-05-679.015	Tractor, parts			48.96	0.00	0.00
Invoice PB10105 Total						198.96 ✓	0.00	0.00
1198	BUILT BLADES	1015	08/29/16	09/09/16	01 blades,shoes,marker set			
		150-7-30-80-330.025	Blades, Shoes, Rake Teeth			1,145.00 ✓	0.00	0.00
1280	CHARLIE BROWN'S	37315	08/29/16	09/09/16	01 small tools			
		150-7-30-80-330.015	Shop, oil, small tools et			63.98 ✓	0.00	0.00
1310	CLARKS TRUCK CENTER	377963	08/29/16	09/09/16	01 diesel exhaust fluid			
		150-7-30-80-330.005	Diesel Exhaust Fluid			141.35 ✓	0.00	0.00
1398	DANA KAYE	08302016	09/02/16	09/09/16	01 Muni office cleaning			
		100-7-10-30-330.000	Cleaning			100.00 ✓	0.00	0.00
1755	GREEN MOUNTAIN POWER	08302016	09/02/16	09/09/16	01 town electric bills			
		100-7-10-30-622.000	Town Office Electricity			158.99	0.00	0.00
		100-7-10-65-622.000	Electricity, Town Hall			47.49	0.00	0.00
		100-7-20-33-622.000	Brick -Electricity			21.08	0.00	0.00
		100-7-30-40-622.000	Electricity--Pomfret FD			55.79	0.00	0.00
		100-7-30-40-622.005	Electricity--Teago FD			88.09	0.00	0.00
		150-7-40-83-622.000	Garage electricity			63.91	0.00	0.00
		100-7-30-46-622.000	Repeater electricity			6.51	0.00	0.00
Invoice 08302016 Total						441.86 ✓	0.00	0.00
1910	IRVING ENERGY	548651	08/29/16	09/09/16	01 380.3 gals ULS Diesel			
		150-7-30-80-330.000	Diesel			649.78 ✓	0.00	0.00
		929041	09/02/16	09/09/16	01 461.5 gals ULS diesel			
		150-7-30-80-330.000	Diesel			862.13 ✓	0.00	0.00
Total For IRVING ENERGY						1,511.91 ✓	0.00	0.00
2380	PIKE INDUSTRIES, INC.	883749	08/29/16	09/09/16	01 350.42 to crush stone			
		150-7-20-75-650.010	Crushed Stone			4,590.54	0.00	0.00
		884405	08/29/16	09/09/16	01 86.93 ton crush stone			
		150-7-20-75-650.010	Crushed Stone			1,138.78	0.00	0.00
		885131	08/29/16	09/09/16	01 219.4 ton crush stone			
		150-7-20-75-650.010	Crushed Stone			2,874.14	0.00	0.00
		885376	08/29/16	09/09/16	01 451.66 ton crush stone			
		150-7-20-75-650.010	Crushed Stone			5,916.78	0.00	0.00

09/02/16
11:16 am

TOWN OF POMFRET Accounts Payable
Invoice Edit List-Current-Last-Next FY
Invoices Up To 09/09/16

Page 2 of 2
sweglarz

Vendor	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
	885755		09/02/16	09/09/16	01	760.75 ton crushed stone		
	150-7-20-75-650.010		Crushed Stone			9,965.86 ✓	0.00	0.00
	886173		09/02/16	09/09/16	01	21.7 ton crushed stone		
	150-7-20-75-650.010		Crushed Stone			284.28 ✓	0.00	0.00
Total For PIKE INDUSTRIES, INC.						24,770.38	0.00	0.00
2930	VERIZON	9770904968	09/02/16	09/09/16	01	highway cell phone		
		150-7-30-80-330.030	Radios & Cellphones			49.76 ✓	0.00	0.00
2970	VERMONT STATE TREASURER	TR-12-5	08/29/16	09/09/16	01	dog licenses		
		100-6-10-10-320.045	Dog Licenses-Cost			90.00 ✓	0.00	0.00
3040	VLCT EMPLOYMENT RESOURCE	20518-Q4	09/02/16	09/09/16	01	Unemployment Ins		
		150-7-15-85-520.025	Unemployment Insurance			160.00 ✓	0.00	0.00
3260	WELCH'S TRUE VALUE HARDWA	165343	08/29/16	09/09/16	01	shop small tools		
		150-7-30-80-330.015	Shop, oil, small tools et			48.97 ✓	0.00	0.00
Report Grand Total						28,722.17	0.00	0.00

Fund Totals	Expenditures	Dis-Encumbrance
150	28,154.22	0.00
100	567.95	0.00
	28,722.17	0.00