

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

Draft Minutes of the November 2, 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), Ellen DesMeules (Treasurer), Jonathan Williams (Assistant to the Selectboard), Sherman Kent, Alan Graham, John S. Moore, Ona Chase, Scott Woodward, Elaine Chase, and Hunter Ulf

1. Call to Order: (audio 1:03) Michael Reese called the meeting to order at 7:03pm.
2. Public Comment: (audio 1:04) There was no public comment.
3. Review of Agenda: (audio 1:06) The ‘Pomfret Historical Society’s Storage Need’ was added to the agenda. The Board approved the agenda by consensus.
4. Review, Discussion, and Approval of Minutes (10/19, 10/19, 10/25): (audio 1:05) Sheila Hopkins moved, and Melanie Williams seconded, to approve 10/19 Regular and Special Selectboard meeting minutes, and the 10/25 Regular Selectboard meeting minutes with edits. The Board unanimously approved the motion.
5. Treasurer’s Report: (audio 04:10)
  - (a) Warrants for Payment (1) Accounts Payable (2) Payroll: Michael Reese moved, and Sheila Hopkins seconded, to approve the warrants (#16028, #16031) as read. The Board unanimously approved the motion.
6. Pomfret Historical Society Storage Need: (audio 5:15) Alan Graham of the Pomfret Historical Society briefed the Board on this item and there was discussion concerning storage needs for various artifacts of historical significance. A space of approximately 12’x15’ is needed. The Board and the public discussed possible solutions to the storage problem.
7. Capital Planning Committee Presentation: (audio 22:23) Scott Woodward presented an overview of the Draft Pomfret Capital Plan and there was discussion at length by the Board, the Capital Planning Committee, and the public. The plan and its appendices are available on the Pomfret town website.
8. Delinquent Tax Collector’s Report: (audio 53:21) The Delinquent Tax Collector was not present at the meeting but Frank Perron briefed the Board on the Delinquent Tax Collector’s ongoing efforts; another thousand dollar payment on a property has been received.

9. Road Foreman's Report: (audio 54:04)
- (a) General Update: The Road Foreman briefed the Board on storm cleanup (ditches, fallen trees, etc.). A tractor was rented to assist in work related to leaf blowing, cleaning ditches, culverts, and so on. The road crew employee hiring process/effort was discussed. There have been several applicants; the applicants' qualifications in general were discussed. A safety equipment grant program opportunity was discussed – the Road Foreman will forward the information to the Selectboard Assistant.
  - (b) Clifford Driveway: Emily Grube briefed the Board on this item and there was discussion by the Selectboard.
10. Highway Equipment Inventory: (audio 1:06:00) The Road Foreman and Michael Reese briefed the Selectboard on this item and there was discussion. Michael Reese moved, and Sheila Hopkins seconded, to approve the draft town highway equipment inventory evaluation for the 2016 Town Report. There was discussion, and the Board unanimously approved the motion.
11. Driveway Permits: (audio 1:10:00) Michael Reese briefed the Board on the driveway permits, and there was discussion.

Frank Perron moved, and Michael Reese seconded, that the Board grant preliminary approval for the driveway access permit application of Jeffrey C. Barger and Cynthia R. Barger received 10/19/16, subject to the terms of application including the installation of a 15-inch culvert. The Board unanimously approved the motion.

Frank Perron moved, and Michael Reese seconded, that the Board grant preliminary approval for the temporary road access permit application of Roderick and Amanda S. Williams received 10/19/16, subject to the terms of application including that the access may be constructed at an angle less than 90 degrees to the roadway, and that it be removed when the logging work is finished. The Board unanimously approved the motion.

Michael Reese moved, and Sheila Hopkins seconded, that the Board grant final approval for the following driveway or approach road access permit applications, because the Road Foreman informed the Board they were installed in accordance with the directions, restrictions and conditions of the respective permits and are acceptable under State and local regulations: Russell and Karen Payne at Kenyon Hill Road (6/1/16), Tom Dodge on Wild Apple Road (8/5/15), Eric Maynard on Allen Hill Road (10/1/14), and Seth and Tessa Westbrook on LaBounty Road (4/30/15). The Board unanimously approved the motion.

12. Town Officials Payment Policy: (audio 1:17:00) Melanie Williams briefed the Board on this item and there was discussion. Michael Reese moved, and Frank Perron seconded, to approve the Town Officials Payment Policy with edits. The Board unanimously approved the motion. The Selectboard Assistant shall finalize

the approved payment policy and submit it to the Selectboard for signing.

13. Discussion on Releasing Funds from FAST Squad AED Reserve: (audio 1:27:00) Frank Perron briefed the Board on this item and there was discussion by the Board and the public regarding the purchase of multiple AEDs (automated external defibrillators) for multiple locations in town. Sheila Hopkins moved, and Melanie Williams seconded, to authorize the purchase of 8 AED devices with FAST Squad AED reserve funds, and there was discussion. Frank Perron abstained from the vote. The Board unanimously approved the motion.
14. Upcoming Grant Opportunities: (audio 1:39:00) The Assistant to the Selectboard briefed the Board on this item and there was discussion.
15. Selectboard Correspondence: (audio 1:47:00) None.
16. Next Meeting's Agenda: 'Windsor County Sheriff' and 'Traffic Ordinance' were items scheduled for the Second November Regular Selectboard meeting. A Special Selectboard Meeting was tentatively scheduled for 6:00pm on 11/16/16 for the purposes of employee review.
17. Closing Public Comments, Review of Assignments: (audio 1:52:00) There was a comment from the Road Foreman related to the new Caper Street signs. A public comment was made related to unregistered vehicles left on private property. An inquiry was made by the town constable related to unregistered/unvaccinated dogs in town and there was discussion by the Selectboard. Melanie Williams moved, and Frank Perron seconded, to authorize Michael Reese to draft and sign a letter to dog owners reminding them of their responsibilities to the town, to be distributed by the town constable. The Board unanimously approved the motion.
18. Adjournment: Sheila Hopkins moved, and Michael Reese seconded, to adjourn the meeting at 9:06pm. The Board unanimously approved the motion.

Date: 11/04/2016

Respectfully Submitted,

Jonathan Williams, Assistant

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