

Town of Pomfret
 5218 Pomfret Road
 North Pomfret, VT 05053
 Agenda for February 1, 2017 Regular Selectboard Meeting
7:00pm at the Pomfret Town Offices

Agenda Item	Presenting Individual	Timeframe
1. Call to Order	Chair	7:00pm-
2. Public Comment	Chair	7:00pm-
3. Review of Agenda	Chair	7:00-7:10pm
4. Recurring Items, Presentations, Including Items for Possible Vote: a) Review, discussion, and approval of minutes: 1/18 Regular Meeting, 1/18 Special Meeting, 1/24 Special Meeting 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. FY18 Better Roads Grant Application iii. Gramling Driveway Permit	Chair Treasurer Delinquent Tax Collector Road Foreman	7:10-7:15pm 7:15-7:30pm 7:30-7:40pm 7:40-7:55pm
5. Business Items for Possible Vote: a) Act 46 Presentation and Discussion b) Hazard Mitigation Plan Adoption c) Fire Protection Agreement d) Town Hall Committee Formation e) Set Date for Budget Informational Meeting f) Liquor License Renewal – Teago Store g) Hiring of Attorney for ZBA in Chippers Matter	Chair	7:55-8:50pm
6. Business Items for Discussion a) Selectboard correspondence: b) Next meeting's agenda:	Chair	8:50-8:55pm

7. Closing Public Comments, Review of Assignments, and Adjournment	Chair	8:55-9:00pm
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**Town of Pomfret
5218 Pomfret Road
North Pomfret, VT 05053**

Draft Minutes of the January 18, 2017 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), Becky Fielder (Town Clerk), Jonathan Williams (Assistant to the Selectboard), Neil Lamson, Scott Woodward, and Seth Westbrook, Seth Shaw, Bob Coates, and Patty Kuzmickas (Prosper Valley School Board Members)

1. Call to Order: Michael Reese called the meeting to order at 7:04pm.
2. Public Comment: (audio 0:33) There was no public comment.
3. Review of Agenda: (audio 1:10) There were no changes to the agenda.
4. Review, Discussion, and Approval of Minutes (1/04/17, 1/10/17): (audio 1:35) Emily Grube moved, and Frank Perron seconded, to approve the 1/04/17 Regular Selectboard meeting minutes as written and prepared. The Board unanimously approved the motion. Michael Reese moved, and Frank Perron seconded, to approve the 1/10/17 Special Selectboard meeting minutes as amended. Sheila Hopkins abstained as she was not present at the Special meeting. The Board unanimously approved the motion.
5. Treasurer's Report: (audio 3:24)
 - (a) Warrants for Payment (1) Accounts Payable (2) Payroll: Michael Reese moved, and Frank Perron seconded, to approve the warrants (#16034, #16054, #16053, #16050, #16049, #16052, and #16051) as read, with the tractor purchase order being confirmed. There was discussion. The Board unanimously approved the motion.
6. Delinquent Tax Collector's Report: (audio 10:12) The Delinquent Tax Collector Karen Hewitt briefed the Board on ongoing collection efforts, and there was discussion. The upcoming tax sale was discussed.
7. Road Foreman's Report: (audio 12:18)
 - (a) General Update: The Road Foreman briefed the Board concerning the tractor; the tractor was serviced and a presentation was made to the road crew on maintenance and care. The Road Foreman called D & D to have sand delivered. The sand should be delivered by 1/19/17 if the weather cooperates. Trucks were inspected and repaired. There have been only minor problems with the trucks (hydraulic hoses, loose fittings, etc.). A sales email was discussed. The Road Foreman will contact Diamond Mowers who will send a

representative to provide a presentation about the mower. Tree cutting was discussed.

- (b) School Snowplowing Update: (audio 18:30) Michael Reese briefed the Board on this item and there was discussion. A deal with the town of Bridgewater concerning this issue has been reached. The town of Bridgewater will perform summer grading and winter maintenance at the Wayside Road location and the town of Pomfret will give Bridgewater a couple loads of sand and potentially another culvert if it is required; Pomfret will also pay the sum of monies for the school snowplowing until it potentially becomes a unified district.
8. Town Meeting Warning: (audio 20:00) Frank Perron briefed the Board on this item and there was discussion. The most recent Draft Town Meeting Warning document was reviewed. There was additional discussion by the Board and the public concerning formatting and other related matters. A Special Selectboard meeting was tentatively scheduled for next Tuesday, January 24, 2017 at 6:30pm for “Town Meeting Warning Review to Include Reserve Fund Review and Discussion.”
9. Draft Budget Narrative: (audio 1:05:00) Michael Reese briefed the Board on this item and there was discussion. The ‘Draft Budget Narrative Review’ shall be added to the 1/24/17 Special Meeting agenda.
10. Approval of 2017 VLCT-PACIF Equipment Grant Application: The Assistant to the Selectboard briefed the Board on this item and there was discussion. Frank Perron moved, and Sheila Hopkins seconded to authorize Michael Reese to sign the 2017 VLCT-PACIF Equipment Grant application. The Board unanimously approved the motion. The Assistant to the Selectboard shall sign, scan, and submit the application on 1/19/2017 with the price quotes attached.
11. Driveway Access Permits: Barger - Final Approval; Gramling – New Permit: (audio 1:09:30) Michael Reese and the Road Foreman briefed the Board on this issue. Michael Reese moved, and Frank Perron seconded, to authorize the chair to sign as final approval for the Barger Driveway access permit dated November 2, 2016. The Road Foreman noted that it complies with all prescriptions given. The Board unanimously approved the motion. The Gramling permit application was discussed; a site visit was held. Emily Grube moved, and Sheila Hopkins seconded, to approve the permit with the following requirements: an 18 inch culvert as required by FEMA, and the location shall be moved 15 feet up the hill to the west. The Board unanimously approved the motion.
12. 2017 Certificate of Highway Mileage: (audio 1:21:08) Michael Reese briefed the Board on this item and there was discussion. Frank Perron moved, and Melanie Williams seconded, to approve the 2017 Certificate of Highway Mileage document and to authorize the Selectboard Chair to sign said document. The

Board unanimously approved the motion.

13. Act 45/School Property Discussion: (audio 1:23:31) Frank Perron briefed the Board on this item and there was discussion by the Board and the public. Questions were submitted by the Selectboard to school board officials which were answered.
14. Landlocked School Parcel/Stump Dump Use Request by NEFF: (audio 2:10:12) Michael Reese briefed the Board on this item and there was discussion. Frank Perron shall contact The New England Forestry Foundation concerning this matter and inquire if they are still interested in the work, on the conditions that the logging operation is a 'one-time' deal, the grounds are to be restored to the state they were in before the work begins, and that the operation will end prior to the start of mud season when the town Road Foreman sees fit.
15. Town Hall Committee Formation: (audio 2:23:10) Sheila Hopkins briefed the Board on this item and there was discussion by the Board and the town Clerk. Sheila Hopkins shall draft up a mission statement. This item shall be discussed at the next Regular Selectboard meeting.
16. VLCT Special Membership Meeting: (audio 2:28:51) Michael Reese moved, and Sheila Hopkins seconded to appoint Jonathan Williams Selectboard Assistant as the voting delegate to the VLCT Special Business Meeting and to authorize Michael Reese as Chair to sign the application form. The Board unanimously approved the motion.
17. FD Funding Letter: (audio 2:32:16) Melanie Williams briefed the Board on this item and there was discussion.
18. Selectboard Correspondence: (audio 2:32:47) There was correspondence received regarding insurance items. There was correspondence received regarding a written complaint received by the town.
19. Next Meeting's Agenda: 'Town Hall Committee Formation' and 'Budget Informational Meeting Scheduling' were items scheduled for the first February Regular Selectboard meeting. 'Town Meeting Warning Review to Include Reserve Fund Review and Discussion' and 'Budget Narrative were items scheduled for the 1/24/2017 Special Selectboard meeting.
20. Executive Session:
 - (a) Michael Reese moved, and Sheila Hopkins seconded to have the Board enter into Executive Session pursuant to 1 VSA §313(a)(1)(E) concerning pending or probable civil litigation or a prosecution, to which the public body is or may be a party), and in finding that premature general public knowledge of issues pertaining to the Chipper's litigation will clearly place the town at a substantial disadvantage by disclosing its legal strategies. There was

discussion. The Board unanimously approved the motion. The Assistant to the Selectboard was present for the executive session.

- (b) Melanie Williams moved, and Sheila Hopkins seconded, that the Board exit Executive session. The Board unanimously approved the motion at 10:14pm. Michael Reese moved, and Melanie Williams seconded, that the Board authorize Amanda Lafferty the town's attorney in the chipper's case to file an appeal of the zoning administrator's issued permit dated January 6, 2017. There was discussion. The Board unanimously approved the motion.

21. Closing Public Comments, Review of Assignments: (audio 2:06:00) There were no closing public comments.

22. Adjournment: Frank Perron moved, and Melanie Williams seconded, to adjourn the meeting at 10:15pm. The Board unanimously approved the motion.

Date: 01/20/2017

Respectfully Submitted,

Jonathan Williams, Assistant

Approved by the Board at _____ Meeting

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

Draft Minutes of the January 18, 2017 Special Selectboard Meeting

Present: Michael Reese (Selectboard Member), Sheila Hopkins (Selectboard Member), Melanie Williams (Selectboard Member), Frank Perron (Selectboard Member), Emily Grube (Selectboard Member), Jonathan Williams (Selectboard Assistant), Amanda Lafferty (Attorney - By Phone), Preston Bristow (Zoning Administrator), Phil Dechert, Peter DesMeules, and Peter Vollers

1. Call to Order: Michael Reese called the meeting to order at 6:03 p.m.
2. Public Comment: There was a question related to the agenda and the appropriateness/timing of commentary provided. There was a comment made regarding town policy related to the handling of appeals, litigation, and attorney involvement.
3. Chipper's Case Executive Session:

- i) Sheila Hopkins moved, and Emily Grube seconded, that the Board enter into executive session, after a friendly amendment, pursuant to 1 VSA §313(a)(1)(E) and 1 VSA 1(a)(1)(F), related to confidential attorney-client communications made for the purpose of providing professional legal services to the body and pending or probable civil litigation or a prosecution, to which the public body is or may be a party. There was discussion. There was a public comment concerning the Chipper's Case. There was public comment concerning proper open meeting procedure. There was further discussion, and the motion was withdrawn. The Selectboard returned to the public comment portion of the agenda.

After a period of public comment, Sheila Hopkins moved, and Emily Grube seconded, that the Board enter into executive session, pursuant to 1 VSA §313(a)(1)(E) pending or probable civil litigation or a prosecution, to which the public body is or may be a party and 1 VSA 1(a)(1)(F) related to confidential attorney-client communications made for the purpose of providing professional legal services to the body. There was discussion by the public and the Selectboard: Peter Vollers provided public comment related to the Chipper's case. Peter DesMeules provided public comment related to the Chipper's case. The Board, in finding that premature general public knowledge of issues pertaining to the Chipper's litigation will clearly place the town at a substantial disadvantage by disclosing its legal strategies, unanimously approved the motion. The Assistant to the Selectboard and the Zoning Administrator were present for the executive session.

- ii) Melanie Williams moved, and Sheila Hopkins seconded, that the Board exit Executive session. The Board unanimously approved the motion at 7:11pm. No

motion was made or actions taken related to the subject discussed in executive session at this time.

5. Closing Public Comments and Adjournment: There were no public comments. Melanie Williams moved, and Sheila Hopkins seconded, to adjourn the meeting at 7:12pm. The Board unanimously approved the motion.

Date: 01/20/17

Respectfully Submitted,
Jonathan Williams, Selectboard Assistant

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

Draft Minutes of the January 24, 2017 Special Selectboard Meeting

Present: Michael Reese (Selectboard Member), Melanie Williams (Selectboard Member), Frank Perron (Selectboard Member), Emily Grube (Selectboard Member), Sheila Hopkins (Selectboard Member), Laura Kent (Auditor), Neil Lamson, Scott Woodward

1. Call to Order: Michael Reese called the meeting to order at 6:35 p.m.
2. Public Comment: (Audio 00:30) None.
3. Town Meeting Warning Review to Include Reserve Fund Review and Discussion: (Audio 1:00)
The board reviewed the draft Warning with input from those in attendance. The Board also discussed, with input from those in attendance, the concept of including a “rainy day” reserve fund article on the warning. Melanie Williams moved and Frank Perron seconded, to approve the warning as edited, articles 1 through 13. There was discussion about whether to add one or more articles to approve distribution of highway budget surplus into various highway reserve funds. Melanie Williams withdrew her motion. Sheila Hopkins moved and Emily Grube seconded, to approve the Town Warning as written with the 18 items discussed. The motion passed unanimously.
4. Budget Narrative Review: (Audio 1:48:45) The Budget Narrative was discussed and edited with input from those in attendance. Melanie Williams moved and Michael Reese seconded to approve the Budget Narrative as edited. The motion passed unanimously.
5. Fire Services Informational Narrative Review: (Audio 2:18:15) The Board reviewed and discussed the draft of this document and made edits. Sheila Hopkins moved and Michael Reese seconded, that the Board accept the Fire Services Informational Narrative Review as edited. The motion passed unanimously.
6. Closing Public Comments and Adjournment. There were no public comments. Melanie Williams moved, and Sheila Hopkins seconded, to adjourn the meeting at 9:40 pm. The Board unanimously approved the motion.

Date: 01-24-17

Respectfully Submitted,
Melanie Williams, Clerk

Approved by the Board at _____ Meeting

CERTIFICATE OF ADOPTION
<<DATE>>
TOWN OF Pomfret, Vermont Selectboard
A RESOLUTION ADOPTING THE Pomfret 2016 HAZARD MITIGATION PLAN

WHEREAS, the Town of Pomfret has historically experienced severe damage from natural hazards and it continues to be vulnerable to the effects of the hazards profiled in the 2015 **HAZARD MITIGATION PLAN**, which result in loss of property and life, economic hardship, and threats to public health and safety; and

WHEREAS, the Town of Pomfret has developed and received conditional approval from the Federal Emergency Management Agency (FEMA) for its **2015 HAZARD MITIGATION PLAN** under the requirements of 44 CFR 201.6; and

WHEREAS, the **PLAN** specifically addresses hazard mitigation strategies, and Plan maintenance procedures for the Town of Pomfret; and

WHEREAS, the **PLAN** recommends several hazard mitigation actions (projects) that will provide mitigation for specific natural hazards that impact the Town of Pomfret with the effect of protecting people and property from loss associated with those hazards; and

WHEREAS, adoption of this **PLAN** will make the Town of Pomfret eligible for funding to alleviate the impacts of future hazards; now therefore be it

RESOLVED by Town of Pomfret Selectboard:

1. The **2016 HAZARD MITIGATION PLAN** is hereby adopted as an official plan of the Town of Pomfret;
2. The respective officials identified in the mitigation action plan of the **PLAN** are hereby directed to pursue implementation of the recommended actions assigned to them;
3. Future revisions and **PLAN** maintenance required by 44 CFR 201.6 and FEMA are hereby adopted as part of this resolution for a period of five (5) years from the date of this resolution; and
4. An annual report on the process of the implementation elements of the Plan should be presented to the Selectboard by the Emergency Management Director or Coordinator.

IN WITNESS WHEREOF, the undersigned have affixed their signature and the corporate seal of the Town of Pomfret this ____ day of _____ 201__

Selectboard Chair

Selectboard Member

ATTEST

Town Clerk

From: Bob Coates <bcoatesvt@hotmail.com>

Sent: Wednesday, January 25, 2017 11:47:37 AM

To: Michael Reese

Subject: Re: Notice, Agenda for January 24, 2017 Pomfret Special Selectboard Meeting

Single best resource is the Act 46 website www.voteonact46.org. Thanks Michael.

Bob