

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

Draft Minutes of the April 25, 2017 Special Selectboard Meeting

Present: Frank Perron (Selectboard Vice-Chair), Scott Woodward, (Selectboard Member), Emily Grube (Selectboard Member), Michael Reese (Selectboard Member), Andrew Mann, Gaal Crawl, Kevin Geiger (arrived at the end

1. Call to Order: Frank Perron called the meeting to order at 6:47pm.
2. Public Comment: (audio part 1, 0:42) Public comment offered by Andy Mann regarding public records access to the legal suit involving the Town and Chippers. Michael Reese will research to determine which documents should be made publicly available. Gaal Crawl also offered public comment reporting her update as liaison between the Selectboard and the Fire Department.
3. Fire Protection Agreement: (audio part 1, 7:15, audio part 2 beginning to 43:24) A lengthy discussion was had about the April 20, 2017 draft of the Fire Protection Agreement. Scott Woodward will make further edits of the document, including: making corrections to the definitions section, incorporating a provision that will have the Board and Fire Department adopt recommendations from the 2016 Fire Services Evaluation (the “John Wood Report”), additional reporting requirements (e.g., number and nature of calls, status of hose testing, status of training, disclosure of Standard Operating Procedures (SOP’s) and active personnel levels at each station). The Board also discussed the timing of when various reports would be due as part of the agreement, e.g., January 30 of each year for July 1-December 21 and July 31 of each year for January 1-June 30. The intent of reporting requirements is to help the Board make long-term decision about future services. Michael Reese will also draft a hold harmless provision to be included in the agreement.
4. Town Hall Maintenance (Installation of new windows): (audio part 2, 43:25) Three bids were received for the installation of new windows at the Town Hall. The bidders were: John Syme of Pomfret (bid \$12,600), Lance Ballard of South Woodstock (\$20,075) and Ron Amato of Sharon (\$15,200). Scott Woodward briefed the board on a conversation he had with VLCT regarding Workers’ Compensation insurance. Scott described the paperwork requirements of hiring contractors, especially sole proprietors. Michael Reese moved and Scott Woodward seconded a motion to award the bid to John Syme. The motion passed unanimously.
5. Local Emergency Operations Plan (LEOP): (audio part 2, 56:44) Frank Perron briefed the Board on the status of the LEOP. Michael Reese moved and Scott Woodward seconded to have Frank Perron finish making changes to the LEOP

and prepare the plan for signature to be turned in to the State of Vermont by the May 1, 2017 deadline. The motion passed unanimously.

6. Fire Alarm Ordinance: (audio part 2, 1:00:33) Emily Grube raised the issue of the Fire Alarm Ordinance. The Board briefly discussed whether the ordinance should be pursued and the various complications that might ensue with the Town's responsibilities to enforce the ordinance. The board also discussed the volume of false alarm calls of which there have been 22 reported since 2012 (see 2012, 2013 and 2015 Town Reports). The Board tabled further discussion of the ordinance until further notice.
7. Closing Public Comments, Review of Assignments: (audio part 2, 1:09:20) Andy Mann raised the issue of whether there will be a deficit in the General Fund for FY2017 and highlighted the statutory requirement if a deficit occurs. Kevin Geiger arrived and received an update from the Board for his role as liaison between the Board and the Fire Department.
8. Adjournment: Michael Reese moved, and Emily Grube seconded, to adjourn the meeting at 9:07pm. The Board unanimously approved the motion.

Date: 04/26/2017

Respectfully Submitted,

Scott Woodward, Board Member

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