

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

Draft Minutes of the May 17, 2017 Regular Selectboard Meeting

Present: Sheila Hopkins (Selectboard Member), Frank Perron (Selectboard Member), Scott Woodward, (Selectboard Member), Emily Grube (Selectboard Member), Michael Reese (Selectboard Member), Art Lewin, Sr. (Road Foreman), Jonathan Williams (Assistant to the Selectboard), Gordon Tuthill, Gaal Crowl, Andrew Mann, Lt. Roger Farmer (Vermont State Police), Amber Geneva, and Curt Peterson (Vermont Standard).

1. Call to Order: Sheila Hopkins called the meeting to order at 7:00pm.
2. Public Comment: There was a public comment related to illegal dumping and a public safety issue. There was a public comment congratulating Scott Woodward on his appointment as Deputy Secretary for the Agency of Digital Services. There was a public comment related to the Fire Department contract.
3. Review of Agenda: Gordon Tuthill's Road Discussion was moved to follow the State Police Conversation on the agenda, and then the Dog Issue was moved to follow the Road Discussion. A 'Grants Update' was added under transportation items. The changes to the agenda were approved by consensus.
4. State Police Conversation: Scott Woodward and Lt. Farmer of the Vermont State Police spoke to the Board and the public. Introductions were made and general concerns were discussed. Property crimes were discussed. Illegal dumping was discussed, as were crimes/burglary rates in Pomfret. The potential for a law enforcement coverage/contract with the Vermont State Police was discussed by the Board and the public.
5. Gordon Tuthill Roads Discussion: Mr. Tuthill briefed the Board on various road problems municipalities' face and how to solve them. Road acreage and allowance land was discussed. Defining rights-of-way was discussed, as were the power company's recorded easements. A conversation concerning undocumented and discontinued roads followed.
6. Dogs Issue: Sheila Hopkins and Amber Geneva briefed the Board on this item and there was additional discussion by the Board and the public. The reappointment of the town constable and municipal officials in general was discussed by the Selectboard and members of the public.
7. Review, Discussion, and Approval of Minutes (5/03): Scott Woodward moved, and Michael Reese seconded, to approve the 5/03 Regular and Special Selectboard meeting minutes with changes. There was discussion. The Board unanimously approved the motion.

8. Review, Discussion, and Approval of Various Municipal Reports: The Selectboard Assistant briefed the Board on this item and there was discussion. The Town was not awarded a 2017 VTrans Class 2 Town Highway (paving) grant. The town *was* awarded a VLCT equipment grant totaling \$2,518.54 with a 50% match for the purchase and installation of a surveillance and intrusion detection systems for the town garage. The town was also awarded a Better Roads grant for \$33,600.00 with a 20% match for slope stabilization. Sheila Hopkins moved, and Frank Perron seconded, to have the Selectboard Assistant contact the security system vendor and move forward with the purchase and installation of said security systems. The Board unanimously approved the motion. There was discussion concerning the Better Roads grant application. The Selectboard assistant and the Road Foreman will contact VTrans to move forward on having state engineers come assist with the project and work to generate an RFP. There was discussion concerning the purchasing policy. There was discussion concerning the municipal officials' reports. Frank Perron moved, and Emily Grube seconded, to accept the Treasurer's, Road Foreman's, Delinquent Tax Collector's, and Selectboard Assistant's Reports. The Board unanimously approved the motion.

9. Warrants for Payment (1) Accounts Payable (2) Payroll: Michael Reese moved, and Frank Perron seconded, to approve warrants #16082 and #16081 There was discussion. The Board unanimously approved the motion. The Assistant shall post the warrants on the town website.

10. Transportation Items:

(a) Paving RFP Discussion: The Selectboard Assistant and the Road Foreman briefed the Board on this item and there was discussion. Emily Grube moved, and Michael Reese seconded, that the Board hereby approves the issuance of an RFP for paving pursuant to the technical specifications of last year's RFP, to be prepared and finalized by the Selectboard Assistant with input from the Selectboard and the Road Foreman. There was discussion. The Board unanimously approved the motion.

(b) Approval of the Transportation Alternatives Scoping Study RFP: The Selectboard Assistant briefed the Board on the scoping study RFP and there was discussion. Michael Reese moved, and Frank Perron seconded, to approve the Transportation Alternatives Scoping Study RFP as written. There was discussion. The Board unanimously approved the motion. The Selectboard Assistant shall post this RFP to the Vermont bid system website and other sites/locations as specified and required by VTrans.

(c) Highway Surface & Culvert Maintenance Plan: Scott Woodward briefed the Board on this item and there was discussion.

- (d) ArtisTree Driveway Issues: Michael Reese briefed the Board on this item and there was discussion. Parking and access points issues were discussed. The Zoning Board of Adjustment's upcoming hearing was considered. A TRORC traffic count was considered. A road safety audit request to the state was discussed. Michael Reese moved, and Scott Woodward seconded, to have the Selectboard Assistant talk to TRORC to have a traffic count and VTrans road safety audit prepared/requested concerning the area. There was discussion. The Board unanimously approved the motion. This item will be added to the next Regular Selectboard meeting agenda in June.
11. Budget Discussion: Scott Woodward and Frank Perron briefed the Board on this item and there was discussion.
12. Auditor's Discussion: There was discussion concerning this item. 'Auditor's Discussion' will be added to the next Regular Selectboard meeting agenda in June; the auditors and the Treasurer will be invited to this future discussion.
13. Delinquent Tax Collector's Compensation: Frank Perron briefed the Selectboard on this item and there was discussion. An annual review for the Delinquent Tax Collector was considered. A Special Selectboard meeting is tentatively scheduled for June 7 at 6pm for an executive session – employee review.
14. Zoning Administrator Appointment: (audio 2:12:40) Scott Woodward briefed the Board on this item and there was discussion.
15. Dog Complaint: Emily Grube briefed the Board on another dog issue and there was discussion. No written complaint has been forthcoming, but the State police have been contacted.
16. Agricultural Access Permit: Frank Perron and Emily Grube briefed the Board on this item and there was discussion. A culvert, access road, and a ditch were discussed. Use and the type of access were discussed. No action was taken on this item at this time. There is Selectboard consensus that the Board recommend that the applicant's engineers rework and resubmit a permit application incorporating revised plans. Frank Perron shall follow up with the applicants on reviewing and providing feedback on said revisions.
17. Selectboard Correspondence: Correspondence from the VT Center for Geographic Information concerning the Parcel Mapping Project was reviewed. A letter from the Vermont 100 Endurance Race informing the town of the upcoming race event was discussed. 'The Vermont 100 Race' will be added to the next Regular Selectboard meeting agenda. The Selectboard Assistant shall contact the Vermont 100 group and let them know this item will be discussed at the next Regular Selectboard meeting, and to inquire about the specifics re: traffic control. A letter from Constable Ona Chase was reviewed and discussed. The future review and maintenance of the town garage security system's CCTV footage was

considered.

18. Closing Public Comments, Review of Assignments: There were no public comments. 'Emergency Services Sharing', 'The Vermont 100 Race', 'Auditor's Discussion', and "ArtisTree Driveway Issues' shall be added to the next Regular Selectboard meeting agenda. 'Driveway Access Permit Policy Changes' and 'Conflict of Interest Policy' shall be added to the second Regular Selectboard meeting agenda in June.

A Special Selectboard meeting is tentatively scheduled for June 7 at 6pm for an executive session – employee review.

19. Adjournment: Frank Perron moved, and Scott Woodward seconded, to adjourn the meeting at 9:48pm. The Board unanimously approved the motion.

Date: 05/19/2017

Respectfully Submitted,

Jonathan Williams, Assistant

Approved by the Board at _____ Meeting