

Town of Pomfret
 5218 Pomfret Road
 North Pomfret, VT 05053
 Agenda for December 20, 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 – for items not on agenda	Chair	7:00-7:10pm
3. Review of Agenda	Chair	7:10-7:15pm
4. Executive Session – Employee Review	Chair	7:15pm-7:55pm
5. Recurring Items and Reports, Including Items for Possible Vote:		
a) Review, discussion, and approval of minutes: 11/29, 12/06, 12/13	Chair	7:55-8:00pm
b) Review, discussion, and approval of Various Municipal Reports	Chair	8:00-8:05pm
c) Warrants for Payment (1) Accounts Payable (2) Payroll	Chair	8:05-8:15pm
6. Business Items for Possible Vote:	Joint	8:15-8:55pm
a) Transportation Items i) Road Commissioner Update		
b) School Property Transfer		
c) Catering Permits Approval		
d) Emergency Services Policy		
e) Runamuck 50K Application Review		
f) Joe Ranger Road Easement		
g) Fire Alarm Ordinance		
h) Hartford Fire/Ambulance Agreement		
i) New England Forestry Foundation Right-of-Way Agreement		
7. Business Items for Discussion	Chair	8:55-9:05pm
a) Review of Assignments		
b) Selectboard Correspondence		
8. Closing Public Comments	Chair	9:05-9:10pm
9. Adjournment	Chair	9:10pm

Town of Pomfret

5218 Pomfret Road
North Pomfret, VT 05053

Draft Minutes of the November 29, 2017 Special Selectboard Meeting

Present: Frank Perron (Selectboard), Emily Grube (Selectboard), Scott Woodward (Selectboard), Michael Reese (Selectboard), John Peters (Selectboard), and Kolbey Haupt (Hilltop Excavation).

1. Call to Order: The Chair called the meeting to order at 6:00pm.
2. Public Comment: None.
3. Pomfret Road Slope Repair Bid Opening: Scott Woodward presented the bids, noting they had been checked for format compliance. Board members double checked the math for the following bids:

Daniels (Ascutney)	\$44,202.00
Engineers construction (South Burlington)	\$77,062.65
G&N Excavation (Moretown)	\$73,789.00
Champlain Construction (Middlebury)	\$142,288.05
Blue Mountain Trucking and Excavation (So Ryegate)	\$51,595.00
Willey Earthmoving Corp (Windsor)	\$49,715.00
Hilltop Construction (Randolph)	\$67,744.20

Scott Woodward moved, and Michael Reese seconded, to award the bid to Daniels for \$44,202.00. Following discussion, the Board unanimously approved the motion.

4. Budget: The Board discussed the various aspects of the town portion of the budget for which there had been remaining questions.
5. Adjournment: Michael Reese moved, and Frank Perron seconded, to adjourn the meeting. The Board unanimously approved the motion.

Date: 12/6/2017

Respectfully Submitted,

Michael Reese

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

Draft Minutes of the December 6, 2017 Regular Selectboard Meeting

Present: Michael Reese (Selectboard member), Scott Woodward, (Selectboard Member), Emily Grube (Selectboard Member), Frank Perron (Selectboard member), Art Lewin Sr. (Road Foreman), Jonathan Williams (Assistant to the Selectboard), Neil Lamson, Curt Peterson (Vermont Standard),

1. Call to Order: Frank Perron called the meeting to order at 7:03pm.
2. Public Comment: There was a public comment complimenting the Selectboard regarding their transparency. A question was posed about the budget and its drafting/printing schedule. A public comment was made concerning the personnel policy and overtime issues.
3. Review of Agenda: ‘NEMRC Cloud Discussion’ was added to the agenda. ‘Fire Alarm Ordinance’ and ‘Hartford Ambulance/Fire Agreement’ were removed from the agenda due to John Peter’s absence. Frank Perron moved, and Michael Reese seconded, to approve the agenda as amended. The Board unanimously approved the discussion.
4. Executive Session- Employee Review: Scott Woodward moved, and Emily Grube, seconded, that the board enter into executive session for the purposes of the employment or evaluation of an employee pursuant to 1 VSA § 313(a)(3). There was discussion. The Board unanimously approved the motion and entered into executive session at 7:12 pm. Jonathan Williams and Art Lewin Sr. were invited to be present for the executive session.

Frank Perron moved, and Michael Reese seconded, to exit executive session at 8:10pm. The Board unanimously approved the motion. No decision was made during executive session at this time.
5. New England Forestry Foundation: Emily Grube briefed the Selectboard on this item, and there was discussion. Questions were posed to the Road Foreman concerning use of the stump dump, and there was further discussion. Emily Grube and Frank Perron will continue to work out the details of the New England Forestry Foundation’s temporary right-of-way agreement with that group.
6. Review, Discussion, and Approval of Minutes (11/08, 11/15, 11/21, 11/29): Approval of the draft 11/29 minutes was postponed until the next regular meeting. Michael Reese moved, and Frank Perron seconded, to approve the 11/08, 11/15, and the 11/21 minutes as written. The Board unanimously approved the motion.

7. Review, Discussion, and Approval of Various Municipal Reports: There was discussion concerning the various reports received. Frank Perron moved, and Michael Reese seconded, to approve the various municipal reports received, as written. The Board unanimously approved the motion. The Selectboard Assistant will work to set up a shared Calendar on Outlook for the Selectboard's use, and will populate it with scheduled meetings, etc.
8. Warrants for Payment (1) Accounts Payable (2) Payroll: The warrants for payment were reviewed and discussed. Scott Woodward moved, and Michael Reese seconded, to approve AP warrant #17055, which includes reimbursement for Mr. Roger Amato in the amount of \$7,017.71. There was discussion concerning Mr. Amato's payment and potential reimbursement from FEMA for the work involved (armoring a culvert, etc.). The Board unanimously approved the motion. Scott Woodward moved, and Frank Perron seconded, to approve payroll warrants #17049 and #17056. The Board unanimously approved the motion.
9. Transportation Items
 - (a) Road Commissioner Update: Scott Woodward briefed the Selectboard on a call pertaining to Joe Ranger Road and concern over its ditches. The road crew has been engaged in winter prep (chains, blades, plows, etc.). Frank Perron has met with the contractor awarded the bid re: the slide bid. A pre-construction site visit was held. Sites to dump fill need to be approved by VTrans; two sites being proposed are on Handy Road and Sugarhouse Road.
 - (b) FEMA & FHWA Reimbursement Update: Scott Woodward briefed the Board on this item. Scott met with a representative from VTrans on 12/6/17 and the FEMA program manager and discussed where the town is in the FEMA process. The town has finalized its disaster inventory. There was further discussion. 13 Separate work locations in Pomfret will be considered 1 project according to FEMA. Scott informed FEMA that the town would like to be reimbursed in FY18.
10. Act 46 School Deed Transfer Update: Frank Perron briefed the Selectboard on this item and there was discussion. Planning for the town warning language was considered. There was further discussion about the property under consideration. Frank Perron will follow up with this issue.
11. NEMRC Cloud Update: Scott Woodward updated the Selectboard on this item and there was discussion. There was some confusion concerning municipal use of NEMRC cloud. The costs were higher than initially supposed, at \$90 a month. Scott Woodward has indicated to NEMRC that this cost is too much for the town.
12. Selectboard Policies Review: Scott Woodward briefed the Selectboard on various policies he would like the Selectboard to review at future meetings.

13. Review of Assignments/Selectboard Correspondence: Review of a driveway was discussed by the Selectboard. Scheduling future special selectboard meetings was considered.

There was discussion of a letter from Brook Field Service for maintenance of the generator. Frank Perron moved, and Michael Reese seconded to contract with Brook Field Service for program #1 for \$1,103.00 or \$1,048.00 if paid for by December 18, 2017. The Board unanimously approved the motion.

Road speed limits on Pomfret Road in South Pomfret were discussed.

14. Public Comment: There was none.

15. Adjournment: Frank Perron moved, and Scott Woodward moved, to adjourn. The Board adjourned at 9:22pm.

Date: 12/08/2017

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 December 6, 2017 Special Selectboard Meeting

Present: Frank Perron (Selectboard Member), Michael Reese (Selectboard Member), Emily Grube (Selectboard Member), Scott Woodward (Selectboard Member), Andrew Mann, Neil Lamson, Jonathan Williams (Assistant to Selectboard)

1. Call to Order: Frank Perron called the meeting to order at 6:03 p.m.
2. Public Comment: None.
3. Budget Discussion: There was discussion pertaining to budget issues. Uses for the town surplus (approximately \$73,000) were considered. Rainy day funds were discussed. Town Hall and Town Office maintenance issues and costs were reviewed. Reserve Accounts were discussed.
6. Closing Public Comments and Adjournment. There were no closing public comments. Frank Perron moved, and Scott Woodward seconded, to adjourn the meeting at 7:02pm. The Board unanimously approved the motion.

Date: 12-08-17

Respectfully Submitted,

Jonathan Williams, Selectboard Assistant

Approved by the Board at _____ Meeting

Town of Pomfret

5218 Pomfret Road
North Pomfret, VT 05053

Draft Minutes of the December 13, 2017 Special Selectboard Meeting

Present: Frank Perron (Selectboard), Emily Grube (Selectboard), Michael Reese (Selectboard), John Peters (Selectboard), and Nancy Matthews (Auditor).

1. Call to Order: The Chair called the meeting to order at 6:07pm.
2. Public Comment: None.
3. Budget: The Board discussed the auditor budget, reserve fund reporting and funding, budget surpluses and the highway budget.
4. Adjournment: John Peters moved, and Frank Perron seconded, to adjourn the meeting. The Board unanimously approved the motion.

Date: 12/14/2017

Respectfully Submitted,

Michael Reese

Re: Request for Reports from Various Municipal Departments for 12-20

[Karen Hewitt](#)

Wed 12/13/2017 4:23 PM

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

Hi Jonathan,

Only thing I have to report is I finally got Citimortgage to pay the delinquent taxes. Check has been deposited.

Karen

Karen L. Hewitt
Collector of Delinquent Taxes/
Zoning Administrator
[5218 Pomfret Road](#)
[North Pomfret, VT 05053](#)

Phone: 802-299-8211

Karen.hewitt@pomfretvt.us

From: Jonathan Williams
Sent: Wednesday, December 13, 2017 4:09:39 PM
To: Ellen DesMeules; Karen Hewitt; Art Lewin
Subject: Request for Reports from Various Municipal Departments for 12-20

Hi All,
If you have any reports or updates you'd like the Selectboard to review for the 12-20-17 Regular Selectboard meeting, please send them along by late Thursday afternoon, if you would.

Thank you,
-Jonathan

Jonathan L. Williams
Assistant to the Pomfret Selectboard

POMFRET FALSE ALARM ORDINANCE

1. TITLE, AUTHORITY AND ADOPTION

1.1 This ordinance (“Ordinance”) is designated a civil ordinance based on the authority of 24 VSA § 1971 and 24 VSA § 2291(14) & (15), may be enforced by any issuing law enforcement officer or the Town of Pomfret (“Town”) and shall be subject to fines pursuant to 24 VSA § 1974a.

2. PURPOSE

2.1 The Town's emergency services organizations have responded to repeated False Alarms from the same sources. Not only is responding to False Alarms costly for the Town, but it hinders the availability of the organizations to respond to real alarms. Therefore, False Alarms are hereby declared to be a public nuisance.

3. DEFINITIONS

3.1 The following words, terms and phrases, when used in this Ordinance, shall have the meanings ascribed to them in this Section, except where the context clearly indicates a different meaning. Other words, terms and phrases shall have the meanings ascribed by Vermont law or in the event no legal definition exists, their customary and usual meaning.

3.1.1. “*Alarm System*” shall mean any mechanism or device that is used for the detection of heath, fire, flame, smoke, carbon monoxide, medical alert and or Life-Line or unauthorized entry and which is designed to emit an audio or visual signal and/or to transmit to an alarm monitoring facility a signal, message, warning, or other indication of an occurrence requiring response by Pomfret emergency services personnel.

3.1.2. “*Alarm System User*” shall mean any person, partnership, firm, association, or any other entity in control and/or ownership of any building, structure, premises, or facility where an Alarm System is installed, operated or maintained, except for any Town or School Alarm Systems.

3.1.3. “*Key Lock Box*” shall mean a small wall-mounted safe that holds building keys to allow entrance to the building by emergency response personnel.

3.1.4. “*False Alarm*” shall mean the activation of an Alarm System and/or the subsequent notification given by an alarm monitoring facility or others that an emergency exists when an emergency does not exist, and to which Pomfret emergency services personnel have been alerted. The activation of an Alarm System caused by violent conditions of nature or other extraordinary circumstances beyond the control of the Alarm System User does not constitute a False Alarms.

4. ALARM SYSTEM RULES AND PENALTIES

4.1 Registration: All Alarm System Users shall register their Alarm Systems with the Town identifying their name, E-911 address, mailing address, telephone number, and email

address. The penalty for failure to register an alarm system shall be \$100.00 and the waiver fee shall be \$50.00.

4.2 Prohibited Devices: No person shall install or operate an alarm system that transmits a pre-recorded message requesting an emergency response. The penalty for the first offense shall be \$200.00, and waiver fee shall be \$100.00. The penalty for the second and subsequent offenses shall be \$300.00 for each offense and the waiver fee shall be \$150.00 for each offense.

4.3 False Alarms:

4.3.1. False Alarms shall constitute a violation of this Ordinance, except for the first False Alarm within a twelve month period.

4.3.1.1. No penalty shall be imposed for the second False Alarm within a twelve month period if, following a first False Alarm, the Alarm System user has submitted a written report pursuant to Section 4.3.2.

4.3.1.2. If a written report pursuant to Section 4.3.1.1. has not been submitted, the penalty for the second and subsequent offenses for a False Alarm within a twelve-month period shall be \$500.00. The waiver fee shall be \$300.00 for the second offense and \$400.00 for the third and subsequent offenses.

4.3.1.3. The penalty for the first offense for a False Alarm from an unregistered Alarm System within a twelve month period shall be \$400.00 and the penalty for the second and subsequent offenses within a twelve month period shall be \$500.00 for each offense. The waiver fee shall be established at \$300.00 for the first offense and \$400.00 for the second and subsequent offenses.

4.3.2. Upon written notice from the Town to an Alarm System User following a False Alarm, an Alarm System User shall file a written report within seven calendar days indicating that the Alarm System has been inspected and repaired, if necessary, by a person holding a Vermont master or journeyman electrician license, or journeyman type-1 commercial fire alarm system. Failure to obtain the necessary inspection or to file said written report within the prescribed time shall result in a penalty of \$100.00 and the waiver fee shall be \$50.00.

4.4 Lock Boxes: Lock boxes are required on all buildings that have an Alarm System. Failure to do so shall result in a penalty of \$200.00 for the first offense and a waiver fee of \$100.00. The penalty for the second and subsequent offenses shall be \$300.00 for each offense and a waiver fee of \$150.00 for the second and each subsequent offense.

5. LIABILITY

5.1 This Ordinance shall not constitute acceptance by the Town for any liability to maintain any equipment, to answer alarms, or to take any action in connection therewith.

6. SEVERABILITY

6.1 If any section, subsection , or any part thereof, is for any reason held to be invalid by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Ordinance or any part thereof.

7. PUBLICATION AND POSTING

7.1 This Ordinance shall be entered in the Selectboard minutes, filed with the Town Clerk and posted in at least five places within the Town. A notice of this Ordinance shall be published in the Vermont Standard, not later than fourteen days following the date when this Ordinance is adopted.

8. INFORMATION

8.1 The Assistant to the Selectboard (802-457-3861, 5218 Pomfret Road, North Pomfret, Vermont 05053) is available to respond to inquiries and provide a full text of this Ordinance.

9. RIGHT TO PETITION

9.1 Qualified voters may petition for a vote on the question of disapproving this Ordinance within forty four days day from the date of its adoption by the Selectboard as provided in 24 VSA § 1973.

10. ADOPTION AND EFFECTIVE DATE

10.1 This Ordinance is hereby adopted by the Pomfret Selectboard on this ___ day of _____, 2017, and shall, unless a proper petition is filed, become effective sixty days from this date.

TOWN OF POMFRET
SELECTBOARD

Sheila Hopkins

Frank Perron

Emily Grube

Michael Reese

Scott Woodward

Date: _____

Runamuck 50k April 7, 2018, Pomfret Vermont

Jonathan Vass Race director - 802-734-3277

- **Site selection** – The Runamuck 50k will be held at Suicide 6 and is run on back country dirt roads with very minimal local traffic.

The start / finish will take place at Suicide Six Ski Area, which offers plenty of parking. The course is 27mi dirt roads, 4mi pavement.

- **Course Routing** – The race is run on dirt country roads with minimal local traffic. A volunteer will be posted at the intersections, with an orange vest and orange cones. The course and intersections will be marked with signage... Race in Progress.
- **Course Marking** – A course map is published on our facebook page – and will be sent out to participants along with turn by turn directions. The course will be marked with red lawn signage with red arrows along with a 2' foot section of tape from our sponsor Road-id. Signs with Red arrows will also be placed 25 yards from each turn along with a section of tape from Road-id to assure runners they are on course.
- **Course Marshalls** – At least (6) Volunteer course marshalls / Timers, will be located throughout the course, at critical turns, and at (3) aid stations provided. Runners will wear bibs that course marshalls have the corresponding numbers so we can identify each runner in case of emergency. There will also be a “roving” sweeper that will loop the course.
- **Medical** – Pomfret Fast Squad and Barnard Fast Squad are located “on course” at mile’s 10 & 16 Their number is 802- 457-3730 ... every course marshal / volunteer and aid station will be provided runner bib numbers, and emergency contact information. Dartmouth Hospital and Mt Ascutney Hospital have been provided the date of event and a course map and offered to provide an “onsite” EMT for the duration of event – they have been provided the date of event, and course map. The Woodstock Police have been notified along with their emergency services and provided the event date and a course map as well. The Start/Finish and (3) aid stations will be provided full first aid kits along with bib numbers and emergency contact information.
- Here is a link to the course map for your review. <http://www.strava.com/routes/5918230>
- Our facebook page. <http://www.facebook.com/runamuck-50k-4531842537/>
- Roving “EMT” bike patrol will handle “on-course” logistics and sweeping and will carry first aid kit. 802-457-3730

