

Town of Pomfret, Vermont

DRAFT Selectboard Minutes for 05/01/22019

In Attendance: Emily Grube, Frank Perron, Steve Chamberlain, John Peters, Scott Woodward, Becky Perron, C Hewitt. In the audience were John Moore, Neil Lamson, Ona Chase, Art Lewin, Betsy Siebeck, Christine Chamberlain, Terri Chamberlain, Kevin, Christian Lavar (VT Standard)

1. Emily called the meeting to order at 7:00

2. Public Comment:

Ona Chase thanked the road crew for putting the road sign up on her road; she also suggested a road sign stating -- caution, trucks turning and entering -- be put up at the Goat's driveway. It is somewhat of a blind corner.

3. Review of Agenda

Frank: Add Hazard inspection 7e; 7f Laflamme Ellen sent note asking about maturing CDs add to agenda. Will be combined with bridge reserve etc; 6f authorize hire of temporary contractors, laborers, etc. Add termination, demotion, and short term hiring of road foreman. Postpone Neil's question & Scott's answers to next regular meeting. Possible road commissioner hire.

Emily ---- Need to discuss maintenance town garage, Symme's bid, etc, prior to painting.

Scott move to add these items; Steve 2nd;

5. Recurring Items, Including Items for Possible Vote

a) Approve minutes of 04/19 & 04/22/2019.

Scott: April 3, 3b, Scott did not object; was a point of order.

Road Commissioner update – time clock question – are we actually using it?

f. Personnel policy 6-month assessment. There is latitude for an assessment to occur at any time, not necessarily at 6 months.

Scott: RE: Open meeting complaint withdrawn pending discussion with board and invitation of Sec'y of State Condos to present a refresher course regarding records management.

Scott moved minutes be approved with stated corrections.

Steve 2nd. Passed

organized. This will cost \$100 per 100 gb of data. The cloud backup does not have disaster recovery. Regarding a safer space – vault is not an option. They recommend to set up a space where the server is stored, by erecting a cage. Scott discussed the document management difficulties. There are records and versions all over the place, some to be stored, some to be jettisoned. Share Point introduced by a previous board has been used sporadically. This is an outstanding cloud backup and document management system. Need to decide if it will be the server/cloud or share point. The cost of switching from Office 365 to new system is more than paying for the status quo. Becky would prefer not to use Office 365. Emily suggested a tutorial on Office 365/Sharepoint, so we could use the systems more effectively. Scott suggested one problem is that the Select Board is the only section using it. This is important from a data archiving standpoint. Becky & Ellen have numerous work documents which would not be suitable for upload to Sharepoint. They will continue to use the system they are using. It is intuitive and working well. Discussion tabled. Will be revisited at another time.

c) Driveway Permit, Loreda Sola - Frank & Emily site-visited the plan. Frank stated they will need a lot of fill. They do not need a culvert. Emily notes a large row of large maple trees to the west which could possibly impair site distance vision. It will be suggested the undergrowth be well cut to assist vision. What they want it for is fine. Agricultural grandfathered access is in effect. Frank moved, Emily 2nd the application be allowed that meets the town ordinance of 20 ft and site distance be maintained. Passed

d) Cloudland Bridge Opening Bids – RFP states we have a week to respond; other contractors pending bids. All bids received by due date.

Hebert Excavation	Williamstown, VT	\$239,580
Daniels Construction	Windsor, VT	226,500
Dan Whipple Construction	Georges Mills, NH	78,874
M.A. Bean Assoc. LLC	Sanbornton, NH	119,000
ECS Excavating & Landscaping, LLC	Rochester, VT	88,798

Betsy Siebeck commented on wide gaps in pricing. Need to be carefully studied, references called, etc.

e) Scott: In the process of current litigation, it was discovered our Zoning regulations are potentially invalid and we do not have a definitive legal opinion as to how much and to what extent our regulations are valid. John McLean has offered to develop an informal opinion to the planning commission regarding invalid zoning regulations, etc. Should not be more than 4 hours, under \$1000. John Moore spoke 6-7 months ago with Jim Barlow regarding this same issue as a result Brandy Draft. Since that time we've contracted with Kevin Geiger and Sara Wright of Two Rivers Planning Commission and they are working on a zoning draft to incorporate 1987 regulations, Brandy and Newberry drafts. The time to seek legal opinion would be after the Two Rivers Planning Commission Hearing. Unless there is current litigation there is no reason to approach at this time. Emily we've already spent ±\$8000 and not solved

the problem. f) Highway Department Hire, need to revoke decision made last week.
g) Employee Compensation, h) Road Foreman Job Description

Neil suggested no important decisions be made without public input.

Betsy Siebeck asked about timing of Executive Sessions. She also asked for clarification of the number of road crew. Emily explained the current dilemma of a possible resignation. Terri Chamberlain urged for 4-member crew. Scott feels the structure of the road crew needs to be determined. Discuss the sense of a 4-member crew. Advertising for road foreman was approved by vote (1 Abstention)

Emily: Employee compensation needs to be revisited. Pay raise for Justin Ricard and John Peters be raised by \$1.50/hr as of 04/19/2019. Betsy: Pay raises should be installed after employee performance review. These were done orally. Emily – we need to pay a living wage when we have two good employees, we want to keep them. They are very hard to find. Frank moved pay raises be approved; Steve 2nd. John abstained.

Road foreman job description needs to be compared to State description for updates. Further personnel discussions postponed. 05/08/2019 Special Meeting. Frank suspended his motions; rescinded current motion. Demotion of Art Lewin argued and tabled. Art and any other crew members are free to apply for road foreman. Employee evaluations, including of the road commissioner, need to be scheduled.

Christine Chamberlain commented upon the List Serve Commentary and Road Commissioner/Crew situation.

Emily tabled discussion to executive session.

7. Business Items for Discussion:

a) Laflamme Property: As of Tuesday morning the town has officially purchased the ½ Acre lot that belonged to Laflamme's bordering Labounty Road, Pomfret Road, the Town Garage property. Checks have been issued. Ellen – what amount to remove from CD: \$15,051.86. Funds will be reinvested in Mascoma 2 yr - CD (\$6600). John motioned; Steve 2nd; no opposition.

b) Lawn Mowing Contract, Town Office, Town Hall – Current mower will continue; Ona suggested his contract and the cemetery contract could be combined and the contract date aligned.

c) Sand RFP – What kind of sand do we want to get? Needs to be delivered while warm. Manufactured sand is the preferred product; this year there was a problem with wet brown sand that froze into a solid rock. Last year half brown/half manufactured was purchased and we came out exactly on budget.

d) Truck Purchase -- Information from the Patriot Truck salesman was presented. It was suggested to purchase a Model 4800 6 wheel for \$222,000 (23000# front end) (\$85,000 6-year buy back guarantee). (10 wheeled tandem \$150,000) Steve moved to go ahead with purchase of tandem axle; Scott 2nd Passed

8. Possible Executive Session ongoing Artistree Litigation – no response to proposal; deferred by 30 days to 06/03/2019.

9. Selectboard Correspondence: Vermont Insurance Representative wants to do a building hazard inspection of the town buildings. Need to coordinate with library. Fire departments are separate. UVSWM - Vern Clifford & Doug Tuttle assigned; Bartlett Brook complaint -- people working on road at night; was not town crew; Caper Street Apron Man Hole complaint.

Assignments next meeting: Executive Session 05/08/2019

Review Bids

Personnel Reviews 05/07/2019

Applications for Road Foreman

10. Scott Motion for adjournment; John 2nd; Adjournment 9:50 pm