**Town of Pomfret Selectboard Meeting Agenda**

**Town Offices** 5238 Pomfret Road

No Pomfret, VT. 05053

OCTOBER 6TH, 2021

7:00 p.m.

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| --- | --- | --- |
| Agenda | Presenter | Time Frame |
| 1. Call to Order | Chair | 7:00 pm |
| 1. Public Comment 2. Agenda review |  |  |
| 1. Recurring Items 2. Approval of 09/15 MINUTES 3. Warrants 4. Road Foreman’s Report 5. Items for Discussion or Vote 6. Artistry Driveway permit 7. Paving Project Compaction Study 8. Roadside Mowing Policy 9. Town Ordinance Highway Updates 10. Highway Renumbering 11. Emergency Services Committee – Appointment & Charge 12. Special Meeting Policy 13. Employee Handbook 14. Scheduling of Budget Building Process 15. ARPA Funding 16. Municipal Planning Grant 17. Update Scoping Study Bike & Pedestrian Grant 18. Cloudland Bridge Engineering Progress for RFP |  |  |
| 5. Meeting Wrap-up   1. Select Board Correspondence 2. Review of Assignments 3. Agenda Items for Next Meeting   6. Adjournment |  |  |

* <https://zoom.us/j/95395079923?pwd=ZjBEd3ZuZWgvWmx2M0tpOE8zbjg2dz09> to start or join a scheduled Zoom meeting  
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Town of Pomfret

Selectboard Meeting

Draft Minutes

September 15, 2021

Present: Emily Grube, Steve Chamberlin, John Peters, Jon Harrington

Public: Neil Lamson (Lister), Ben Brickner (ZBA, Auditor), Cathy Peters, John Moore

(Planning Comm), Kevin Rice (Fire Chief), Jim Potter (Road Foreman), Cynthia Hewitt (SB

Asst)

1. Emily called the meeting to order at 7:05
2. No public comment
3. Agenda Review – Tax issue has been resolved
4. Recurring Items
   1. Approval of 09/01, 09/08, and 08/21/2021 minutes. Emily amended the 09/08 minutes; John moved and Emily seconded approval of minutes after the one change, motion carried.
   2. Emily moved and Steve 2nd payment of Warrant #22024; $11,807.86, accounts receivables. Unanimous vote.
   3. Road Foreman’s report: Jim continues grading. He hopes to finish the Murphy project on Monday. The truck trade-in includes the plow so the new truck will need a plow. He has prices from Viking and Fairfield. John moved and Steve seconded that

Jim be authorized to find and purchase the plow of his choice after conferring with

Woodstock regarding the use of a two-sided plow. Motion carried

The State’s salt prices will be posted tomorrow and he will order. He has gotten speed sign prices from Work Safe and Economy. The tractor needs piston work and then Keith has only a few days of mowing left. Rick Sherman has reached out to Jim about managing foliage parking at Sleepy Hollow Farm.

1. Items for Discussion or Vote
   1. Cloudland Road – Bill and Cathy Emmons joined the meeting via Zoom. Bill praised the work that the crew has done on the Cloudland Road. They would prefer that continued drainage be managed via cutouts rather than removing a berm. Jim feels that can be accomplished and satisfy the storm water recommendations. They also stated the ideal time to replace the culvert on Cloudland Road next year would be May and/or Early June.
   2. Neustadt Easement – Jim will mark the map with the precise location so the property description contains necessary information for future issues.
   3. Paving Update: There were no compaction studies done on the new paving. Jon recommended this be done for quality control – Pike can drill 4-inch test hole. Steve seconded. Vote – 3 yes/1 no; motion carried.
   4. Horizons is working on the RFP for Cloudland Culvert; it will be out for bid this fall.
   5. Special Meeting Policy—Steve feels we are presenting non time sensitive issues for special meetings. This will be added as an agenda item at the next meeting.
   6. Budget Building Process – Neil Lamson gladly agreed to maintain the spreadsheet again as the budget is put together. Emily will start emailing key employees for their piece of the budget so we can get started in October.
   7. ARPA funding – no new information
2. Meeting Wrap Up
   1. Correspondence – Piecefield Farm debacle continues
   2. Assignments –Emily will alert Ellen re: snowplow; she will begin emailing people re: budgets. Jim to take care of Neustadt map
   3. Agenda Items for Next meeting: Special Meeting Policy, Emergency Services Committee;
3. John moved and Jon seconded for adjournment at 8:50 pm

Town of Pomfret

5218 Pomfret Road

North Pomfret, VT 05053

Emergency Services Committee Charge.

The Committee is charged with the following.

1. Set a schedule for meetings

2. To come up with 2-3 options for Ambulance Transportation services in Town and shall explore the options of Automatic aid of Fire Response within those agreements.

a. emphasis will be given to an organization that can provide more timely and reliable service over another rather than personal working preference.

3. Explore options of Radio communications / Paging function

4. The committee will not explore or be responsible for making suggestion to existing Pomfret Emergency organizations such as Fire and EMS Services.

5. This committee as with all committees is an extension of the Selectboard, While it cannot make decisions on behalf of the board it shall follow all state laws for public bodies and shall follow the Selectboard Rules of procedures.

a. Meetings shall be held in the public with posted agendas, Minutes shall be kept and posted in a timely manner along with a minimum of and audio recording.





