

**Town of Pomfret
Selectboard Meeting Agenda
Town Offices
5238 Pomfret Road, No Pomfret 05053
September 7, 2022 7:00 pm**

Zoom instructions below

Business Items	
Business Items	6:30 pm
1. Call to Order	Chair
2. Public Comment	
3. Agenda Review	
4. Road Foreman's Report & Highway Items a. Cloudland Rd Traffic b. Dental Insurance c. Speed Limits & Road Signage d. Replacement Truck Specs & Purchase e. Road Crew Hire	
5. Items for Discussion or Vote a. ARPA Spending b. Town Hall Appliances and Wiring c. 2023 Municipal Planning Grant d. Employee Handbook e. Warrants	8:00
6. Meeting Wrap Up a. Correspondence b. Review of Assignments c. Agenda for Next Meeting f. Approve Minutes 08/17 & 31/2022 7. Enter Executive Session- Contracts; Attorney-Client Communications, etc.	
8. Adjournment	
<i>Time frames are approximate. Members of the public wishing to attend for specific business items are encouraged to arrive before the time indicated</i>	

- Join Zoom Meeting via Computer or Smartphone
- Click <https://zoom.us/j/95395079923?pwd=ZjBEed3ZuZWgvWmx2MotpOE8zbjg2dz09> to start or join a scheduled Zoom meeting
- Join Zoom Meeting via Mobile Phone +19292056099,,95395079923#,,#306922#
- Join Zoom Meeting via Landline or Mobile Phone Dial +1 301 715 8592, followed by the Meeting ID: 953 9507 9923 and Password: 306922

RE: Stoves. Hi all, we asked Irving Oil to come check out the propane stove at the Town Hall, because it isn't being used, but deliveries kept being made. Turns out that big propane stove is beyond repair, and leaks around the flame control knobs. (parts being impossible to get) The Irving tech sealed off the propane feed to that stove. He also noted that the electric stove right next to it has frizzled electric wires coming out of the wall, which are hard to see without pulling the stove away from the wall. He urged me to get an electrician to fix that, and to not use it in the meantime. That leaves just 1 electric stove that is presumably safe, between the back door and the water heater. The propane fired water heater is working. Just so you know. Ellen

Town of Pomfret Select Board Meeting Draft Minutes
08/17/2022

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

Public: William Emmons (Planning Commission), Connor Rigney (Two Rivers), Art Lewin (Road Crew), Pam Pickett, Betsy Rhodes (Library), Sherry Haydock, Cynthia Hewitt (SB Assistant)

1. Emily called the meeting to order at 7 pm
2. Public Comment – Sherry Haydock reported that traffic on Skyline Drive poses a danger

to pedestrians and equestrians; there are several horse farms on that road. The Selectboard will decide what is the best solution. The board can establish speed limits as low as 35 mph without a traffic study, but that was felt to be too fast. Sherry has spoken with some of her neighbors about the situation.

3. Agenda Review – Move Two Rivers planning contract to beginning since Mr. Rigney is already present. Emily – add Artistree permit issues; Steve – add road crew job applications. Steve moved, John second; unanimous.
4. Items for Discussion or Vote:
 - a. Two Rivers contract – Mr. Rigney presented the proposed Two Rivers contract

for assistance with the revised town plan. Ben proposed amending to include revising the draft plan following the required Planning Commission hearing in the scope of work. Mr. Rigney indicated that would be acceptable to Two Rivers. Ben moved and Steve seconded approval of the contract as amended; unanimous.

- b. Cloudland Foliage Traffic – Emily considered closing the road to thru traffic from Pomfret town line to Barber Hill Road. Mr. Emmons pointed out this would produce bottlenecks at the bottom and the top of the road. It was decided to have one-way traffic northbound from the Pomfret town line to Barber Hill Road from September 17 through October 17, with parking prohibited on the left side of Cloudland Road in the vicinity of Sleepy Hollow Farm. Emily will ask the Sheriff to provide additional patrols in the area during foliage season. Claude Wayans will be invited to next meeting to discuss. “No parking” signs will be posted at Sleepy Hollow Farm. Ben moved and John seconded the

foregoing, as well as courtesy notifications to the Town of Woodstock and local residents; unanimous.

c. Dental insurance – postponed until Jim returns

d. VMERS – Ben discussion at length with VMERS. The town was originally

enrolled in the less generous Group A, switching to the more generous Group C in 2014. Employees with employment history in multiple groups will have their benefits determined on a group-by-group basis, with each history calculated separately according to the related Group rules. Ben suggested that employees contact VMERS directly to discuss their specific situations. The decision to switch to Group C was irrevocable and the town cannot change switch again.

e. Tree Policy – John moved and Ben seconded adoption of the draft policy discussed at the August 3 meeting; unanimous

f. South Pomfret Village Scoping Study – Jon announced that VHB hopes to schedule an informational meeting on September 14 or 15 (dependent on weather) in the Grange Theater (VHB will contact Artistree to use the space). Jon hopes to offer the meeting on Zoom as well. Jon will post an announcement on the web site, list serve, and notify abutting landowners. He assured Pam Pickett and Betsy Rhodes that this is only information gathering, and that development and discussion of options will occur at a later meeting.

g. Emily would like to have the Artistree driveway, catering, and other permit requirements sorted out. She will ask Karen Osnoe to determine the needs and report at the 09/07/2022 meeting. It is not clear whether Artistree needs another Act 250 permit in order to increase number of activities.

h. Road Crew Job Applications. Steve would like to have Jim begin screening interviews for crew candidates.

i. Warrants: Ben moved and Steve seconded approval of the following: 23014 \$ 8,450.36 Payroll
23015 28,043.83 A/P

Motion carried

j. Ben moved and Emily seconded approval of 08/03/2022 meeting minutes with

edits Ben circulated on August 14; motion carried 3-0 with Jon and Steve

abstaining as they were absent from the August 3 meeting.

Meeting Wrap Up

1. Correspondence – none
2. Review of Assignments: Emily to speak with Karen re zoning permit issues; Jim

re parking signs, road crew applicant screening interviews, and dental plans; Mike Doten re Cloudland Road foliage traffic; and Claude Wayans re additional sheriff patrols during foliage season. Ben to revise Two Rivers contract for signature and adopted tree policy for web site.

3. Agenda for next meeting 09/07/2022: Dental insurance; Artistree permits, Sheriff for Cloudland foliage season traffic control.

Executive Session

1. Ben moved and John seconded that the board enter Executive Session per 1 V.S.A. 313(a)(1)(A) to discuss contracts; unanimous. The board entered executive session at 9:33 pm.
2. Executive Session was adjourned at 10:43 pm, and no decisions were made therein. Negotiations will continue with Woodstock regarding ambulance service, and discussions will continue regarding unpaid ambulance bills.

Ben moved and John seconded that the meeting be adjourned; unanimous. The meeting was adjourned at 10:43 pm.

Town of Pomfret Select Board Special Meeting
Draft Minutes

August 31, 2022

Present: Emily Grube, Benjamin Brickner, Steve Chamberlin, Jonathan Harrington
Absent: John Peters

Public: Jim Potter (Road Foreman), Brian Sawyer (Road Crew candidate)

1. Emily called the meeting to order at 6:31 pm
2. Public Comment – None
3. Agenda Review – Add catering permit after warrants.
4. Highway Items
 - a. VMERS Discussion – Ben detailed the information he received from VMERS regarding retirement benefits for town employees. For a definitive estimate of benefits upon retirement, employees will need to contact VMERS directly.
 - b. Replacement Truck Purchase – Claremont Ford anticipates having several F600s in stock soon. Due to supply chain issues, however, dealers are unlikely to hold trucks while prospective purchasers consider their options. Emily suggested Jim get the specs and price for the anticipated F600s so we can be in a position to act quickly once a truck actually becomes available.
 - c. Pomfret Road Paving Status – Jim Jon have reviewed the paving project which will be completed this Friday, 09/02, and next Tues/Wed, 09/07 & 09/08. Jim has been in touch with Caleb at Pike Industries. Emily will post a message on the Listserv regarding anticipated delays.
5. Executive Session
 - a. Ben moved Steve seconded that the board enter executive session pursuant to 1 V.S.A. 313(a)(1)(A), (a)(1)(f) and (a)(3) to discuss contracts, confidential attorney-client communication, and conduct employee candidate interview. The board entered executive session at 6:57 pm.
 - b. The board exited executive session at 8:26 pm
6. Items for Discussion or Vote
 - a. Employment Offer – Ben moved and Steve seconded that Jim offer employment to Brian Sawyer on the terms discussed in executive session and that should Mr. Sawyer join the Town of Pomfret that he be subject to the 90-day “orientation period” contemplated in the soon-to-be updated Personnel Policy. Unanimous.
 - b. Warrants. Ben moved and Jon seconded authorizing the Treasurer to pay the items listed on the following warrants:

i.	23018	Payroll	\$8,610.81
ii.	23019	A/P	238.96

Unanimous
 - c. Request-to-Cater Permit. Ben moved and Jon seconded approval of the Request-to-Cater permit application by Wolf Tree Hospitality for an event to be held on September 10 in connection with the Repro Ride. Unanimous.

7. Meeting Wrap Up

a. Correspondence

- i. Jennifer Falvey (Pomfret Road) regarding the County Sheriff's enforcement of the town's ATV ordinance. The board felt no further discussion was needed.
- ii. Sherry Haydock (Skyline Drive) regarding speed limit signage on Skyline Drive. This will be discussed further at the next regular meeting.

b. Review of Assignments – None.

c. Agenda for Next Meeting – To be determined via email.

8. Steve moved and Jon seconded that the meeting be adjourned. Unanimous. The meeting was adjourned at 8:40 pm.

9. Meeting Wrap Up

d. Correspondence

e. Review of Assignments

Agenda for Next Meeting