

Town of Pomfret Select Board
Approved Meeting Minutes
June 15, 2022

6:30 PM Executive Session Called to Order
Discussion of Contracts
7:06 PM Executive Session Adjourned

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

Public: Frank Perron, Bob O'Donnell, Christine Dolan (Vermont Standard), John Moore (Planning Commission), Allyn Ricker, Jim Potter (Road Foreman), Cynthia Hewitt (SB Asst)

1. Emily called the meeting to order at 7:06 pm
 2. Public comment – Frank Perron asked if the Fire Warden was considered a Pomfret employee; Emily stated this was a State appointment and thus not a Town employee
 3. Agenda Review – Remove Tree Policy, Employee Handbook, FCC Follow-up; add VMERS dental insurance; Pomfret Associates
 4. Road Forman's Report and Highway Items
 - a. Pomfret Associates – Mr. O'Donnell attended the meeting to discuss Pomfret Associates. easements and waivers, which were determined by the Planning Commission, in 1982. He provided the background and his recommendation going forward. Bob is a former member and chair of the Planning Commission, and the scrivener of the Final Subdivision Plan Approval and who cares deeply about Pomfret. Peter Vollers is representing buyers of lots 1-4 and he has raised the issue that Town of Pomfret either approve a recreational easement as required by the subdivision approval OR waive the condition to do so. After discussion, John Moore, representing the Planning Commission, agrees to handing off the decision in this matter to the Selectboard and will have the Planning Commission prepare a confirming letter.
 - b. Cloudland Project – Allyn reports that construction will begin on July 1. He has scheduled a pre-construction meeting on June 16th, Mr. Emmons will be in attendance. Cloudland Road will be closed during this time. Appropriate detours, etc. will be arranged.
 - c. Kellogg Solar Array – Catamount will be installing solar panels for Mr. Kellogg, across from his house, on Webster Road. Ben moved and John seconded creation of a road ROW crossing permit application form with certain requirements for adoption at the next meeting. Motion carried.
 - d. Lafayette will install bandrail on Pomfret Road from the Hartford Town line to Starbuck Road the week of June 20th. Emily will post a notice on the list serve the road will be closed from 8 am to 4 pm to thru traffic.
 - e. Daniel Sherburne on Sessions Meadow needs to install a new well. He will need a culvert and some fill. This meets the criteria for Better Roads Grant, Class 4, Storm Water improvement.
 - f. Jim alerted Vermont State Police of an incident, which was taken care of with thanks.
 - g. Steve reports that the RFPs for Ford 550 and a new loader are not likely to be pursued due to back ups in production. He feels we should order directly from the manufacturer.
- Approved

- h. Jim asked if Allyn could be available to supervise the next Pomfret Road paving project, likely to occur in August. Allyn will check his schedule and let Jim know.
- i. Grant Acceptance - Emily has received word the paving grant is accepted. Paper work should arrive in next two weeks.
- j. Traffic Ordinance. John moved and Ben seconded the Ordinance be adopted as written; unanimous vote. The notice will be submitted for publication in the 06/23/2022 edition of the Vermont Standard.
- k. Ben moved and John seconded a one-year temporary access permit be granted to ArtisTree for expanded parking and access for their summer concert series. Motion carried.
- 5. Items for Discussion or Vote
 - a. Pomfret Associates (See 4a)
 - b. Ambulance Services Decision – no action. Further discussions with Woodstock and Hartford to continue
 - c. Sherriff’s Contract – Mr. Weyant confirmed with Emily we may arrange for extra coverage in 4-hour blocks during Foliage season for Cloudland Road with enough notice. Ben moved and John seconded approval of the Sherriff’s Contract as is. Unanimous vote
 - d. COLA and Merit Raises. The board decided to use an analogous methodology to figure our COLAs as the state uses for VMERS (see [24 V.S.A. 5067](#)). That is, the 12-month percent change in the Northeast Region CPI-U as of the December prior to the COLA effective date. The Northeast Region CPI-U is reported here: https://www.bls.gov/regions/mid-atlantic/news-release/consumerpriceindex_northeast.htm. Following this approach, Ben moved and Steve seconded that hourly employees receive a 5.9% cost of living adjustment effective July 1. Road crew merit raises were approved as per Jim’s recommendations.
 - e. ARPA Follow-Up—Ellen has paid the following expenses which are approved under ARPA parameters: Garage Ventilation, Audio Visual Installation, and Datamann contract. A/V needs some electrical work. Alex Eastman will be contracted.
 - f. Noise Complaint Bartlett Brook – This is not under the Board’s jurisdiction. There is no noise ordinance. The Planning Commission will consider this issue during the town plan update now underway.
 - g. May Financial Update – Ben suggests there will be a significant amount of unused money at the end of the year, and he feels this might be discussed prior to budget season. Emily cautioned there are some highway projects, i.e., crack sealing, guardrail installation, etc. still to be completed.
 - h. State Financial Checklist – has been signed and submitted.
 - i. Brick Building Repairs. John Barnes has inspected problems with the brick building and could do the repairs late next summer. Further discussion at the next meeting.
 - j. Picnic Area – Ben and Jon have crafted a revised deed which is under review of Stitzel Page. Once approved, Nancy Bassett’s signature will be sought.

- k. Warrants – Emily moved and Steve seconded the following warrants be paid; unanimous vote

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| 22116 | Payroll | \$11,657.73 |
| 22117 | A/P | 14,635.11 |

- l. Ben moved and Steve seconded approval of 06/01/2022 minutes with suggested changes. Motion carried
 - m. Dental Insurance – will require an employer contribution from the Town. Will ask Jim to discuss with crew. Merit raises were calculated as per Jim’s recommendation. It was decided to invite a state employee familiar with VMERS to discuss pension plan options
 - n. Pomfret Associates – Ben will contact Stitzel Page for legal opinion, re: easement expiration.
6. Meeting Wrap Up
- a. No correspondence
 - b. Review of Assignments – Emily to call Marie @Artistree, WCS Claude, Ellen; Ben will work on road crossing permit, Pomfret Associates, revised picnic area deed
 - c. Agenda for next meeting: Tree Policy, Dental Insurance, VMers, Brick Building