

## March 4 Select Board DRAFT Minutes

Present: Emily Grube, Steve Chamberlin, Scott Woodward (arrived after 7 PM), John Peters, Chuck Gundersen

Public: Art Lewin (Road Crew), Ellen DesMeules (Treasurer), Kristen Estey, Andy Mann, Betsy Rhodes (Library), Jim Potter (Road Foreman) Alicia Wright, Norwood and Joanna Long

1. Meeting is called to order at 6:03 pm
2. Public comment -- Betsy Rhodes has talked with Nancy Matthews at length regarding the confusion of Article 12. Nancy suggested the Finance committee take this up and develop a transparent way to handle the funds balance. Betsy felt town meeting was confusing beyond belief – we essentially had a two-part budget. Voters were asked to pass an article that wasn't in the budget and the budget wasn't adjusted accordingly. This seems to be handled differently each year. There seem to be changes every year as the board changes. The Finance committee are working on many policies re: budget etc. present to board eventually; will be up to them Andy Mann feels some progress has been made. It makes it obvious how this problem can be addressed simply by managing cash in a consistent manner. Had we left out article 11 it could have been done clearly and smoothly. Andy will send an email outlining his suggestions. John explained that Board had to adjust things and made a valid attempt to depict the budget which resulted in article 11.  
Kristen Estey stated her interest as Alternate EC fiber position
3. REVIEW OF AGENDA Elect chair, vice chair clerk will be done first. Add Runamuck race; Artistree; Addition of pomfretvt. us email account; add road posting and vacation time to Road Foreman report. Steve moved, John 2<sup>nd</sup> to accept these changes to the agenda. Schedule Executive Session with Joe McLean and Planning Commission to discuss Purple Crayon Letter.
4. Items for discussion or vote
  - a. Elect Chair – See d1
  - b. Road foreman. Jim has a request from Trafalgar Square for permission to take deliveries from large trucks even though road is posted. Ellen stated that Becky has done in the past.... Emily will talk to Becky Friday A list of road closures needs to be reported to the State via VTrans website -- all roads, effective 03/04-05/15/2020. John moved Chuck seconded approval for deliveries to Trafalgar Square. Motion passed. They will also be notified of the closure of Howe Hill for the summer and that will necessitate their delivery trucks finding an alternate route. Jim reports that our vendor for hydraulic hoses and fittings is going out of business – he has found another vendor and will discuss in depth in 2 weeks. Jim contacted Irving oil for a quote on discontinuing the 275-gallon fuel tank and storing all diesel in the main tank. He was advised to wait till after fiscal year. Irving has stated there is no problem in doing this. Jim received an email from a student named Henry RE: green up day – He would like to coordinate Green Up efforts with the town representatives – Sherman Hunt and Scott Woodward.

Payroll and vacation policies. Jim would like a policy re: Winter vacations. In the past some of the road crew have requested leave during hunting season. He would like to present a fair opportunity to all crew to be away in the winter. There is no problem with summer leave as there no need for sub. During winter (i.e., 10/01-04/01) there is a need someone on call. It would be important to coordinate with other crew. John stated the need for provision that allows something for all to be able to take winter leave. It was suggested 15 days over 5 years would provide an Equal opportunity. Hiring a 4<sup>th</sup> member to the crew has been considered. Not enough \$\$ in 20-21 budget to hire 4<sup>th</sup> full time. The Selectboard committee of Scott and John will draw up a proposed compensation policy. They will report back at the 04/01/2020 meeting.

Steve asked Jim the status of crack sealing – we are first on the list to get the job finished when they start work in June. Pike Contract – Looks fine to Jim.

- c. S6 Liquor Permit –John moved Steve 2<sup>nd</sup> Questions regarding hours for outside consumption to be addressed. Passed
- d. Necessary actions after Town Meeting
  1. Appointment of Chair of Select Board —Chuck moved and Steve seconded Emily be reappointed; unanimous vote
  2. Appointment of Vice Chair of Selectboard – Steve moved and Chuck seconded John be appointed as Vice Chair
  3. Election of Clerk of Selectboard – Tabled
  4. Appointment/Reappointment of Town Officials – Emily moved and Steve seconded all appointments be for one year; passed
    - Zoning Administrator - Karen Hewitt Osnoe
    - Trustee of Labounty Fund - Karen Hewitt Osnoe
    - GUVSWD – Doug Tuthill, Primary and Vern Clifford, Alternate
    - E911 Coordinator -Becky Fielder
    - Town Services Officer - Sheila Murray
    - Tree Warden - Cy Benoit
    - Two Rivers - Bill Emmons ,Phil Dechert
    - EC Fiber - Allen Graham, Kristen Estey, Betsy Rhodes

Emergency Management Director – Kevin Rice is an indefinite appointment; no term

The Zoning Board is losing two members; Ben Brickner will suggest replacements for Loie and Michael. They were originally set up to have 7 members;  
The Energy Committee needs members; it is down to one – Norwood Long.  
Other appointments need to be verified as to length of term; time served, etc.  
These items were tabled until next meeting

5. Delegation of Signing Authority has been Frank and Emily; Emily moved and John seconded that Steve have signing authority as Frank has stepped down. Passed
6. Designation of Official Town Newspaper – John moved and Chuck seconded the official paper be the Vermont Standard; Valley News the alternate. unanimous
7. Select Board Rules of procedure – approved last year; Scott suggested the following change – Add to D1 “The agenda will be circulated within the Selectboard and members of the body allowed to comment before publication”. John moved and Chuck seconded adoption of these rules with stated addition. Unanimous

8. Review of Conflict of Interest Policy Since we have a board member this will be reviewed in the near future-
  9. Review Selectboard Committees:
    - Purchasing Policy Committee – finished their work – Scott recommended disbandment; Chuck seconded. unanimous
    - Energy Committee – to be discussed
    - Capital Planning Committee – never set finite membership; 3 members now; was 3-5 initially. Emily moved to be 5 members; John seconded; passed
    - Financial Management Committee – working on Final Policies; 3 people. No changes necessary
  - e. HR Teresa Miele proposal – Emily is not sure there is money to do this. It was recommended we come up with a Payroll Compensation policy and then ask Teresa for her input. John and Scott will do this. They will report back to board in a month on 04/01/2020.
  - f. No response has been received from FEMA committee. Tabled discussion until such is in hand.
  - g. Alarm quote – John has received two quotes for alarm systems in town hall from Royal Group and Tasco; Tasco was the better price. . Emily moved and Steve seconded that we submit for PACIF grant, which will reimburse 50% or up to \$5000. Unanimous.
  - h. John moved and Chuck seconded that Runamuck permit for race on 04/04/2020 be granted. Unanimous
  - i. Becky asked Emily if she should purchase an additional license for Chuck for a pomfret.vt.gov email address. Frank will still need his for his position as fire warden. The price will be 6\$/mo. Scott moved and Chuck 2nd that she buy a license for Chuck;
  - j. Joe Mclean has suggested a meeting with Atty McLean, the planning commission and Selectboard via teleconference to discuss Purple Crayon issue. Scott will determine if Joe is available on March 18<sup>th</sup> at 6pm. The Planning Commission will then be invited.
  10. Emily moved and Steve seconded payment of the following Warrant. Unanimous  
19089 \$ 859,812.47 State school tax
  11. Approval of 02/05/2020 Minutes -- After discussion of the CD issue, Scott requested that the secretary read back the motion for precise wording in any situation that is questionable, confusing, or complex. Approval of 02/19 & 2/25/2020 minutes tabled.
5. Meeting wrap up
    - a. Selectboard Correspondence. Received Pike Contract – numbers are correct; Emily Moved and Scott seconded to instruct chairman to return the contract as stated; unanimous
    - b. Review of assignments. Scott would like to finalize Jim’s goals in an executive session. Emily will send the list and also ask Jim what is on his list for the Board. Emily will also return Pike contract, posting notice with VTrans, speak with Becky re: Trafalgar Square, Runamuck, and Frank’s email. John and Scott are to work up a Compensation Policy.
    - c. Agenda Items for Next meeting:  
Approval of 02/19, 02/25, and 03/04/2020 minutes  
Executive Session re: Purple Crayon at 6 pm  
Appoint 2 members to Capitol Planning Committee

- Term appointments
6. Scott Moved and John seconded for Adjournment at 8:57pm