

November 4, 2020

Town of Pomfret  
Selectboard Meeting Draft Minutes

Present: Emily Grube, Steve Chamberlin, Scott Woodward, John Peters, Chuck Gundersen

Public: Jim Potter (Road Foreman), Betsy Rhodes (Library), Cathy Peters, Karen Hewitt Osnoe (ZBA), Frank Perron, Ben Brickner

1. Call to Order: 6 PM
2. Public Comment:
3. Agenda Review: Karen Osnoe has Zoning Issues to discuss. To be inserted after Town Meeting Discussion.
4. Recurring Items
  - a. Approval of 10/21/2020 Minutes – after minor edits Emily moved and Steve seconded approval. Unanimous roll-call vote
  - b. Emily moved and Chuck seconded the following Warrants for Approval be paid. Unanimous roll-call vote.
    1. 21038 \$ 6426.18 Payroll
    2. 21037 216,038.70 Accts Payable
  - c. Road Foreman's Report: The snow fence is up. Crew continues to ready machinery for the winter. Jim is awaiting better weather in order to smooth out some washboards, etc. He will be seeking permission to cut back the bank and hemlocks between Rudge Road and Lebaron's to let more light into the road. Teago will be doing some paving via Sunapee Paving. Jim has cautioned them to only put on a basecoat since it will be cold. They can finish in the spring. Jim has spoken to Jeremy at Sunapee Paving about paving the cut out in the road. Steve suggested moving the stop sign and paying the triangle in order to change the Y intersection into a T to make that intersection safer as Suicide 6 traffic increases. Betsy Rhodes asked about caution signs to be put up due to Teago construction, Jim has spoken with Nate, who has double checked on their order. Jim feels for safety issues the Pomfret Road shut down should be continued through the winter. Two Rivers has uploaded the DEC Municipal Roads permit application.
5. Items for Discussion or Vote
  - a) Town Meeting Procedure: It was decided that the 2021 Town Meeting be accomplished by Australian Ballot with a brief Zoom session. All petitions will be due in late January, both for charitable donations and for elections. The Board feels there is no other solution. Chuck moved and Scott seconded the voting occur by Australian ballot. Unanimous roll-call vote.
  - b) Karen Hewitt Osnoe is finding a lot of zoning violations as more real estate changes hands. She feels most people "don't know" about the ZBA. She is asking the Board's permission to post on List Serve, to send info to new residents, and to have an article in the 2021 Town Report. The Board agreed. Also, she would like to post on the Website. Karen reminded the board on the Carey driveway site visit on 01/24/2020 at

4 pm with Zoom session following at 6 pm. Regarding tax sales she has been in contact with Levinson and Donovan, they have promised to send \$20,000.

- c) Private Road Signs. The Town pays for the original private road sign but if it is stolen or needs replacement, the owners must pay. John believes the town must provide for emergency services. Steve will investigate and report back in two weeks.
  - d) Pike Bills have been okayed and paid
  - e) Culvert between Galaxy Hill and Johnson Road. Jim and Alan Ricker inspected the project and found the end of the culvert is indeed squished closed on the south side; the road has begun chipping off. Jim would like to try for a grant to replace the culvert. Jon Harrington has just completed such grant application for So. Royalton and will do so for us. The State Better Roads Grant application is due on 12/18/2020. Chuck moved and Steve seconded that we go ahead with this planning. Unanimous roll-call vote.
  - f) Schultz permit will be finalized once exact coordinates have been received. Scott will follow up with this.
  - g) Teago Update – Ben, Mr. Worden and Atty McClean have been working on the new design and permission. The Town has been granted permission to supervise excavation and backfill to their satisfaction as the electric and data cables are run underground. They will also have control of maintenance. Scott moved and Steve seconded approval of updated revision with new plans. Unanimous roll-call vote.
  - h) Budget Planning. Neil and Ben have designed new budget templates which are in agreement with the auditors' paperwork. Emily will circulate and the first budget meeting is scheduled for 11/011/2020 at 6 pm via Zoom. They will start with the highway budget, and then central office.
  - i) Road Foreman and Commissioner Job Descriptions discussion is tabled to 11/18/2020.
  - j) Jim will schedule the Parsons' driveway site visit and see that markers are in place.
  - k) Scott moved and Steve seconded we approve Theresa Miele's contract for HR work to be done – Employee Handbook/Personnel Policy and Combined time off policy. Unanimous roll-call vote.
  - l) ZBA – see b).
6. Meeting Wrap Up
- a. Correspondence DEC Municipal Roads
  - b. Assignments – Ben to finish up Teago documents for Emily's signature; Scott to speak with VLCT re: Australian balloting of elections and charitable contributions, as well as obtain coordinates from Schultz; Jim will set up Parsons' sight visit. John will look into road signs
  - c. Scott moved and John seconded for Adjournment at 7:47 pm. Unanimous roll-call vote.