Town of Pomfret Selectboard Meeting Agenda Town Offices

5238 Pomfret Road No Pomfret, VT. 05053 Wednesday January 20, 2021 6:00 p.m.

| Agend | | Presenter | Time Frame |
|-------|------------------------------------|-----------|------------|
| 1. | Call to Order | Chair | 6:00 |
| 2. | Public Comment | | 6:05 |
| 3. | Agenda Review | | |
| 4. | Recurring Items | | |
| | a. Approval of 12/16/2020 and | | |
| | 01/06/2021 Minutes | | |
| | b. Warrants for Approval | | |
| | c. Road Foreman's Report | | |
| 5. | Items for Discussion or Vote | | |
| | a. Grader Bids Opening | | |
| | b. Balloting, Town Meeting | | |
| | Procedures | | |
| | c. Delinquent tax collector salary | | |
| | vs. stipend | | |
| | d. Action Woodward | | |
| | letter/petitions | | |
| | e. Furnace quotes town offices | | |
| | f. Generator contract | | |
| | g. Social Service Agencies | | |
| | h. Expected expenditures reserve | | |
| | funds 2021 & 2022 | | |
| | i. Approve Warning | | |
| | j. Approve notice informational | | |
| | meeting | | |
| | k. Approve Budget Narrative | | |
| | 1. Approve Selectboard Narrative | | |
| | m. Certificate of Highway mileage | | |
| | n. Town Health Officer | | |
| | o. Employee handbook | | |
| | p. Providing SB Assist with | | |
| | Agenda paperwork | | |
| 6. | Meeting Wrap-Up | | |
| | a. Select Board Correspondence | | |
| | b. Review of Assignments | | |
| | c. Agenda Items for Next Meeting | | |
| | d. Meeting Adjournment | | |

- https://zoom.us/j/95395079923?pwd=ZjBEd3ZuZWgvWmx2M0tpOE8zbjg2dz09 to start or join a scheduled Zoom meeting Join Zoom Meeting via Mobile Phone +19292056099,,953950799233#,,1#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

Town of Pomfret Select Board Draft Meeting Minutes

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

Public: Ben Brickner (Auditor, Zoning), Jim Potter (Road Foreman), John Moore (Planning Commission), Cathy Peters, Kevin Geiger (Moderator), Nancy Matthews (Auditor), John Ricketson, Cynthia Hewitt (SB Assistant)

- 1. The meeting was called to order at 6:02
- 2. Public Comment -- none
- 3. Agenda Review
- 4. Recurring Items
 - a) Approval of 12/23/2020 Minutes Item 4 needs to read Ottaquechee Health Foundation. Steve moved and Emily seconded approval of minutes with stated correction. Unanimous roll-call vote
 - b) Warrants for Approval

21051 \$ 13,726.20 Payroll

21052 17,129.02 Accts Payable

21053 11,447.82 Accts Payable

Steve moved and John seconded approval. Unanimous roll-call vote

- c) Road Foreman's Report. Jim reports that the Gulf Rock Slide was repaired today. The head board on the new truck has a problem. Viking is aware and is responsible. The new truck saves at least one load per storm. It turns in the same radius as a 4wd truck. The cab is much quieter and more comfortable. Jim will check with Everything Printed and Mr. Arkright regarding adding the logo/lettering. Jim's new phone has arrived and Becky will program it next week. Cargill Salt is offering a new product, similar to Clear lane, which they are offering on a trial basis for \$74.00/ton. Steve moved and Emily seconded that Jim sign the paperwork for the town to take advantage of the trial. Jim will meet with the Park Service and the Forest Service re: culling evergreen trees, as well as seeking permission from land owners. The Forester was thankful that these permissions were being sought.
- 5. Items for Discussion or Vote
 - a) Carey Driveway Jim attended the site visit and approves, as long as the driveway doesn't have to been any higher, putting pressure on the bridge. Ben explained that the Zoning Permit stated that they cannot raise the driveway. John moved and Steve seconded approval of the permit. Unanimous roll-call vote
 - b) Winter Road Maintenance John has been editing the existing policy. Scott would like to include a map of routes; this is available on the website and Jim will update the map for inclusion. Jim would like the mailboxes set into the driveway so the mail carrier can get off the road. Work will continue on the document re: hours the crew might work during a storm, and setting a baseline of expectations for the public.
 - c) Kevin Geiger Moderator. The Board needs to set a date for a <u>required</u>, informational meeting prior to Town Meeting to explain Australian Balloting, and to present the budget. The warning, the ballot, and the town report must be prepared

before the informational meeting. Emily moved and Steve seconded we use an hour of the regularly scheduled 02/17/2021 Selectboard meeting to answer questions. Scott moved and John seconded the informational meeting be scheduled on 02/20/2021 at 9 am. Unanimous roll-call vote. Emily moved and Steve seconded that John will increase the contract for Zoom for up to 300 participants prior to 02/17/2021. Unanimous roll-call vote

- d) Deadlines for candidates for office to file is 01/25/2021; they may withdraw up to 01/27/2021.
- e) Scott mentioned the State Legislature has budgeted \$2 million to help finance the mail-in ballots.
- f) Australian Balloting Procedure Becky has gotten a template from the State for Preparing the Ballot. She will attend a webinar via VLCT as well
- g) The Vermont Diesel Emissions Reduction Grants program could help towards the purchase of the new grader.
- h) Dolan donation Scott would like to determine if there are any limiting conditions on the Dolan donation. Emily will check with Kathleen. Scott suggests we get advice from an attorney this was stated in the motion at the 12/23/2020 SB meeting.
- i) Selectboard narrative will finalize at next meeting
- j) Budget narrative will finalize at next meeting
- k) Town Meeting Warning will finalize at next meeting
- Teresa Miele Draft Scott circulated the first draft of Ms. Miele's Personnel Handbook. This document is geared towards the employee and internal management procedures will be addressed in a separate document. One thing that. Needs clarification is the group insurance plan. He asked for feedback. Teresa will next tackle the Combined Time Off Policy.
- m) Animal Control Officer Scott has send out a draft list of duties, including asking the Humane Society to handle transport.
- n) Pound Keeper. Scott reports that our previous "Pound Keeper" was Woodstock Animal Care. They have gone out of business. John stated the Kedron Valley Vet has replaced them. Scott will ask.

6. Meeting Wrap-Up

- a) Select Board Correspondence Appointment of Town Health Officer, Certification of Highway Mileage
- b) Review of Assignments Emily call Kathleen Dolan, Dr. Hermann; Jim to certify Highway Mileage; Scott will look into grant opportunities
- c) Agenda for Next Meeting Town Meeting Warning, Budget Narrative, SB Narrative
- d) Steve moved and :John seconded for adjournment at 8:45 pm. Unanimous roll-call vote.

Town of Pomfret Selectboard Meeting DRAFT minutes December 16, 2020

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

Public: Neil Lamson (Auditor), Jim Potter (Road Foreman), John Moore (Planning Commission), Mike Doten (Public Funds), Marge Wakefield (Public Funds), Cathy Peters, Bob, Ben Brickner (Auditor), Nancy Matthews (Auditor), Ellen DesMeules (Treasurer), Cynthia Hewitt (SB Asst)

- 1. The meeting was called to order at 6 pm
- 2. There was no public comment
- 3. Agenda Review -Emily postponed discussion of ambulance bills. Discussion of highway budget moved to earlier slot so Jim could get ready for plowing. John moved and Steve seconded approval Unanimous roll-call vote
- 4. Recurring Items
 - a. Approval of 12/02/2020 Meeting Minutes. Emily corrected the price of grader motor to \$20,000 not \$2000. Chuck corrected his motion to read "the board will not seek an Act 250 hearing" re: Suicide 6.
 - b. Steve moved and Chuck seconded payments of the following

Warrants for Approval. Unanimous roll-call vote

21047 \$10,952.67 Payroll 21048 8,860.00 A/P 20149 36,566.00 VLCT Insurance

c. Road Foreman's Report

Jim reports a rock-slide in the Gulf, below Keith Riley's; this is of very big rocks which are held up only by small trees. This is an emergency and Jim was advised to hire the necessary equipment ASAP. It was also reported that there is a pending situation above the NP Fire Station – it appears someone is dumping materials over the bank. Jim believes this is on Carpenter's property and he will speak with them. Jim has had Rita Setoe from Two Rivers and. Marcus Miller from VTRANS observe the new 3-way stop in So. Pomfret. They both approved. He sat nearby for an hour on Saturday night and reports all traffic obeyed. He has ordered some cautionary lights on barrels to put up as well. The new truck is to be finished on Friday and they will pick it up.

- 5. Items for Discussion or Vote
 - a. Grader RFP Scott asked the bid ask for prices for both cash and financing if available. It was also suggested the RFP be placed on the State Web Site. Scott moved and Chuck seconded approval of the RFP with discussed edits. Unanimous roll-call vote
 - b. USDA Application Scott circulated a draft copy. It still needs a financial document from Ellen. Scott moved we submit this application after the board sees finished paper-work He would like to offer the taxpayers another option for

- financing new equipment. Ellen and Emily noted the town has never borrowed money other than post-Irene.
- c. Highway Budget A structures grant application has been submitted for the Cloudland Project. The Pomfret Road culvert/bridge must be done as soon as possible. The budget was gone over line by line with some adjustments.
- d. On Demand Generator Jim is waiting for confirmation of prices from two venders.
- e. Winter Road Policy the new truck will be calibrated for reduced salt usage. Further discussion was tabled to after-budget.
- f. Charitable Donation Allocation Emily will find out how to establish a donated fund to encourage more donations. Steve moved and Chuck seconded Emily to ahead with this. Unanimous roll-call vote.
- g. Voter Backed Articles on Town Meeting Warning. Emily has had no response from VLCT for this in regards to legal ramifications. John moved and Steve seconded that no individual petitions without signatures be allowed. Roll-call vote 4 ayes and 1 abstention.

6. Meeting Wrap Up

- a. Select Board Correspondence none
- b. Review of Assignments Scott finish USDA grant application
- c. Agenda for Next Meeting Budget, Dolan Contribution, USDA Application
- d. John moved and Scott seconded adjournment at 9:25 pm. Unanimous roll-call vote.

Chuck Gundersen Mon 1/11/2021 11:43 AM

Selectboard Narrative

It has been a year like no other. The Selectboard has not met face to face since March, but we have adapted to meeting by Zoom and the Town's business has been carried on.

With the help of a \$175,000.00 paving grant we completed the Howe Hill paving project in cooperation with the Town of Sharon.

Our road crew replaced culverts and repaired ditches on Bunker Hill Road with a grant from the state. They also replaced a large culvert at the upper end of Caper Street.

We adopted the Planning Commission's new Zoning Ordinance, albeit without establishing noise standards. It was felt that with our hilly terrain it was not possible to establish a town-wide standard and not feasible to establish standards tailored to individual locations. That issue to be revisited upon further research and recommendations from the planning commission.

We temporarily closed the Pomfret Road from Stage Road to the north side of bridge #5 just north of the Teago General Store to allow the Teago General Store renovations to be carried out safely. Concerned about the Teago Volunteer Fire Department's ability to respond to emergencies, we met with Chief Kevin Rice on site. Chief Rice tested ingress and egress to and from the Fire House with the department's trucks and approved of the closing.

This closing required the re-routing of traffic at the intersection of Library Street and the Stage Road. The grassy triangle at that intersection, which has existed since horse and buggy days, was removed and two additional stop signs were placed on the Stage Road making the intersection a three-way stop. With the removal of the triangle, making the intersection more of a T, and the stop sign more obvious, traffic coming from the north seems more inclined to stop now rather than simply noting the stop sign in passing, and people also seem to be learning to stop at the Stage Road stop signs.

Among other things, we worked with a Human Resources consultant to identify needs of town personnel management.

Replaced sills and repaired clapboards at the Town Garage.

Painted the Town Garage and the back of the Town Hall.

Hooked the brick building up to the generator at the Town Clerk's Office.

Took delivery of a new tandem-wheel truck in December 2020, and are expecting delivery of two more trucks in the coming year.

Our thanks to those Pomfret residents who attend Selectboard meetings either in person or remotely, for the information, advice, and opinions you offer.

Minutes and recordings of Selectboard meetings are always available on the Town website, where you can read about what we are doing and/or listen to us at work.



Department of Health Environmental Health 108 Cherry Street — PO Box 70 Burlington, VT 05402-0070 HealthVermont.gov

January 4, 2021

Chair of the Selectboard. Town of Pomfret Town Clerk's Office 5218 Pomfret Road North Pomfret, VT 05053

Dear Sir or Madam:

ROW

I am writing to you regarding your Town Health Officer's term of office, which, will expire on , 1/31/2021. We would like to have a recommendation from the Selectboard for a Town Health Officer to serve for the next three years. The law provides that the Department of Health appoint a Health Officer upon recommendation of the Selectboard. Thus, we urge you to give this matter your immediate attention.

The Department of Health believes that you should recommend someone who is interested in responding to and resolving issues associated with rental housing, water/septic, mold and other public health issues that often arise or are disputed between different parties.

Electronically fillable versions of the Town Health Officer Recommendation and Oath Forms can be found on the Vermont Department of Health's Town Health Officer webpage (healthvermont.gov/tho), or you may use the enclosed forms.

If you designate a new individual to be appointed to this position, please ensure that the recommended individual takes the enclosed oath/affirmation in the presence of a person authorized to administer oaths/affirmations. This must be returned to the Health Department in tandem with the recommendation form. We will be unable to process the appointment of the new Health Officer until we are in possession of the completed oath. If you have any questions please contact me at 800-439-8550.

Sincerely, Meg McCarthy

Compliance and Enforcement Advisor. Environmental Health Division Vermont Department of Health

Enclosures (2) 3/2020

District 4 CERTIFICA TE OF HIGHWA Y MILEA GE Certcode 1413-0 YEAR ENDING FEBRUARY 10, 2021

Fill outform, make andfile a copy with the Town Clerk, and submit the Mileage Certificate on or before February

20, 2021 to: Vermont Agency of Transportation, Division of Policy, Planning and Intermodal Development, Mapping Section through upload to the secure FTP site or if necessary via mail to: VTrans PPAID - Mapping Section, 2178 Airport Rd, Unit B, Berlin, VT 05641.

We, the members of the legislative body of POMFRET in WINDSOR County on an oath state that the mileage of highways, according to Vermont Statutes Annotated, Title 19, Section 305, added 1985, is as follows:

| Town | Previous | Added | Subtracted | Sceni |
|--------------------|----------|---------|------------|----------------|
| Highways | Mileage | Mileage | Mileage | TotalHigh ways |
| Class 1 | 0.000 | | | 0.0 |
| Class 2 | 14.650 | i i | | 0.0 |
| Class 3 | 47.75 | : | | 0.0 |
| State Highway | 1.383 | | | 0.0 |
| Ford | 63.783 | | | 0.0 |
| * Class I Lane 0.0 | 000 | | | |
| * Class 4 6.11 | _ 0.000 | | | |
| | | | | |
| | | | | |
| | | • | | |
| | | • | | |
| | | | | |
| * Legal Trail 5.1 | 19 | | | |

| PART 11- INFORMATIONAND DESCRIPTION OF | CHANGES SHOWN ABOVE. |
|-----------------------------------------------------------------------------------|--------------------------------------------------------|
| 1. NEW HIGHWAYS: Please attach Select | tmen's "Certificate of Completion and Opening". |
| 2. DISCONTINUED: Please attach SIGNED | O copy ofproceedings (minutes of meeting). |
| 3. RECLASSIFIED/REMEASURED: Please a ofmeeting). | attach SIGNED copy ofproceedings Oninutes |
| 4. SCENIC HIGHWAYS: Please attach a co | opy Qforder designating/discontinuing Scenic Highways. |
| IF THERE ARENO CHANGES INMILEAGE.• Place an X in the box a | nd sign below. |
| PART 111- SIGNATURES - PLEASE SIGN. Signatures of Selectmen/Aldermen/Trustees: | |
| | |
| Signature of T/C/V Clerk: | Date Filed: |
| Please sign ORIGINAL and return itfor Transpor | rtation signature. |

A GENCY OF TRANSPORTATION APPROVAL: Signed copy will be returned to T/C/V Clerk.

APPROVED:

Representative, Agency of Transportation

Ottauquechee Plumbing & Htg Page 1 Propos 0002

702 W Woodstock Rd Woodstock, VT, 05091 802-457-1795

TO:

Town Of Pomfret Pomfret VT.05067

CONTACT PHONE(S) DATE

1/2/20

JOB NAME & LOCATION

E-MAIL ADDRESS

Boiler Replacement At Town Office

457-3681

We hereby submit specifications and estimates for the following: (may be continued on subsequent pages, see page numbering above)

Remove exisitng boiler and dispose of Install new Viesmann IOOW boiler Change piping as needed New neutrlaizer kit Gas work included

| We Propose hereby to furnish material and labor complete FOUR THOUSAND NINE HUNDRED EIGHTY-FIVE D | e in accordance with the above specifications, for the sum of: $00LLARS$ $4,985.00$) |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| | dollars (\$ |
| Payment to be made as follows: | |
| As billed | |
| All material is guaranteed to be as specified. All work to be completed in a workmanli according to standard practices. Any alteration or deviation Authorized from above specinvolving extra costs will be executed only upon written | |
| orders, and will become an extra charge over and above the estimate. All agreements upon strikes, accidents or delays beyond our control. | Signature contingent |
| Owner to carry fire, tornado and other necessary insurance. Our workers are fully No | te: This proposal may be covered by Workman's Compensation Insurance. |
| days. withdrawn by us if not accepted within | |
| Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. | Signature: |
| Date of Acceptance: | Signature: |

BGY Diversified 28 durkee rd. Strafford, VT 05072

| Name / Address | |
|-----------------|--|
| ELLEN DESMEULES | |
| | |
| | |
| | |

Description Qty Rate Total

Estimate

| Date | Estimate # |
|-------------|------------|
| 1 2/10/2020 | 95 |

| ECTIVATE FOR | 20 | 5 400 00 | 5 400 00 |
|---------------------------------------|----|----------|-----------|
| ESTIMATE FOR | 32 | 5,400.00 | 5,400.00 |
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| VIESSIVIANN VITODENS 100 HIGH | | | |
| EFFICIENCY | | | |
| CONDENSING GAS | | | |
| | | | |
| BOILER, EXHAUST & | | | |
| AIR INTAKE | | 75.00 | 2,400.00 |
| PIPING & FITTINGS, LOW LOSS HEADER | | 75.00 | 2,400.00 |
| | | | |
| (REQUIRED FOR WALL MOUNTED | | | |
| | | | |
| MODELS), AIR ELIMINATORS, | | | |
| EXPANSION TANK, | | | |
| ADAPTERS, PIPE & | | | |
| FITTINGS, | | | |
| CONDENSATE | | | |
| NEUTRALIZER, | | | |
| CONDENSATE PUMP, | | | |
| BALL | | | |
| VALVES,ELECTRICAL | | | |
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| 2 WORKERS FOR 2 | | | |
| DAYS LABOR | | | |
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| BASED ON THE | | | |
| ASSUMPTION THE | | | |
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| NEED TO MOVE AND | | | |
| DOESN'T EXCEED 40 | | | |
| FEET IN LENGTH | | | |
| | | | |
| | | Total | |
| | | ıvlai | 57,800.00 |
| | | 4 | ,,500.00 |



IRVING ENERGY IRVING PROPOSAL AND SALES AGREEMENT

85 Mechanic Street

Lebanon, NH 03766

Norm Beam Cell 802-952-9178 Toll Free 1-888-310-1924

Proposal Submitted To Name: Town Of Pomfret Street Address: 5218 Pomfret Rd

VT 05067

City, state, Zip: Phone: 802-457-3861

N. Ponfret

Date of Proposal: 9-Dec-20 Account Number: 2100713

Location of Job: 5218 Pomfret Rd

> 05067 N. Ponfret

Email: omfretvt.u treasurer

| | erms and conditions set | ce in operating condition at the de forth, the following equipment: IB | | |
|-----------------------------------------------------|--------------------------------------------------|---------------------------------------------------------------------------|------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | | |
| Specifications: | | | | |
| wiring, venting, gas co concentric vent kit, and | nnections, boiler values and all necessary parts | vater connections and labory fittings to connect this new | r to complete the installation boiler to the existing zone pign. | iler. We will do all necessary boiler mounting n. Also inlcuded are new circulators, a new ping in the boiler room. We will hang the new of the existing boiler, All work will be done to |
| | | | | |
| | | | | |
| | d materials in | in operating condition, accordance with the | \$ | 9,660.00 |
| • | | | hi | |
| = | = | ving selected payment op | tion: | |
| Cash Sale | 30 day sale | Wells Fargo Financing | | |
| Down Payment | \$ 4,830.00 | Balance Remaining | | 4,830.00 |
| NOTE: This equipment pro | posal may be withdra | awn by Irving Energy if not acce | oted within 15 days | |
| - | action, without any pe | enalty or obligation, within 3 bushail, deliver or fax a signed and o | · | |
| ACCEPTANCE OF | PROPOSAL | | | |
| based on the selected pay | ment method chosen | above. I have read and agree w | ith the attached terms and condit | to do work as specified. Payment will be made cions. If I have selected 30 day sale or Wells Fargo you to obtain financial information from credit |
| reporting agencies. MY da | te of birth is (MM/DD | /YYYY): | | |
| Date of Acceptance: | | Signature | | |
| | | | | Norman Beam |
| | | Signature | | Irving Energy |
| | | | | |



Providing Shelter from the Storm

P.O. Box 47 • Northfield, VT 05663 TOLL-FREE: 866-769-3797 (802) 485-6567 FAX: (802) 4856690 E-mail: info@brookfieldservice.com • www.brool<fieldservice.com

Dear Valued Customer:

We are pleased to present our 2021 Preventative Maintenance Agreement for your standby generator.

Attached to this memo you will find your agreement that is specific to your generator size and location.

Please remember, your generator is a combustible engine that produces electricity. Regular preventative maintenance is essential for your generator to operate safely, correctly and efficiently during power outages.

We are pleased to provide you with two options to consider for your generator's maintenance program.

Program 1 — Once a year maintenance program.

- A technical inspection and testing of your generator (multi-point test and review)
- Upload controller latest software upgrades Oil change and oil filters replaced •Oil and diesel fuel analysis.
- Air and fuel filters replaced
- Tune up of engine
- Coolant fluids tested for liquid cooled models.
- Coolant levels topped off. If coolant change is required an additional charge would occur.
- Automatic transfer switch testing and maintenance (if the ATS is located inside arrange:nenis must be 01 ftde for someone to be there or to give an alternate authorization for our tech to reach it)
- A generator building load test (at your request this will require an interruption of power)

Program 2 — Twice a year maintenance program (6 months after Program 1 service)

- Technical inspection of your generator (multi-point Review)
- Upload controller latest software upgrades •Oil levels checked
- Coolant levels topped off. If coolant change is required an additional charge would occur.
 A generator building load test (at your request this will require an interruption of power,,)
- Vermont State Inspection (if required)

Please review the attached agreement and fax, mail or email it to Brook Field Service, [f you choose to enraiM it, the address is indsey@brookfieldservice.com you should remember that you are not required to pre-payfor the service, however it you do pay before the discount date you will be able. to take advantage of the discounte If you opt not to pre-pay, returning the agreement with your signature commits us and price of your service as shown on the agreement and it ensures you are nagged tor the mnail confirmation as your approval. Just be sure to indicate in your exnail which proo whether or not you intend to pre-payu As always checks are accepted, be sure io put your



cust(blne/" agreement number (located in the upper right corner of the agreement) on your checks.

Thank you for the opportunity of letting Brook*Field Service take care of your generator's needs. I'm always available and welcome any questions or comments you may have.

Jim Brochhausen Brook*Field* Service

Industrial Engines and Generators Transfer Switches Load Banl< Testing Generator Rentals Vermont Generator Inspections

P.O. Box 47 Northfield, VT 05663 TOLL-FREE: 866-769-3797 • (802) 4856567 • FAX: (802)

4896690

E-mail:

info@brool<fieldservice.com

m

www.brool<fieldservice.com

Town of Pomfret Customer

Agreement # c-0009392

5218 Pomfret Road N. Pomfret, VT 05053

PREVENTATIVE MAINTENANCE AGREEMENT Contractual Year 2021

Please find below, list of services included in your annual preventive maintenance agreement. Prices quoted apply to the following: Town Office Pomfret VT (3)Units Total - (2) Fire Dept. (1) Town Office, see attached list

Manufacturer/ModeI#/Serial#

Engine See attached list Equipment Driven see attached list Switch/Controls see attached list

Please indicate your acceptance of this agreement and terms by circling program and signing below. <u>PLEASE RETURN (1) COPY TO BROOK FIELD SERVICE WITHIN THIRTY (30) DAYS.</u>

PROGRAM #1- COMPLETE ANNUAL SERVICE

\$1,264 OR If Prepaid By: December

29, 2020

Parts, labor and mileage included See cover letter for details

PROGRAM #2 - TWO VISITS A YEAR \$1,896 OR \$1,801 If Prepaid By: December 29, 2020

Complete annual service Operational checkout service/analysis See cover letter for details

Please Note: W you opt for Plan the cost of the state inspection is NOT included, The additional cost is \$100gOO Per Unit

| Date | DATE: November 23, 2020 | |
|----------------------------------------------------------------------------------|-----------------------------------------------------------|--|
| | J βro•cbh.a.owe.vv | |
| Authorized Signature | James Brochhausen, Brook Field Service | |
| American Express/Mastercard/Visa Card # and Expiratio | | |
| THANK YOU FOR YOUR LOYALTY TO OUR COMPAI :FFICIENTLY,v PLEASE PROVIDE US YOUR | NY, KN AN ATTEMPTTO BE GREEN AND SERVE YOU NGORE ADDRESS | |
| EMAIL | PHONE# | |

Industrial Engines and Generators ^e Transfer Switches Load Banl< Testing Generator Rentals Vermont Generator Inspections

| Town of Pomfret | | | | |
|-----------------------------------|-------------|---------------------|-----------------------------|------------------------------|
| C-0009392 | | | | |
| North Pomfret - 5218 Pomfret Road | Town Office | CH740EP #4227104581 | Kohler 14RESA #SGM32355B | RXT #SGM322KDB |
| South Pomfret - 2026 Pomfret Road | Teago | GM 1.6L, 4 Cyl | Kohler 15RES #2087183 | Kohler RDT #12073853 |
| North Pomfret -7373 Pomfret Road | Fire Dept | Generac 1.6L, 4 cyl | Generac 4605610100 #2080189 | Generac GTS020WAXDNAY #86484 |