

Town of Pomfret Selectboard Meeting
Draft Minutes
January 20, 2021

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

Public: Jim Potter (Road Commissioner), John Moore (Planning Commission), Ellen DesMeules (Treasurer), Ben Brickner (Auditor, ZBA), Tom Ayers (Standard), Scott Pearce, John Ricketson, Neil Lamson (Lister), Nancy Matthews (Auditor), William Emmons(Planning Commission), Cathy Peters, Becky Fielder (Town Clerk), Kevin Rice (Fire Chief), Cynthia Hewitt (SB Assistant)

1. Meeting was called to order at 6 pm
2. No public comment
3. Agenda Review – Mr. Ricketson asked if petitions would be discussed
4. Recurring Items
 - a. Steve moved and John seconded approval of 12/16/2020 and 01/06/2021 Minutes. Unanimous roll-call vote
 - b. Road Foreman’s Report
Jim reports the crew has been cutting trees on the NE side of town (Cabin Hill to Kenyon Drive) in order to let in more light. They will be doing this for a month or more. Scott praised Jim on the professionalism presented. Jim will meet with the State Forester and residents regarding tree removal below Pomfret Pines. Truck number 3 had some problems having to do with the def system, which has been ongoing. Repairs are completed. Justin has sanded and painted the excavator and has done a marvelous job.
 - c. Emily moved and Steve seconded the following Warrants be approved for payment:

21054	\$ 8,779.25	Payroll
21057	3,776.02	Accts Payable
21056	44,423.90	Accts Payable

Unanimous roll-call vote
5. Items for Discussion or Vote
 - a. Grader Bids. Two bids have been received – one from Nortrax, second from Milton Cat; Ellen will open the envelopes on Friday, scan the invoices, and circulate to the board. Discussion/decision will be made at the 02/03/2021 Meeting
 - b. Balloting – Town Meeting -- Becky explained that all 7 school districts in our Union have to run town meeting/balloting the same way; thus, they will not be mailed out to all voters as was done in the General Election in November. She will, however, mail them to any voters who request them ahead of time. She will be sending a post-card out this Friday explaining the process. The information will also be posted to the ListServe. Scott argued that the legislature had approved \$2 million to help with town meetings. Emily moved and John seconded that we approve these balloting procedures. Vote was 3 to 1 – Motion carried.

- c. Delinquent Tax Collector – Salary vs. hourly wage. After discussion, Scott moved and John seconded the Delinquent tax collectors pay be changed from a stipend to an hourly wage. Unanimous roll-call vote
 - d. Action Woodward Petition Letter – John moved and Steve Seconded that the Board Take no Action based on the discussion with Attorney McLean. Scott requested he be allowed comment but Emily stated he clearly had a conflict of interest. Vote 3 to 0 in favor. Motion carried.
 - e. Town office furnace replacement. Ellen has received three quotes for replacing the furnace: Ottaquechee Plumbing, BGY, and Irving. Emily moved and John seconded to table discussion and decision to the next meeting (02/03/2021) after seeking more information. Unanimous roll-call vote
 - f. Generator Contract Emily moved and Steve seconded we contract with Brookfield Services for one annual visit. Unanimous roll-call vote
 - g. Social Services Agencies. Scott moved and Steve seconded the Social Service appropriations be voted separately not as one. Unanimous roll-call vote
 - h. Reserve Funds – Nancy Matthews asked for verification of truck costs. Achieved
 - i. Notice for Informational meeting – Tabled to next SB meeting. John confirmed that the same ZOOM connection will be used for informational meetings. He will up the licensed number of participants for one month.
 - j. Approval of Warning– Will notice a special meeting on 01/22/2021 to finalize Warning and Narratives
 - k. Budget Narrative – tabled
 - l. Selectboard Narrative - tabled
 - m. Certificate of Highway Mileage – completed. Scott moved and Steve seconded to authorize Emily to Sign the certificate. Unanimous roll-call vote
 - n. Town Health Officer – Scott moved and John seconded that Hugh P. Hermann, M.D. be appointed to a three-year term as Town Health Officer. Unanimous roll-call vote
 - o. Employee Handbook – Teresa has been working directly with Ellen and Jim. The board was encouraged to look over the handbook and make suggestions - especially where Teresa has questions. John thanked Scott for his work with Terresa.
 - p. Agenda paper work to Assistant – all agreed this will be taken care of.
6. Meeting wrap up
- a. No correspondence
 - b. Review of Assignments – Ben to complete Warning.
 - c. Agenda Items for next meeting (02/03/2021) – Grader bids, furnace replacement
Agenda Items for Special Meeting 01/22/2021 @ 6pm -- Town meeting Warning, SB Narrative, Budget narrative.
 - d. John moved and Steve seconded meeting adjournment at 7:40 pm. Unanimous roll-call vote