

Town of Pomfret. Selectboard Meeting
Draft Minutes
February 3, 2021

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

Public: John Moore (Planning Commission), Neil Lamson (Lister), Scott Pearce, Cathy Peters, Ellen DesMeules (Treasurer), Karen Osnoe (Collector of Delinquent Taxes), Teresa Miele (HR Consultant), Cynthia Hewitt (SB Assistant)

1. Meeting called to order at 6:02
2. Public Comment – None
3. Agenda Review -- None
4. Recurring Items
 - a. Scott moved and Steve seconded approval of 01/20, 1/22, 1/25/2021 minutes with noted edits and corrections. Unanimous roll-call vote.
 - b. John moved and Scott seconded the following warrants for payment:

21058	\$ 7,905.99	Payroll
21059	1,122.56	Accts Payable
21062	4,391.28	Tax refunds
21061	943.88	Accts Payable
21063	22,285.25	Accts Payable
 - c. Road Foreman's Report – Jim was not in attendance, out plowing. He has gotten approval from the Forest Service to remove trees from Biggs' corner. Scott wanted to compliment Jim and said it was impressive to see him with the plow attached to the grader to clear the snow. This was due to Jim's truck's failure. He has learned of a mobile diesel mechanic, a Mr. Wyatt, who will come to make repairs. They suspect it is a ceramic filter in the exhaust. The repairs must be completed in order to achieve the trade-in value with the new truck, which is waiting for the body. Keith Sawyer was working with the small truck during the storm.
5. Items for Discussion or Vote
 - a. Karen Osnoe was here to gain permission to hire a lawyer with delinquent tax sale experience. She learned from Joe McLean that Bob Fletcher of Stitchell-Page does perform tax sales and Ben will reach out to Bob. She plans to proceed with sales on Levinson, Donovan, Carpenter, and Lindsley properties. Scott moved and Steve seconded the Board grant Karen the authority to proceed. The Board asked Karen for an update on Mr. Zubie on Broadbrook Road regarding multiple zoning violations. She explained the State is pursuing his illegal septic system to begin the processes needed.
 - b. Grader Bids – Steve moved and John seconded that the board approve the purchase of a John Deere 672 Grader. He and Jim found this a much sturdier machine than the Caterpillar, that better met the specifications of the RFP. Nortrax also had better service rates than Milton Cat. Scott wanted to first apply for the EPA Diesel Emissions Grant, which would go towards funding both a grader and a loader. Unfortunately, one of the qualifications for the grant was that the machinery is used 500 hours/year. This eligibility threshold had no flexibility, according to John Moore,

who was on the same conference call with Scott. The Town does not reach this condition. The motion carried with 3 ayes, 1 nay. Steve was given authority to sign the paper work with Nortrax.

- c. Discussion of EPA grant – see above.
 - d. Approval of Notice for Informational Meeting for Town Meeting. Scot moved to adopt the document as is, Steve seconded. 4 ayes, 1 abstain. Ben will send it to Becky for posting on the website and bulletin boards.
 - e. Parking Permits, etc. Jim is frustrated by cars parked in road ways and ROWs where the crew is attempting to clear the roads, as well as obstructing traffic, and causing safety issues. This is illegal as a local ordinance and State statute. The Board decided to post a warning on the Website and Listserve, and to ask VSP to patrol Skyline, etc. to issue tickets and/or tow the offending vehicles.
 - f. Town Office Furnace – The appliance is at the end of its life. It will be replaced. The vender is to be queried regarding adding a water softener to help extend the life of a new furnace.
 - g. Employee Handbook – Theresa Miele joined the meeting to go over proposed changes to the employee handbook. She has been working closely with Scott and Jim, Ellen and Becky. She went through several areas for Board concurrence with her changes, edits, etc.
 - h. Permitting Events for Compliance with Parking and Emergency Services --Emily noted the Haydock Bog Burn is held virtually this year, however, in years past they have created a tremendous parking/driving hazard on Skyline Drive. During this event there are also many dogs off leash. The Board would like to see private events submit an insurance certificate, and to arrange a parking area, as well as a safety officer or sheriff on premise to supervise parking. She will reach out to them to explain what the future will hold. The Board will continue to address this issue, i.e., see 5e above.
 - i. Conflict of Interest Policy – Scott would like to improve the clarity of Article 5 of the COI policy regarding speaking as a SB member vs member of the public body. Emily apologized for the misunderstanding. Scott will amend the policy along the lines of the excellent VLCT document.
6. Meeting Wrap Up
- a. No Selectboard correspondence
 - b. Review of Assignments – Emily will contact Haydocks and post parking rules on Listserve. Ben will send the notice to Becky and speak with Bob Fletcher on Karen’s behalf. Scott will amend the Conflict of Interest Policy.
 - c. Agenda Items for Next Meeting – Teago Liquor License
 - d. John moved and Steve seconded Adjournment at 7:45. Unanimous roll-call vote.