

Town of Pomfret  
Select Board Meeting  
Draft Minutes  
March 17, 2021

Present: Emily Grube, Steve Chamberlin, Jon Harrington, John Peters, Chuck Gundersen

Public: Nancy Matthews, Ben Brickner, John Moore, Jon Ricketson, Jim Potter, Cynthia Hewitt, Cathy Peters, Kevin Rice, Neil Lamson, India Mazzucco, Scott Woodward, Ellen DesMeules, Christine Pilot

1. Emily called the meeting to order at 7:01 pm
2. No Public Comment
3. John moved and Steve seconded to Approve the Agenda. Unanimous roll-call vote
4. Recurring Items:
  - a. John moved and Steve seconded to approve the minutes for both 03/03/2021 and 03/09/2021. Unanimous roll-call vote
  - b. Warrants for Payment

21081	\$317,174.36	Delinquent Taxes transfer to Collector of Delinquent Taxes
21082	13,394.35	Accounts payable
21083	823.00	Truck trade-in balance
21084	16.03	Tax refund

Steve moved and Chuck seconded approval for payment of all warrants. Unanimous roll-call vote
  - c. Road Foreman's Report. Rich and Gail Gardner asked Jim for permission to loop their driveway around. Jim told them to fill out a driveway permit request and they could be on the agenda for the 04//07/2021 meeting.  
Jim received a quote from Mr. Mitchell for painting the trucks -- \$414.46 for all 4 doors. They will come to the shop to apply. The other vendor has not replied. Chuck moved and Steve seconded to have the trucks painted. (Gold leaf would add half again as much money) Unanimous roll-call vote. The crew is working on pot holes, doing proactive patching in mud spots, and will get out the hot box when it warms up. They will return to tree cutting on the north side of town.
5. Items for Discussion or Vote
  - a. Grader Paperwork –Steve presented a spread sheet comparing the bids from Nortrac and Milton Cat. He and Jim decided the Nortrac John Deere was the best options because of the larger cab, no exposed hoses and other reasons. Milton Cat's bid was missing several key factors and they were not willing to bring a machine down for inspection. Scott explained the bids/paperwork were necessary for the Board to articulate factors of the decision. (see paperwork at end of minutes)
  - b. Pilot Driveway – Christine Pilot submitted a permit to change her driveway. She intends to have a tree removed so that she may create parking space on the front lawn. The existing driveway is not used because it has a steep grade which is hard to maneuver in the winter. It is also over her well. John Peters feels what she wishes to do is actually much safer than what is there now. This is a perfect example of houses built closer to the road in the pasts. Jon Harrington would like to do a site visit at the home. John moved

and Steve seconded approval of the new plan with the condition that Jon Harrington agrees after a site visit (which he will perform in the next day or two). Unanimous roll-call vote.

- c. Road Posting – Jim did the road posting administration online; he posted all the roads; Becky has the “official” document to post in three areas.
- d. Sand RFP Emily will send the RFP to Jon Harrington for correct language and approval at the next meeting. We submit this RFP early in order to be sure that DRY sand is delivered.
- e. Selectboard Rules and Procedures – John Peters presented the amended Rules and Procedures. Steve moved and Chuck seconded adoption of this document. Unanimous roll-call vote. A copy will be left with Becky for signatures. John posted it to the web site.
- f. Black River Ottawaquechee Watershed Mapping project is turned over to the Planning Commission and liaison with the Board by Jon Harrington.

g. The following Appointments to Various Boards were made:

- Animal Control Officer -- No appointment, vacant
- Citizen Trustee of Labounty Fund -- No appointment, vacant
- Collector of Delinquent Taxes -- No appointment, Karen Osnoe continues indefinitely
- Constable -- Doug Tuthill, term ends 2022
- e911 Coordinator -- Becky Fielder, term ends 2022
- ECFiber Representatives -- Alan Graham, Kristin Esty and Betsy Rhodes, terms end 2022
- Emergency Management Coordinator -- No appointment, Kevin Rice continues indefinitely
- Fire Wardens -- No new appointments needed, current terms expire 2025
- GUVSWD Representatives -- Vern Clifford (primary) and Doug Tuthill (alternate), terms end 2022
- Health Officer – Hugh Herman, M.D. Appointed by the State
- Planning Commission -- Tim Reiter, Nelson Lamson, Tyler Haire, terms end 2024
- Poundkeeper -- No appointment, vacant
- Road Commissioner -- No appointment, vacant
- Town Agent -- No appointment. The Board feels Joe McLean and Stitchell Page fulfill this position.
- Town Service Officer -- Sheila Murray, term ends 2022
- Tree Wardens -- Cy Benoit (primary) and Alan Graham (deputy), terms end 2022
- Two Rivers Board Representatives -- Bill Emmons and Phil Dechert, terms end 2022
- Two Rivers Transportation Advisory Committee Representative -- No appointment, vacant
- Zoning Administrator -- Karen Osnoe, term ends 2024
- Zoning Board of Adjustment -- Alan Blackmer, term ends 2024

Selectboard Committees:

- Capital Planning Committee -- No appointments, current members continue indefinitely
  - Energy Committee -- No appointments, Heidi Gennaro's seat vacant, Frey Aarnio's seat has no term defined
  - Financial Management Committee -- No appointments, current members continue indefinitely
- h. Capital Plan – Steve reported that the Adopted Capital Plan was for creating reserve funds and paying cash for equipment vs. financing or grants. The board feels this is the best route to take since financing adds several thousands of dollars of unnecessary interest charges. The Plan also shortened the replacement cycle, i.e., trucks used for 5 years vs. 7, fewer hours for grader, loader, etc. It is understood that things may change in the future. (See attached spread sheet)
- i. Credit Card Policy – Nancy made one change to this document. Steve moved and John seconded adoption of this policy. Unanimous roll-call vote.
- j. Furnace for Town Office – Three bids were received. John recommended Ottawaquechee Plumbing be awarded the contract. Steve seconded. Unanimous roll-call vote.
- k. LEMP – Kevin Rice is working on this report. He needs to update information re: at-risk residents. It will be ready for the board to adopt before May 1<sup>st</sup>.
6. Meeting Wrap-Up
- a. No correspondence
  - b. Review of Assignments – Jon to check Pilot driveway and to look into Paving RFP; John to contact Ottawaquechee Plumbing; Emily to call Heidi Gennaro and Doug Tuthill, Kevin to complete LEMP
  - c. Agenda Items for next meeting: Gardner driveway Permit, Sand RFP, Paving RFP, LEMP \_\_\_\_\_

d.

<b>Town of Pomfret</b>		
<b>Bids for grader 2021</b>		
	Nortrax	Caterpillar
	John Deere 672G	Caterpillar 140A
Selling Price	\$ 299,000	\$ 285,000
&-yr warranty	\$-	\$ 11,250
	Price Includes 7-yr warranty 4000 hrs	7-yr warranty 3000 hrs
Less Trade-in	\$ 43,000	\$ 55,000
Net Price \$ 256,000 \$ 241,250		
John Deere was selected because it had a better design - more functional cabin		
Caterpillar grader had hydraulic hoses poorly located		
Caterpillar bid lacked several important items		

