

TOWN OF POMFRET
Special Selectboard Meeting
Draft Minutes

May 12, 2021

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

Public: Cynthia Hewitt (SB Asst), Teresa Miele (HR Consultant)

1. The meeting was called to order at 7:01 pm
2. No public Comment
3. Agenda Review – Jim wanted to add an item to the next regular meeting agenda
re: a carpenter and electrician to do the necessary work for installation of ventilation
4. Recurrent Items – Chuck moved and Steve 2nd payment of Warrants for Approval
21098 \$12,276.28 Accts Payable
21099 6,944.90 Payroll
Unanimous roll-call vote
5. Items for Discussion or Vote
Personnel Handbook – our HR consultant, Teresa Miele, attends the meeting to finalize edits, etc. of the revised Personnel Handbook. Topics for discussion were EOE accommodation, Family member employment, seniority, bereavement leave, other LOAs, alcohol & drug policy, smoking area, CTO implementation.
6. Meeting Wrap Up
 - a. Correspondence: VLCT municipal funds economic recovery act, Tuesday, May 5/18, 1-2:30 pm
 - b. Agenda items for next meeting: Clarks and Meritor to attend for discussion of truck warranty; Discussion of a carpenter and electrician to help with ventilation installation
 - c. Steve moved and Chuck 2nd for Adjournment at. 9:25 pm. Unanimous roll-call vote