

June 16 2021

Town of Pomfret
Special Selectboard Meeting
Draft Minutes

Present: Emily Grube, John Peters, Chuck Gundersen, Jonathan Harrington
Public: John Moore (Planning Commission), Scott Pearce, Ben Brickner (Zoning, Auditor), Jim Potter (Road Foreman), Cathy Peters, Cynthia Hewitt (Selectboard Assistant)

1. Emily called the meeting to order at 7:05
2. No Public Comment
3. Agenda Review – Delete Dan Lewis and add Town Hall Fees. John Moved and Chuck seconded these adjustments be made to the agenda. Unanimous Roll-Call vote
4. Recurring Items
 - a. Chuck moved and Jon seconded approval of the Minutes for 06/02 & 06/09/2021. Unanimous Roll-Call vote
 - b. Warrants for Payment

21114	\$ 9,887.94	Payroll
21115	27,034.20	Accts Payable

Emily moved, Chuck 2nd. Unanimous Roll-Call vote
 - c. Road Foreman's Report

Nortrax came to assess the Grader – vibration caused the oil problem; okay to run
The crew will start ditching and stoning on the north end in preparation for paving, which is tentatively scheduled to begin on 07/06/2021. Stone is being delivered.
This upcoming week they will clean culverts and cutouts and put in posts. Jim spoke with Chris Bump who assured him the grant letters from the State would arrive very soon.
5. Items for Discussion or Vote
 - a. The site visit for Moore Family Partnership Driveway Permit showed no problems. The only suggestion is to clear up some brush. Vote was 3 ayes and 1 abstain. Motion passed
 - b. Fence Posts – Jim got fence posts from Wright's for 5.75
 - c. Teago Erosion – Discussion tabled
 - d. Gully Road Parking – Tabled
 - e. Garage Ventilation Bids – We will invite Mr. Beland to visit the garage to bid the carpentry work. Cynthia will call him.
 - f. Municipal Grants in Aid – John moved and Chuck seconded that Emily be authorized to sign the paperwork. Unanimous Roll-Call vote
 - g. Emergency Services – John has received the call-data for Pomfret for the past 11-months and will pull together a report for the next meeting. John had a discussion with Dave Green re: Hartford services closer than Woodstock for certain parts of town – Mr. Green said the difference was only 4 minutes. It was suggested that Frank, Kevin, Dave Green, and one Selectboard member get together to discuss the

issue. Scott Pearce confirmed that calling 911 went to State Dispatch, not Woodstock. It was also noted that HIPPA training can be done on line and suggested that Ellen take the training in order to break down the ambulance billing in order to get individuals billed for unpaid services.

- h. Silo Distillery. John moved and Chuck seconded the Silo Catering Permit be approved. For work at Artistry on 06/25/2021. c
 - i. Selectboard Protocols – It was agreed to hold in-person meetings henceforth, however, the Zoom option would remain available. John was approved to get a video-camera and projector for the Town Offices.
 - j. Town Hall Rental & Fees: Emily moved John seconded to have Becky entertain requests to rent the town hall. Unanimous Roll-Call vote. Prior to setting fees, we will query the Cleaning Person for a rate for cleaning the Town Hall after an event, and thus adding the cleaning fee to the rental fee.
 - k. Part time Employee Pay Raises – John felt the discussion at the last meeting was a bit awkward. Cathy Peters pointed out that several terms had been used to discuss the employee, i.e., temporary, part-time, seasonal, etc. It was suggested that Teresa be consulted.
 - l. Email Addresses – Frank has not yet responded to Emily’s request; John will attempt to reach him. John moved and Emily seconded that pomfretvt.gov e-mail address will only restricted to town officials and employees.
 - m. June Finances – John moved and Emily seconded that \$10,000 be transferred from the Dolan Donation to the Teago Reserve Fund. Unanimous Roll-Call vote
 - n. Employee Handbook – John moved and Jon 2nd that the Board affirm the decision to convert vacation/sick pay to CTO. Ellen will do this on July 1 and report to each employee. Unanimous Roll-Call vote
6. Meeting Wrap-Up
- a. Correspondence – none
 - b. Assignments - Cynthia to contact Mr. Beland; John to contact Dave Green, and Frank; Emily to communicate with Ellen.
 - c. Agenda for Next Meeting – Town Hall Fees, Emergency Services, Annual Review with Jim.
 - d. John moved and Chuck seconded for Adjournment at 9:15. Unanimous Roll-Call vote