

Town of Pomfret  
Selectboard Meeting  
June 2, 2021  
Approved Minutes

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

Public: John Moore (Planning Commission), Ben Brickner (Zoning, Auditor), Jim Potter (Road Foreman), Kevin Rice (Fire Chief), Marjorie Wakefield (Trustee of Public Funds), Betsy Rhoades (Library), Neil Allen (Vt Standard), Cathy Peters, Greg Olmstead (Fire Department), Cory. Smith (Library), Scott Woodward), Neil Lamson (Lister), Cynthia Hewitt (SB Assistant)

1. Emily called the meeting to order at 7:03
2. No Public Comment
3. Agenda Review: Remove Gully discussion, Dan Lewis; add VTRANS pedestrian bicycle grant. Steve moved and John seconded approval of Agenda with these changes. Unanimous roll-call vote
4. Recurring Items
  - a) Steve moved and John seconded approval of 05/19/2021 Minutes  
Unanimous roll-call vote
  - b) Warrants

21104	\$ 2810.15	Accounts payable
21107	9557.97	Payroll
21108	23,382.06	Accounts payable

Emily moved and John seconded approval of all warrants for payment. Unanimous roll-call vote
  - c) Road Foreman's Report: The loader has had a 4000-hour service; analytics will be sent. Jim noticed the locking pin on the grader does not work properly. Nortrax will come to inspect. Jim is still waiting for band rail bids; has been in touch with two companies. New England Air came today to estimate the ventilation in the garage. Bid should be sent in 4-5 days. They did warn about radiant heat loss. Jim has asked for some business cards. Jim's truck is still at the paint shop. Clark's is hoping to resolve this week. Jim is calling around about fence posts. He got a price of \$5.25 from Richard Wright. Metal posts are ± \$8/each. Cedar is better because if a metal post breaks it becomes a potential gaff which could cause bodily injury. Jon suggested following Vtrans standards.
5. Items for Discussion or Vote
  - a) Band Rail (see Forman's Report above)
  - b) Pike Bid – John needs Emily to approve and sign the contract. He will ask for a corrected contract to be sent to Emily. We have received a \$175,000 paving grant from Vtrans.
  - c) Vtrans Pedestrian /Bicycle Grant – Jon has completed the application; deadline is Friday.
  - d) John Moore Driveway Access Permit -- A site visit was scheduled for Tuesday, 06/08/2021 at 7 PM

- e) Holland Act 250 Permit – Hearing is scheduled for 06/15/2021 at 9:30 am with a site visit before the meeting.
- f) Fire Truck RFP. Kevin Rice, Fire Chief, presented a Fire Department report: they now have 12 very active members, the department is in good shape re: equipment, hydrants, hoses, etc. They have a good response time. Kevin presented a PDF to replace Teago Engine 1 – a 1987 Ford mini-pumper. The squad has inspected several models and have decided they need a Ford 550 with a 300-gal water capacity which will enable them faster response to get manpower to the scene. He reported they have been using an additive that makes water wetter and fire cooler. They have raised \$132,000 towards this purchase and asks the Board to agree to use reserve funds to complete the purchase. He expects the price to be ± \$275,000 Emily suggested a Select Board member sit in on deliberations once the bids are received. Kevin was planning to involve the Board in these deliberations.
- g) Kevin also presented the Fire Department’s Capital plan.
- h) Fire Department Budget: The current year’s budget is underspent by several thousand dollars; Kevin was encouraged to use the money for whatever equipment they need. They have not been able to get a bid to have the North station stained so the squad has decided they will do it themselves this summer. They also need new generators, especially in North station.
- i) Emergency & Dispatch Services – Kevin recently observed an ambulance response to his road which took 39-minutes – which is unacceptable. The Board felt we should ask for a report on any calls from Pomfret to dispatch, with response times over the last 11 months. John will talk with Mr. Green in Woodstock. It is also felt that the time for serious negotiating with Hartford Rescue to service the north side of town, including Joe Ranger Road, White River Road, etc.
- j) Teago – The fence they have put up does not match what is on their plan; they will be queried if they are not finished installing fence or if they need to submit a revised plan. Jim will arrange a visit with the State to determine what to be done to solve a drainage issue, to deal with run-off and erosion. The elm tree on one side of the new pedestrian cross walk obscures pedestrians from oncoming traffic; this will need to be resolved either by pruning or removal of the elm tree. Betsy reported that recently there were 8 cars parked in the library lot. This causes hazardous traffic potential. When Jim decides what to do with the run-off/erosion problem the parking situation will be addressed. Jon also suggested the Pedestrian/Bike grant could help if that comes in. Teago will be invited to the next meeting and asked to bring the modified plans.
- k) Zoning Fees – after discussion Emily moved and Jon seconded that the Board adopt the updated Zoning Fees with the stipulation that the late fee be set at \$200. Unanimous roll-call vote.
- l) Server Bids – Becky submitted a spread sheet comparing estimates for replacement of the server. John moved and Jon seconded that the Board recommended Becky’s recommendation to go with DataMann at the cost of \$#,741.35. Unanimous roll-call vote
- m) Revised Employee Handbook. Emily asked the Board to go over Teresa’s most recent version and be ready to finalize at a Special Meeting next week.
- n) Discussion of Early June finances was tabled to the next meeting

6. Meeting Wrap Up
  - a. No correspondence
  - b. Review of Assignments – John to contact Mr. Green at Woodstock dispatch; Jim to get prices for fence-posts and to work on the Teago erosion/ run-off issue; Emily to distribute the Holland documents and call Jim; Cynthia to call Mr. Beland regarding carpentry for garage ventilation project.
  - c. Agenda Items for Next Meeting: Woodstock dispatch, Teago Erosion, Fence posts, Garage Ventilation bids, ? Dan Lewis Driveway permit, Gully Road problem, John Moore driveway, June expenditures
  - d. John moved and Steve seconded for adjournment at 10:10 pm. Unanimous roll-call vote