

November 17, 2021 Select Board Meeting  
Draft Minutes

Present: Emily Grube, Steve Chamberlin, Chuck Gundersen, Jonathan Harrington

Public: Neil Lamson (Lister), Sun Wanzham (Standard), Pam Pickett, Ben Brickner (ZBA, Auditor), John Moore (Planning Comm), Cynthia. Hewitt (Select Board Assistant)

1. Emily called the meeting to order at 6:04 pm
2. No public comment
3. Agenda review Steve moved and Jon seconded the agenda be approved with the following amendments: Add Employee Handbook, Bog Burn Ski Race, Dog issue.  
Unanimous
4. Recurring Items
  - a. Steve move and Jon seconded 11/03/2021 Minutes be approved. Motion carried
  - b. Steve moved and Chuck seconded the following warrants be approved for payment  
22045 \$ 6,280.10 Payroll  
22046 977,150.84 Accounts Payable  
Unanimous vote
  - c. Road Foreman's Report – Road Foreman not in attendance. They have been dealing with water issues on Cloudland Road
5. Items for Discussion or Vote
  - a. Scoping Study – Chuck moved and Steve seconded that Jon be named as the Municipal Project Manager. Motion carried
  - b. Cloudland Bridge Project. Emily has signed the stream alteration permit application. Jon suggested test pits be performed as well as deciding if guard rails will be needed
  - c. Federal Legislation of Infrastructure Funds – these funds may cover repairing bridges and culverts and providing broadband where needed. Several projects were discussed. Further discussion to be continued
  - d. Cyber Security – Ellen has been researching four companies who are able to provide security, as suggested by VLCT. She will speak with other area towns.
  - e. Prep for ARPA Meeting – 11/18/2021. Neil explained that Sarah Wraight from Two Rivers will be conducting the meeting. She will record comments from the participants. This meeting is for LISTENING – no decisions to be made.
  - f. Public Records digitization. Becky has come to the decision that NEMRC is the best vendor for our purposes; Chuck moved and Steve seconded that after the ARPA meeting this contract be put in place. Unanimous vote.
  - g. Repeater Easement. Steve has had conversations with Mike Barcomb (Webster caretaker) as well as the Hadley caretaker and received permission for easements for service access as well as tree/brush removal to the repeater. Emily agreed that Stithell and Page should write these easements.
  - h. Employee Handbook – the last question Teresa had was what is the threshold for non-fulltime employees to receive benefits – the Board decided it was for 18-hours a week, for regular scheduled employees.

- i. Dog Issue – the dog in question belongs to a tenant in Hannah Nichols’ apartment building on Bunker Hill. Cynthia will attempt to find the name and address of the dog-owner and then send a standard “dog letter.”
- j. Budget Work Session – Further budget items were reviewed. To be continued
- k. The board agreed the Treasurer’s title be just that; to undo the breakdown of Treasurer, Tax Collector, Bookkeeper
- 6. Meeting Wrap UP.
  - a. Correspondence – Public Health Council – Seeking appropriation; Cynthia to inquire how many people from pomfret use this service and to request a petition be completed
  - b. Assignments: Emily re: Gully Road, Karen re: Delinquent taxes; Cynthia contact Hannah Nichols re: dog issue; contact Holly re: fast squad budget
  - l. Steve moved and Chuck seconded adjournment t 8:20 pm