

Town of Pomfret Selectboard Meeting Agenda
Town Offices 5238 Pomfret Road
 No Pomfret, VT. 05053
 December 1, 2021
 6:00 p.m.

Agenda	Presenter	Time Frame
1. Call to Order	Chair	7:00 pm
2. Public Comment		
3. Agenda review		
4. Recurring Items		
a. Approval of 11/14/2021 MINUTES		
b. Warrants		
c. Road Foreman's Report		
5. Items for Discussion or Vote		
a. Winter Maintenance Policy		
b. Highway Renumbering Hewitt RD/ Hidden Ridge; Clay Road		
c. Cloudland Bridge RFP		
d. Gully Road		
e. Delinquent Taxes		
f. Public Records Digitization		
g. Dog Issue – Bunker Hill Road		
h. Cyber Security Town Offices and all Communications		
i. Employee Handbook		
j. Easement Repeater		
k. Budget work session		
l. Warning Items – Selectboard Terms, Marijuana Item, Australian Ballot		
5. Meeting Wrap-up		
m. Select Board Correspondence		
n. Review of Assignments		
o. Agenda Items for Next Meeting		
6. Adjournment		

- <https://zoom.us/j/95395079923?pwd=ZjBEd3ZuZWgvWmx2M0tpOE8zbjg2dz09> to start or join a scheduled Zoom meeting
 Join Zoom Meeting via Mobile Phone +19292056099,,953950799233#,,1#306922

Join Zoom Meeting via Landline or Mobile Phone Dial +1 301 715 8592, followed by the Meeting ID: 953 9507 9923 and Password: 306922

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 Stitchell 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
1. Steve moved and Chuck seconded adjournment t 8:20 pm