

Town of Pomfret Select Board Meeting
Draft Minutes May 18, 2022

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

Public: Jim Potter (Road Foreman), Allyn Ricker (Consultant), John Moore (Planning Commission), Nancy Matthews (Auditor), Ellen DesMeules (Treasurer), Bob Crean (School Board), Neal Lamson (Lister), Kevin Rice (Fire Chief), David Green, Jun Wanzhen (Vt Standard), Cynthia Hewitt (SB Asst)

1. Emily called the meeting to order at 7:30
2. Public Comment: Bob Crean asked about the possibility of hiring the Town crew to plow the school. This will be added to a future agenda. He also spoke of a pothole on Wild Apple Road. Jim explained if residents used the provided apron rather than cut a tight corner there would be no pothole.
3. Agenda Review – Computer for Karen Osnoe; So Pomfret Project Kick-off Meeting. Steve moved and John seconded these items be added to the agenda; motion carried
4. Road Foreman’s Report & Highway Items
 - a. A Better Roads Grant for ditching, etc., on Wild Apple Road must be accepted. John moved and Steve seconded that Emily be allowed to accept the Grant. Unanimous.
 - b. Full time road crew. There have been no full-time applicants. Ron Weglarz is interested in part time work. John moved and Ben seconded that Ron Weglarz be hired for temporary work, i.e., no more than 30 hours/week, at \$25/hour. Unanimous
 - c. Paving RFP – discussion tabled to June 1
 - d. Horizons has approved the Cloudland Road shop drawings. Allyn and Jim will arrange a pre-construction meeting with the contractors, Scott Jenson (Water Resources), and Bill Emmons (abutter) as the next step
 - e. Falvey Driveway. Jim met with Ms. Falvey and explained that only one driveway access is allowed per parcel. As a result, Ms. Falvey indicated she no longer wished to pursue the new access. Steve moved and John seconded the permit be formally denied; John also moved that the application fee be returned to the applicant. Motioned carried 4-0 (Ben did not participate)
5. Items for Discussion or Vote
 - a. Woodstock Ambulance Contract – Dave Green, Manager of Fire Department/EMS attended the meeting to discuss the new Ambulance Contract. “The town of Woodstock will charge a fee based on the population, based on VLTC figures. The minimum base fee will be \$63,280.” John explained Pomfret is negotiating with the Town of Hartford for coverage of the NE section for coverage, likely by Quechee station which is now staffed 24/7. Mr. Green stated that would not change the fee from Woodstock. He also stated there is only a 2-minute difference in response time between Woodstock and Hartford. Woodstock station is now staffed 24/7 with paid employees. Volunteer coverage is no longer available. Mr. Green also stated they need the contribution from Pomfret to fulfill their budget. John has left a message for the Chair of Woodstock Select Board and is awaiting response. He will also speak with Scott tomorrow re: Hartford’s response.

- b. Balanced Budget Policy. Nancy and Ellen attended the meeting to present the third Financial Committee's revised policy, The Balanced Budget Policy. After discussion, Jon moved and John seconded approval of this policy with recommended minor changes. Unanimous
 - c. ARPA Proposals. Neil presented an updated spread sheet of potential ARPA projects. Digitizing of records has been completed. Sight & Sound A/V has visited and proposed a 75" Smart TV to provide hybrid meetings. Ben moved and Steve seconded approval of this expense. Motion passed. The board would like to replace current generators and add one to the Town Garage. Emily will speak with Kevin. Neil will get prices for new laptop computers, in the meantime, a new laptop will be procured for Karen Osnoe, Zoning administrator and Delinquent Tax Collector.
 - d. Electronic Communications Guidelines. Ben has prepared a policy covering access to the pomfretvt.us system. Only town employees, elected and appointed officials for whom a pomfretvt.us email account is necessary or convenient will be given accounts. Ben moved and Steve seconded adoption of the Electronic Communications Guidelines. Motion passed. Consistent with the new policy, Justin Ricard, Art Lewin, and Frank Perron's accounts will be archived on or after June 30.
 - e. Traffic ordinance – Postpone to after completion of the Howe Hill Road traffic study
 - f. Catering Permit – Monkey House catering has asked permission to cater a wedding reception at Hewitt Hill Farm on 07/16/2022. John moved and Steve seconded approval. Motion carried
 - g. FCC License – has lapsed. John will get all renewed
 - h. Woodward Freedom of Information Act – skipped; no discussion necessary.
 - i. No Pomfret Picnic Area – Jon discovered the town does not own this piece of property entirely, though the Fire Department uses it as a parking lot. The fire pits, built by Pete Clifford were added as a Vail Grange Service Project back in the '60s. One part is still deeded to Nancy Bassett. The piece the town does own was purchased at a Burch tax sale. Jon wonders if in the long-term interest of the town, the lot lines be sorted out with Nancy Bassett so the town does own the parking area. He will speak with Ms. Bassett.
 - j. Ben moved and John seconded the 06/09/2021 minutes be approved as previously revised and posted to the town website. Unanimous
 - k. Warrants - Ben moved and Jon seconded approval of payment of the following.

22103	Payroll	\$ 6,099.56
22104	Accts Rec	926,132.98

 Unanimous
 - l. Ben moved and Steve seconded approval of the 05/04/2022 Meeting Minutes. Motion carried
 - m. So Pomfret Study Kick-Off Meeting – Jon will contact Jenn Conley and they will set up the Kick-Off meeting, involving businesses and residents of the Village along with the Board
 - n. Karen Osnoe will work with Becky to procure a new computer
6. Meeting Wrap Up
- a. Correspondence – Cynthia heard from Standard Advertising for Road Crew; Jim requested the ad run another week.

- b. Review of Assignments - Jon speak with N. Bassett and Jen; John renew FCC; Emily speak with Kevin Rice, activate grant; Ben will inform Justin, Art and Frank about archiving their pomfretvt.us email accounts
 - c. Agenda for next meeting: Sherriff contract; Tree policy; Paving RFP, Employee handbook, traffic study and ordinance, ARPA next steps
7. Ben moved and Steve seconded for adjournment at 10:30

