

**Town of Pomfret
 Selectboard Meeting Agenda
 Town Offices
 5238 Pomfret Road, No Pomfret 05053
 6:30 PM Executive Session
 7:00 PM Regular Meeting**

Business Items	6:30 PM
1. Call to Order	Chair
2. Executive Session - Contracts	
2. Public Comment	7:00 PM
3. Agenda Review	
4. Road Foreman’s Report & Highway Items <ul style="list-style-type: none"> a. Grant acceptance b. Traffic Ordinance c. Artistree Access Permit 	
5. Items for Discussion or Vote <ul style="list-style-type: none"> a. Pomfret Assoc/Joe Ranger Rd Easement Waiver – Bob O’Donnell b. Tree Policy – Alan Graham c. Ambulance Services Agreement d. Sherriff’s Contract e. Employee Handbook f. COLA & merit raises g. FCC Follow up h. ARPA Follow up i. Noise Complaint – Bartlett Brook Rd j. May Financial Update k. State Financial Control Checklist l. Brick Building Follow-up m. Picnic Area Corrective Deed n. Warrants o. Approve 06/01/2022 Minutes 	7:30 PM
6. Meeting Wrap Up <ul style="list-style-type: none"> a. Correspondence b. Review of Assignments c. Agenda for Next Meeting 	
7. Adjournment	

Time frames are approximate. Members of the public wishing to attend for specific business items are encouraged to arrive before the time indicated

Join Zoom Meeting via Computer or Smartphone Click <https://zoom.us/j/95395079923?>

- Join Zoom Meeting via Mobile Phone +19292056099,,95395079923#,,#,306922#

To: Traffic	Engineering File
From:	Pomfret Selectboard
Date: [June	15, 2022]
Subject:	Howe Hill Road Speed Limit (0.52 miles northerly to the Sharon town line)

Pursuant to 23 V.S.A. 1007, on the basis of the Howe Hill Road Speed Study Analysis dated June 2, 2022 and prepared by the Two Rivers-Ottawquechee Regional Commission, attached hereto, and investigation into the traffic considerations described below, the Pomfret Selectboard has established the following speed limit:

- On T.H. 3, Howe Hill Road, 40 mph from 0.52 miles south of the Sharon town line to the Sharon town line.

The attached Speed Study Analysis indicates that 85% of vehicles traveling on the subject portion of Howe Hill Road were traveling at 47 mph southbound and 48 mph northbound during the study period. The Pomfret Selectboard concludes it is appropriate to set the speed limit for this portion of Howe Hill Road at 40 mph based on the Speed Study Analysis and the following considerations:

- Predominantly residential character of the area;
- Several driveways with short sightlines;
- Several road bends with short sightlines;
- Presence of slow moving agricultural vehicles; and
- Undesirability of having three speed zones within 0.52 miles (the zone contemplated by this memorandum, the existing 35 mph zone to the south, and the existing 40 mph zone to the north).

For publication in *The Vermont Standard* on [June 23].¹

TOWN OF POMFRET, VERMONT

¹ **Note to Selectboard:** 24 V.S.A. 1972 requires this notice to be published no more than 14 days after adoption.

**NOTICE OF AMENDMENT OF
TRAFFIC AND PARKING ORDINANCE**

On [June 15], 2022, the Selectboard of the Town of Pomfret, Vermont, adopted amendments to the existing Approved Traffic Ordinances. This notice is published pursuant to 24 V.S.A. § 1972 to inform the public of these amendments and of qualified voters’ right to petition for a vote to disapprove the same.

To (i) rename the ordinance as the “Traffic and Parking Ordinance”, (ii) designate a speed limit of 40 mph on a portion of Howe Hill Road (T.H. 3), (iii) adopt parking limitations including a prohibition on a portion of Cloudland Road (T.H. 37), (iv) provide that the Selectboard may adopt temporary traffic regulations during special occasions, and (v) provide for enforcement and penalties for violations of the ordinance.

The full text of the ordinance may be examined during regular office hours at the Pomfret town office at 5218 Pomfret Road and may be viewed online by visiting pomfretvt.us.

CITIZENS’ RIGHT TO PETITION FOR VOTE

Twenty four V.S.A. § 1973 grants qualified voters the right to petition for a vote at a special or annual town meeting to disapprove ordinance amendments adopted by the Selectboard. To exercise this right, qualified voters must present to the Selectboard or the Town Clerk a petition for a vote on the question of disapproving the amendments signed by not less than five percent (5%) of the town’s

qualified voters. The petition must be presented within forty-four (44) days following the date of the adoption of the amendments. Unless a petition requesting a vote is filed pursuant to 24 V.S.A. § 1973, the amended Traffic and Parking Ordinance shall become effective sixty (60) days from the date of said adoption.

PERSON TO CONTACT

Additional information pertaining to this ordinance may be obtained by contacting [Rebecca Fielder, Town Clerk] at [5218 Pomfret Road], or by calling [802-457-3861] during regular office hours, or by emailing [clerk@pomfretvt.us].

POMFRET TRAFFIC AND PARKING ORDINANCE

Town of Pomfret, Vermont

1. Preamble: Pursuant to the provisions of 13 V.S.A. § 7251, 23 V.S.A. §§ 1007, 1008, 1753 and 2157, 24 V.S.A. §§ 1971, 1972, 1973 and 2291(1), (4), and (5), the Pomfret Selectboard adopts this Traffic and Parking Ordinance.
2. Scope; Civil Ordinance: This Ordinance establishes special traffic regulations applicable to public highways within the Town. In accordance with 24 V.S.A. §§ 1971 and 1974a, this Ordinance shall be designated a civil ordinance and violations thereof shall be enforced in accordance with the requirements of law relative to such ordinances.
3. Definitions: The definitions in 23 V.S.A. § 4 are incorporated by reference. See the Vermont General Highway Map of the Town of Pomfret, prepared by the Vermont Agency of Transportation, dated June 11, 2015, on file at the Pomfret Town Clerk's office, for town highway ("T.H.") numbers.
4. Traffic Control Devices:
 - 4.1 It shall be unlawful for any person to disobey the direction of a traffic control device except in response to the directions of a law enforcement officer.
 - 4.2 It shall be unlawful for any person to intentionally remove, injure, obstruct, deface, alter, or tamper with, any traffic control device.
 - 4.3 It shall be unlawful for any person to install any sign or device that may resemble or be mistaken for an official traffic control device without prior approval of the Pomfret Selectboard.
5. Speed Regulations: On the basis of traffic and engineering surveys, the following maximum speeds are hereby established for traffic in all directions on the following designated portions of town highways:
 - 5.1 On T.H. 1, Pomfret Road
 - 5.1.1 From the Woodstock town line through the center of Pomfret to the Hartford town line: 45 mph beginning at the Woodstock town line, extending northerly 0.90 miles; then 35 mph to 0.99 miles; then 25 mph extending northerly to 1.25 miles from the Woodstock town line; then 35 mph to 0.35 north of the junction of T.H. 60; then 45 mph extending northerly to 0.10 miles south of the junction of T.H. 24; then 40 mph extending easterly 4.43 miles to the Hartford town line.
 - 5.1.2 Speed limit between flashing light and "End School Zone" signs shall be as posted when light is flashing.

Pomfret Associates Vicinity Parcel Map_v2.png
4 MB

Please include this map as well in the agenda

Thanks

Emily

Ok, will do.Ok, will do. Thanks!Got it! Will do.
Are the suggestions above helpful?
YesNo

Reply

Forward

From: Benjamin Brickner <benjamin.brickner@pomfretvt.us>

Sent: Wednesday, June 8, 2022 9:15 PM

To: Bill Emmons <wbemmons3@gmail.com>

Cc: Robert <odonnellwin@hotmail.com>; John Moore <jsmooreinc@gmail.com>; Emily Grube <Emily.Grube@pomfretvt.us>; Becky Fielder <Clerk@pomfretvt.us>

Subject: Re: Pomfret Associates - Joe Ranger Road subdivision

I put the Old Kings Highway easement on the wrong NE Forestry parcel. Attached is a corrected map.

--

Benjamin Brickner | Town of Pomfret
5218 Pomfret Road | North Pomfret, Vermont 05053
benjamin.brickner@pomfretvt.us | <http://www.pomfretvt.us/>

Please note that any response to this electronic message may be subject to disclosure as a public record under the Vermont Public Records Act.

On Wed, Jun 8, 2022 at 8:53 PM Bill Emmons <wbemmons3@gmail.com> wrote:

Thanks Ben and Bob. It seems that we are getting on top of this. I still want to do a walk over there to truly understand the importance of the easements and the future uses of the School Lot.

Billy

On Jun 8, 2022, at 3:52 PM, Benjamin Brickner <benjamin.brickner@pomfretvt.us> wrote:

Bob, it was nice to meet you Monday evening.

I spoke with Becky this afternoon and she confirmed the tax parcel map is incorrect as to the +/- 70-acre "Conservation Area" parcel immediately northwest of Lots 1-4. You were correct on Monday: that parcel was conveyed to The New England Forestry Foundation by 2013 deed from Sennott (Book 74, Page 560).

As a result, there is a +/- 391-foot common boundary between the Pomfret Town Forest (a/k/a Joe Ranger parcel) and Forestry Foundation property. I believe the attached image depicts the

current arrangement correctly. The dashed blue lines indicate approximately where the recreation easement described in the Planning Commission's 1982 decision is located, including the distant one along the Old Kings Highway.

Becky said the Listers will update the tax parcel map to correct the error.

Best,
Ben

--

Benjamin Brickner | Town of Pomfret
5218 Pomfret Road | North Pomfret, Vermont 05053
benjamin.brickner@pomfretvt.us | <http://www.pomfretvt.us/>

Please note that any response to this electronic message may be subject to disclosure as a public record under the Vermont Public Records Act.

----- Forwarded message -----

From: **john moore** <jmooreinc@gmail.com>
Date: Thu, Jun 2, 2022 at 8:59 AM
Subject: Fwd: Pomfret Associates - Joe Ranger Road subdivision
To: Emily Grube <emily.grube@pomfretvt.us>, John Peters <john.peters@pomfretvt.us>, <jon.harrington@pomfretvt.us>, Steve Chamberlin <steve.chamberlin@pomfretvt.us>, benjamin Brickner <btbrickner@gmail.com>
Cc: Bill Emmons <wbemmons3@gmail.com>, Ann Raynolds <rayann802@gmail.com>, cyrusbenoit@gmail.com <cyrusbenoit@gmail.com>, nelson lamson <wildapple1@myfairpoint.net>, Tyler Haire <tyler.haire@gmail.com>, Tim Reiter <treiter@gmail.com>, Karen Hewitt Osnoe <karen.hewitt@pomfretvt.us>, Robert <odonnellwin@hotmail.com>, John Stephen Moore <jmooreinc@gmail.com>, Clerk@PomfretVt.us <Clerk@pomfretvt.us>, Neil Lamson <foxxfarm22@gmail.com>, Buchanan Norman <normmb@aol.com>

Dear Selectboard:

You are invited to the Pomfret Planning Commission Meeting Monday June 6 at the town offices at 7 pm

We will attempt to have it on zoom as well Id.
836 794 5312.

The main agenda item will be for the current PC Board
to get up to speed on The Pomfret Associates
subdivision Decision in 1982. and Subsequent Amendment
in 1983.

**Peter Vollersis representing the buyers and he has raised the
issue that Town of Pomfret
Planning Board either approve an easement OR waive the
Condition. This could be an important decision
for the future of the School Lot which is now owned by
the Town of Pomfret.**

Bob O'Donnel will attend the meeting and give us the
background and his recommendation going forward. Bob
was a former member of the Planning Commission,
and the scrivener of the Final Subdivision Plan Approval
and who cares deeply about Pomfret.

Hope to see you all on Monday.

John Moore, Clerk PC

Begin forwarded message:
From: Becky Fielder <Clerk@pomfretvt.us>

**Subject: RE: Pomfret Associates - Joe Ranger Road
subdivision**

Date: June 1, 2022 at 12:52:19 PM EDT

To: john moore
<jmooreinc@gmail.com>

Thanks!
Time got away from me – the scanned amendment is attached. I also included the plan approval
and the agreement, to keep them together, just in case!

-Becky

Becky Fielder, Town Clerk & Lister
Town Of Pomfret
5218 Pomfret Road
North Pomfret, VT 05053

Phone: (802) 457-3861
Fax: (802) 457-8081
Hours: MWF 8:30am - 2:30pm

clerk@pomfretvt.us
<http://pomfretvt.us>

*Please note that any response or reply to this electronic message may be subject to disclosure as a public record under the Vermont Public Records Act.

*Please note that any documents we supply we do so as a courtesy. Public record law does not require us to conduct research to find documents or to furnish faxes/emailed copies. We have done our best to provide the items that you requested but we do not guarantee that the following are complete or that there are no other relevant documents.

From: john moore <jmooreinc@gmail.com>
Sent: Wednesday, June 1, 2022 10:47 AM
To: Becky Fielder <Clerk@pomfretvt.us>
Subject: Fwd: Pomfret Associates - Joe Ranger Road subdivision

Sent from my iPhone

Begin forwarded message:

From: Robert <odonnellwin@hotmail.com>
Date: May 31, 2022 at 8:39:28 PM EDT
To: john moore <jmooreinc@gmail.com>
Cc: Bill Emmons <wbemmons3@gmail.com>, robert.naylor@gmail.com
Subject: RE: Pomfret Associates - Joe Ranger Road subdivision

John and Bill,

Thank you for asking for my input on this. I am including Bob Naylor as a recipient as he may also have some comments.

I need to say that I am no longer practicing law and that my response is solely as a former member of the Pomfret Planning Commission, the scrivener of the Final Subdivision Plan Approval, and a person who deeply cares about Pomfret.

When I was practicing law I did a lot of title searches. I always checked all permits, state and local, to make sure the permit allowed for the planned development of the lot,

that all requirements for the permit were completed, and that all conditions were met.

This was a sore point with other attorneys until the Vermont Supreme Court issued *Bianchi vs. Lorenz* in 1991, which held that an encumbrance exists when the seller can determine from municipal records that the property is in violation of local zoning law at the time of conveyance and the violation substantially impairs the purchaser's use and enjoyment of the property. The decision said that title searches must include not only the Land Records, but also records of other agencies (state and local).

The Final Subdivision Plat Approval for Pomfret Associates contains certain overall requirements for the whole subdivision (I counted at least 12) as well as requirements for particular lots which need to be met prior to the conveyance of each particular lot (All 21 lots have some type of requirement).

I understand that there was a subsequent decision of the Pomfret Planning Commission dealing with the Pomfret Associates property, Case No.: 81-1-A, which deleted Conditions 11-18. I am not sure what else is in this decision. I have no recollection of this decision. **I need to have a copy of this as soon as you are able to provide it.**

As I understand it, attorney Margaret Jacobs has requested that the Planning Commission either approve the easement described in Condition 10 or grant a waiver of Condition 10. Given the importance of access to the town's School Lot by hikers, etc. I do not think a waiver is a credible option. The decision stated that it was the responsibility of Pomfret Associates to set out the metes and bounds description of the easement. If Pomfret Associates is no longer in existence, then the current owner of the lots to be sold (along with the current owners of the remainder of the land of Pomfret Associates on which the easement is to run) will need to submit an application for approval of the location of the easement. It should include approval of the easement itself and its location by the selectmen of Pomfret.

If such an application is submitted, I believe it would trigger a required review of the entire permit as originally decided and as amended by Case No.: 81-1-A and any other decisions made in regard to the subdivision by the Pomfret Planning Commission. I do not believe the Pomfret Planning Commission can just address Condition #10 without looking the viability of the remainder of the approval of the subdivision. There are 17 other lots in this subdivision, unless Case No.: 81-1-A contains some surprises to my memory, and their integrity as lots in an approved subdivision need concern and attention.

In this regard, a request should be made to the Pomfret Zoning Administrator to search the minutes and records of the Planning Commission for any mention of the Pomfret Associates subdivision as well as any decisions made by the Pomfret Planning Commission in regard to the subdivision. This information is essential.

The Pomfret Planning Commission spent 1 ½ years working on this

subdivision. Although it will require some time, the Planning Commission needs to stand behind its decisions.

I am willing to act as an unpaid consultant on matters relating to the subdivision of Pomfret Associates. I would also request that I be informed of all meetings of the Planning Commission addressing any mater related to the Pomfret Associates Subdivision as I would like to attend such meetings as an observer.

Feel free to call me to discuss this further. I thought it would be helpful to me to send a summary of my thoughts prior to any further discussions. I apologize for the delay in responding. I tried to send my response late this afternoon, but it failed to send and wiped it out. This is an attempted reconstruction.

Bob
Bob
O'D
onn
ell

Cell: 802 296-1121

Sent from [Mail](#) for Windows

From: [Robert](#)

Sent: Friday, May 27, 2022 5:57 AM

To: [john moore](#)

Cc: [Bill Emmons](#)

Subject: Re: Pomfret Associates - Joe Ranger Road subdivision

John,

Got it.

The decision is attached to the email.

I will get back to you by Tuesday.

Bob

Sent from my iPhone

Robert J. O'Donnell, Director
Woodstock Institute for Negotiation
www.WoodstockInstitute.com

Cell: 802 296-1121

On May 27, 2022, at 8:49 AM, john moore <jmooreinc@gmail.com> wrote:

Bob:

Here it is at the hotmail address. Will look for the decision.
Billy I had a nice chat with Bob and he will look at these emails..

Begin forwarded message:

From: john moore <jmooreinc@gmail.com>
Subject: Fwd: Pomfret Associates - Joe Ranger Road subdivision
Date: May 26, 2022 at 7:26:45 AM EDT
To: Bob Odonnel <odonnellwin@aol.com>

Hi Bob. Can you shed any light on this ?

John Moore
Sent from my iPhone

Begin forwarded message:

From: Bill Emmons <wbemmons3@gmail.com>
Date: May 25, 2022 at 12:05:28 PM EDT
To: Bill Emmons <wbemmons3@gmail.com>, Nelson Lamson <wildapple1@myfairpoint.net>, John Moore <jmooreinc@gmail.com>, Cy Benoit <cyrusbenoit@gmail.com>, Ann Reynolds <rayann802@gmail.com>, Karen Hewitt <Karen.hewitt@pomfretvt.us>, Tim Reiter <TAR@woodstockinn.com>, Ben Brickner <benjamin.brickner@pomfretvt.us>, Tyler Haire <tyler.haire@gmail.com>, Emily Grube <Emily.Grube@pomfretvt.us>
Subject: Fwd: Pomfret Associates - Joe Ranger Road subdivision
Folks,

I just spoke with Attorney Margaret Jacobs about a "Restrictive Covenant and Reservation of Easements" included in the original sub-division granted to the property on Joe Ranger Road. I will ask her for more information and any map of said restrictions/easements. This was just before my time on the PC but the town must have had a reason for doing so at the time. It may involve the old King's Highway which bisects their property and ends over the hill at the Crowell property (John Taylor Arms property years ago).

Billy

Begin forwarded message:

From: Margaret Jacobs <maj@lawmaj.com>

Subject: Pomfret Associates - Joe Ranger Road subdivision

Date: May 25, 2022 at 10:28:57 AM EDT

To: wbemmons3@gmail.com

Dear Bill: It was great talking to you this morning and I very much appreciate your taking the time to sort through the one condition in the attached Town of Pomfret Subdivision conditions.

Condition #10 on beginning on P.28 and continuing onto P.29 is the one I need to resolve. My client owns Lots 1-4 (bought from Rob Sennott in 2014) and she is about to sell. Peter Vollers is representing the buyers and he has raised the issue that Town of Pomfret Planning Board either approve an easement OR waive the Condition. There is nothing in the record right now that indicates the Town has done anything here. Naturally, a waiver would be ideal.

Again, many thanks for taking the time.

Margaret A. Jacobs

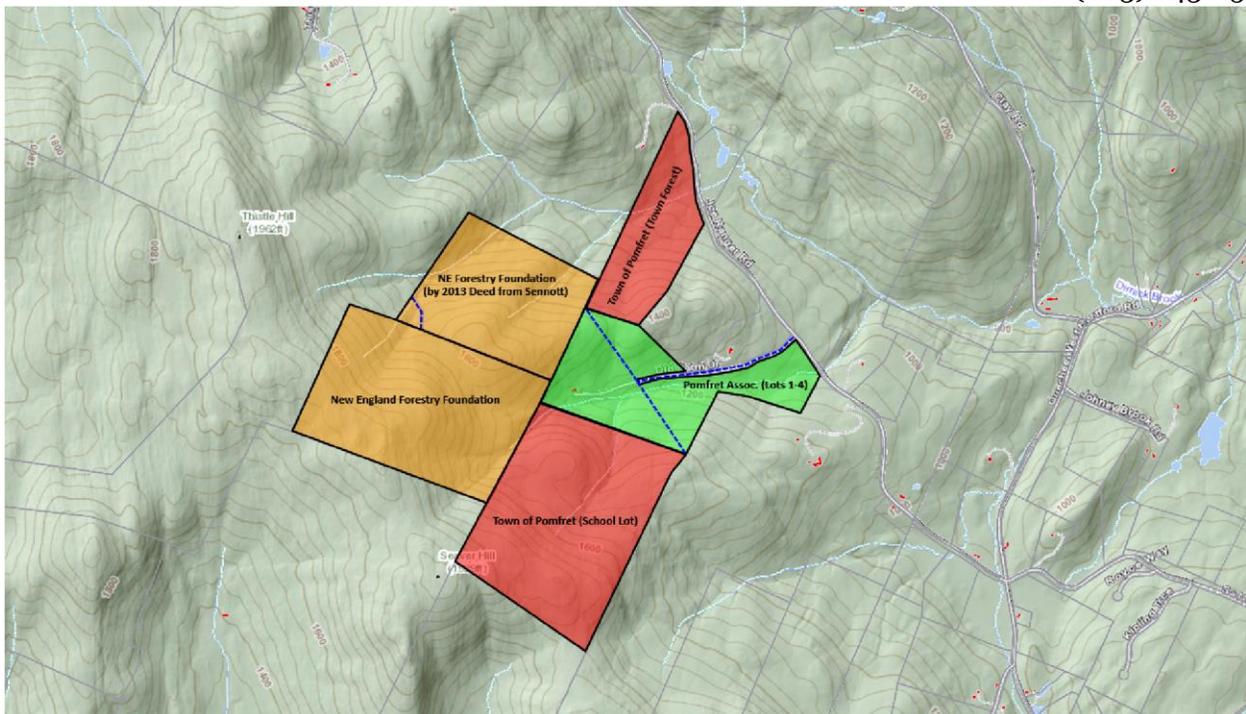
Law Office of Margaret A. Jacobs

45 Lyme Road, Suite 209

Hanover, NH 03755

Phone: (603) 643-5010

Fax: (603) 643-25



Objective

Trees and stone walls along our Town highways contribute significantly to the beauty of Pomfret. Certain shade trees and roadside plantings along the Town right-of-way are protected by state statute. However, proper tree trimming and, where warranted, tree removal, are essential for safe movement of people and vehicles. The purpose of this policy is to provide guidance to Town officials and information to residents and landowners about maintenance, improvements, and alterations to Class 2 and 3 Town highways.

Background

Right-of-way: Municipalities own an easement, or right-of-way, for highway purposes. The width of a highway is usually three rods (49.5 feet), or 24.75 feet each side of the centerline of the currently existing highway but may be wider. For the public benefit of a road, the abutting landowner is stopped from exercising his or her full rights to the land under a right-of-way. The municipality has the authority to remove trees and other growing things, straighten curves, expand the traveled portion, and maintain or improve the road surface, all without the permission of the owners of the land the easement crosses, provided the work is done within the limits of the easement. Towns are obligated to maintain a road to certain standards that are dictated by a road's classification and by state statute. The landowner has rights to remove trees long the public right-of-way, providing that the trees are officially not designated as shade trees by the town.

Public place: Includes cemeteries, greens, parks, lawns around public buildings. Requirements for public shade tree maintenance are similar to those for highways.

Tree Warden: The Tree Warden in each town is appointed by the Selectboard. This person is responsible for preserving shade and ornamental trees in the town public ways and places, determining necessary care of trees, controlling of tree infestations, deciding when diseased, dead, or dying trees should be removed and, planning when new trees are appropriate. The Tree Warden shall hold public hearings when the removal of a shade tree is proposed.

Selectboard: Is responsible for maintaining the usefulness and safety of town roads and will decide on appeals of certain of the Tree Warden's decisions.

Highway Department: Performs or oversees road maintenance, including tree and brush removal.

Pomfret's policy on right-of-way clearing and trees is as follows:

(1) The Town shall comply with State statutes and regulations when performing road work. While the Town is obligated to maintain the usefulness and safety of its roads, it is also interested in preserving their aesthetic qualities.

(2) Except in emergencies, road maintenance that proposes removal of trees from the right-ofway will be reviewed by the Tree Warden. With the Road Commissioner/Road Foreman, the
From: Dulce Ricciardelli-O'Hare <dulcemichaela@gmail.com>
Sent: Wednesday, June 8, 2022 9:37 PM To:
Becky Fielder <Clerk@pomfretvt.us>
Subject: Noise Complaint

Dear Becky,

I hope this note finds you well. I am writing with a noise complaint after several years of sleepless nights and worry about what we hear on Bartlett Brook Road.

I have lived many places and I have never experienced so much noise in a rural area. We are alarmed by gun fire and loud and lard machines. These large trucks are also a major reason our roads are a wreck in February, March and April.

The Vermont State Police say that the best route is to try to create a noise ordinance in our Town. They will not respond unless something is after 10 pm. Currently, we are expecting loud, smelly trucks at 9:30 PM that have been running for over an hour. Last week, we had to listen to loud, booming gun fire for hours.

I would like some advice with how to proceed. It's been very uncomfortable and honestly, unsafe here for us.

Sincerely,

Dulce O'Hare
Bartlett Brook Road

Internal Financial Controls Checklist for Municipalities – Cities and Towns
 Document referenced in 24 V.S.A. § 1571(d)

	Yes	No	Don't know	By whom
Are all town account records currently maintained by one individual?	X			Elen
Do you reconcile bank and ledger balances monthly?	X			Elen + Sally
Are checks always written to specified payees and not to cash?	X			Elen + Sally
Does the same individual open the mail and deposit checks?	X			Elen
Are pre-numbered checks used for all bank accounts?	X			
Are unopened bank statements delivered directly to the treasurer as received?	X			
Do you always provide a numbered receipt for any cash payment made to the town?	X			Elen + Sally
Have select board members attended financial trainings?	X			
Are bank statements reconciled on a regular basis?	X			Elen + Sally
Does someone other than the treasurer review bank reconciliations?	X			Auditors
Have you deposited town monies anywhere other than a town account?		X		
Have you deposited any non-town monies into a town account?		X		
Is interest in town accounts apportioned to each account?	X			Elen
Have there been any changes in authorized signatures during the fiscal year?		X		
Has a signature stamp ever been used for any town account?		X		
Has there ever been a theft, or unauthorized use of town funds or equipment?		X		
Are financial records maintained in a computerized system?	X			NEURC
Does the town have written policies and procedures for financial operations?	X			All a couple to go
Does each town official have copies of these policies and procedures?	X			electronic
Have you attended trainings on recordkeeping?	X			not this year...past
Are checks written by the same individual who approves payments?	X			Elen
Are you a participant in any business which does business with the town?	X			
Do you maintain separate pages, columns or running balances for each fund?	X			Elen, in NEURC
Do elected town auditors attend financial trainings?	X			
Are bank accounts and fund balances reconciled on a monthly basis?	X			Elen
Does the town loan money to town employees?		X		

As a signer below I certify to the best of my knowledge that the answers provided in this self-assessment questionnaire are an accurate representation of the operation of the Town/City of POMFRET, Vermont.

Preparer: (signature) Elen DesVeules (printed name): Elen DesVeules Title: Treasurer
June 8, 2022
 Received by Select Board (signature): _____ on (date): _____

years

June 1, 2022

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

Public: Jim Potter (Road Commissioner), Neil Lamson (Lister), John Moore (Planning Commission), Bob Crean, Tim Reiter (Planning Commission), Ellen DesMeules (Treasurer), Karen Osnoe (Delinq. Tax Collector), Caleb (Pike), Jessica Levinson, Cynthia Hewitt (SB Asst)

Executive Session

1. Called to Order. 6:30
 - a. Contracts
2. Exec Session Adjourned 7:00 PM

SELECT BOARD MEETING

1. Emily Called the Meeting to Order at 7:02
2. No Public Comment
3. Agenda Review – Emily moved we remove Traffic Ordinance, Employee Handbook, & Tree Policy; add discussion of loader RFP and brick building repairs.
4. Road Foreman's Report and Highway Items
 - a. Finished up on Wild Apple Hill, 4 culverts and ditching
 - b. Loader RFP – Steve suggested we prepare an RFP for a new loader, considering how long it takes to receive new equipment. Jim reports the loader will need a new tire, but if we are to keep it for a couple years it will need more work. John suggested we get the RFP out now.
 - c. Vtrans has offered a new grant (about \$20,000) and we need to send a letter of intent to accept. John moved and Steve seconded, unanimous vote.
 - d. Generators – Jim has received a price from Vermont Generators, however, the quote did not include necessary electricity. Jim will ask both vendors to provide estimates for both with and without electrical connections. Alex Eastman could install the electric if the price is right. He will also ask for discounted prices for 4-5 generators (add 2 fire stations, library, and town hall to garage installation). The Town Hall may be able to be connected to Town Office generator, as is the brick building)
 - e. Paving RFPs. Only two proposals were submitted, one from Sunapee Paving and one from Pike. After discussion and comparison, Emily moved and Steve seconded Pike be awarded the bid. Unanimous vote. Further discussion ensued regarding the current cost of petroleum products and the fact we expect only a partial grant from Vtrans. The motion was amended to accept the contract from Pike contingent upon receiving a paving grant from VTRANS of at least \$80,000 Unanimous
 - f. Artistree Access Permit – Artistree has requested temporary access during their summer concert series, for access/exit onto Stage Road opposite Suicide 6. Karen Osnoe, Zoning administrator, stated that with a 13-concert series, Artistree must obtain conditional use approval from the ZBA. Elimination of one event would avoid this requiring as events not exceeding 12 days in a calendar year are exempt from permitting under our Zoning Ordinance. Emily suggested the So Pomfret Scoping

study would be the best method for determination. The Board felt temporary use of the Stage Road egress might be given if Artistree would provide traffic control. Should they intend to increase the size of their parking lot, an Act 250 permit may be necessary.

5. Items for Discussion or Vote

- a. Delinquent Tax Collection – Karen Osnoe received only one effort for settlement of a delinquent tax bill, which the Board found was inadequate because the bill including penalties and interest is in excess of \$70,000 and the proposed payment would take more than a decade to pay off. After discussion, the Board agreed to offer a revised agreement to pay off the delinquency over the next three years – final payment to be due on 06/30/2025. Ben moved and John seconded this be achieved; motion carried. The fact that the property owner endeavored to initiate payment of the outstanding balance was good start. All other delinquent tax accounts will be offered for tax sale. Karen is working with an attorney to that effect.
- b. ARPA next steps – Neil presented an updated spread sheet of proposed ARPA projects and their costs. The Board approved Neil to submit an RFP for 4 generators and to obtain pricing for a lap top computer for the Road Foreman.
- c. COLA—To be researched and presented at the 06/15/2022 meeting
- d. VLCT Vision Insurance – At Jim’s request, Ellen has obtained information regarding vision insurance; this will be offered via VLCT but the employees will pay the premium in full. Ben moved and Steve seconded approval; unanimous vote
- e. Employee Reviews – Wed, 06/28/2022 – Executive session.
- f. Woodstock Ambulance Service -- John moved and Ben seconded Ben’s comments to the Woodstock Ambulance Contract be sent to the Woodstock Select Board and Interim Town Manager along with an explanatory cover email. Unanimous consent
- g. Hartford Ambulance Contract --John will continue working on the.
- h. Windsor County Sherriff’s Contract – Emily will contact Claude Wayans to add Foliage Traffic Controls on Cloudland Road.
- i. FCC – John is working on renewing the licensing
- j. Picnic Area – Jon and Becky found the deed from Bassets transferring ownership to the Town. Ben will refine this document for Nancy Basset’s signature.
- k. Ben moved and John seconded approval of three Warrants; motion carried
 - 22109 \$10,074.97 Payroll
 - 22110 18,426.76 A/P
 - 22106 722.39 A/P
- l. Approval of 05/18/2022 minutes – after discussion, Steve moved and John seconded approval as revised; motion carried

6. Meeting Wrap Up

- a. Correspondence – Road Crew ad – Stop newspaper ads; put it on Indeed.
- b. Assignments – Steve talk with John Barnes; Emily talk with Kevin, Claude; Neil – RFP for generators; Jim talk with Caleb; Ben – Picnic area deed; Woodstock ambulance contract revision; delinquent tax contract revision John -- FCC and Harford Ambulance;

- c. Agenda Items for next meeting: Employee Handbook, Sherriff's Contract, COLA, FCC, ARPA follow up
- 7. Ben moved and Steve seconded Adjournment at 10:20 pm