

**Town of Pomfret
Selectboard Meeting Agenda
Town Offices
5218 Pomfret Road, No Pomfret 05053
September 21, 2022 7:00 pm**

Zoom instructions below

Business Items	
Business Items	7:00 pm
1. Call to Order	Chair
2. Public Comment	
3. Agenda Review	
4. Road Foreman's Report & Highway Items a. Cloudland Road Traffic Update b. Dental Insurance Cost c. Health Insurance eligibility discussion, decision d. Disability Insurance rates benefits discussion e. Speed Limits – Stage Road, Skyline Road f. Hidden Ridge, Hewitt Hill, Windy Lane intersection turn-around g. Employee Handbook	
5. Items for Discussion or Vote a. Zoning & Delinquent Tax Status b. Woodstock Inn - ROW Permit c. Woodstock Inn - Large Event Permit Saskadena 6 d. Emergency Services Agreement e. So Pomfret Scoping Study f. Warrants g. Approval of 09/07/2022 Minutes	8:00 pm
6. Meeting Wrap Up a. Correspondence b. Review of Assignments c. Agenda for Next Meeting	
7. Executive Session - Contracts/Employment	
8. Adjournment	
<i>Time frames are approximate. Members of the public wishing to attend for specific business items are encouraged to arrive before the time indicated</i>	

- Join Zoom Meeting via Computer or Smartphone to start
or <https://zoom.us/j/95395079923?pwd=ZjBEed3ZuZWgvWmx2M0tpOE8zbjg2dz09>
- Join Zoom Meeting via Mobile Phone +19292056099,,95395079923#,,#,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

From: Karen Rosene Montella <karen_rosene_montella@brown.edu>

Sent: Tuesday, September 6, 2022 6:12 PM

To: Cynthia Hewitt <cynthia.hewitt@pomfretvt.us>

Cc: Mark Montella <mmontella2324@gmail.com>; Lisa Repp Parsons <lisaparsons55@gmail.com>; Laura Foley <lauradaviesfoley@gmail.com>; Clara Gimenez <photovermont@gmail.com>; Jon Ricketson <jcricketson@hotmail.com>; elizabeth ricketson <elizabethricketson.art@gmail.com>; Liz Hatfield <ebhatfield@aol.com>; Cokie Tupanjanin <ctupanjanin@gmail.com>; Gennie Lawrence <glawrenceint@gmail.com>; Janet Spangler <janet.spangler@me.com>; Kate Seymour <kws220@gmail.com>

Subject: Concerns about speed on Stage Rd

Dear Selectboard Members

First, Thank you for all you do for our town!

We understand there is a study being planned to look at traffic concerns in South Pomfret. We weren't sure of the scope of the study and wanted to respectfully share our concerns.

The group listed on this email all live in South Pomfret on Stage Rd between Saskadena Six and Barnard. We are hoping that you can help us with an increasingly concerning safety issue on Stage Rd. After the 25-mph sign in the village and the 35mph sign at S6 the next sign says End Speed Zone, which is where traffic accelerates.

We are asking you to consider a speed limit sign at that point, continue the speed limit to the end of the paved road and again in the reverse direction as you enter Pomfret from Barnard. The suggestions from this group have been from 35-40 mph.

The number of cars traveling at high speeds while we are walking, biking or pulling out of our driveways is frightening!

Please let us know how we can help with getting anything you need to consider this request.

Thank you.

Karen and Mark Montella

2324 Stage RD

Lisa Repp Parsons

589 Stage RD

Liz and Jon Ricketson

2262 Stage RD

Clara Gimenez and Laura Foley

2564 Stage RD

Gennie Lawrence

420 Stage RD

Liz and Bob Hatfield

504 Stage RD

Janet Singleton Spangler

442 Stage RD

Kate Seymour

664 Stage RD

Claudia and Michael Tupanjanin

831 Stage RD (under construction)

Jim and Lois Havel

198 Lois Lane

Philippa Richards and Bob Coates

1884 Stage RD

TOWN OF POMFRET
APPLICATION FOR LARGE EVENT PERMIT

Draft – September 13, 2022

Pursuant to 24 V.S.A. 2291(14), in order to prevent and abate public nuisances, organizers of events having [one hundred (100)] or more anticipated attendees must first obtain a Large Event Permit from the Town of Pomfret. A completed application must be submitted no less than thirty (30) days before the proposed event begins.

Applicant Name: NICK MAHOOD Phone: 802 291-0930 Email: nvm@woodstockinn.com
Mailing Address: 14 The Green WOODSTOCK State: VT Zip: 05091

Event Name: Eastern States Cup

Event Date(s): 9/30/2022 - 10/2/2022

Event Hours: Race 10/2 8am-4pm Camping 9/30-10/2 Anticipated Attendees: 250-300

Event Contact Name: NICK MAHOOD Phone: 802 291 0930 Email: nvm@woodstockinn.com

Has the event been held in Pomfret before? Yes No If yes, when? _____

Please provide a brief description of your event and its location: Camping will take place at 56 9/30-10/2
Race portion of the event on 10/2 with riders starting between 8am-12p and
finishing by 4pm. Riders will be racing at 56 and then riding into
Woodstock to race there and then return to 56


Will your event involve any of the following?

- Use of a Town Highway or Right of Way Yes No If yes, a Permit to Hold an Event on Public Street(s) may be required. Please contact clerk@pomfretvt.us.
- Use of other Town Property Yes No If yes, general liability insurance in the amount of \$1,000,000 per occurrence and naming the "Town of Pomfret" as additional insured may be required. Please contact clerk@pomfretvt.us.
- Catering of Alcoholic Beverages Yes No If yes, a Request-to-Cater Permit may be required. Please visit www.liquorcontrol.vermont.gov.

Additional Requirements

- Zoning: Some zoning requirements may still apply to events that otherwise do not require a zoning permit. Please contact the Zoning Administrator at karen.hewitt@pomfretvt.us.
- Sanitation: Sufficient sanitation facilities and waste removal must be provided. Compliance with the Vermont Universal Recycling Law is required.
- Parking: Sufficient off-street parking must be provided. No parking is permitted that interferes with ordinary roadway maintenance (including winter plowing) or otherwise reduces the usable travelled way to less than twelve (12) feet.
- Safety: Upon request, organizers may be required to have a medic on site and/or provide traffic control. Adequate emergency vehicle access must be maintained for the event duration.
- Nuisance: Organizers are responsible for preventing public nuisances that create dangerous, injurious or noxious conditions that adversely affect the reasonable use of adjoining or nearby properties.

Applicant agrees to adhere to the specifications, requirements and conditions forming a part of this permit. Applicant acknowledges that this permit is issued in accordance with 24 V.S.A. 2291(14) and may be voided in the event of misrepresentation, substantial inaccuracy or failure to hold the event in accordance with the specifications, requirements and conditions indicated herein.

 Applicant Signature NICK MAHOOD Applicant Printed Name 2/14/22 Date

Please mail or email completed application to: Town of Pomfret
5218 Pomfret Road
North Pomfret, Vermont 05053
Attention: Town Clerk, clerk@pomfretvt.us

<p>OFFICIAL USE ONLY</p> <p>Date Received: _____ By: _____</p> <p>Zoning Permit Required? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown If yes or unknown, referred to Zoning Administrator on: _____</p> <p>Condition(s) of Approval: _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>PERMIT APPROVED this _____ day of _____, 20____.</p> <p>_____</p> <p>Selectboard Chair</p>

TOWN OF POMFRET
5218 POMFRET ROAD
NORTH POMFRET, VT 05053

PHONE (802) 457-3861
FAX (802) 457-8180

APPLICATION FOR A PERMIT TO HOLD AN EVENT
ON PUBLIC STREET(S) OR HIGHWAY(S)

Pursuant to Title 24 V.S.A. Section 2291 (5) the Legislative Body of the Town herewith regulate the use of public highways for events.

APPLICANT / ORGANIZATION Eastern States Cup, Woodstock Area Mtn Bike Association
Woodstock Inn & Resort

PHONE 802 291 0430

ADDRESS 14 The Green

CONTACT PERSON NICK MAHON PHONE 802 291 0430

LOCATION OF ASSEMBLY AND BEGINNING OF EVENT Saskatchewan Co

ROUTE ON PUBLIC HIGHWAYS (attach map showing route) Pomfret Rd, Woodstock
Village Streets

TRAFFIC CONTROL (if any) None

EVENT DATE(S) 10/2 HOUR (start) 8am (end) 4pm

ESTIMATED NUMBER OF PARTICIPANTS 300 in total small groups actually on the roads

Nick Mahon 10/1/22
Authorized Representative Date

CONDITIONS:

Approved Denied Town Representative Date

Town of Pomfret
5218 Pomfret Road
North Pomfret, VT 05053


Phone: (802) 457-3861
Fax: (802) 457-8180

LIABILITY HOLD-HARMLESS AGREEMENT
for use with
Outside Special Events within the Municipality

In consideration of the agreement of the **Town of Pomfret** to allow my organization access to town roads and highways, Eastern States Cup, WAMBA (organization) and I agree, and for myself/ourselves and my/our heirs, executors and administrators agree to indemnify, defend and hold forever harmless the **Town of Pomfret**, its officers, agents and employees from and against any and all claims, demands, liabilities, actions, judgments, settlements, damages, costs and expenses (including attorney's fees and disbursements) for injury to or death of any person, including myself, or damage to property arising out of or resulting from any material, product, equipment, vehicle or service supplied by the organization or by me, or the agents, servants or employees of either, or from any action or failure to act on the part of myself or the organization, or the agents, servants or employees of either, while performing services for, at the behest of, under contract with or on the premises of the **Town of Pomfret**.

Date: 9/1/22

Print Name: NICK MAHOOD

Sign Name: 

Witness: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/18/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: Nicholas Hill Group, Inc.
CONTACT NAME: Andrea Slate
PHONE: 719-694-2595
EMAIL ADDRESS: andrea@nicholashillgroup.com
INSURER(S) AFFORDING COVERAGE: NAIC
INSURER A: Everest National Insurance Co. 10120

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

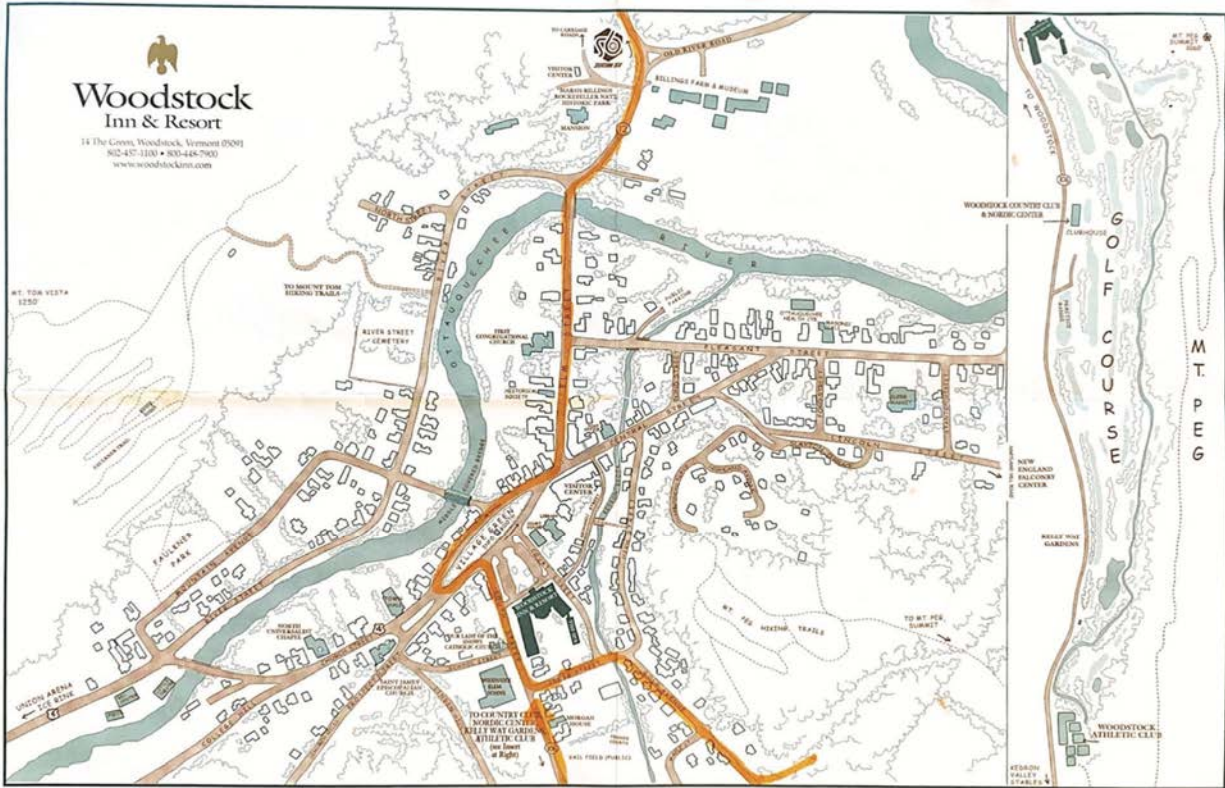
Table with columns: INSR LTR, TYPE OF INSURANCE, ADD INS, SUBR WVD, POLICY NUMBER, POLICY EFF, POLICY EXP, LIMITS. Includes Commercial General Liability, Automobile Liability, Umbrella Liab, and Workers Compensation and Employers' Liability.

DESCRIPTION OF OPERATIONS: Certificate holder is added as Additional Insured per form ECG 20 600 - Additional Insured - Automatic Status When Required In a Written Agreement with You and/or CG 20 26 - Additional Insured - Designated Person or Organization on a Primary and Noncontributory basis under this General Liability Insurance and shall include a Waiver of Subrogation in favor of the Additional Insured. Host Liquor Liability Included. None

CERTIFICATE HOLDER: Town of Pomfret, 5218 Pomfret Rd, North Pomfret, VT, 05053
CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: [Signature]

ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD



Woodstock Inn & Resort

14 The Green, Woodstock, Vermont 05091
802-457-1100 • 800-448-7900
www.woodstockinn.com

Distances From Village Green

Barnard (Oliver Lake)	10 mi
Billings Farm & Museum	0.5 mi
Lawrence, NH (Swanton)	30 mi
Kelly Way Gardens	1 mi
Sullivan (St. Ann)	20 mi
Lafayette Airport (LAF)	17 mi
Marsh-Billings Rockefeller Nat'l Historic Park	7 mi
New England Falcory Center	0.5 mi
Fremont (Canton College Roadstop)	13 mi
Quechee	7 mi
Rutland	30 mi
South Woodstock (RCMA)	9 mi
Suicide Six	4 mi
Sabbath Covered Bridge	4 mi
Union Annex for Book	2 mi
Vermont Institute of Natural Sciences	7.5 mi
White River Junction (SR 109 & 101)	14 mi
Woodstock Country Club	0.5 mi
Woodstock Athletic Club	1.5 mi
Woodstock Nordic Center	0.5 mi
Woodstock Union High School	2 mi

Amenities:

Spa
Our 10,000 square foot spa offers a full range of luxurious treatments and organic products for women and men. Our spa guests also enjoy complimentary access to our rooftop hot stone room, dry cedar sauna and whirlpool on the day of their treatment.

Suicide Six
The Resort's own alpine ski area and downhill mountain bike park equipped with rentals, retail, and our world-class lift, cable and chair-lift is just minutes from the Inn. Also at the mountain, our OnVro Endorsed By InMotion program caters to all levels with lessons and equipment.

Nordic & Snowshoe Center
The center is located at the Woodstock Country Club where you can tour the over 50 miles of expertly groomed trails on Nordic skis, snowshoes or fat tire bikes. Equipment, clothing, rentals, repairs, and instruction are all available at the Center.

Woodstock Athletic Club
The 41,000 square foot facility will help get your heart pumping with exercise science featuring Techno-Gym equipment, an outstanding tennis program with 12 courts, an indoor swimming pool, saunas, lounge, and more.

Woodstock Country Club
The par 70 Robert Trent Jones, Jr. golf course is well suited to both the advanced and recreational player. The Woodstock Country Club also features a driving range, practice area, putting green, club storage, clubhouse, pro shop, lounge, and restaurant.

New England Falconry
This ancient sport of kings has been in existence for over 4,000 years, and it is both fascinating and exciting for individuals and the entire family. The content of the sessions will include details about raptor adaptations, conservation, and history of falconry as well as live flying sessions with Harris's hawks.

Kelly Way Gardens
More than the Resort's own organic garden, our chefs and gardeners partner to prepare and grow the very best produce and ingredients for our Resort dining outlets. Explore the garden on your own, or take part in our many tours, tastings, events and classes to learn more.

Billings Farm & Museum
A pleasant half-day stroll from the Woodstock Inn, Billings Farm & Museum is an ideal way to experience the spirit of rural Vermont. Visit with the farm animals, tour the historic farm house and learn about agriculture from the daily demonstrations.

Dining:

The Red Rooster
The Red Rooster captures the essence of Vermont in its delightful dining tables and relaxed atmosphere. The Red Rooster is open for breakfast, lunch and dinner with menus that draw from the best purveyors in New England, emphasizing fresh, local ingredients. The comfortable and beautiful dining rooms feature Vermont woodwork and Vermont quality materials. The Red Rooster is an excellent meeting venue for all groups with its extensive private bar, family bar and attentive service. Families will enjoy the extensive menu dedicated to children, and private dining rooms are available for groups. Reservations are requested, but not required. The dress is Vermont casual.

Richardson's Tavern
The essence of Vermont and Resort dining plates are paired with a bar featuring local craft brews and spirits at Richardson's Tavern. A relaxed atmosphere invites warm conversation and friendly company among friends and family. Date of focus on the porch in the warmer months is out into the seasonal lounge chairs for a casual drink or meal. Reservations recommended.

Country Club • Suicide Six
You're golfed. You've skied. Now, you want to relax and unwind. The Resort's smaller dining rooms, The Fairway Grill and Fergie's Firehouse, put together all of the same ingredients of excellence as the larger ones of the resort with an array of beverages and dishes from homemade soups, sandwiches, salads, and delicious light fare.

14 The Green, Woodstock, Vermont 05091
802-457-1100 • 800-448-7900 • www.woodstockinn.com

LVX
Signature

Town of Pomfret Selectboard
Draft Minutes
09/07/2022

Present: Emily Grube, John Peters, Benjamin Brickner, Steve Chamberlin, Jonathan Harrington

Public: Mike Doten, Claude Weyant (Windsor County Sheriff's Department), Jim Potter (Road Foreman), Cathy Peters, Karen and Mark Montella, Bill Emmons (Planning Commission), Jim Zidro, Cynthia Hewitt (Selectboard Assistant)

1. Call to Order. Emily called the meeting to order at 7:00 pm.
2. Public Comment. None.
3. Review of Agenda. Steve moved and Ben seconded the addition of oil/gas delivery contracts and Pomfret Road paving update; and deletion of the employee handbook. Unanimous.
4. Road Foreman's Report and Highway items
 - a. Jim will start grading soon; we expect the Pomfret Road paving project to be done on Thursday or Friday at the latest. He will get the hot box out and fill five pot holes. Wild Apple Project will hopefully start the 3rd week in September. He will lay out the project ahead of time.
 - b. A resident of Sessions Meadow inquired about construction access; Jim supplied the appropriate permit.
 - c. Jim extended an offer of employment on the Road Crew to a recent applicant following the previous Selectboard meeting. The applicant has accepted and is expected to begin work on September 19.
 - d. Claremont Ford will have \pm 100 F600s arriving over the next few weeks. Jim will review the spec/price sheets and select an appropriate vehicle for the town.
 - e. Jonathan had questions about the paving project; Jim suggested that Jonathan contact Allyn who has day-to-day supervision of the project.
 - f. Dental Insurance. Emily will get prices from Ellen.
 - g. Speed Limits and road signage. Jim will post 3 horse caution signs on Skyline Drive; Ben also noted there recently had been a vehicle fire on TH 42 between Cloudland and Sessions Meadow roads. He suggested that signs be posted on either end warning travelers that it is a Class 4 Road and not maintained by the town. He further suggested the Cloudland sign be posted out of sight from Cloudland Road so as not to encourage additional use.
 - h. Cloudland Road Foliage Traffic. Mike Doten and Claude Weyant attended to participate in the foliage traffic discussion. Pursuant to authority granted by the recently revised Traffic Ordinance, the Selectboard previously decided to make the road one-way northbound from the Woodstock Town Line to Barber Hill Road. From the Doten property to Barber Hill Road, parking will be prohibited on the left-hand side (traveling north) and limited on the right-hand side (traveling north) only where the road is wide enough to allow parking safely. Jim will post one-way and no parking signs as needed. Schedule permitting, the Sheriff will patrol the area

10 am to 4 pm on September 24 and 25, and on October 1, 2, 7, 8, 9 and 10. Normal shifts during this period will be repurposed and additional shifts will be added as needed. Depending on conditions (i.e. weather, traffic volume, etc.) these arrangements may be reduced. Ben moved and John seconded the foregoing arrangements. Unanimous. The sheriff will stay in touch with Emily regarding his scheduling, etc.

5. Items for Discussion or Vote

a. ARPA Spending. the stoves in the Town Hall Kitchen are in bad shape, as is the wiring. Two stoves need to be replaced. Up to code electrical work needs installation; since it is an historic building we need to take care of it; it was last wired in the 50s. John will map out the needs for the building, and prepare an RFP for a licensed electrician. Neil believes this project is eligible to be paid from ARPA funds.

b. Municipal Planning Grant. Emily will check with the Planning Commission about whether there are projects in the pipeline that could be eligible for grant funding.

c. Fuel Prices – Emily had quotes from Dead River, Junction Fuel, and Irving for oil and propane delivery. Irving is out current provider and their price quotes were lowest. John moved and Ben seconded approval of the Irving oil and propane contracts. Unanimous.

d. Warrants. Steve moved and John seconded approval of the following:

23022 \$ 8,684.49 Payroll

23023 30,105.64 Accounts Payable

Unanimous.

e. Minutes. Ben moved and Steve seconded approval of the August 17 and August 31, 2022 meeting minutes. Unanimous.

6. Meeting Wrap-Up

a. TRORC Survey. Emily asked that anyone who received a survey complete and submit.

b. Review of Assignments.

i. John – Survey of Town Hall electrical work needed

ii. Jim – Road signs on Cloudland Road, Sessions Meadow Road, and Skyline Drive; alerting Woodstock, Vtrans, emergency services, etc. that Cloudland will temporarily be one-way

iii. Emily – Dental Insurance Cost (Ellen), Email Accounts (Becky), Harvest Supper plans (Becky), municipal planning grant (Bill Emmons)

c. Agenda for Next. Woodstock Resort Corporation/WAMBA Eastern States Cup event permit application, dental insurance, Karen re zoning and delinquent tax matters.

7. Executive and Deliberative Session

a. Ben moved John seconded that the board enter executive session pursuant to 1 V.S.A. 313(a)(1)(A), (a)(1)(f) and (a)(3) to discuss contracts, confidential attorney-client communication, and conduct employee candidate interview, and a deliberative session pursuant to 1 V.S.A. 312(e) to discuss deliberations in connection with a quasi-judicial proceeding. Unanimous. The board entered executive and deliberative session at 8:51 pm.

b.The board exited executive and deliberative session at 9:33, and no decisions were made therein.

- 8.Act 250 Permit Application. Ben moved and Steve seconded that Ben will prepare a letter to the District 3 Environmental Board concerning the pending Act 250 permit application by the Woodstock Resort Corporation, that Ben contact the Woodstock Resort Corporation regarding the same, and that if he deems appropriate following that contact, that he submit the letter to the Environmental Board. Unanimous.
- 9.Adjournment. Ben moved and Steve seconded that the meeting be adjourned; unanimous. The meeting was adjourned at 9:34 pm.