

**Town of Pomfret  
Selectboard Meeting Agenda  
Town Offices  
5218 Pomfret Road, North Pomfret 05053  
March 1, 2023, 6:30 pm**

*Zoom instructions below*

Business Items	
1. Deliberative Session (quasi-judicial proceeding)	6:30 pm
2. Public Session – Call to Order	7:00 pm
3. Public Comment	
4. Agenda Review	
5. South Pomfret Scoping Study Recommendations	
6. Road Foreman’s Report & Highway Items a. Eydt Estate Highway Access Permit (if needed) b. Overhead Door Maintenance Agreement c. Generator Contract and Purchase	8:00 pm
7. Items for Discussion or Vote a. Delinquent Property Tax Payment Agreement b. Municipal Energy Resilience Grants c. Warrants d. Approval 02/15/2023 Minutes	8:30 pm
8. Meeting Wrap Up a. Correspondence b. Review of Assignments c. Agenda for Next Meeting	
9. 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>	

**Zoom Instructions**

- Computer or Smartphone <https://zoom.us/j/95395079923?pwd=ZjBEeDZuZWgvWmx2M0tpOE8zbnJg2dz09>
- Mobile Phone +19292056099,,95395079923#,,#,306922#
- Landline or Mobile Phone (301) 715 8592, followed by Meeting ID 953 9507 9923 and Password 306922

NOTE: The appendices referenced in this study are available at <https://pomfretvt.us/index.php/boar/sel/south-pomfret-scoping-study/>

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SCOPING STUDY



# South Pomfret Village Scoping Study

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PREPARED FOR

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PREPARED BY



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February 2023

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# 1

## Introduction

The South Pomfret Scoping Study identifies opportunities to improve connectivity throughout the Village and evaluate design alternatives that will improve safety and mobility for non-motorized users while maintaining Village aesthetic. Improvements focus on the intersections of Stage Road, Pomfret Road, and Library Street. The study identifies a range of transportation recommendations that focus on safety and mobility for all users along the corridor. This study was developed with significant input from the public, representatives from the Town of South Pomfret and local stakeholders.



## Purpose & Need

The community driven Purpose and Need for the South Pomfret Village area was defined based on existing conditions, input from stakeholders, and information gathered from the Local Concerns Meeting. The Purpose and Need were refined through the project process and ultimately provided a framework in which to evaluate alternatives.

## Purpose of the Project

The purpose of the South Pomfret Village Scoping Study is to identify opportunities to **improve connectivity** throughout the Village and evaluate design alternatives that will **improve safety and mobility** for all users while **maintaining the livability and historic aesthetic** of the Village.

## Needs for the Project

Existing deficiencies help define the needs for this project, which include the need to:

- › **Improve Pedestrian and Bicyclist Mobility and Safety:** The lack of dedicated space for pedestrians and bicyclists, in addition to very few crossing opportunities, greatly limits connectivity throughout the Village. Due to existing conditions, vulnerable road users have limited safe access to local businesses, educational resources, and recreational opportunities and are exposed to potential traffic conflicts.
- › **Improve Traffic Circulation and Safety:** Current traffic patterns lack delineated travel ways, parking, turning radii, and access management - all of which enable higher vehicle operating speeds through the Village and limit intuitive access for users.

## Project Schedule

The South Pomfret Scoping Study began in May 2022 with the founding of the Project Team. The project was completed according to the following schedule, with the next project phases Funding Acquisition, Design and Construction – to be determined in the future.

- › Project Kick-Off: May 2022
- › Base Mapping/Existing Conditions: May 2022- January 2023
- › Resource Constraints & Permitting Assessment: May 2022- January 2023
- › Local Concerns Meeting: September 15<sup>th</sup>, 2022
- › Develop Conceptual Alternatives: September- November 2022
- › Alternatives Presentation Meeting: November 29<sup>th</sup>, 2022
- › Draft Scoping Report: February 2023
- › Final Public Meeting: March 2023
- › Final Scoping Report: March 2023
- › Funding Acquisition, Design & Construction: TBD

# 2

## Existing Conditions

The first step of this Scoping Study was to identify the existing physical, environmental, and cultural conditions along the project corridor to identify issues and opportunities to be addressed through the study. This chapter includes an evaluation of the corridor's transportation system characteristics, utilities, historic safety data, and a review of previous studies completed within the project area.

## Study Area Description

South Pomfret Village is located in the area immediately surrounding the crossroads of Pomfret Road and Stage Road. The core of the Village is defined by the intersections of Pomfret Road, Stage Road, and Library Street. The intersection of Stage Road and Library Street is marked on the northeast corner by the recently renovated Teago General Store, on the northwest corner by the Abbott Library, and the Grange to the southwest, now a theatre since 2017. A map of the study area and some of the local destinations are shown in **Figure 2**.

South Pomfret Village's many destinations include Teago General Store and Post Office, Abbott Library, Artistree Arts and Activities Buildings and grounds, Artistree's Grange Theatre, Saskadena Six ski and mountain bike area, Teago Fire Department, Prosper Valley School, and the residences in the village. Many of these destinations entail crossing one of the three roadways to access the building from parking or between affiliated buildings. For example, Artistree's Red Barn, Gallery, and parking are north of Stage Road and Artistree's Grange Theatre is on the south side of Stage Road; Teago General Store is located on the north side of Stage Road and its parking is on the south side of the road; Abbott Library is on the west side of Library Street and the parking is on the east side. With this arrangement, crossings are frequent, even for single destinations.

With residences, Artistree, Teago General Store, and Abbott Library all located in South Pomfret Village, there are numerous pedestrian desire lines. However, there are few pedestrian accommodations. There are limited short sidewalk segments on the Stage Road bridge and new sidewalk in front of the Teago General Store. These sidewalk segments are connected to the opposite side of Stage Road by a signed crosswalk with a small landing area. Otherwise, pedestrians are left to walk on narrow roadways that, in many cases, are lined by bridges, utility poles, and steep grades. Even the pedestrian paths leading from the Grange or Artistree lead the pedestrian to the roadway without either a crosswalk to cross or shoulders to walk along to reach a crosswalk or other destination. Efforts have been made to calm traffic speeds on the corner of Library and Stage Roads through the use of delineators. The space created behind these delineators provides a pedestrian refuge and one concept for a raised island location.

Figure 1: Teago General Store





## Transportation System Characteristics

The following section describes the relevant characteristics of the road network in the study area. Existing conditions identified as part of this study include traffic volumes, roadway geometry, multi-modal facilities, and other roadway elements.

### Roadway Characteristics

#### **Pomfret Road**

Pomfret Road is a Class 2 town highway, designated as Town Highway 1 and classified as a Minor Collector. Based on a Turning Movement Count (TMC) collected in 2013 at the intersection of Pomfret Road and Stage Road, approximately 830 vehicles were counted with an AM peak hour volume of 164 vehicles south of the intersection of Pomfret Road with Stage Road. Pomfret Road is approximately 24 feet wide consisting of two travel lanes. A centerline is present along Pomfret Road, but no other pavement markings. The posted speed limit on Pomfret Road is 25 mph.

The land uses along Pomfret Road in the study area are primarily residential. Other uses along Pomfret Road within the study area include retail, institutional, educational/cultural with the Teago General Store, United States Postal Office, Artistree Community Center. There is one ADA accessible parking space available adjacent to the United States Postal Service building in Teago Store.

There have been two crashes in the study area over the last seven years. Both occurred on Pomfret Road south of the intersection with Stage Road.

#### **Stage Road**

Stage Road is a Class 2 town highway, designated as Town Highway 2 and classified as a Minor Collector. Based on a 2015 count on Stage Road just west of the intersection with Pomfret Road approximately 863 vehicles traveled along Stage Road west of the study area intersection over a 12 hour period from 6:00 AM to 6:00 PM with a PM peak hour volume of 108. Stage Road is approximately 22 feet wide consisting of two travel lanes. A centerline is present along Stage Road, but no other pavement markings are present. The posted speed limit on Stage Road is 25 mph.

Near the junction with Pomfret Road, the roadway has two wide access driveways to a parking area on the south side of the street. This parking area has pull in parking available. Additionally, there is a pedestrian crosswalk from the parking area to the Teago General Store and Post Office.

The land uses along Stage in the study area are primarily residential. Other uses along Stage Road within the study area include cultural and recreational uses like the Grange Theatre and Saskadena Six Ski Resort.

#### **Library Street**

Library Street is listed as a Class 3 town highway and spans approximately 0.06 miles. The street varies from approximately 14 to 32 feet and accommodates two way traffic. There are

no pavement markings on Library Street. There is pull in parking along the east side of Library Street across from the Abbott Library and adjacent to Pomfret Brook and the Teago General Store.

### Right-of-Way (ROW)

The Town of Pomfret owns the right-of-way (ROW) along both Pomfret Road and Stage Road within the Village. Library Street falls within Abbott Library parcel with the exception of a short portion that is listed as a town highway. All of Library Street and is maintained by the Town. Along Pomfret Road and Stage Road, there is approximately 50 feet of ROW or 25 feet from the center of the roadway. ROW lines are overlaid on an aerial map below in **Figure .**

**Figure 3: Library Right-Of-Way (ROW)**



Figure 4: Right- Of-Way (ROW) Boundaries





## Utilities and Supporting Infrastructure

The roadway environment and right of way in the area supports a number of other utilities and is supported by infrastructure that are necessary to consider in the scoping of any changes to the Village. Overhead utilities, culverts, and bridges were reviewed for this purpose.

### Overhead Utilities

There are many overhead utility lines and utility poles along all three roads in the study area. Most of the utility poles are located within the existing ROW and a majority are located close to the existing edge of pavement. Utility poles are located mainly along the east side of Pomfret Road, on both sides of Stage Road, and on the east side of Library Street.

The electric lines and associated poles in the study area are owned by Green Mountain Power. Utility relocations may be required depending on the alternative chosen. The cost of pole relocation within Town or State ROW is the responsibility of the utility owner. There are approximately 26 utility poles within the study area existing ROW<sup>1</sup>. There are an additional 23 utility poles south of project area between the Prosper Valley School.

### Culverts

VHB conducted a field inventory of drainage elements throughout the study area. There are several drainage structures along Pomfret Road and Stage Road. There is a round culvert on Pomfret Road north of Artistree Community Center in good condition, a plastic smooth drop inlet in good condition just south of Teago Fire Department on Pomfret Road, and one near 1975 Pomfret Road according to the VTrans' Culvert Inventory<sup>2</sup>. Additionally, there is a steel corrugated drop inlet on Stage Road in poor condition.

There are two drainage grates along the west side of Pomfret Road adjacent to the Teago Store.

Along Stage Road there is a drop inlet just east of the Saskadena Six Ski Resort parking area.

<sup>1</sup> Vermont Center for Geographic Information Interactive Map, Utilities <https://maps.vermont.gov/vcgi/html5viewer/?viewer=vtmapviewer>

<sup>2</sup> Vermont Association of Planning and Development Agency, VT Culverts ArcGIS Map <https://vapda.maps.arcgis.com/apps/webappviewer/index.html?id=2eedb2a33b674abc9926298aa4dd9047>

**Figure 5: Drainage Grates on Pomfret Road**



### **Bridges**

There are two bridges in the South Pomfret Village: Bridge 9 on Pomfret Road and Bridge 5 on Stage Road over Pomfret Brook. A study completed by DuBois & King, Inc. in 2013, contemplated alternatives for the two bridges. A preliminary hydraulic study was completed by the Hydraulics Unit of VTrans in support of the effort. The study determined that both bridges are hydraulically inadequate. However, it has been recommended that a full channel survey be conducted to inform a hydraulic model for assessing hydraulic adequacy and potential specifications for replacement if or when it is needed.

Bridge 9 was constructed in 1926, and consists of a cast in place concrete deck and concrete parapets supported on cast in place concrete abutments. Bridge 9 has a clear span of 18'-0", with a clear height of approximately 4.5'. Bridge 5 was constructed in 1939 (and later was widened), and consists of a cast in place concrete deck supported on cast in place concrete abutments. The Historic Resources Assessment conducted as part of this study determined Bridge 9 as eligible for historic recognition.

According to the inventory of town owned bridges and culverts compiled by the Vermont Association of Planning and Development Agencies, there are no records of bridge structural inspections at these locations.

**Figure 6: Bridge 5**



**Figure 7: Bridge 9**



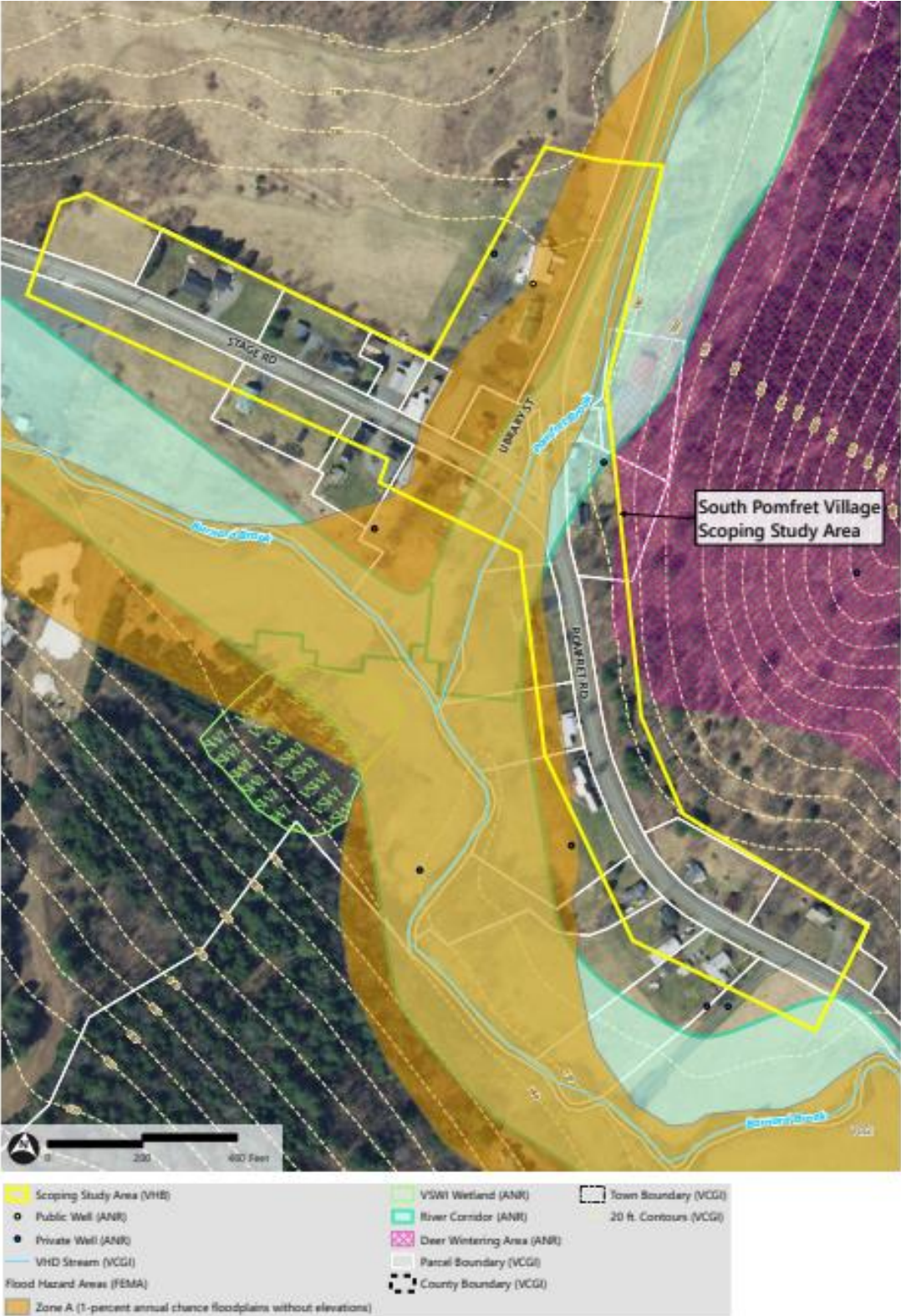
## Safety Assessment

A review of reported crashes throughout the study area was conducted for the most recent 10-year time period available (2013 – 2023). During this time period, there were two reported crashes in the study area. These crashes occurred on Pomfret Road. These crashes consisted of two single vehicle crashes. No injuries or fatalities were reported.

## Natural, Cultural, and Historic Resources

A review of the natural, cultural, and historic resources was completed to identify areas of potential sensitivity, permitting requirements, or other constraints. These reviews identified one archaeologically sensitive area, 16 properties eligible for listing in the National Register of Historic Places, and two Section 4(f) recreation resources. A summary of these resource reviews appears in the following sections.

Figure 8: Natural Resources Map



## Natural and Cultural Resources

A desktop review was conducted and assembly of natural resources into maps based on the Agency of Natural Resources Atlas is included in the Appendix. In addition, an Archaeological Resources Assessment was completed by the University of Vermont and is included in the Appendix. The natural and cultural resources assessment for the project was designed to include an evaluation for the presence/absence of each resource type and the potential impacts to determine the anticipated permit requirements for these alternatives. The natural and cultural assessment resource types evaluated include:

- › Agricultural lands;
- › Archaeological;
- › Fish and Wildlife;
- › Rare, Threatened, & Endangered Species;
- › Floodplains and River Corridors;
- › Wetlands; and,
- › Surface Waters.

The assessment findings are summarized below by resource type:

- |  |   |
|--|---|
| <u>Agricultural Soils</u>  | <ul style="list-style-type: none"><li>• No agricultural soils present in the study area</li></ul>   |
| <u>Archaeological:</u>   | <ul style="list-style-type: none"><li>• There are no known archaeological sites in the study area</li></ul>   |
| <u>Public Lands:</u>   | <ul style="list-style-type: none"><li>• No Public Lands in the study area</li></ul>   |
| <u>Rare, Threatened &amp; Endangered Species and Necessary Wildlife Habitat:</u> | <ul style="list-style-type: none"><li>• No Vermont Fish and Wildlife, nor VHB documented RTEs in the study area</li><li>• Study area is not within any state/federal Necessary Wildlife Habitat</li></ul> |
| <u>Wetlands:</u>   | <ul style="list-style-type: none"><li>• No ANR wetlands present</li></ul>   |
| <u>Surface Waters:</u>   | <ul style="list-style-type: none"><li>• There are two brooks that run through the study area: Barnard Brook and Pomfret Brook</li></ul>   |
| <u>Significant Natural Communities:</u>  | <ul style="list-style-type: none"><li>• There are no Significant Natural Communities present in the study area</li></ul>  |
| <u>Floodplains and River Corridors:</u>  | <ul style="list-style-type: none"><li>• A FEMA mapped floodplain (100 year flood zone) and flood hazard areas are present along the Barnard Brook and Pomfret Brook</li></ul>                             |

- Hazardous Sites:
- There are three documented hazardous sites within the study area

## Archaeological Resources

An Archaeological Resources Assessment was completed by Crown Consulting Archaeology, LLC and is included in the Appendices. An ARA involves researching background information and performing a field inspection to identify the potential for archaeologically significant sites. In this review, Crown Consulting Archaeology, LLC consulted historic maps and the Vermont Division of Historic Preservation's (VDHP) predictive model for pre-contact archaeological sites. The desk review was followed by a field inspection.

There are no known archaeological sites within the limits of the proposed project area. Two archaeologically sensitive areas were identified for pre-Contact Native American sites, a floodplain northeast of the Pomfret Road bridge, and the lawn surrounding the Abbott Memorial Library. The Abbott Memorial Library has been listed on the National and State Registers for Historic Preservation.

## Historic Resource Identification

The definition of historic resources includes historic sites, structures, buildings, objects, districts, parks, recreation areas, and wildlife refuges. Protections for historic resources are provided under Section 106 of the National Historic Preservation Act and Section 4(f) of the Department of Transportation Act. A historic resources identification report was prepared by VHB and is included in the appendices.

To complete the report, VHB used survey and register files available through the Vermont Division for Historic Preservation's Online Resource Center to catalog previously identified historic resources and establish which sites had not been surveyed within the project area. Historic maps were also used to identify potentially historic (over 50 years old) buildings.

VHB also conducted a field survey of each property in the Study Area. Each property was evaluated for its historic integrity and eligibility for the National Register of Historic Places. The literature review and survey identified 16 properties eligible for listing on the National Register and two Section 4(f) recreational resources. These are described in **Table 1** shown in **Figure 9**.

**Table 1: Historical Resources Field Survey**

<b>Map ID</b>	<b>E911 Address</b>	<b>National Register Eligibility</b>
<b>1</b>	247 Stage Road	No
<b>2</b>	172 Stage Road	No
<b>3</b>	139 Stage Road	Yes
<b>4</b>	104 Stage Road	Yes
<b>5</b>	93 Stage Road	Yes
<b>6</b>	84 Stage Road	Yes
<b>7</b>	72 Stage Road	Yes
<b>8</b>	65 Stage Road (The Grange Theatre)	Yes
<b>9</b>	43 Stage Road	Yes
<b>10</b>	15 Library Street (Abbott Memorial Library)	Yes
<b>11/11A</b>	2095-2097 Pomfret Road	Yes
<b>12</b>	2026 Pomfret Road	No
<b>13</b>	2035 Pomfret Road (Teago General Store)	Yes
<b>14</b>	2020 Pomfret Road	Yes
<b>15</b>	1995 Pomfret Road	No
<b>16</b>	1975 Pomfret Road	No
<b>17</b>	1933 Pomfret Road	No
<b>18</b>	1917 Pomfret Road	Yes
<b>19</b>	1869 Pomfret Road	No
<b>20</b>	1857 Pomfret Road	No
<b>21</b>	1854 Pomfret Road	No
<b>22</b>	1827 Pomfret Road	No
<b>23</b>	1806 Pomfret Road	No
<b>24</b>	Pomfret Road Bridge (Bridge 9)	Yes
<b>25</b>	Stage Road Bridge (Bridge 5)	No



Figure 9: Historic Resources Field Survey



Area of Potential Effect (VHB)
 — VHD Stream (ANR)
  Parcel Boundary (VCGI)

Sources: Background imagery by VCGI (Collected in 2016); ANR (Vermont Agency of Natural Resources - 2019); VHB - 2022



## Destinations

South Pomfret Village has several recreational, arts, and cultural destinations for community members and visitors. The Village includes access to Saskadena Six Ski Resort which is northwest of Teago General Store, Abbott Library, Grange Theatre, and Artistree. These local destinations are described in further detail throughout this section.

The cluster of local businesses and activities provides the community with a unique opportunity to improve bicycle and pedestrian connection to encourage residents and visitors to safely traverse to the various establishments in the village area. There is currently one crossing from the Teago General Store to the off-street parking area on the south side of Stage Road near the intersection with Pomfret Road. Improvements are needed to provide safe movement to other locations like Grange Theatre and Artistree Community Center.

### Teago General Store

The Teago General Store is located in the heart of South Pomfret Village. The store opened in 1970 and recently changed owners in 2018 after being operated by Chuck Gunderson for over 30 years. Included in the store is the United States Postal Service Office. The Teago General Store gives community members and visitors a place to grab a bite to eat before exploring the rest of the village, hopping on the ski slopes, or going for a local hike.

**Figure 10: Teago General Store**



### **Abbott Memorial Library**

The Abbott Memorial Library was constructed in 1905 by Ira Abbott. The library has served the community as meeting place with programming that fosters educational growth throughout the village. The building was listed on the National Register of Historic Places in 2015.

**Figure 11: Abbott Memorial Library**



### Artistree Community Center

The Artistree Community Center used to be a Dairy Barn and Farm house, but was converted to an arts and culture center. The organization provides community members with the opportunity to take art classes, learn instruments and connect with other community members.

Figure 12: Artistree Community Center



### The Grange Theatre

The Grange Theatre was constructed in 1906. The Grange Theatre hosts live theatre productions and camps and is part of the Artistree Community Center. The Grange Theatre is eligible for historic designation.

**Figure 13: The Grange Theatre**



**Saskadena Six Ski Area**

Saskadena Six Ski Area opened in 1935 and is owned by Woodstock Inn and Resort. The resort offers a wide range of skiing terrain. Saskadena Six is one of the oldest ski resorts in the country and offers recreational opportunities year round including skiing and mountain biking.

**Figure 14: Saskadena Six Ski Area**



## Review of Previous Studies

To understand the context of this scoping study and align it with the Town's principles, previous planning documents were researched and reviewed. Through this research the Pomfret Town Plan was identified and reviewed to inform this study. The Pomfret Town Plan served as the primary source of background material on the Town's development philosophy and vision for multimodal transportation.

### Pomfret Town Plan

In August of 2016, the Pomfret Town Plan was prepared by Pomfret Planning Commission with assistance from the Two-Rivers-Ottawaquechee Regional Commission. The primary goal of the plan is to preserve the rural character and scenic beauty of Pomfret.

The goals for South Pomfret Village are to continue to develop in the same typical village pattern. This is contingent on the ability to secure wastewater and water supply to facilitate further residential growth.

The goals for land use in South Pomfret Village are:

- › Preserve the traditional Vermont land use pattern of a concentrated South Pomfret Village Area surrounded by rural countryside
- › Promote economic development with balancing the Town’s preservation goals
- › Increase the number of people who are able to work closer to home.

The plan does not speak to the expansion of bike and pedestrian routes. But encourages safety maintenance along the roadways.

**Figure 15: Pomfret Town Plan Cover**



### Two Rivers- Ottawaquechee Regional Plan

In 2020 Two Rivers- Ottawaquechee Regional Commission approved the regional plan with the purpose to give guidance to municipalities and other political subdivisions in the Region

and the State of Vermont on appropriate development, improvement, and conservation of the Region's physical and human resources.

The plan has outlined goals, policies, and recommendations for transportation. The goal for walking and biking is for the region to have a safe and broad network for pedestrians and bicyclists. A policy they would like to implement is to encourage opportunities to expand pedestrian transportation within the regions villages with an emphasis on promoting safety and health.



# 3

## Public Outreach

A robust public outreach process was conducted by providing numerous opportunities for public input over the course of the study's development as well as engaging specific stakeholders whose properties would be affected by changes to circulation. Three public meetings were held for this project including an initial Local Concerns Meeting, an Alternatives Presentation, and a final meeting to present the Team's recommended Preferred Concept Plan to the Town of Pomfret.

## Local Concerns Meeting

A Local Concerns Meeting was held on September 15<sup>th</sup>, 2022 to solicit public input at the onset of the project. The attendees were provided with an overview of the project and asked to identify opportunities and concerns within the study area, as well as provide feedback on the draft Project Purpose and Need.

The most common themes in feedback were high levels of pedestrian and cyclist activity in the Village, concerns about speeding, and requests for better pedestrian connections in the Village. Other concerns identified included:

- Concerns about safety at crossings at night time
- Need for clearer parking areas around the Library
- Need for traffic calming measures in the Village
- Safety concerns for pedestrian and bikers
- Need for clearly defined intersections

These concerns and opportunities were evaluated by the project team and served as the foundation for the alternatives and project focus areas that were evaluated as the study progressed. Public outreach materials, including the meeting presentation, and minutes can be found in the Appendix.

## Targeted Engagement

Additional targeted engagement was conducted with key property owners that are higher traffic generators and/or could anticipate property impacts as a result of potential alternatives developed during the study process. Specifically, the Abbott Library was contacted as the Library Street right of way is owned by Abbott Library. In addition, Artistree was contacted to understand any anticipated modifications in programming or driveway configurations that may affect the traffic and circulation in South Pomfret Village.

## Draft Alternatives Presentation

On November 29<sup>th</sup>, 2022 the project team presented four draft alternatives for public input to help determine a preferred concept plan. The alternatives presented to the public are described in detail in Chapter 4. The four alternatives included:

1. 2' or 4' shoulders throughout the study area
2. Designated crossings
3. Defined parking
4. Attempts to slow traffic in the Village using striping, medians or traffic control

Based on public input, it was determined that the final recommendation would consist of the traffic circulation illustrated in Alternative 1 but with some modifications included in other alternatives presented at the public meeting. The preferred alternative calls for 10 foot lanes on Stage Road with a four foot shoulder on the south side of the road through the intersection with Pomfret Road and down the south leg of Pomfret Road. Pomfret Road

north of Library Street would be striped with 11 foot lanes and two foot shoulders on both sides of the road. Library Street would be realigned to tee into both Stage Road and Pomfret Road in order to reduce the speed of traffic that currently travels from Pomfret Road onto Library Street. Pomfret Road would tee into Stage Road by Teago General Store to similarly calm traffic by requiring it to slow during turns.

The preferred alternative also included improvements to increase non-motorist safety. The preferred alternative included tightening up and better aligning the intersections to shorten crossing distances, designating crossing locations, providing a shoulder for walking and biking, and better defining parking.

The meeting agenda, presentation, and minutes can be found in the Appendix.

## Preferred Alternative Presentation

On March 1, 2023, the VHB team presented the findings and recommendations to be included in the Draft Scoping Study Report to the public. The final public meeting was hosted by the Selectboard and attended by a number of residents.

The public and project team still remain in favor of the preferred alternative selected through the process. The following key concerns were raised that should be addressed during the design and engineering phase:

- Insert any concerns here

The Selectboard agreed to move forward to pursue Engineering Design grant money based on modifications to the preferred alternative as decided by the Selectboard. The modifications to the preferred alternative include:

- Insert any modifications here

The meeting agenda, presentations, and minutes can be found in the Appendix.

# 4

## Alternatives Analysis

Each alternative package of improvements for the project area was compared in a formal analysis. Factors such as addressing the project purpose and need statement, safety improvements, anticipated permitting needs, project cost, natural resource impacts, and right-of-way impacts were used as evaluation metrics to help arrive at a preferred alternative for the corridor.

## Alternative 1

This alternative includes widening Stage Road and striping it with 10 foot lanes and one four foot shoulder on the north side of the road until the Grange Theatre and then striping the four foot shoulder on the south side of the road through the intersection with Pomfret Road and down the south leg of Pomfret Road. Pomfret Road north of Library Street will be striped with 10 foot lanes and two foot shoulders on both sides of the road. Library Street will be realigned to tee into both Stage Road and Pomfret Road and the north leg of Pomfret Road will tee into Stage Road by Teago General Store.

Medians were proposed on the south leg of Pomfret Road at the intersection with Stage Road and on Stage Road 300 feet west of the intersection with Library Street. The exit from Artistree will be turned into green space and vehicular traffic exiting Artistree moved to be next to the foot path out to Stage Road. Sidewalks will be added connecting the Artistree path to the Abbott Memorial Library and Teago General Store. The parking on Library Street will be redefined and striped for pull-in parking. Crosswalks will be added at Saskadena Six, Grange Theatre and Library Street with lighting added at the new Grange Theatre crosswalk and existing crosswalk at Teago General Store. Pedestrian crossing signs will be added at all midblock crosswalks.

The estimated cost of the alternative is \$758,832.

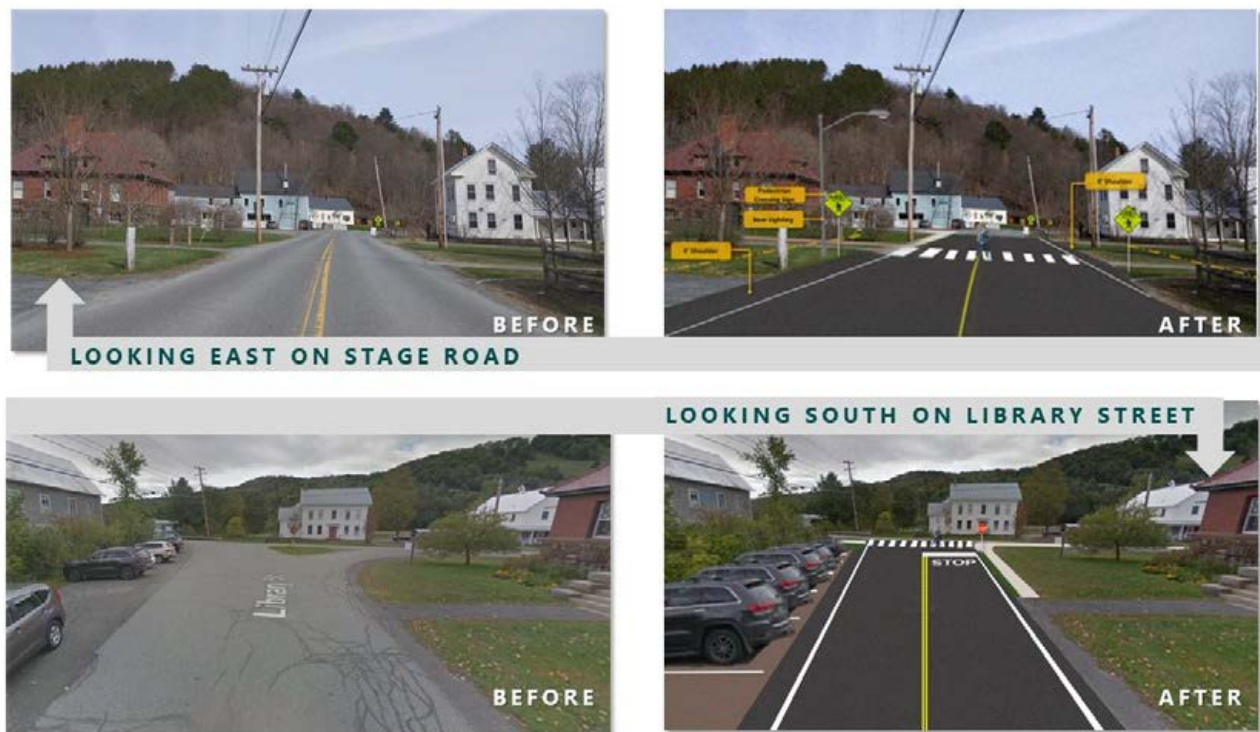
Figure 16: Alternative 1 Plan Overview



Figure 17: Alternative 1 Intersection Improvements



**Figure 18: Alternative 1 Concepts**



## Alternative 2

This alternative includes striping Stage Road and Pomfret Road with 10 foot lanes and one four foot shoulder on the south side of the road. Pomfret Road north of Library Street will be striped with two foot shoulders on both sides of the road. Library Street will be realigned at the north end to continue into Pomfret Road. The segment of Pomfret Road between Stage Road and Library Street would be realigned at each end to tee into Library Street at the north end of the segment and to tee into Stage Road at the south end of the segment.

The exit from Artistree will be turned into green space and exiting vehicular traffic will be moved to a new driveway adjacent to the existing foot path out to Stage Road. The foot path would be shifted to the west to allow space for parallel parking on the new Artistree driveway.

Sidewalks will be added connecting the Artistree path to the Library and Teago General Store and the parking on Library Street will be redefined and striped for diagonal parking. Crosswalks will be added at the Grange Theatre and Library Street with lighting added at the new Grange Theatre crosswalk and existing crosswalk at Teago General Store. Pedestrian crossing signs will be added at all midblock crosswalks including in roadway "Yield to Pedestrian" signs.

The estimated cost of the alternative is \$765,414.

Figure 19: Alternative 2 Plan Overview

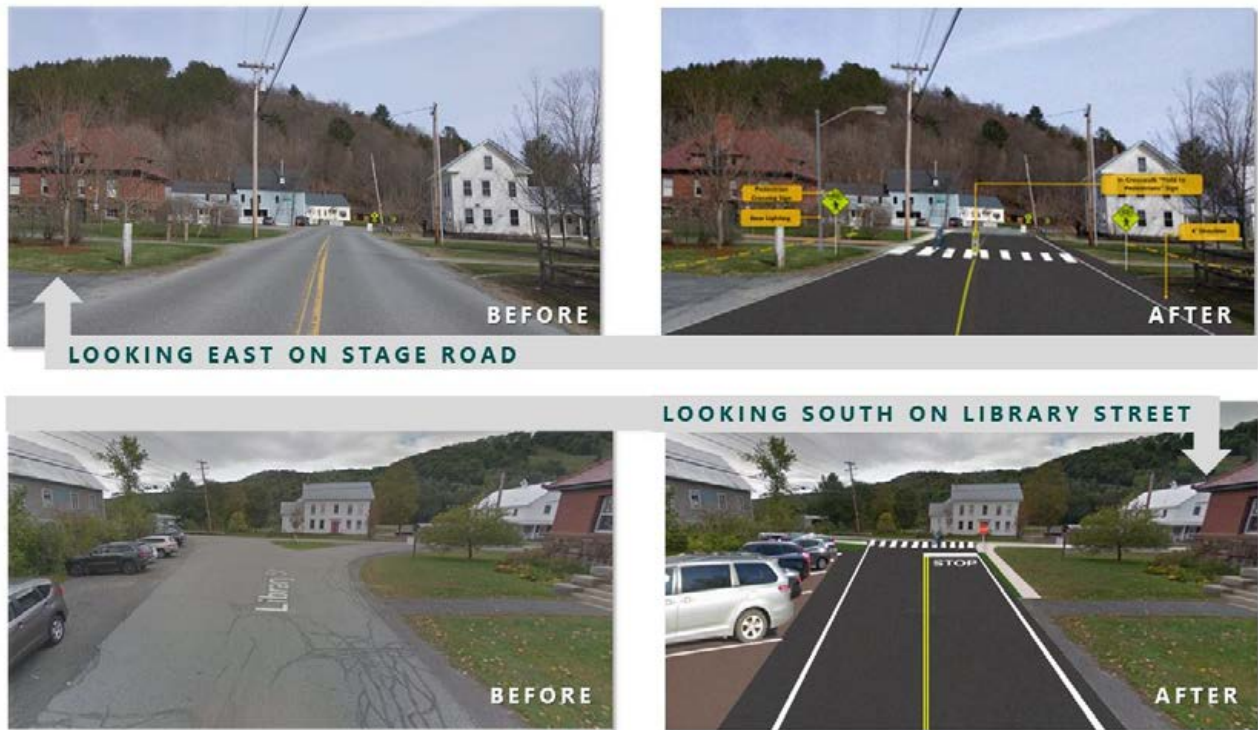




Figure 20: Alternative 2 Intersection Improvements



Figure 21: Alternative 2 Concept Plans



### Alternative 3

This alternative includes widening and striping Stage Road and the south leg of Pomfret Road with 10 foot lanes and four foot shoulders on both sides of the road. Pomfret Road's north leg will be realigned to tee into Stage Road at the intersection by Teago General Store. The segment of Pomfret Road between Stage Road and Library Street, as well as the length of Library Street will be converted to one-way streets. The segment of Pomfret Road will serve northbound traffic and Library Street will serve southbound traffic. These one-way streets will have four foot shoulders on both sides of the road.

A striped median will be added on the north leg of Pomfret Road where the one-way roads diverge. Parallel parking will be added on both sides of Library Street. Sidewalks will be added connecting the Artistree path to the Library, the Artistree exit and Teago General Store. Crosswalks will be added at the Grange Theatre and Library Street with lighting added at the new Grange Theatre crosswalk and existing crosswalk at Teago General Store. Pedestrian crossing signs will be added at all midblock crosswalks including in roadway "Yield to Pedestrian" signs.

The estimated cost of the alternative is \$949,898.

Figure 22: Alternative 3 Plan Overview



Figure 23: Alternative 3 Intersection Improvements



Figure 24: Alternative 3 Concept Plan



## Alternative 4

This alternative includes widening and striping Stage Road and Pomfret Road with 10 foot lanes and two foot shoulders on both sides of the road. Stage Road will be realigned to tee into Pomfret Road. The bump out in front of Teago General Store will be removed and new sidewalk will be added connecting the Teago parking with the store, the Artistree path and the Library. Library Street will be closed as a through street to vehicles leaving a pathway for pedestrians and bicycles. A parking lot for the Library will be constructed where the roadway was and the Teago parking will be reconfigured and defined to avoid conflict with the new intersection. Crosswalks will be added at the Grange Theatre and new Stage Road and Pomfret Road intersection. Pedestrian crossing signs will be added at the midblock crosswalk including in roadway "Yield to Pedestrian" signs.

The estimated cost of the alternative is \$784,479.

Figure 25: Alternative 4 Plan Overview



Figure 26: Alternative 4 Intersection Improvements



**Figure 27: Alternative 4 Concept Plans**



## Alternatives Evaluation Matrix

The evaluation matrices of the alternatives presented are shown in **Table 4-4** below. These matrices compare the anticipated project costs, safety, mobility/accessibility, and impacts to various resources for each alternative considered.

### Cost, Safety, and Community Character

The evaluation matrix shown in **Table 2** compares the costs, safety and mobility, and community character for the alternatives.

**Table 2: Evaluation Maxtrix – Cost, Safety, and Community Character**

	Alternative 1	Alternative 2	Alternative 3	Alternative 4
<b>Evaluation Matrix</b>	Library Street tees into Pomfret Road and Stage Road, Medians on Stage and Pomfret approaches, Aristree exit to Stage Road, Alternating 4' Shoulders on Stage Road	Pomfret Road tees into Library Street, Aristree exit to Stage Road with Parking, 4' Shoulder Southside on Stage Road	One-way Pair for Pomfret Road and Library Street, Parallel Parking both sides Library Street, 4' Shoulders on Stage Road	Library Street closed to traffic, Stage Roads tee into Pomfret Road, 2' Shoulders on Stage Road
<b>Cost</b>				
Relative Cost Scale	\$758,832	\$765,414	\$949,898	\$784,479
<b>Safety &amp; Mobility</b>				
Pedestrian Access & Safety	Improved	Improved	Improved	Improved
Bicyclist Access & Safety	Slightly Improved	Slightly Improved	Improved	Slightly Improved
Vehicle Safety	Improved	Improved	Improved	Improved
<b>Community Character</b>				
Aesthetics	Improved	Improved	Improved	Improved
Satisfies Purpose & Need	Yes	Yes	Yes	Yes

**Alternative 1**

*Advantages:*

- Improved pedestrian access and safety
- Slight improvement to bicyclist safety/mobility
- Low maintenance
- Designated crossing locations for pedestrians and cyclists
- Better defined intersection

*Disadvantages:*

- No physical separation for pedestrians and cyclists from motorists such as curb or grass buffer
- Median can impede plowing operations

**Alternative 2**

*Advantages:*

- Improved pedestrian access and safety
- Slight improvement to bicyclist safety/mobility
- Low maintenance
- Designated crossing locations for pedestrians and cyclists
- Better defined intersection

*Disadvantages:*

- No physical separation for pedestrians and cyclists from motorists such as curb or grass buffer

### **Alternatives 3**

#### *Advantages:*

- Satisfied purpose and need
- Improvement to pedestrian and bicycle safety/mobility
- Designated crossing locations
- Improvement to motorists safety/mobility
- Pedestrian and bicycle conflicts reduced
- Crossing locations will help calm traffic and reduce speed
- Aesthetically pleasing

#### *Disadvantages:*

- Higher costs

### **Alternatives 4**

#### *Advantages:*

- Improved pedestrian access and safety
- Slight improvement to bicyclist safety/mobility
- Low maintenance
- Designated crossing locations for pedestrians and cyclists
- Better defined intersection

#### *Disadvantages:*

- Higher costs
- Smaller shoulders on Stage Road

## **Anticipated Impacts**

The evaluation matrix shown in **Table** compares the anticipated impacts for the alternatives. The alternatives were evaluated for impacts described in the MA Local Projects Guidebook for Locally Managed Projects including: ROW, utility, agricultural lands, archaeological lands, historic impacts, fish and wildlife, RTE, public lands, wetlands and new impervious surfaces.



**Table 3: Evaluation Matrix – Anticipated Impacts**

Evaluation Matrix	Alternative 1	Alternative 2	Alternative 3	Alternative 4
		Library Street tees into Pomfret Road and Stage Road, Medians on Stage and Pomfret approaches, Aristree exit to Stage Road, Alternating 4' Shoulders on Stage Road	Pomfret Road tees into Library Street, Aristree exit to Stage Road with Parking, 4' Shoulder Southside on Stage Road	One-way Pair for Pomfret Road and Library Street, Parallel Parking both sides Library Street, 4' Shoulders on Stage Road
<b>Impacts</b>				
ROW Impacts	Moderate - Library Street and Aristree Driveway reconfiguration	Moderate - Library Street and Aristree Driveway reconfiguration	Minor - Library Street	Moderate - Library Street and Aristree Driveway Reconfiguration
Utility Impacts	Moderate	Moderate	High	Moderate
Agricultural Lands	None	None	None	None
Archaeological	Minor	Minor	Minor	Minor
Historic	Required	Required	Required	Required
Fish & Wildlife	None	None	None	None
Rare Threatened & Endangered Species	None	None	None	None
Public Lands - Sect. 4(f)	Required - Library	Required - Library	Required - Library	Required - Library
Wetlands	None	None	None	None
New Impervious Surfaces	Minor	Minor	Moderate	Minor

**Alternative 1**

*Advantages:*

- No impacts on agricultural lands, fish and wildlife, rare threatened and endangered species, or wetlands

*Disadvantages:*

- Historic permit required
- Public Land permit required
- Minor increase to impervious surface

**Alternative 2**

*Advantages:*

- No impacts on agricultural lands, fish and wildlife, rare threatened and endangered species, or wetlands
- Potential temporary impacts to ROW

*Disadvantages:*

- Historic permit required
- Public Land permit required
- Minor increase to impervious surface

**Alternatives 3**

*Advantages:*

- No impacts on agricultural lands, fish and wildlife, rare threatened and endangered species, or wetlands
- Least impactful ROW alternative

*Disadvantages:*

- Historic permit required
- Public Land permit required
- High utility impacts
- Moderate new impervious surfaces

**Alternative 4**

*Advantages:*

- No impacts on agricultural lands, fish and wildlife, rare threatened and endangered species, or wetlands

*Disadvantages:*

- Historic permit required
- Public Land permit required
- Minor increase to impervious surface

### Anticipated Permitting

The evaluation matrix shown in **Table 4** compares the anticipated permitting for the alternatives considered. The alternatives are anticipated to trigger the same permitting requirements.

**Table 4: Evaluation Matrix – Anticipated Permitting**

Evaluation Matrix	Alternative 1	Alternative 2	Alternative 3	Alternative 4
	Library Street tees into Pomfret Road and Stage Road, Medlans on Stage and Pomfret approaches, Aristree exit to Stage Road, Alternating 4' Shoulders on Stage Road	Pomfret Road tees into Library Street, Aristree exit to Stage Road with Parking, 4' Shoulder Southside on Stage Road	One-way Pair for Pomfret Road and Library Street, Parallel Parking both sides Library Street, 4' Shoulders on Stage Road	Library Street closed to traffic, Stage Roads tee into Pomfret Road, 2' Shoulders on Stage Road
Permitting				
Act 250	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Section 404 - Wetlands (USACOE)	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Section 401 Water Quality Certification	Not Applicable	Not Applicable	Not Applicable	Not Applicable
State Wetlands Permit	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Stream Alteration Permit	Potential	Potential	Potential	Potential
Construction Phase Storm Water Discharge Permit (General Permit 3-9020)	Not Anticipated	Not Anticipated	Not Anticipated	Not Anticipated
Operational Phase Storm Water Discharge Permit (General Permit 3-9015)	Not Anticipated	Not Anticipated	Not Anticipated	Not Anticipated
Lakes & Ponds	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Rare, Threatened, and Endangered Species	Not Anticipated	Not Anticipated	Not Anticipated	Not Anticipated
Section 1111 Permit	Not Applicable	Not Applicable	Not Applicable	Not Applicable

# 5

## Preferred Alternative

Based on input from the public, representatives from the Town of Pomfret, local stakeholders, and findings from the technical analysis, a preferred alternative was selected. The preferred alternative includes realigning the roadways in South Pomfret Village to require slower turns and provision of separated pedestrian accommodation on key links. Just outside of the Village, restriping and widening provides shoulders for accommodating bicyclists and pedestrians. The implementation plan for the preferred alternative was developed based on a single phase implementation. There is the potential to separate the work into individual projects, creating smaller scopes to implement the preferred alternative in three stages. The preferred alternative and implementation plans are discussed in this chapter.

## Preferred Alternative Conceptual Plan

Based on the feedback received from the public at the Alternatives Presentation meeting, as well as significant input received from the public after the meeting, and input from stakeholders whose property would be affected by the alternatives, the preferred alternative was developed. The preferred alternative includes realigned intersections between Pomfret Road, Stage Road and Library Street to slow the speeds of turning traffic. Additionally, this concept narrows crossing locations where possible, provides sidewalks on key pedestrian desire lines, and restripes the existing roadway widths to provide narrow shoulders to establish some space for active transportation modes. This plan was developed based on input received at and after the meeting and incorporated pieces of a number of alternatives.

The majority of public input supported the intersection alignments included in Alternative 1. The intersection of Library Street at Pomfret Road was tightened into a standard T-intersection with Library Street forming the T into Pomfret Road and eliminating what is currently a straight, uncontrolled movement from Pomfret Road southbound onto Library Street. With this concept, this southbound traffic destined for Library Street would need to slow and turn right onto Library Street. A short segment of Library Street will be widened to accommodate two way traffic.

The alignment at the intersection of Pomfret Road at Stage Road is also tightened into a T-intersection with southbound Pomfret Road forming the T into Pomfret and Stage Roads. This change makes the thru traffic on Pomfret Road need to slow to make a turn where it is currently more of a thru movement. Finally, like in all of the alternatives presented, the intersection of Library Street at Stage Road is better defined by narrowing Library Street at Stage Road, creating a better controlled and more easily crossed intersection. Curbing will be added at these intersections to further encourage slow travel speeds.

Each of these alignment modifications was tested to ensure that trucks can make the turning movements. A single unit truck with a 40' wheelbase was tested on each movement. Although there is minor encroachment over the centerline right at the intersection, the trucks can make the movements in all cases. A tractor trailer with a 67 foot wheelbase was also tested. This truck would require a multistage turn from Library Street onto Stage Road, or would travel over the sidewalk in the preferred alternative. Other truck maneuvers tested were possible with little encroachment beyond the roadway. As the project advances into the design phase, the exact design vehicle will be determined and the intersections designed accordingly. For the purposes of estimation, mountable granite curbing was included at locations where a truck may encroach.

Sidewalks will extend from the existing sidewalk at Teago to the west to the crossing between Artistree and the Grange. The sidewalk will also turn the corner onto Library Street to connect to the Library walkway, providing key, safe pedestrian connections to the destinations in the Village.

In addition to the above modifications, roadway striping will be used to create room for active transportation modes within the existing roadway footprint on each leg as possible. From Saskedena Six into the village, Stage Road will be striped to accommodate two 10-foot wide lanes in addition to a 4-foot shoulder on the south side of the street. This shoulder will

continue thru the village to the southeast providing two 10-foot wide lanes and a 4-foot wide shoulder on the south side on Pomfret Road. Based on feedback collected at the Alternatives Presentation meeting and following, this recommendation extends from the Village to the elementary school.

Pomfret Road north of the village will also be restriped, but in this case to provide two 10-foot wide lanes with 2-foot shoulders on each side.

As in each alternative, the Library Street parking area is better defined in the preferred alternative. Critical to the library was maintaining the existing parking supply, which was incorporated into this design.

Although street lighting was included in the alternatives above, there was public comment against including lighting in the preferred alternative. However, it is suggested that as design of the improvements is advanced, that street lighting in the vicinity of pedestrian crossing locations continues to be considered. Neighbor concerns may be reduced or alleviated with lower impact lighting than was used when the crossing was originally installed. When Artistree hosts evening events at the Grange, a non-typical amount of pedestrians cross Stage Road at an unmarked, unlighted location. Street lighting raises the drivers awareness of that possibility. Crosswalk lighting guidance suggests front lit crosswalks to increase visibility of pedestrians at night. Care should be taken if street lighting is considered during the design phase to ensure the street lighting works with the Village's aesthetic similar to those used in villages throughout Vermont such as Woodstock, Stowe, and Middlebury and does not interfere with the comfort of nearby residents.

The following figures present plan views of the proposed modifications within the project area.

Figure 28: Preferred Alternative Improvements



Figure 29: Preferred Alternative Improvements at Intersection

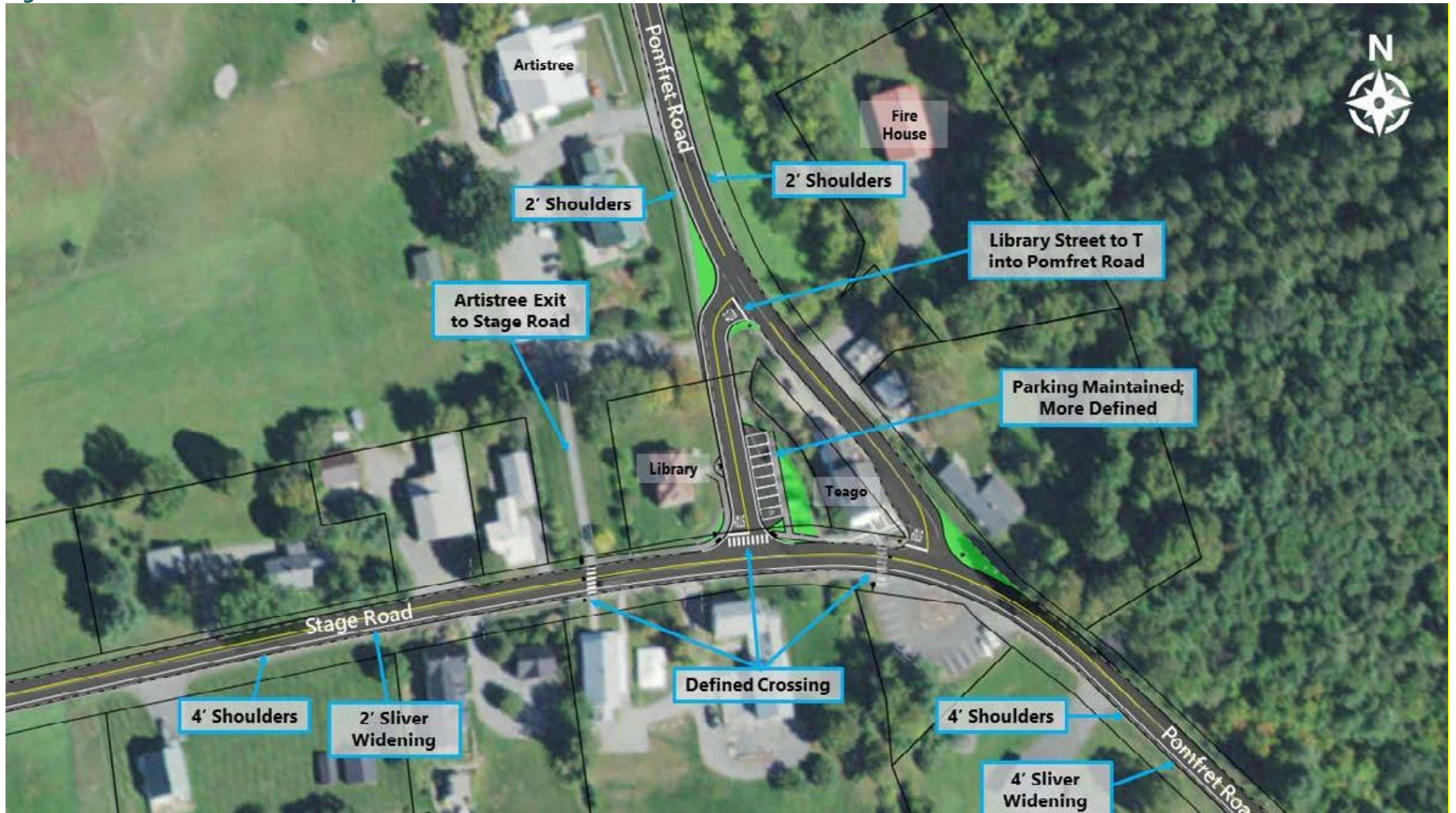




Figure 30: Preferred Alternative Improvements to Pomfret Road south of Pomfret Village



## Preferred Implementation Plan

The successful completion of the full vision of the project is contingent on proper funding acquisition, permitting, design, and construction phases.

Ideally, the preferred alternative could be constructed as one complete project, however this would involve the greatest effort as well as a need to secure all funding at the onset of the project. As such, work has been divided to stages for the preferred alternative. This way, work can be completed in components over longer periods of time as funding allows. The implementation plan and components are discussed in greater detail in the subsequent section.

Prior to implementation during or before the engineering and design phase, VHB recommends the Town complete a demonstration project to monitor the impact of the proposed design on truck movements, deliveries, overall circulation, and parking. VHB recommends that the designer coordinate with the Town snow maintenance crews to discuss how these modifications will impact plowing and snow removal.

The total project cost was estimated at approximately \$1,131,344. This estimate is comparable to the estimates presented for the alternatives as the preferred alternative incorporates components of these alternatives. Additionally, striping and strategic sliver widening to extend the shoulder delineation along Pomfret Road from the intersection with Stage Road to the elementary school were added to the project based on feedback at the alternatives presentation meeting and following.

**Table 5: Preferred Implementation Plan**

	<b><i>Location and Description of Improvements</i></b>	<b><i>Estimated Cost*</i></b>
<i>Staged Implementation</i>		
1	Library Street Improvements including sidewalks, parking area, intersection with Stage Road, and intersection with Pomfret Road	\$365,000
2	Widening and Striping Stage Road – Pomfret Road from Saskadena Six to Elementary School	\$715,000
3	Pomfret Road Improvements from Stage Road Intersection north	\$120,000

*\*Costs include construction, contingency, engineering and design, traffic control and mobilization/demobilization. Does not include Right-of-Way or property acquisition costs*

## Funding Opportunities

Pursuit of funding opportunities is among the next steps in the overall project development process. Funding opportunities are available to municipalities looking to implement larger scale projects that improve communities and bicycle/pedestrian accommodations through competitive grant programs. One such program is the Agency of Commerce and Community Development Better Places Grant Program, which offers up to \$40,000 focused on improving the vitality of designated downtowns and Village Centers.

Competitive grant programs could provide substantial funding for the design and construction of the selected alternative from this study. An opportunity for a larger grant through a resource such as the VTrans Bicycle and Pedestrian Federal Grant Program to support pedestrian and bicycle infrastructure improvements could provide the backing needed for coordination and implementation of the preferred alternative. Funding through the VTrans Bicycle and Pedestrian Federal Grant Program is federally funded for up to 80% of a project's estimated cost, requiring a 20% match of local funds. Another potential grant opportunity for this work is Vermont Community Development Grants.

**BRAD M. RUDERMAN & ASSOCIATES, INC.**

CIVIL ENGINEERS – LAND SURVEYORS

28 U.S. ROUTE 5 NORTH

WINDSOR, VERMONT 05089

EMAIL: RUDERMAN1@AOL.COM

TELEPHONE: (802) 674-4248

January 5, 2023

Jim Potter  
Road Foreman  
Town of Pomfret  
5218 Pomfret Road  
North Pomfret, Vermont 05053

**Re: Application for Residential Driveway Permit  
Estate of Fred Eydt  
Pomfret Road, Pomfret, VT  
Parcel ID #0134-A**

Dear Jim:

On behalf of the Estate of Fred Eydt and Eric Scanlon, enclosed please find an updated Application for a Driveway Permit, one copy of the site plan, a location map, plus a \$100 check for the application fee. Also included with this application are two photographs taken on December 30, 2022 that confirm the proposed access meets the required sight distances: the first shows the grade stake set at the centerline of the proposed driveway, 15-feet off the edge of the travelled way; the second is an image of that grade stake taken from the northbound land of Pomfret Road, 160-feet south of the proposed driveway access.

This property is a land-locked 105-acre parcel located behind parcel #0134 (currently owned by Tom Gubbins) on the east side of Pomfret Road (Gubbins is at #4056 and #4070 Pomfret Road). Fred Eydt was approved by the zoning administrator with a 50-foot right-of-way through parcel #0134 when the land was subdivided in 2016.

The proposed access is to serve a future residence on the 105-acre retained parcel. I have set a grade stake at the desired center point along the town road. This access point meets the minimum sight distance requirements of 150-foot minimum in both directions and can be constructed to town standards.

Please let me know if you have any questions or would like to meet at the site.

Sincerely,

*Brad M. Ruderman*

(Electronically signed by Brad M. Ruderman, P.E., L.S., President)

TOWN OF POMFRET

APPLICATION FOR A DRIVEWAY OR APPROACH ROAD ACCESS PERMIT

Landowner Estate of Fred Eydt Phone \_\_\_\_\_
Address 7745 Indian Oaks Dr., Vero Beach State FL Zip 32966

The undersigned requests an Access Permit to construct an access to serve the landowner's property; located on the East side of Pomfret Rd (E911 highway name) Town Highway No. 1

The proposed access will be located approximately 2750 ft (ft./ mi.) from the intersection of this road with Labounty Rd (T.H. # 11) (E911 highway name).

(DETAILED SKETCH MUST ACCOMPANY THIS APPLICATION.)

See Highway Access Plan by Brad Ruderman, last rev. Oct. 12, 2022 submitted herewith.

Driveways and approach roads entering a town highway shall meet the following standards:

- 1. Be constructed at a 90-degree angle to the town highway
2. Have a minimum site distance shall be 150 feet both ways when viewed 15 feet back from the edge of the travelled way.
3. Have a minimum width of 16 feet for the first 20 feet back from edge of town highway shoulder.
4. Be graded and ditched so that water does not run onto the town highway.

Both sides of proposed driveway shall have stakes with ribbons to indicate desired location at point of access to the town highway. The applicant agrees to maintain said access and adhere to the directions, restrictions and conditions forming a part of this permit.

Dated at Pomfret FL this 5 day of January, 2023.

Signature, Applicant or Applicant's Agent

Bob Eydt, Trustee of Estate of Fred Eydt
Applicant or Applicant's Agent's Name
(printed or typed)

Application fee of \$100. Received Date \_\_\_\_\_ by \_\_\_\_\_

Directions, restrictions and conditions:

18-inch culvert required \_\_\_yes\_\_\_no
Other restrictions or conditions

This permit is issued in accordance with Title 19, V.S.A. relative to all highways within the jurisdiction of the Town of Pomfret. This permit may be voided in the event of misrepresentation, substantial inaccuracy or failure to undertake construction of the access within one year of the date of approval.

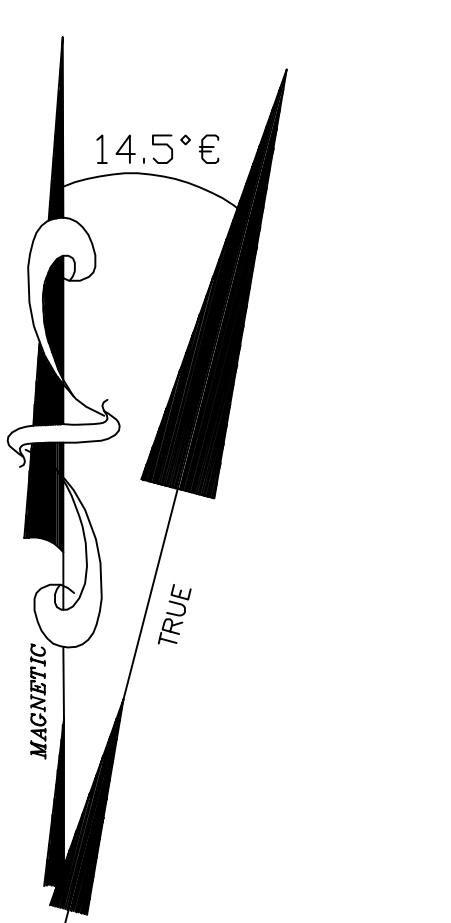
Permit to construct access is given this \_\_\_ day of \_\_\_\_\_, 20\_\_\_.

\_\_\_\_\_ Road Commissioner \_\_\_\_\_ Chair, Selectboard

Final Approval: The first 20 feet of a driveway or access road entering a Town highway shall be constructed by the applicant and approved by the Selectboard and Road Commissioner before any building construction may be started.

This access has been installed in accordance with the above directions, restrictions and conditions and is acceptable under State and local regulations. This \_\_\_ day of \_\_\_\_\_, 20\_\_\_.

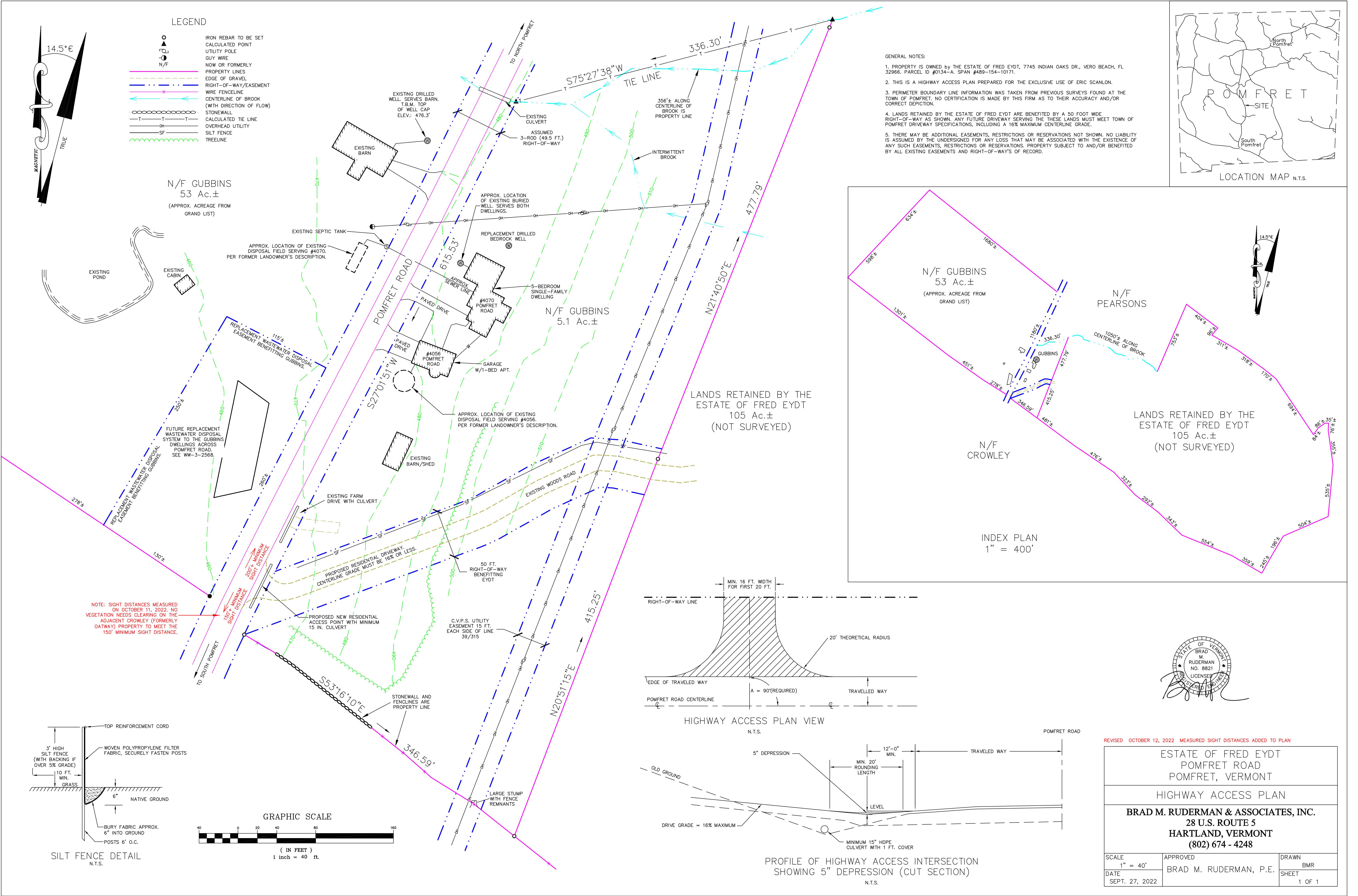
\_\_\_\_\_ Road Commissioner \_\_\_\_\_ Chair, Selectboard



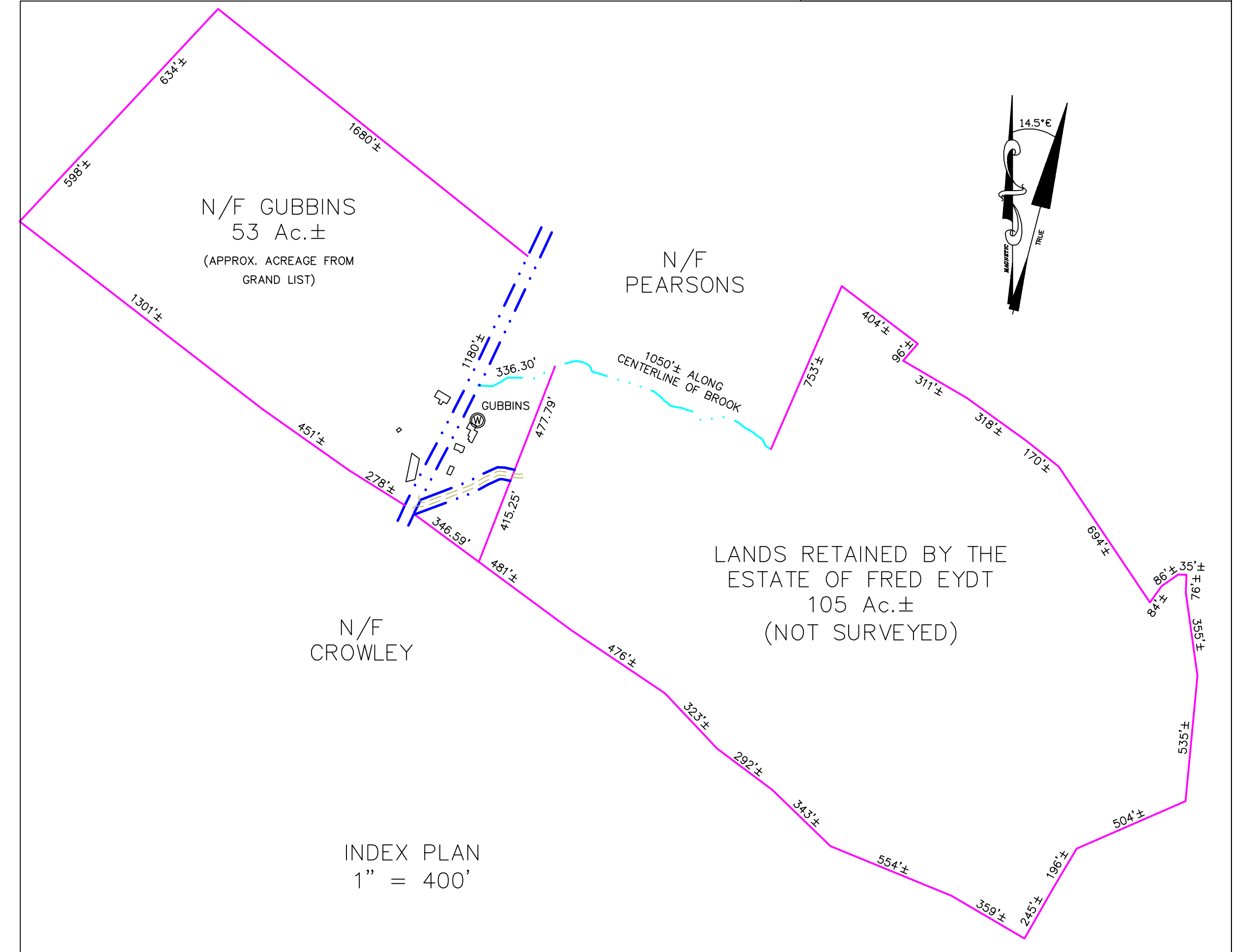
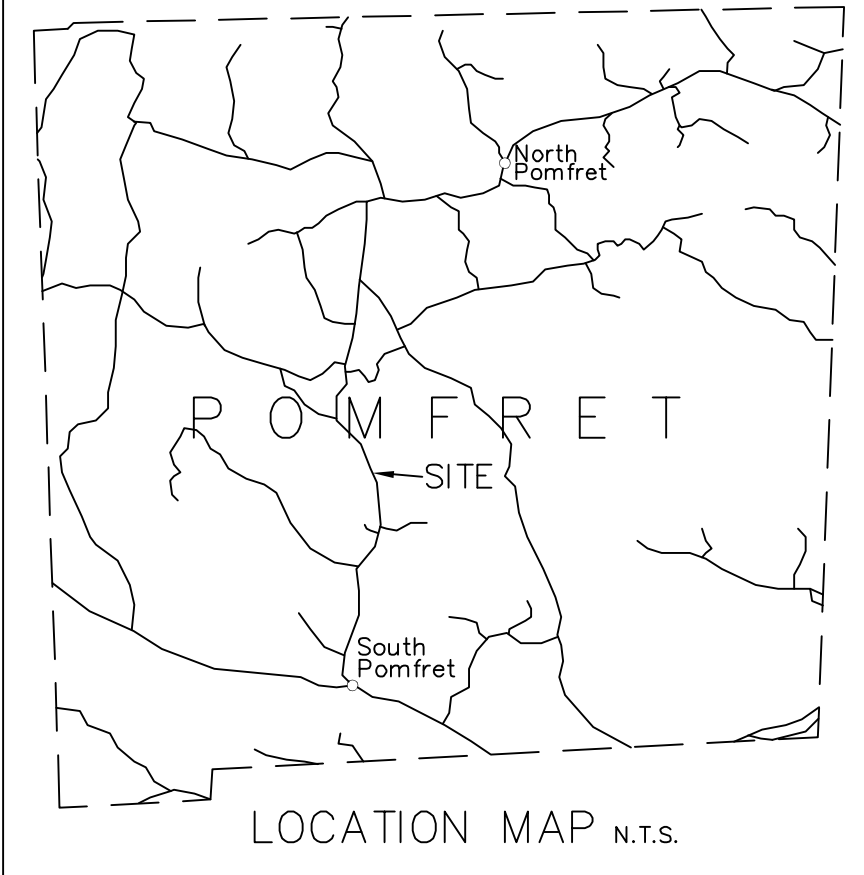
LEGEND

- IRON REBAR TO BE SET
- CALCULATED POINT
- UTILITY POLE
- GUY WIRE
- NOW OR FORMERLY
- N/F PROPERTY LINES
- EDGE OF GRAVEL
- RIGHT-OF-WAY/EASEMENT
- WIRE FENCELINE
- CENTERLINE OF BROOK (WITH DIRECTION OF FLOW)
- STONEWALL
- CALCULATED TIE LINE
- OVERHEAD UTILITY
- SILT FENCE
- TREE LINE

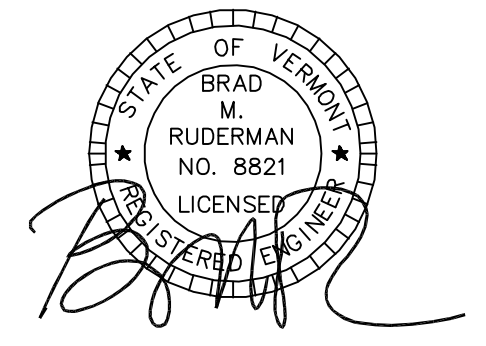
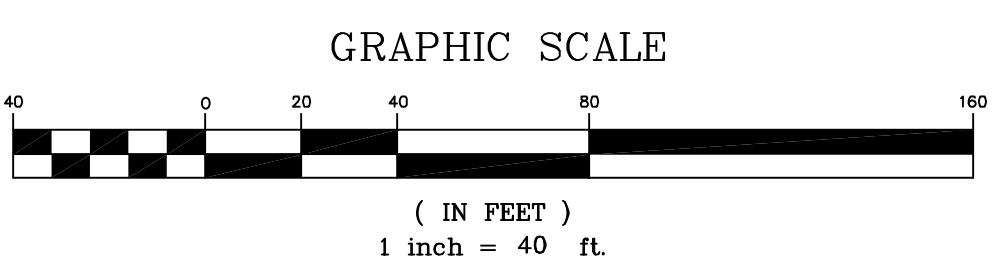
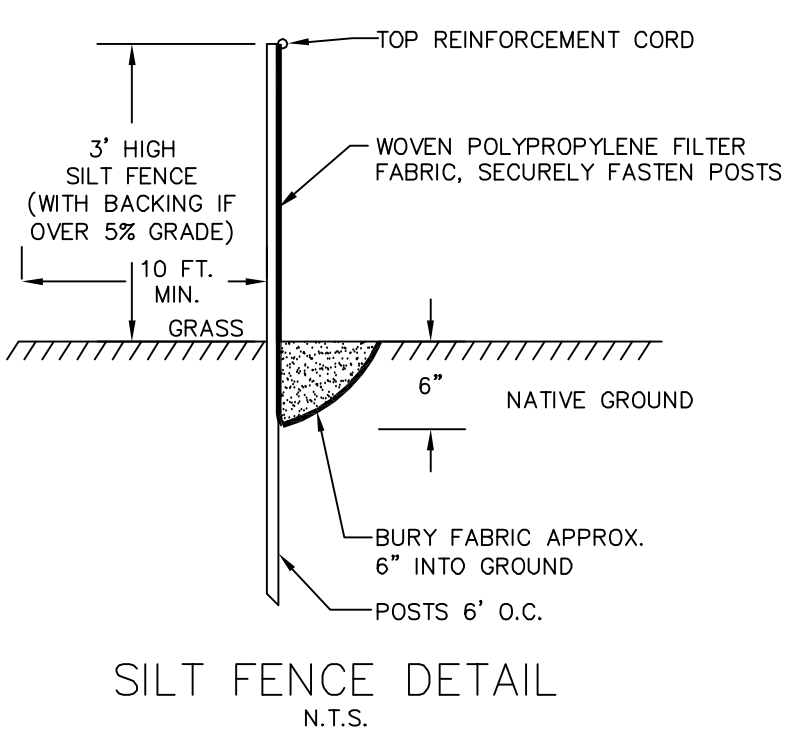
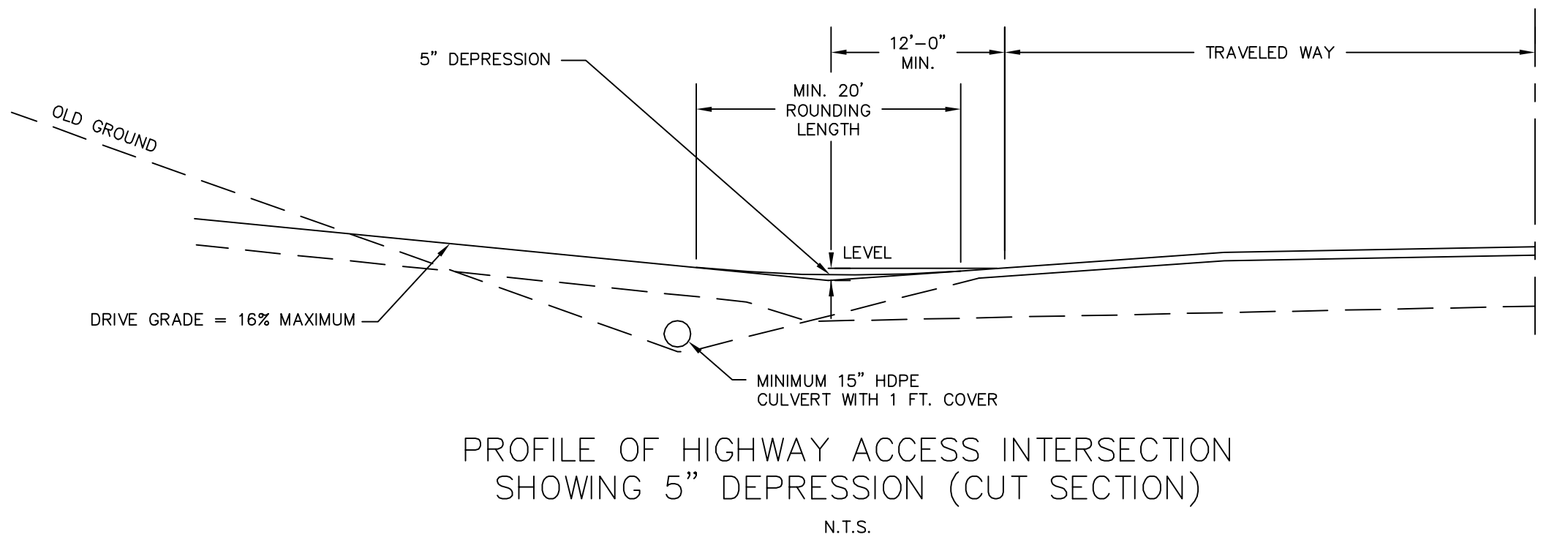
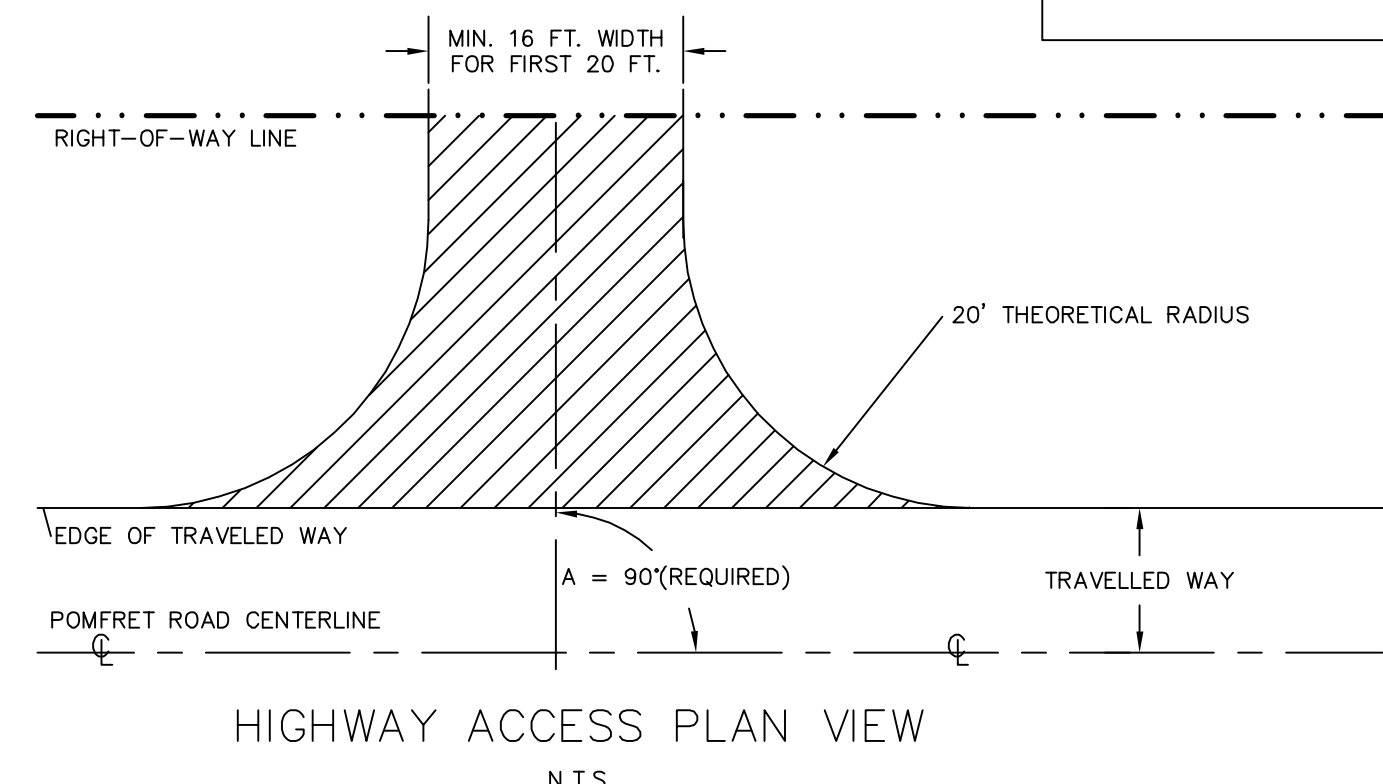
N/F GUBBINS  
53 Ac.±  
(APPROX. ACREAGE FROM GRAND LIST)



- GENERAL NOTES:
- PROPERTY IS OWNED BY THE ESTATE OF FRED EYDT, 7745 INDIAN OAKS DR., VERO BEACH, FL 32966. PARCEL ID #0134-A. SPAN #489-154-10171.
  - THIS IS A HIGHWAY ACCESS PLAN PREPARED FOR THE EXCLUSIVE USE OF ERIC SCANLON.
  - PERIMETER BOUNDARY LINE INFORMATION WAS TAKEN FROM PREVIOUS SURVEYS FOUND AT THE TOWN OF POMFRET. NO CERTIFICATION IS MADE BY THIS FIRM AS TO THEIR ACCURACY AND/OR CORRECT DEPICTION.
  - LANDS RETAINED BY THE ESTATE OF FRED EYDT ARE BENEFITED BY A 50 FOOT WIDE RIGHT-OF-WAY AS SHOWN. ANY FUTURE DRIVEWAY SERVING THESE LANDS MUST MEET TOWN OF POMFRET DRIVEWAY SPECIFICATIONS, INCLUDING A 16% MAXIMUM CENTERLINE GRADE.
  - THERE MAY BE ADDITIONAL EASEMENTS, RESTRICTIONS OR RESERVATIONS NOT SHOWN. NO LIABILITY IS ASSUMED BY THE UNDERSIGNED FOR ANY LOSS THAT MAY BE ASSOCIATED WITH THE EXISTENCE OF ANY SUCH EASEMENTS, RESTRICTIONS OR RESERVATIONS. PROPERTY SUBJECT TO AND/OR BENEFITED BY ALL EXISTING EASEMENTS AND RIGHT-OF-WAYS OF RECORD.



NOTE: SIGHT DISTANCES MEASURED ON OCTOBER 11, 2022. NO VEGETATION NEEDS CLEARING ON THE ADJACENT CROWLEY (FORMERLY OATWAY) PROPERTY TO MEET THE 150' MINIMUM SIGHT DISTANCE.



REVISED OCTOBER 12, 2022 MEASURED SIGHT DISTANCES ADDED TO PLAN

ESTATE OF FRED EYDT POMFRET ROAD POMFRET, VERMONT		
HIGHWAY ACCESS PLAN		
BRAD M. RUDERMAN & ASSOCIATES, INC. 28 U.S. ROUTE 5 HARTLAND, VERMONT (802) 674 - 4248		
SCALE 1" = 40'	APPROVED BRAD M. RUDERMAN, P.E.	DRAWN BMR
DATE SEPT. 27, 2022		SHEET 1 OF 1



**LEGEND**

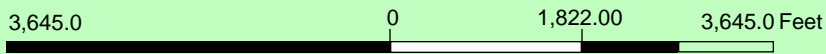
- Parcels (standardized)
- Roads
  - Interstate
  - US Highway; 1
  - State Highway
  - Town Highway (Class 1)
  - Town Highway (Class 2,3)
  - Town Highway (Class 4)

**NOTES**

Map created using ANR's Natural Resources Atlas

1: 21,873

January 5, 2023



**DISCLAIMER:** This map is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. ANR and the State of Vermont make no representations of any kind, including but not limited to, the warranties of merchantability, or fitness for a particular use, nor are any such warranties to be implied with respect to the data on this map.







**The Genuine. The Original.**



Overhead Door Company of Rutland  
63 Plain St.  
Rutland, VT 05701  
Ph.802-775-5711  
Fax.802-775-6586

To Our Valued Customer:

Overhead Door Company of Rutland is pleased to present to your company, our Planned Maintenance Program for 2023. Please take a moment from your busy schedule to look over this important offer. Please pay special attention to the discounts that apply to parts.

Planned Maintenance is the yearly “tune up” for overhead doors, rolling steel doors, openers and dock equipment that will help ensure trouble free operation. **P.M.** is comparable to having your heating system checked in the fall. Professional service ensures peace of mind and will reduce the risk of untimely or emergency service calls.

This offer is an excellent opportunity to save money on necessary yearly maintenance for your overhead & rolling doors, electric openers and dock equipment. If you have any questions about our 2023 **Planned Maintenance** offer, please call us at (802)-775-5711 or email April Doiron at [april@rutlandohd.com](mailto:april@rutlandohd.com).

Sincerely,

*Overhead Door Company of Rutland*

"P.M." SERVICE AGREEMENT-2023

**OVERHEAD DOOR COMPANY OF RUTLAND** will perform our 18 point "P.M." (Planned Maintenance) service on your overhead and rolling doors, electric openers, and dock equipment between the months of January through September.

SERVICE INCLUDES:

1. Check all nuts, bolts, fasteners, and set screws.
2. Check door for proper alignment, balance and counter balance.
3. Check for excessive wear on rollers, bearings, and cables.
4. Straighten tracks and refasten where required (inspect back hanging, safe and secure).
5. Check, adjust and lubricate chain hoist (if any).
6. Note any damaged sections, broken or cracked glass.
7. Lube springs, pulleys, rollers, bearings, hinges & locks.
8. Adjust vertical tracks and top fixtures for tight seal.
9. Inspect condition of present stops and/or weatherstripping.

**Extension Spring Doors**

1. Check stud & clevis pulleys for excessive wear.
2. If the door has safety cables check all connections, if it does not have safety cables, recommend them to the customer.

**Electrically Operated Doors**

1. Check chain tension and alignment of sprockets.
2. Check limit adjustment.
3. Check brake adjustment and function.
4. Check belt wear.
5. Check all nuts, bolts, fasteners and set screws.
6. Lube all moving parts (including bearings).
7. If the door has a rope attached, recommend removal.

No additional work will be performed without proper authorization.

All work will be performed during normal working hours (7:30 AM to 5:00 PM) Monday thru Friday.

PLEASE SIGN AND RETURN THE NEXT PAGE VIA EMAIL, MAIL, OR FAX.

**RATES:**

1. Two Hundred and Forty Dollars (\$240.00) per hour for two technicians
3. Ten percent (10%) discount off any parts or lubricant used.
4. Recommendations for repairs or replacements to your existing equipment will be priced to include a 10% discount and must be accepted within 30 days from issue date, for discount to be applicable.
5. Thirty (30) day warranty against defective parts and labor.

**TERMS:**

All invoices are NET. An interest charge of 1 1/2% per month (18% annual) as well as collection and court costs will be added (if necessary) on overdue accounts.

Names of Personnel authorized to **OK** additional work:

\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

X \_\_\_\_\_  
AUTHORIZED SIGNATURE

Overhead Door Company of Rutland

\_\_\_\_\_  
Your Company Name

If more than one PM requested per calendar year, please indicate your months of preference.

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/ Town State

\_\_\_\_\_  
Telephone \_\_\_\_\_

\_\_\_\_\_  
e-mail address \_\_\_\_\_

**OVERHEAD DOOR COMPANY OF RUTLAND** will not be responsible for misuse or negligence pertaining to the products and/or services of this "P.M." Service Agreement. NOTE: It is impossible to determine if a spring or electrical part may fail, even immediately after service work is performed.



Town of Pomfret Selectboard  
Draft Meeting Minutes  
February 15, 2023

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

Public: Tom Gubbins, Laird Bradley, Bob Eydt, Bill Eydt, Peter Raymond, Jack Pearsons, Jim Potter (Road Foreman), Rebecca Mitchell, Neil Lamson (Lister), Karen Osnoe (ZBA), Andrew Oatway, Brad Ruderman, Steven Oatway, Cathy Peters, John Moore (Planning Commission), Regina Lawrence, Cynthia Hewitt (Selectboard Assistant)

1. Call to Order – Emily called the meeting to order at 7:01 pm.
2. Public Comment – None.
3. Agenda Review – John moved and Steve seconded adding road posting and candidates forum. Unanimous.
4. Road Foreman’s Report and Highway Items
  - a. Eydt Estate Driveway Access (continued) – Mr. Ruderman described the results of the 02/08/2023 site visit. The southerly sightline is 160 feet as-is; if the ash tree on the Gubbins property and straddling the town right-of-way were removed, the southerly sightline would be 230 feet. Should the new driveway follow the existing agricultural access, the southerly sightline would be about 300 feet as-is, but the grade would be 21% grade unless a switchback were included. The maximum allowable grade per the town’s Subdivision Regulations is 16%, though the Planning Commission could waive that limitation up to 17%. Jon suggested cutting back the embankment on the Oatway property within the town right-of-way to further increase the southerly sight distance. Emily noted this may require the Oatways’ approval since the town is limited in what work can be done in the right-of-way without landowner permission. Mr. Gubbins expressed a desire to maintain as much of his open field as possible. Mr. Raymond offered to provide new photos and/or drawings if helpful to the board. The board indicated they now have all information necessary to deliberate and reach a decision. Steve moved and John seconded that the hearing be closed. Unanimous. The board will deliberate and render a decision in the required timeframe.
  - b. Culvert Replacement Bids – Jon Harrington recused himself, as his firm is a bidder. Five bids were received; after eliminating the outlying bids, the three remaining bid were from East Engineering, Dubois & King, and Harrington Civil Engineers. After discussion, Ben moved and Steve seconded that East Engineering’s bid be approved. Unanimous (Jon Harrington recused).
  - c. Road Posting – John moved and Steve seconded that Jim post the roads at this time due to unseasonably warm weather. Unanimous.
  - d. Grant Applications – Emily will bring the structures grant application to the next meeting; Jon has submitted a project to FEMA for consideration. The board will hold off on a paving grant application until the FY 2024 budget is decided as the budget includes a paving appropriation without which grant funding would not be sufficient. For Flood Resilient Communities Fund funding, the board will consider a stabilization project for the bank between the North Pomfret fire station and church.

- e. Road Foreman's Report
  - a. Truck #3 was returned and the check engine light came back on. It has been returned to Clark where the dozer nozzle was replaced.
  - b. Art's truck is back with no problems.
- 5. Items for Discussion or Vote
  - a. Delinquent Tax Warrant – No discussion needed. Per Stitzel Page, this document needs to be approved only by the Town Treasurer. Ben forwarded Stitzel Page's comments on the draft warrant to Ellen for her consideration.
  - b. Delinquent Tax Matters
    - i. Ben suggested a form letter be sent automatically to all delinquent taxpayers immediately after the Treasurer sends the delinquent tax warrant to the Delinquent Tax Collector each February. Stitzel Page has prepared a draft letter that informs delinquent payers of the amount due, options available for payment assistance, and other information necessary for the town to take additional collection steps if necessary. Karen and the board agreed that a single letter is more efficient than the multiple notice process the town now uses. Karen and Ben will coordinate with Ellen to ensure that efforts aren't duplicated.
    - ii. Karen reports that the taxpayer who made a substantial payment last year of a multiyear delinquency and agreed to remain current on their taxes has failed to do so and is delinquent again. Even though this account is now only one year delinquent, because it is a recurring issue, Ben moved and John seconded that Karen be authorized to work with Stitzel, Page & Fletcher to initiate a tax sale on this Parcel 4608. Unanimous.
  - c. Zoning Matters – Karen will prepare a letter to Artistree detailing their current zoning matters and outlining steps needed for them to obtain the necessary permits in a timely fashion. The board feels that Artistree has had ample time to take these steps and may be unwilling to extend temporary/one-time permits again this year if no progress is made toward permanent permitting. Ben will review the letter to determine if Stitzel Page's advice would be useful. The Caper Street owner will apply for a lot line adjustment, which may cure their ongoing setback violation. The Broad Brook owner acknowledged receipt of their notice of violation but has yet to respond substantively.
  - d. ARPA Funds
    - i. Town Hall – Hunter Ulf and Emily had a site visit at the Town Hall to inspect the kitchen and bathrooms. If propane stoves are installed in the kitchen they would require fire suppression hoods. A second means of egress would also be needed, which cannot be through another space (e.g, the kitchen). Due to occupancy guidelines at least two bathrooms are needed. Hunter feels a solar installation worthwhile and can help with RFPs. The board discussed whether the Town Hall should have a full kitchen or a more limited "catering" kitchen. Hunter will attend a future meeting to answer questions and discuss options. John Moore suggested first determining how the town wishes to use the Town Hall in the future and matching upgrade plans to meet those uses. Historic Preservation funds may be available as well.
    - ii. Generators – John moved and Ben seconded authorizing Emily to sign purchase orders for two Kohler generators, one for the Town Garage (\$11,305) and one

for the North Pomfret Fire Station (\$10,489). Emily will seek two quotes for a generator at the Teago Fire Station as well. Unanimous.

- e. Large Event Permit – Ben moved and Steve seconded approval of the Woodstock Chamber of Commerce large event permit for a pasta dinner at Saskadena Six on June 3, 2023. Unanimous.
  - f. Mail-in Ballots – John moved and Ben seconded approval of mail-in ballots for town meeting. Unanimous.
  - g. Candidates Forum – Ben recused himself as he is a candidate in a contested race. The board felt it was not the board’s role to organize a candidates’ forum. Another citizens group may do so if it wishes.
  - h. Warrants – Steve moved and Ben seconded payment for the following warrants:

23080	Payroll	\$ 10,526.72
23083	A/P	31,503.15
23084	Payroll	1,290.23
23085	A/P (school payment)	950,203.50
23086	A/P (tax refunds)	4,820.65

Unanimous.
6. Meeting Wrap Up
- a. Correspondence – Pomfret’s share of the National Opioids Settlement payment is \$550.
  - b. Assignments – Emily: Structures Grant, Ulf Meeting; Ben: Karen’s letter
  - c. Agenda for Next Meeting – South Pomfret Scoping Study Recommendations, Eydt Estate deliberative session.
7. Adjournment – Steve moved and John seconded that the meeting be adjourned. Unanimous. The meeting was adjourned at 9:32 pm.