

Town of Pomfret Selectboard
Meeting Minutes
June 7, 2023

Present: John Peters, Benjamin Brickner, Steve Chamberlin (until 8:05 pm), Meg Emmons, Emily Grube

Public: Jim Potter (Road Foreman), Bill Emmons (Planning Commission), Cathy Emmons, Marie Robinson, Jim Robinson, Betsy Rhodes (Library Trustee), Ogden Hunnewell, Mike Doten, Amy Robb, Glenn Morley, Annie Mears, Doug Abbott, Neil Lamson (Lister), Karen Osnoe (Delinquent Tax Collector), John Morley, John Moore (Planning Commission), Karen Rodis, Kathleen Dolan, Marie Cross, Kerry Postler-Hermann, “ibookg4”

1. John called the meeting to order at 7:03 pm.
2. Agenda Review – Delete 5(c); postpone 5(g); add Abbott Memorial Library safety improvements memo after 5(e).
3. Public Comment – Cathy Emmons remarked the grading seemed to be widening the roads. Jim explained this is necessary to get the run-off into the ditches.
4. Road Foreman’s Report – Jim reports that D&D Excavating will deliver product under last year’s contract, which expires next June. The road crew has completed culvert work on Webster Hill Road, very helpful to have the road closed; he is still in discussion with the Murphys re: their driveway markers. We should have the new truck by end of the month; it is currently in the paint shop. Jim and Caleb (Pike Industries) will inspect the Library St./Stage Road intersection in preparation for paving this year. Library St. was not included in the contract and would be an add-on in order to address the immediate need there. The town did not receive a state paving grant this year. As a result, funding is available to repave only ~ 1.5 miles this year. Jim suggested starting on Stage Road at the Pomfret Road intersection to avoid Pike needing to relocate their equipment more than necessary. Ben moved and John seconded that the town proceed this year with the Stage Road and Library Street apron paving using all available funds in the paving reserve (including the \$200,000 to be appropriated in FY 2024), plus \$50,000 of uncommitted ARPA funds. John then moved and Emily seconded that further discussion be postponed until after the Bicycle and Pedestrian Grant Program Application discussion later in the meeting. Unanimous.^[1]
5. Items for Discussion or Vote
 - a. Materials RFP – Discussed during Road Foreman’s Report.
 - b. Cloudland Foliage Traffic – Meg presented a letter drafted by Cloudland Road and Barber Hill Road residents to appear under Selectboard letterhead and be distributed by the residents to tourist industry entities in Woodstock (e.g., the Chamber of Commerce, local inns, motels, B&Bs, etc.) urging them to not direct visitors to private property. Ben moved and Meg seconded approval of the letter with minor changes. Unanimous. Mike Doten reported that a poll was taken of the residents to determine their preference for traffic changes during fall foliage season. Two-thirds prefer that all of Cloudland Road south of Cloudland Farm restaurant and all of

¹ **Editor’s Note:** The postponed discussion appears in Section 5(h) below.

- Barber Hill Road be closed; one-third prefer that Cloudland Road south of Barber Hill Road be made one-way northbound similar to last year; zero preferred closing only Cloudland Road south of Barber Hill Road; and zero preferred doing nothing. Meg expects to hear back from the Woodstock town manager about whether Woodstock will consider closing its segment of Cloudland Road in coordination with Pomfret's efforts. Jim feels closing the road would just push the problem elsewhere around town. Input will also be sought from the new Windsor County Sheriff.
- c. Large Event Permit – Artistree will hold an event on August 26 behind the Grange Theater and Cast House buildings. Anticipated attendance is 200 people. Ben moved and Meg seconded approval of the permit as presented. Unanimous (Steve absent).
 - d. Highway Access Permits
 - i. Artistree, private drive – A site visit occurred at 6:00 pm before the meeting. Ben moved and Emily seconded that the permit be approved with the following conditions: (1) used seasonally from June 1 to September 30 and (2) gravel be added at Stage Road to protect the pavement edge. Unanimous (Steve absent).
 - ii. S. Sundstrom, private drive – A site visit occurred at 6:30 pm before the meeting. Ben moved and Meg seconded that the permit be approved with the following conditions: (1) minimum sightline of 155 feet in both directions when viewed 10 feet back from the traveled way at driver's eye level, (2) maple tree with "posted" sign attached limbed up to attain said sightline to the south, (3) roadside vegetation kept mowed to attain said sightline year round. Unanimous (Steve absent).
 - iii. J. Nutter, agricultural access – A site visit was scheduled for June 21 at 6:00 pm.
 - iv. J. Nutter, private drive – A site visit was scheduled for June 21 at 6:00 pm.
 - e. Abbott Library Memo re: Temporary Safety Improvements – Betsy Rhodes submitted a memo on behalf of the Abbott Memorial Library trustees proposing pavement striping, plastic bollards and parking bumpers to improve safety on Library Street and to keep parked cars away from the stream bank to prevent erosion. The board indicated support for this work (much of which will occur on the Library's property) and urged that it be done in coordination with the imminent paving work and possible longer term bicycle and pedestrian improvements now in early planning stages. Betsy will coordinate with Jim and Jim will discuss with Caleb (Pike Industries) at their site visit on June 12.
 - f. Delinquent Tax Matters – Karen provided tax lien notices for four parcels with delinquent tax status (Parcels 0124, 0188, 1116 and 2302-B). Ben moved and John seconded that the four lien notices be approved and recorded in the land records. Unanimous (Steve absent). Copies will be sent to Becky for recording. Karen also reports payment agreements are in place for Parcels 2301-B and 4801-D. Emily noted the delinquent tax total has been reduced from ~ \$250,000 to ~ \$86,000 in the last two years and Karen was thanked for her efforts.
 - g. Bicycle and Pedestrian Grant Program Application – Ben and Meg have been working on this. Meg will work with VHB and Vtrans to finalize the budget and determine the exact 20% local match obligation. Ben moved and John seconded that the grant application be approved and that Meg be authorized to submit the same

provided the 20% local match obligation does not exceed \$100,000,^[2] and that all available funds in the South Pomfret Village reserve and uncommitted ARPA funds be made available to satisfy the 20% local match obligation. Unanimous (Steve absent).

- h. Stage Road Paving – Ben renewed the motion and John seconded that the town proceed this year with the Stage Road and Library Street apron paving using all available funds in the paving reserve (including the \$200,000 to be appropriated in FY 2024), plus \$50,000 of uncommitted ARPA funds. Unanimous (Steve absent).
- i. Grand List Extension Request – Ben moved and John seconded that the request for a 30-day extension to lodge the grand list abstract be approved. Unanimous (Steve absent).
- j. Appointments – Ben moved and Meg seconded approval of the Planning Commission’s nomination of Jack Pearsons to complete the final ~ 10 months of a 3-year term expiring in March 2024. Unanimous (Steve absent).
- k. Warrants – Ben moved and Meg seconded approval for payment of the following warrants:

23121	\$ 11,726.80	Payroll
23123	814.51	A/P
23125	33,407.34	A/P

Unanimous (Steve absent).
- l. Approval of Minutes – Ben moved and Meg seconded approval of the further revised May 20, 2023 Special Town Meeting minutes and the May 25, 2023 Special Selectboard Meeting Minutes as presented. Motion carried (John, Ben, Meg in favor; Emily abstained; Steve absent).

6. Meeting Wrap Up

- a. Correspondence – Meg received suggestions for the Town Hall project from Gary Moore, he will submit a proposed enabling the board to consider alongside the previously received proposal and proceed with the mini-grant.
- b. Review of Assignments – John to speak with Jim re: Library/Stage Road paving; Meg and Ben to finalize the Bicycle and Pedestrian Program grant application; Ben to prepare Highway Ordinance revision re: Class 3 road driveway sightlines.
- c. Agenda for Next Meeting – Mini-grant for Town Hall, two highway access permits (J. Nutter), approve revised law enforcement services contract.

7. Executive Session

- a. Ben moved and John seconded that the Selectboard enter into executive session pursuant to 1 V.S.A. 313(a)(1)(A) to discuss contracts. Unanimous (Steve absent). The Selectboard entered executive session at 10:18 pm.
- b. The Selectboard exited executive session at 11:22 pm, with no decisions having been made therein.

8. Items for Discussion or Vote

- a. Law Enforcement Services Contract (Windsor County Sheriff) – No action required at this time. The board will await a revised draft of the contract following discussion with the Sheriff during executive session.

² **Editor’s Note:** The 20% local match obligation was subsequently calculated to be \$97,600 and the application was submitted on June 9.

- b. The Prosper Valley School Use Agreement Extension – Emily moved and Meg seconded that the extension agreement be approved and John be authorized to sign the same on the board’s behalf. Unanimous (Steve absent).
9. Adjournment – Ben moved and Meg seconded that the meeting be adjourned. Unanimous (Steve absent). The meeting was adjourned at 11:23 pm.