

Town of Pomfret Selectboard
Special Meeting Minutes
November 29, 2023

Present: John Peters, Benjamin Brickner, Steve Chamberlin, Meg Emmons, Emily Grube

Public: Terri Antal, Andy Mann, Alan Graham, Cathy Emmons, Neil Lamson (Lister), Phil Dechert, Hillary White, Jason Crance, Alison Sander, Richard Dalton, Ryan Palmer (Windsor County Sheriff), Cynthia Hewitt (Selectboard Assistant)

1. John called the meeting to order at 7:01 pm.
2. Agenda Review – None.
3. Public Comment – None.
4. FY 2025 Budget Discussion – Insurance prices remain tentative, the PACIF bill should arrive by next week. Likewise, several other assessment invoices (e.g., Two Rivers, VLCT, GUVSWMD) are expected in December. Meg is working with Scott Barger and Ellen regarding the payment and accounting of workers' comp insurance for the Fire Department. Meg also will clarify timing of the Fire Department's capital plan. Ryan Palmer confirmed the hourly rate for Sheriff patrols will remain unchanged next year, but urged the Town to considering increasing the contract hours. The Selectboard decided to budget for 10 hours per week (up from 8 hours per week currently). In the highway budget, John will speak with Jim about purchasing uniforms versus renting them as a cost saving measure. Jim would like to purchase a shorter (12-foot) new grader blade as the current blade (14 feet) is too wide for crowning the narrower roads. If purchased, this can be paid for from remaining ARPA funds. John will speak with Jim about purchasing Town use-only cell phones for the Road Crew. Meg will ask Neil Lamson to provide an updated accounting of the Town's ARPA funding. The Vtrans Structures Grant for the Wild Apple Road culverts replacement has been approved at \$200,000. A modest amount of additional funding for the Bridges Reserve was suggested as that fund will be tapped for the required matching funds and any expenses in excess of the grant amount.
5. Items for Discussion or Vote
 - a. Warrants – Emily moved and Ben seconded approval for payment of the following warrants:

24045	\$ 12,655.16	Payroll
24046	38,957.10	A/P

Unanimous.
 - b. Approval of Minutes – Ben moved and Steve seconded approval of the November 22, 2023, special meeting minutes. Unanimous.
 - c. Dinsmoor Road Request for Clarification – Mr. Crance, counsel for White/Dechert spoke of the need for safe and reasonable access and suggested the Selectboard require that the driveway be restored to its 2019 condition. Mr. Mann, Mr. Graham, and Ms. Sanders also spoke about the condition of the driveway and apron. The Selectboard will deliberate after the public meeting and transmit any decision via counsel to the parties.
6. Meeting Wrap Up
 - a. Correspondence – Public Health Council of the Upper Valley sent a letter indicating they will seek a social services appropriation next year.

- b. Review of Assignments – John to speak with Sheriff Palmer re: contract and fines; with Frank Perron re: Fast Squad budget, with Jim re: uniforms, cell phones. Meg to check with Neil Lamson and Ellen re: remaining ARPA funds, with Scott Barger re: Fire Department workers’ comp and capital plan; Ben to transmit any decision on Dinsmoor Road via counsel to the parties.
 - c. Agenda for Next Meeting – 6:30 pm executive session with Jim Potter re: personnel matters, cell phones for Road Crew, Overhead Door Contract, RFP for Wild Apple Road project, Generator Service Contract, Capital Program and Budget Policy and Procedure, continued FY 2025 Budget Discussion, continued Town Administrator Discussion.
7. Executive Session
- a. Ben moved and John seconded that the Selectboard enter executive session pursuant to 1 V.S.A. 313(a)(1)(A), (B) and (F) to discuss contracts, employee agreements and confidential attorney-client communications, the premature general public knowledge of which would clearly place the Selectboard or a person involved at a substantial disadvantage. Unanimous. The Selectboard entered executive session at 8:43 pm.
 - b. The Selectboard exited executive session at 10:12 pm, with no decisions having been made therein.
8. Adjournment – Ben moved and John seconded that the meeting be adjourned. Unanimous. The meeting was adjourned at 10:13 pm.