

Town of Pomfret Selectboard
Special Meeting Minutes
January 24, 2024

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

Public: Jim Potter (Road Foreman), Jason Crance, Tim Ulman, Alan Graham, Kris Graham, Nancy Matthews, Hillary White, Andy Mann, Bill Emmons

1. John called the meeting to order at 7:00 pm.
2. Agenda Review – Ben moved and John seconded that Item 5D be deleted and a discussion about whether to utilize Stitzel Page for a ZBA training session be added before Item 5G. Unanimous.
3. Public Comment – None.
4. Road Foreman Report – Propane has been delivered and a leak test performed on the new tank at the town garage. The new generator will come online this week. Jim has several leaning trees to remove below Bartlett Brook Road that require a boom truck; he will get price quotes. Abracadabra contacted Jim about parking and traffic issues at their location. The Wild Apple Road culvert project continues to await final permitting approval by the Army Corps of Engineers before the replacement work can begin.
5. Items for Discussion or Vote
 - a. Town Garage Boiler Replacement – Decision postponed to the February 7, 2024 meeting while additional information is obtained from the existing bidders in order to allow an apples-to-apples comparison among the bids.
 - b. Highway Access Permit (Dinsmoor Road) – John moved and Ben seconded that Mr. Mann be required, by no later than noon on February 7, 2024 to (1) remove the berm now present on the so-called “south apron” within the town’s right-of-way, (2) restore the grade of Dinsmoor Road and the south apron within the town’s right-of-way to its condition as of early 2022, and (3) refrain from placing any objects or obstructions on Dinsmoor Road or the south apron within the town’s right-of-way. Unanimous.
 - c. 922 Barber Hill Road Town Highway Access – Ben moved and John seconded that the obsolete culvert at 922 Barber Hill Road be removed on or before October 15, 2024, in order to finalize the new highway access permit granted in 2021, the sole condition of which was removal of the obsolete culvert. Unanimous. John will contact Mr. Hunnewell.
 - d. FY 2025 Budget Approval – Ben moved and John seconded approval of the FY 2025 budget as presented. Unanimous.
 - e. 2023 Annual Report Deliverables
 - i. FY 2025 Budget Narrative – Ben moved and Meg seconded approval of FY 2025 Budget Narrative as presented. Unanimous.
 - ii. 2023 Annual Town Warning – Ben moved and Steve seconded approval of the 2023 Annual Town Warning as presented. Unanimous.
 - f. ZBA Training Session – At the applicant’s request, the ZBA will further adjourn its hearing on Abracadabra’s condition use requests. The ZBA would like to use the time instead for a training session on quasi-judicial procedure and decision-making. Ben suggested that Stitzel Page lead the training. The Selectboard agreed this would

be a good use of the time. Ben will confirm this arrangement with Stitzel Page and follow up with the ZBA and Selectboard.

- g. Warrants – Ben moved and Emily seconded approval for payment of the following warrants:

24062	\$ 37,051.87	A/P (includes January debit card expenses)
24063	11,299.88	Payroll

Unanimous.

- h. Approval of January 17, 2024 Minutes – Ben moved and Meg seconded approval January 17, 2024 meeting minutes as presented. Unanimous.

6. Meeting Wrap Up

- a. Correspondence – The Planning Commission has finished work on the town planning grant; Bill Emmons will work with Ellen to prepare the necessary paperwork for reimbursement. Dr. Hermann’s paperwork is completed and will be forwarded to the Department of Health to complete his re-appointment as the Local Health Officer. The 2023 Equalization Study Results have been received from the Department of Taxes and Pomfret’s CLA following the recent reappraisal is 100.53%.
- b. Review of Assignments – John to contact Mr. Hunnewell re: removal of obsolete culvert and Ottawaquechee Plumbing re: garage boiler quote. Ben to confirm ZBA tutorial with Stitzel Page; email the Dinsmoor Road group regarding work to be completed in the town right-of-way; forward Dr. Hermann’s completed forms to the Department of Health; send as-approved budget and town report deliverables to the Auditors.
- c. Agenda for Next Meeting – Select town garage boiler vendor, Highway Access Permit (Dinsmoor Road), MRGP annual report submission, Covered Bridges Half Marathon permit application, Woodstock Chamber of Commerce permit application.

7. Executive Session

- a. Ben moved and Emily seconded that the Selectboard enter executive session pursuant to 1 V.S.A. 313(a)(3) and (a)(1)(F) to discuss (1) the appointment of public officers and (2) 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 8:24 pm.
 - b. The Selectboard exited executive session at 9:08 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 9:09 pm.