

Town of Pomfret Selectboard
Meeting Minutes
May 15, 2024

Present: Benjamin Brickner, Meg Emmons, Emily Grube

Absent: Steve Chamberlin, John Peters

Public: Jeff Barger, Ona Chase, Keith Chase, Bill Emmons, Cathy Emmons, Nancy Matthews, Cynthia Hewitt

1. Ben called the meeting to order at 7:04 pm.
2. Agenda Review – The Selectboard scheduled a site visit on June 5, 2024, at 6:00 pm for the pending access permit application on Labounty Road.
3. Public Comment – Ona Chase had questions regarding the cemetery lawn maintenance and whether workers' compensation insurance coverage is required for sole proprietors. Jeff Barger thanked Jim, John and Ben for their efforts in reopening River Road.
4. Road Foreman's Report – Jim will meet with Rita Seto on Monday, May 20 to identify areas for the ditching grant. New speed limit signs on Stage Road and horse caution signs on Skyline Drive have been installed. Jim hopes to mark Library Street next week. The crew continues grading roads. Jim would like to run the Road Foreman position advertisements for another week. He is looking into the GMP easement requirements and pricing a hydraulic cooler for the mower.
5. Items for Discussion or Vote
 - a. Financial Policies and Goals – To be completed once all remaining policies are updated.
 - b. Fraud Prevention Policy – Meg moved and Emily seconded that the policy be adopted as amended. Unanimous.
 - c. Investment Policy – Ben will revise as discussed and circulate a draft for discussion at the June 5, 2024 meeting.
 - d. Delinquent Dog Licensing – There are 51 dogs owned by 35 residents that were registered in prior years but were not registered this year. Becky sent a reminder letter on April 19. Cynthia will make follow-up calls to confirm if the dogs remain in Pomfret and to remind owners that their dogs must be registered and a current rabies vaccination certificate provided to the town on or before each April 1. The next step will be to refer delinquencies to the town constable.
 - e. Right of Way Crossing Permit Application (478 Hidden Ridge Road) – The town's outside counsel recommends updating the permit form to include two additional provisions regarding removal and indemnification. Emily moved and Meg seconded approval of the application with the two conditions added. Unanimous.
 - f. Town Highway 24 (Hewitt Hill Road) Relocation Report – The Selectboard discussed gaps in the draft report. Ben will revise as discussed and circulate a draft for adoption at the June 5, 2024 meeting, which will be forwarded along with the final land survey to the Clerk for recording in the town land records. Certified copies of the same will be mailed to abutters thereafter.
 - g. Appointment of Public Officers – Meg will prepare a draft email for Ben to post to the ListServe regarding vacancies on the Board of Auditors, Cemetery Commission and Zoning Board of Adjustment.

- h. Warrants – Emily moved and Meg seconded approval for payment of the following warrants, with Check 6841 on Warrant 24099 held until the related vendor contract has been received and approved:

24098	\$ 7,530.69	Payroll
24099	974,354.05	A/P

Unanimous.

- i. Approval of Minutes – Meg moved and Emily seconded approval of the May 1, 2024 meeting minutes as presented. Unanimous.

6. Meeting Wrap Up

- a. Correspondence – Becky prepared a list of maintenance items needed at the Town Hall including pest control and repair of the front steps. The Selectboard will perform a site visit on June 15, 2024, at 6:30 pm to review.
- b. Review of Assignments – Meg to prepare ListServe notice of vacancies; Cynthia to call delinquent dog owners; Ben to update financial policies, prepare relocation TH-24 report; speak with Jim re: Labounty Road site visit, GMP easements; and speak with Becky re: pest control.
- c. Agenda for Next Meeting – VSO large event permit, Labounty access permit, appointments.

- 7. Adjournment – Emily moved and Meg seconded that the meeting be adjourned. Unanimous. The meeting was adjourned at 8:49 pm.