

Town of Pomfret Selectboard  
Special Meeting Minutes  
June 18, 2024

Present: Benjamin Brickner, John Peters, Emily Grube

Public: Marie Robinson, Jim Robinson, Mike Doten, Amy Robb, Gerry Fields, Hugh Hermann, Kerry Hermann, Bob Shaw, Andy Mann, Hillary White, John Morley, Richard Dalton, Jason Crance, Andrew Snow, Tim Ulman, Mary Ellen Parkman, Cynthia Hewitt

1. Ben called the meeting to order at 7:01pm.
2. Agenda Review – None.
3. Public Comment – None.
4. Road Foreman’s Report – Jim hopes to complete the Library Street markings by next week, depending on equipment availability. The Wild Apple Road culvert structure has been built and replacement work will begin in July. The road closure is likely to last 3 weeks. Cynthia will inform Wild Apple Road residents. Ben will post same on listserv.
5. Items for Discussion or Vote
  - a. Highway Access Permit (4496 Pomfret Road) – John moved and Emily seconded approval of the private drive access permit application with the following conditions: (1) 18-inch culvert to be installed, (2) foliage along west edge of Pomfret Road to be trimmed from time to time as needed to maintain a minimum 360-foot sight line in both directions at all times, and (3) existing driveway to be abandoned when use of new driveway commences and appropriate cutting back of foliage. Unanimous.
  - b. Highway Access Permit (Handy Road) – Emily moved and John seconded approval of the forestry access permit application with any conditions deemed necessary by the Road Foreman (none were deemed necessary). Unanimous.
  - c. Public Road Use Permit (Vermont 100 Endurance Race) – Obstructions at the intersection of Legal Trail 2 and Legal Trail 3 have been cleared and repaired. Emily moved and John seconded approval. Unanimous.
  - d. Fall Foliage Traffic Management – Ben reviewed an edited version of last year’s planning memo, which had been marked up by Cloudland Road resident Mike Doten. Discussion will continue at the July 3 meeting when the full Selectboard and Road Foreman are present.
  - e. Investment Policy (non-trust funds) – Emily moved and John seconded approval as presented. Unanimous. Ben will follow up with Ellen for any further comments.
  - f. Hearing re: Highway Access Permit (Dinsmoor Road)
    - i. Ben announced the hearing on final approval of the Highway Access Permit Application submitted by Andy Mann.
    - ii. No conflicts of interest or ex parte communications were disclosed.
    - iii. Ben asked if anyone present wished to have interested party status. Jason Crance requested status on behalf of his clients Hillary White and Phil Dechert. Richard Dalton requested status for himself and on behalf of his landlord Alison Sander. Ben then placed the interested parties who were present under oath. Ben also placed witnesses Tim Ulman and Mary Ellen Parkman under oath.
    - iv. Andrew Snow explained the work performed by his client Andy Mann. Jason Crance described several ways in which he believed the work was not in compliance with the highway access permit issued by the Selectboard or the

town's Highway Ordinance. Tim Ulman and Mary Ellen Parkman of Northwoods Excavating explained how the non-compliance described by Mr. Crance could be remedied.

- v. Mr. Snow requested 24 hours to respond to materials presented by Mr. Crance shortly before the special meeting. The Selectboard agreed to this request.
  - vi. After discussion, questions from Selectboard members and interested parties, and the applicants' response to the same, the Selectboard indicated it would deliberate after adjournment of the special meeting and revert to the parties as soon as possible thereafter.
  - g. 2024-25 Law Enforcement Services Contract – Emily noted that speeding continues around town and questioned whether law enforcement should be more aggressive in writing tickets (as opposed to issuing warnings). Ben will invite Sheriff Ryan Palmer to attend the July 3 meeting to discuss enforcement strategies.
  - h. Town Hall Maintenance – Cynthia will follow up with Hasson and Frizzell regarding estimates to replace the front stairs. Ben will follow up with Becky regarding pest control.
  - i. Child Care Payroll Tax – Emily moved and John seconded that the town deduct and withhold 0.11% from employee wages to fund the required Child Care Contribution, effective July 1. The town will fund the remaining 0.33%. Unanimous.
  - j. FY 2025 COLA – Following the same methodology adopted by the Selectboard in 2022 and used again in 2023,<sup>[\*]</sup> the cost of living increase for the coming fiscal year is 2.6%. John moved and Emily seconded that hourly employees of the town receive a 2.6% cost of living adjustment, effective July 1. Unanimous.
  - k. Warrants – John moved and Emily seconded approval for payment of the following warrants:

24106	\$ 11,347.68	Payroll
24108	10,691.23	A/P
24110	5,384.40	Payroll
24111	11,377.15	A/P (incl. June debit card purchases)

Unanimous.
  - l. Approval of Minutes – John moved and Emily seconded approval of the June 5, 2024 meeting minutes as presented. Unanimous.
6. Meeting Wrap Up
- a. Correspondence – Emily discussed with Doug Tuthill his progress on delinquent dog licensure.
  - b. Review of Assignments – Ben to discuss with Jim and notify Baldwin and Moore re: access permit applications, invite sheriff to next meeting; Cynthia to follow up with Hasson and Frizzell regarding Town Hall work, discuss with Jim Wild Apple Road construction dates and notify residents of the same.
  - c. Agenda for Next Meeting – Fall Foliage Traffic Management, 2024-25 Law Enforcement Services Contract, Financial Policies and Goals Introduction.
7. Adjournment – Emily moved and John seconded that the meeting be adjourned. Unanimous. The meeting was adjourned at 9:05 pm.

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\* **Editor's Note:** From the Selectboard's June 15, 2022 meeting minutes:

The board decided to use an analogous methodology to figure our COLAs as the state uses for VMERS (see 24 V.S.A. 5067). That is, the 12-month percent change in the Northeast Region CPI-U as of the December prior to the COLA effective date. The Northeast Region CPI-U is reported here: [https://www.bls.gov/regions/mid-atlantic/news-release/consumerpriceindex\\_northeast.htm](https://www.bls.gov/regions/mid-atlantic/news-release/consumerpriceindex_northeast.htm).