

Town of Pomfret Selectboard
Meeting Minutes
December 18, 2024

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

Public: Frank Rogers, Cynthia Hewitt, Sam Musson, Cathy Emmons

1. Ben called the meeting to order at 7:01 pm.
2. Agenda Review – Meg moved and John seconded adding a possible executive session to discuss confidential attorney-client communications immediately before adjournment. Unanimous.
3. Public Comment – None.
4. Road Foreman Report – Frank reports things continue going well for the new crew members; they are hitting their stride and have completed seasonal truck maintenance. Mike Bartlett submitted an estimate for a Modine hot water heater at the garage; this will be considered at the January 8, 2025 meeting. The new grader blade is ordered, John Deere will install when it arrives. The 550 has been sent to Ted Green Ford for warranty work. Frank will have specs for a new truck ready for consideration at the January 8, 2025 meeting. Frank thanked the Selectboard on behalf of the crew for the holiday gifts. Sam Musson has been hired by Galaxy Hill Road Trust to remove trees along Old King's Highway; the trees are marked with blue paint. Frank asked Sam to post signs in both directions to alert motorists. The work is expected to take place next week.
5. Items for Discussion or Vote
 - a. Highway Access Permit (Cherry Hill Road) – Frank will inspect the proposed access location and advise the Selectboard if he believes a site visit is necessary. If a site visit is necessary, one will be scheduled before the January 8, 2025 meeting.
 - b. Review Annual Report Deliverables – Minor corrections were made to the town highway equipment list; initial drafts of the FY 2026 budget narrative and 2025 annual meeting warning were reviewed. All will be finalized in January.
 - c. FY 2026 Budget Discussion – After review and minor edits, the increase in taxes to be raised sits at 11.2% but is likely to rise to about 11.5% once insurance premiums are updated next month. Selectboard members will review the draft budget between now and the January 8, 2025 meeting to identify any areas that might be trimmed. But overall, the Selectboard feels the current draft is a realistic, middle-of-the-road budget that reflects the reality of rapidly rising costs in such areas as paving, health benefits and liability insurance.
 - d. Municipal Ethics Code Update – Becky Fielder has graciously agreed to be appointed as the town's liaison to the Vermont Ethics Commission. John moved and Emily seconded that Becky be appointed to the same, for a term expiring in March 2025. Unanimous.
 - e. Local Impact Grant Appropriation – The Selectboard discussed having Cargill invoices 2910317139 et al. on Warrant 25056 be paid for by proceeds of the Local Impact Grant received by the town earlier this year, with any additional amount owed on these invoices to be paid from general funds. The expenses reflected in the foregoing invoices are not subject any public assistance program (per the grant conditions). This appropriation will be noted on the warrant and Ben will communicate the same to Ellen.

- f. Final ARPA Accounting – Meg will work with Ellen and Sarah Wraight at Two Rivers to ensure the town’s ARPA expenditures are appropriately documented. All ARPA funds received by the town have been obligated.
 - g. Appointment of Public Officials – See Item 5(d) above. The Planning Commission continues interviewing candidates for the position of Zoning Administrator. Per 24 V.S.A. 4448, the Selectboard can making an appointment after the Planning Commission makes a nomination.
 - h. Warrants – Emily moved and Meg seconded approval for payment of the following warrants:

25054	\$ 16,244.10	Payroll
25056	39,337.01	A/P (incl. November 2024 Debit Card Activity)
25057	101.31	Tax Refund

Unanimous.
 - i. Approval of December 4 and December 11, 2024 Minutes – Emily moved and John seconded approval of the December 4 and December 11, 2024, meeting minutes as presented. Unanimous.
6. Meeting Wrap Up
- a. Correspondence – Meg was informed that our pre-application was approved and the town has been invited to make a full application to the Land and Water Conservation Fund (LWCF). Meg will work on this but requested assistance in doing so; the grant application deadline is in March.
 - b. Assignments – Meg will discuss with Ellen re: final ARPA accounting; she also will prepare the LWCF grant application; Emily will meet with the listers to discuss their future needs.
 - c. Agenda for Next Meeting – Bartlett proposal for Modine hot water heater; FY 2026 Budget Informational Meeting and further 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)(F) to discuss confidential attorney-client communications, the premature general public knowledge of which would clearly place the Selectboard and/or another involved at a substantial disadvantage. Unanimous. The Selectboard entered executive session at 8:41 pm.
 - b. The Selectboard exited executive session at 9:03 pm, with no decisions having been made therein.
8. Adjournment – Emily moved and John seconded that the meeting be adjourned. Unanimous. The meeting was adjourned at 9:04 pm.