

**Town of Pomfret  
Selectboard Meeting Agenda  
Town Offices  
5218 Pomfret Road, North Pomfret  
December 3, 2025, 6:00 pm**

*Zoom instructions below*

|                                                                                                                                                                                                                                                                                                                                                                                                                                                      |         |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
|                                                                                                                                                                                                                                                                                                                                                                                                                                                      |         |
| <b>Business Items</b>                                                                                                                                                                                                                                                                                                                                                                                                                                |         |
| 1. Call to Order                                                                                                                                                                                                                                                                                                                                                                                                                                     | 6:00 pm |
| 2. Agenda Review                                                                                                                                                                                                                                                                                                                                                                                                                                     |         |
| 3. Proposed Executive Session (Public Employees)                                                                                                                                                                                                                                                                                                                                                                                                     | 6:05 pm |
| 4. Public Comment                                                                                                                                                                                                                                                                                                                                                                                                                                    | 7:00 pm |
| 5. Road Foreman Report                                                                                                                                                                                                                                                                                                                                                                                                                               |         |
| 6. Items for Discussion or Vote<br>a. Labounty Trust Fund Management<br>b. North Pomfret Cemetery Association Lands<br>c. MVSU Redistricting/Rebuild Update<br>d. Emerald Ash Borer Trial Presentation<br>e. Town Plan Hearing Debrief<br>f. FY 2025 Annual Report Deliverables<br>g. FY 2027 Budget Discussion<br>h. Generators Service Contract<br>i. Selectboard Committees Discussion<br>j. Warrants<br>k. Approval of November 19, 2025 Minutes | 7:10 pm |
| 7. Meeting Wrap Up<br>a. Correspondence<br>b. Review of Assignments<br>c. Agenda for Next Meeting                                                                                                                                                                                                                                                                                                                                                    | 8:45 pm |
| 8. Proposed Executive Session (Public Employees)                                                                                                                                                                                                                                                                                                                                                                                                     |         |
| 9. Adjournment                                                                                                                                                                                                                                                                                                                                                                                                                                       |         |
| <b><i>Time frames are approximate. Members of the public wishing to attend for specific business items are encouraged to arrive before the time indicated.</i></b>                                                                                                                                                                                                                                                                                   |         |

**Zoom Instructions**

- Computer or Smartphone  
<https://zoom.us/j/95395079923?pwd=ZjBEed3ZuZWgvWmx2M0tpOE8zbjg2dz09>
- Mobile Phone +19292056099,,95395079923#,,#,306922#
- Landline or Mobile Phone (301) 715 8592, then Meeting ID 953 9507 9923 and Passcode 306922

**Item 6E**  
**Town Plan Public Hearing**

*available at*

<https://tinyurl.com/4vjc88ex> (clean)  
<https://tinyurl.com/5uu57rcj> (redline)

**TOWN ASSETS**  
(per the Pomfret Selectboard)

**Buildings with Land**

- Town Hall
- Town Offices, Brick Building, and Carriage Shed
- Town Garage
- Abbott Memorial Library

**Cemeteries**

- Bunker Hill Cemetery
- Burns Cemetery
- Hewittville Cemetery

**Land Only**

- 100 acres (more or less) off Joe Ranger Road
- 35 acres (more or less) off Joe Ranger Road
- 2 acres off Handy Road (formerly Salmon – tax sale purchase)
- North Pomfret picnic area (across from firehouse)
- <1 acre above Kenyon Hill Bridge

**Artifacts**

- Abida Smith Tavern sign
- Thomas Ware portraits (7), currently on loan to Woodstock Historical Society
- Benjamin Franklin Mason paintings (5)

**Highway Equipment**

- 2024 John Deere 524P Loader (replaces 2010 loader)
- 2022 Truck, Ford 550 4WD with plow, wing & sander
- 2021 John Deere Grader, model 672G
- 2008 Komatsu PC78US-6 Excavator
- 2021 International 2WD with plow, sander & wing
- 2020 Int'l Truck tandem w/ plow, sander & wing
- 2016 John Deere 6110M 4WD with side mower
- 2022 Int'l tandem with plow, wing & sander
- 2015 Truck, Ford 550 4WD with plow, wing & sander
- 1987 Truck, Ford 350 Mini-Pumper
- 2008 Tag Trailer
- 2008 Compactor
- Jumping Jack Compactor
- Hotbox
- 2000 Bandit Chipper
- Austin-Western V Snowplow
- Pressure Washer (purchased new one in 2018)
- 2001 Rock Rake
- Air Compressor
- Snow Fence and Posts, 3,000 feet
- Chainsaws
- Welder, Lincoln Wire Feed
- Small Tools
- Hydroseeder
- Leaf Blower
- Steam Cleaner

**TOWN OFFICERS, APPOINTEES, COMMITTEES AND EMPLOYEES**

| — OFFICERS —                                                   | Term Expires | — APPOINTEES —                                                                    | Term Expires |
|----------------------------------------------------------------|--------------|-----------------------------------------------------------------------------------|--------------|
| <b>MODERATOR</b>                                               |              | <b>ANIMAL CONTROL OFFICER</b>                                                     |              |
| Kevin Geiger                                                   | 2026         | <i>vacant</i>                                                                     | <i>n/a</i>   |
| <b>TOWN CLERK</b>                                              |              | <b>CITIZEN TRUSTEE OF LABOUNTY FUND</b>                                           |              |
| Rebecca Fielder                                                | 2026         | Marjorie Wakefield                                                                | 2026         |
| <b>SELECTBOARD</b>                                             |              | <b>COLLECTOR OF DELINQUENT TAXES</b>                                              |              |
| Benjamin Brickner, Chair                                       | 2026         | Karen Hewitt Osnoe                                                                | 2026         |
| Meg Emmons                                                     | 2026         |                                                                                   |              |
| Steve Chamberlin                                               | 2027         | <b>CONSTABLE</b>                                                                  |              |
| Emily Grube                                                    | 2027         | Douglas Tuthill                                                                   | 2026         |
| John Peters Jr., Vice-Chair                                    | 2027         |                                                                                   |              |
| <b>TOWN TREASURER &amp; TAX COLLECTOR</b>                      |              | <b>e911 COORDINATOR</b>                                                           |              |
| Ellen DesMeules                                                | 2026         | Rebecca Fielder                                                                   | 2026         |
| <b>CEMETERY COMMISSION</b>                                     |              | <b>EAST CENTRAL VERMONT TELECOMMUNICATIONS DISTRICT (ECFiber) REPRESENTATIVES</b> |              |
| Susan Burgess, Chair                                           | 2026         | Alan Graham                                                                       | 2026         |
| Bruce Tuthill                                                  | 2027         | Betsy Rhodes ( <i>first alternate</i> )                                           | 2026         |
| Greg Greene                                                    | 2028         | Eric Jahn ( <i>second alternate</i> )                                             | 2026         |
| <b>LISTERS</b>                                                 |              | <b>EMERGENCY MANAGEMENT DIRECTOR</b>                                              |              |
| Neil Lamson                                                    | 2026         | Kevin Rice                                                                        | 2026         |
| Norman Buchanan, Chair                                         | 2027         |                                                                                   |              |
| Rebecca Fielder                                                | 2028         | <b>FIRE WARDEN</b>                                                                |              |
| <b>AUDITORS</b>                                                |              | Jake Astbury                                                                      | 2030         |
| Annie Mears Abbott                                             | 2026         | <b>GREATER UPPER VALLEY SOLID WASTE MANAGEMENT (GUVSWD) REPRESENTATIVES</b>       |              |
| Tracie Hartford ( <i>resigned 2025</i> )                       | 2027         | Abby Nolan                                                                        | 2027         |
| Patti Wickersham ( <i>resigned 2025</i> )                      | 2028         | Douglas Tuthill ( <i>alternate</i> )                                              | 2027         |
| <b>LIBRARY TRUSTEES</b>                                        |              | <b>HEALTH OFFICER</b>                                                             |              |
| Douglas Abbott                                                 | 2026         | Hugh Hermann, M.D.                                                                | 2027         |
| Betsy Rhodes                                                   | 2026         |                                                                                   |              |
| Jim Robinson                                                   | 2027         | <b>PLANNING COMMISSION</b>                                                        |              |
| Mary Worrell, Chair                                            | 2027         | Cyrus Benoit                                                                      | 2026         |
| Heather Durkel                                                 | 2028         | William Emmons, Chair                                                             | 2026         |
| Jocelyn Randles                                                | 2028         | Nelson Lamson                                                                     | 2027         |
| <b>TRUSTEES OF PUBLIC FUNDS</b>                                |              | Jack Pearsons                                                                     | 2027         |
| Marjorie Wakefield, Chair                                      | 2026         | Tyler Wellington                                                                  | 2027         |
| Robert Coates                                                  | 2027         | John Moore                                                                        | 2028         |
| Michael Dotel                                                  | 2028         | Doug Tuthill                                                                      | 2028         |
| <b>WINDSOR CENTRAL UNIFIED UNION SCHOOL DISTRICT DIRECTORS</b> |              | <b>ROAD COMMISSIONER</b>                                                          |              |
| Lydia Locke                                                    | 2026         | <i>vacant</i>                                                                     | <i>n/a</i>   |
| Bob Crean                                                      | 2027         | <b>TOWN SERVICE OFFICER</b>                                                       |              |
| <b>JUSTICES OF THE PEACE</b>                                   |              | Sheila Murray                                                                     | 2026         |
| Anne Bower                                                     | 2027         | <b>TREE WARDEN</b>                                                                |              |
| Michael Doten                                                  | 2027         | Cyrus Benoit                                                                      | 2026         |
| Chuck Gundersen                                                | 2027         | Alan Graham ( <i>deputy</i> )                                                     | 2026         |
| James Robinson                                                 | 2027         | <b>TWO RIVERS-OTTAUQUECHEE REGIONAL COMMISSION (TRORC) BOARD OF DIRECTORS</b>     |              |
| Marjorie Wakefield                                             | 2027         | William Emmons                                                                    | 2026         |
|                                                                |              | Tyler Wellington                                                                  | 2026         |

| — COMMITTEES —                             | Term Expires | — APPOINTEES (cont.) —                         | Term Expires |
|--------------------------------------------|--------------|------------------------------------------------|--------------|
| <b>CAPITAL PLANNING COMMITTEE</b>          |              | <b>TRORC TRANSPORTATION ADVISORY COMMITTEE</b> |              |
| Eric Chase                                 | n/a          | Scott Cone                                     | 2026         |
| Neil Lamson                                | n/a          |                                                |              |
| John Moore                                 | n/a          | <b>VERMONT ETHICS COMMISSION LIAISON</b>       |              |
| Jon Ricketson                              | n/a          | Rebecca Fielder                                | 2026         |
| Hunter Ulf                                 | n/a          |                                                |              |
| <b>FINANCIAL MANAGEMENT COMMITTEE</b>      |              | <b>ZONING ADMINISTRATOR</b>                    |              |
| Ellen DesMeules                            | n/a          | Preston Bristow ( <i>appointed 2025</i> )      | 2027         |
| Emily Grube                                | n/a          | Karen Hewitt Osnoe ( <i>resigned 2025</i> )    | 2027         |
| Nancy Matthews                             | n/a          |                                                |              |
| <b>TOWN HALL REVITALIZATION COMMITTEE</b>  |              | <b>ZONING BOARD OF ADJUSTMENT</b>              |              |
| Katie Brickner                             | n/a          | Susan Burgess                                  | 2026         |
| Heather Durkel                             | n/a          | Seth Westbrook                                 | 2026         |
| Meg Emmons, Chair                          | n/a          | Michael Schmell                                | 2026         |
| Dana Kaye                                  | n/a          | Lindsay Hyde                                   | 2027         |
| John Moore                                 | n/a          | Kyle Hansen                                    | 2027         |
|                                            |              | Benjamin Brickner, Chair                       | 2028         |
|                                            |              | Shaun Pickett, Vice-Chair                      | 2028         |
| <b>VERMONT 250TH ANNIVERSARY COMMITTEE</b> |              |                                                |              |
| Benjamin Brickner, Chair                   | 2028         |                                                |              |
| Dottie Deans                               | 2028         |                                                |              |
| Alan Graham                                | 2028         |                                                |              |
| Greg Hartford                              | 2028         |                                                |              |
| Cynthia Hewitt                             | 2028         |                                                |              |

— EMPLOYEES —

**ASSISTANT TOWN CLERK**

Sally Weglarz

**ASSISTANT TOWN TREASURER**

Sally Weglarz

**HIGHWAY TEAM**

Peter Gourley  
Art Lewin  
Frank Rogers, Foreman  
Andrew Stevens

**SELECTBOARD ADMINISTRATIVE ASSISTANT**

Cynthia Hewitt

**Item 6G**  
**FY 2026 Budget Discussion**

*available at*

<https://pomfretvt.us/index.php/boar/sel/budget/>



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P.O. Box 47 • Northfield, VT 05663 • Toll Free: 866-769-3797 • (802)485-6567 • Fax: (802)485-6690

Email: [info@brookfieldservice.com](mailto:info@brookfieldservice.com) • [www.brookfieldservice.com](http://www.brookfieldservice.com)

Town of Pomfret  
5218 Pomfret Rd  
North Pomfret, VT 05053

Customer Agreement #  
C-0009392

### **2026 PREVENTATIVE MAINTENANCE AGREEMENT**

Please see the next page for Program Details, unit and pricing information can be found on the last page.  
The Prepaid discount (PPD) is valid through December 19, 2025. Please indicate your acceptance of this agreement and terms by either making a payment online, emailing [travis@brookfieldservice.com](mailto:travis@brookfieldservice.com), or returning a signed copy of this agreement.

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Authorized Signature

November 19, 2025

*Travis Maney*

Travis Maney,  
Vermont Power Technologies, LLC Dba Brook Field Service

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Please note, we are no longer able to take payment over the phone.

To make payment online please scan the below QR Code or visit: [www.brookfieldservice.com](http://www.brookfieldservice.com)



In the Additional Information Box, include "2026 PM" and "Plan 1" or "Plan 2",

You can also send a check to: Brook Field Service PO Box 47, Northfield VT 05663

If you need to update your contact information or have any further questions, please email  
[travis@brookfieldservice.com](mailto:travis@brookfieldservice.com) or call 802-485-1478.



P.O. Box 47 • Northfield, VT 05663 • Toll Free: 866-769-3797 • (802)485-6567 • Fax: (802)485-6690

Email: [info@brookfieldservice.com](mailto:info@brookfieldservice.com) • [www.brookfieldservice.com](http://www.brookfieldservice.com)

## **Preventative Maintenance Agreement Program Details**

### **Program #1 – Once a year maintenance program (Major Service)**

- A technical inspection and testing of your generator (multi-point test and review)
- Upload software upgrades, download performance history
- Oil change and oil filters replaced
- Air and fuel filters replaced (if applicable)
- Tune up of engine
- Coolant levels topped off. If coolant change is required, an additional charge would occur.
- Automatic transfer switch testing and maintenance
  - If the ATS is located inside – arrangements must be made for someone to be there or to give an alternate authorization for our tech to reach it.
- A generator building load test
  - At your request - this will require an interruption of power.

### **Program #2 – Twice a year maintenance program (Major & Minor Service)**

- 1 Major Service as listed above with a second visit that includes;
- Technical inspection of your generator (multi-point review)
- Upload controller latest software upgrades
- Oil levels checked
- Coolant levels topped off. If coolant change is required, an additional charge would occur.
- A generator building load test
  - At your request - this will require an interruption of power
- Vermont State Inspection (Commercial Customers whose generator is used for life safety purposes.)  
If you are unsure if you need an inspection, please contact your local Fire Marshall. Contact information can be found at <https://firesafety.vermont.gov/staff-contact>

\*If you opt for Plan 1, the cost of the state inspection is NOT included. The additional cost is \$130.00 per unit.

\*Please note: If it is determined that your battery needs to be replaced due to age or malfunction there will be an additional charge for both the battery and its recycling.\*



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Email: [info@brookfieldservice.com](mailto:info@brookfieldservice.com) • [www.brookfieldservice.com](http://www.brookfieldservice.com)

| Generator                     | Town of Pomfret C-0009392           | 26PLAN1 | PLAN1 PPD | 26PLAN2 | PLAN2 PPD |
|-------------------------------|-------------------------------------|---------|-----------|---------|-----------|
| Kohler 14RCA SN: 336TGHLN0286 | 7373 Pomfret Road (Pomfret Station) | \$435   | \$413     | \$756   | \$718     |
| Kohler 15RES #12087183        | 2026 Pomfret Road (Teago Station)   | \$435   | \$413     | \$756   | \$718     |
| Kohler 20k RCA S#339MGHLJ0547 | 100 La Bounty Road (Town Highway)   | \$435   | \$413     | \$756   | \$718     |
| Kohler 14RESA #SGM32355B      | 5218 Pomfret Road (Town Office)     | \$435   | \$413     | \$756   | \$718     |
| Total:                        |                                     | \$1,740 | \$1,652   | \$3,024 | \$2,872   |



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The **Town Hall Revitalization Committee** is charged with assessing the Town Hall's historic functionality and collecting community feedback and engagement regarding ongoing utilization of the Town Hall by the public as a community center; providing this information to the Town to maximize the impact of efforts to improve the Town Hall's functionality; and strengthening connections within the Pomfret community.

The Committee will deliver a written report outlining findings and recommendations for uses of the Town Hall based on community feedback to the Selectboard on or about August 14, 2023 for presentation at the next available Selectboard meeting.

Committee members include:

**Meg Emmons**, Chair  
**Dana Kaye**, Vice-Chair  
**Katie Brickner**  
**Heather Durkel**  
**John Moore**



# TOWN OF POMFRET, VERMONT

## SELECTBOARD

### RESOLUTION ESTABLISHING THE VERMONT 250TH ANNIVERSARY COMMITTEE

**WHEREAS**, Vermont Governor Phil Scott signed an executive order (No. 06-20)\* establishing the Vermont 250th Anniversary Commission on December 15, 2020, to plan, encourage, develop, coordinate, and promote observances and activities to be held in Vermont in commemoration of the historic events associated with the 250th anniversary of the 1776 signing of the Declaration of Independence, the Revolutionary War between 1775 and 1777, the founding of Vermont in 1777, and the creation of the political foundations of the United States of America;

**WHEREAS**, the Vermont 250th Anniversary Commission intends to engage all 252 cities and towns in Vermont through their many programs, projects, and events over the next several years, thereby inspiring future leaders and celebrating Vermonters' contributions to the nation over the last 250 years; and

**WHEREAS**, by supporting the Vermont 250th Anniversary Commission, the Town of Pomfret hopes to inspire Vermonters to learn from the history, legacy, and context of the past to build stronger communities for the future.

**RESOLVED**, the Town of Pomfret establishes the Vermont 250th Anniversary Committee of the Selectboard as the Town's liaison to the Vermont 250th Anniversary Commission, to coordinate with the Commission on such activities as the Committee deems appropriate, and to plan, encourage, develop, coordinate, and promote observances and activities to be held locally in commemoration of the historic events described above;

**RESOLVED**, that the initial Committee members shall be Benjamin Brickner, Alan Graham, Greg Hartford and Regina Lawrence, each of whom hereby is appointed for terms expiring March 31, 2028, or until such earlier date as the Committee may complete its work and be dissolved by the Selectboard; and

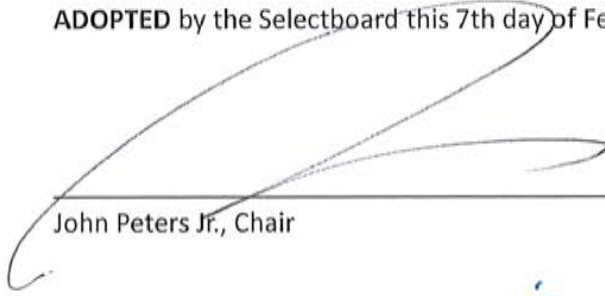
**RESOLVED**, that a copy of this resolution be sent to the Vermont 250th Anniversary Commission via email to [SOV.Vermont250@vermont.gov](mailto:SOV.Vermont250@vermont.gov).

*[Remainder of page intentionally blank. Signature page follows.]*

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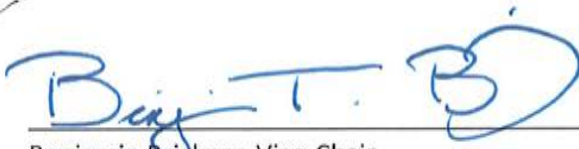
\*Vt. Exec. Order No. 06-20 (Dec. 15, 2020), available from <https://governor.vermont.gov/sites/scott/files/documents/EO%20Creation%20of%20the%20250th%20Commission.FINAL%20kp.pdf>.

ADOPTED by the Selectboard this 7th day of February, 2024.



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John Peters Jr., Chair



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Benjamin Brickner, Vice-Chair



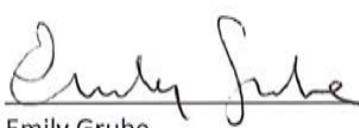
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Meg Emmons



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Steve Chamberlin



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Emily Grube

Town of Pomfret Selectboard  
**DRAFT** Meeting Minutes  
November 19, 2025

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

Public: Cynthia Hewitt, Frank Rogers, John Moore, Caroline Robbins, Chandler Evans, Michelle Bui, Doug Tuthill, Jeff Barger, Greg Hartford, Norm Buchanan, Scott Pearce, Greg Olmstead, Ted Robbins, Joshua Chisari, Bill Emmons, Jack Pearsons, Cyrus Benoit, Neil Lamson, Scott Cone, Abbie Castriotta, Vern Clifford, Benjamin Jones, Sandra Filiault, John Flynn, Spenser Chicoine-Dominguez, Elisa Tarlow

1. **Call to Order** – Ben called the meeting to order at 7:00 pm.
2. **Agenda Review** – John Moore requested adding a discussion regarding transfer of land owned by the North Pomfret Cemetery Association to the Town of Pomfret. Meg moved and Emily seconded adding this immediately before Item 6A (FY 2027 Budget Discussion). Unanimous.
3. **Town Plan Public Hearing**
  - a. Ben opened the public hearing on the Planning Commission-approved draft of Pomfret's town plan at 7:02 pm, explaining the adoption process, town plan purpose, and public hearing procedure. Comments on the town plan may be submitted after the hearing to [selectboard@pomfretvt.us](mailto:selectboard@pomfretvt.us). The Selectboard will take all feedback under consideration when deliberating whether and how to amend the Planning Commission's draft in the coming weeks and months. The deadline to adopt the final town plan is August 25, 2026 (one year after the Planning Commission hearing).
  - b. The Pomfret Town Plan was prepared by the Pomfret Planning Commission with assistance from the Two Rivers-Ottawquechee Regional Commission. Funding was provided in part by a Municipal Planning Grant from the Vermont Agency of Commerce and Community Development. The State of Vermont requires each town renew its plan every eight years.
  - c. Planning Commission members Doug Tuthill and John Moore discussed the draft, noting that it reflects considerable input from Pomfret residents over many public meetings and that the Planning Commission feels the current draft is best for Pomfret. The Planning Commission intentionally replaced the term "you shall" found in the old town plan with "you should" in places to make the document less restrictive and less costly for residents. In particular, concerns were raised that the data informing Forest Blocks and Habitat Connectors was perceived as too inaccurate to be used for regulatory purposes.
  - d. Two Rivers recently submitted a memo to the Selectboard identifying gaps in the current draft to be addressed before the plan can be approved by the regional commission, a prerequisite for certain planning grant eligibility and deference in Act 250 permitting processes.
  - e. Planning Commission members noted that Pomfret is 80% forested, with 35% protected by restrictive covenants (e.g., by deed to the Vermont Land Trust or Upper Valley Land Trust), and 80% is enrolled in the Current Use Program. Commenters felt that additional restrictions, such as through mapping of forest blocks and/or wildlife corridors, are not appropriate given how much land in Pomfret is already

development restricted. Commenters also noted that further development of the South Pomfret village area is not economically feasible due to lack of water and sewer, the flood plain, and paucity of developable property. Doug argued that the feasibility of affordable housing is limited by high property taxation and state rules. Doug cited an example where a provider of 30 affordable homes (rented for \$800–1,000 monthly) is taxed adversely at a commercial property rate.

- f. Abbie Castriotta highlighted the Woodstock Community Trust as a model of affordable housing, noting the trust provides 16% of the house price (acting as a down payment) and imposes a deed restriction requiring buyers to work within 16 miles of the Woodstock Town Hall to maintain affordability.
  - g. Planning Commission members strongly urged the Selectboard to support the existing draft and to resist Two Rivers' suggestions regarding elements like habitat connectors, as the town plan controls in Act 250 proceedings where there is no significant regional impact.
  - h. Ben thanked commenters for the input and closed the public hearing at 7:47 pm. After a brief recess, Ben called the meeting back to order at 7:51 pm.
- 4. **Public Comment – None.**
  - 5. **Road Foreman Report –** Frank reported that the crew has had all vehicles serviced, inspected, and made ready for winter operations. The snow fence on Pomfret Road has been installed.
  - 6. **Items for Discussion of Vote**
    - a. **North Pomfret Cemetery Association Land –** John Moore reported that in 1977, Dorothy Moore donated land (the new section of the cemetery, approximately 2.47 acres) to the North Pomfret Cemetery Association. While it is commonly thought that the town owns the cemetery property, the deed is actually in the association's name. The Moore Family Partnership owns an additional 0.54 acres that provide access from Howe Hill Road to behind the former one-room school house. John asked if the town would be interested in receiving both parcels as a donation. The Selectboard express interest and appreciation for the potential donation and agreed that John should proceed to have a deed drafted for the town's attorney to review.
    - b. **FY 2027 Budget Discussion**
      - i. *Fire Department.* Greg Hartford (President), Greg Olmstead, and Scott Pearce forwarded the Department's budget and capital plan. The Department is working diligently to obtain new insurance coverage that may significantly reduce premium cost. The operating budget has a notable increase for necessary building maintenance (updated electrical) and slight increases in equipment testing. The Town of Hinesburg donated an air-bottle filling station to the Department. The Department was also awarded a \$72,000 grant for 20 portable radios. The vehicle reserve request is \$82,000 to keep the capital plan on track for replacing the 32-year-old Engine 1.
      - ii. *Board of Listers.* Norm Buchanan and Neil Lamson would like to retire after long service as Listers, but there is a lack of volunteer interest in the position. They suggested instead budgeting \$45,000 to hire professional assessors to eventually replace the function of locally elected Lister. This amount would cover the transition, training, and data transfer to a new system (likely NEMRC). The transition would begin in April, resulting in a deficit for the current fiscal year that the FY 2027 budget amount is intended to offset.

- iii. *Highway Department.* The Selectboard discussed the continued, steep rise in the cost of health insurance. Steve and Ben will meet with the road crew on December 1 for preliminary discussion regarding implementing an employee cost-share. Frank expects a major cost increase for chloride. Frank requested changing the problematic garage doors due to safety concerns and tight truck maneuvering quarters (inches of clearance). He will contact Trumbull-Nelson for an estimate. Discussion to continue at the December 3 meeting.
  - c. **2025 Town Report Contents** – Cynthia circulated the table of contents from the 2024 Town Report for review with an eye toward reducing the size of the 2025 report in the absence of locally elected auditors able to produce the report this year. Potential reductions include converting social service reports to weblinks, eliminating redundant budget summaries, and eliminating the budget narrative and/or Selectboard narrative. Discussion to continue at the December 3 meeting.
  - d. **Right of Way Crossing Permit – 4496 Pomfret Road** – John moved and Steve seconded ratification of the permit application. Unanimous. Frank confirmed that he and GMP were consulted in advance (a condition of the permit), and that the work was completed to his satisfaction. Discussion confirmed that the transition from the existing driveway to the new one farther south has not occurred, and that a culvert must first be installed. The prior highway access permit required the existing access be abandoned. Frank will follow up on the status of the driveway transition.
  - e. **Warrants** – Steve moved and Emily seconded approval for payment of the following warrants:
 

|       |              |                                           |
|-------|--------------|-------------------------------------------|
| 26043 | \$ 10,240.99 | Payroll                                   |
| 26045 | 520,160.00   | A/P (partial payment to Avery Excavation) |
| 26046 | 892,139.68   | A/P (includes state edu. fund payment)    |

 Unanimous.
  - f. **Approval of November 5, 2025 Minutes** – Emily moved and Meg seconded approval of the November 5 meeting minutes as presented. Unanimous.
- 7. **Meeting Wrap Up**
  - a. **Correspondence** – The annual anonymous \$2,500 donation for town buildings was received and will go into the Town Buildings (Moore) Reserve Fund as approved by the voters last March. John Moore and Hunter Ulf began working on pricing Town Hall renovations based on the second design option, including estimates for septic and water. Renovation is crucial as the Town Hall entrance presents safety issues. Payment was received for one delinquent ambulance bill.
  - b. **Review of Assignments** – Ben to follow up with Abbie Castriotta on the taxation question (homestead rate disparity) raised during the town plan hearing. John Moore will email the deed and survey of the North Pomfret Cemetery Association to the Selectboard. Ben will contact the County Sheriff to discuss billing issues. Steve and Ben will meet with the Road Crew on December 1. Cynthia to query local newspapers regarding rate cards for town notices. Frank to check with 4496 Pomfret Road residents on driveway completion and culvert status.
  - c. **Agenda for Next Meeting** – Green Mountain Economic Development (James Coleman introduction); Budget (highway reserves, FAST Squad, Repeater, Town Appropriations/Library); Complete Streets; LaBounty Fund oversight; possible land purchase discussion.

8. **Executive Session**
  - a. Ben moved and Meg seconded that the Selectboard enter executive session pursuant to 1 V.S.A. 313(a)(1)(A) to discuss contracts, finding that the premature general public knowledge of which would clearly place the town at a substantial disadvantage, and 1 V.S.A. 313(a)(3) to discuss the evaluation of public employees. Unanimous. The Selectboard entered executive session at 10:18 pm.
  - b. John moved and Emily seconded exiting executive session. The Selectboard exited executive session at 11:22 pm, with no decisions having been made therein.
9. **Pomfret Road Slide Project Payments** – Ben moved and Meg seconded that Ellen be instructed to write the following two checks (1) to Avery Excavation in the amount of \$60,661.63 as final payment for the Pomfret Road Slope Stabilization Project, and (2) to Harrington Civil Engineers in the amount of \$12,488.60 as final payment for the Pomfret Road Slope Stabilization Project, and in each case that Ben be authorized to sign the warrant(s) immediately so the payments may be mailed before the next meeting. Unanimous.
10. **Adjournment** – John moved and Emily seconded that the meeting be adjourned. Unanimous. The meeting was adjourned at 11:24 pm.