

Town of Pomfret Selectboard
Meeting Minutes
February 18, 2026

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

Public: Frank Rogers, Cynthia Hewitt, Alan Graham, Kevin Geiger

1. **Call to Order** – Ben called the meeting to order at 7:00 pm.
2. **Agenda Review** – Ben moved and Steve seconded the following changes to the published agenda: (1) add a presentation by Alan Graham regarding Vermont 250th Anniversary Committee grant expenditures and Town Hall usage, to be taken up immediately after the Road Foreman Report; (2) remove item 5c (Paving Engineering RFP) and move it to the March 4 meeting; (3) add a discussion of GMP/CVPS utility easements immediately before warrants; and (4) add an executive session to discuss personnel matters immediately before adjournment. Unanimous.
3. **Public Comment** – *None*.
4. **Road Foreman Report** – Frank reported that all equipment has held together well through recent storms, with no major breakdowns. Frank raised the need to clarify the road crew uniform reimbursement policy. Based on the July 2, 2025 meeting minutes, the Selectboard previously voted to allow reimbursements to be submitted at any time during the fiscal year, up to \$750 per road crew member per year. A question has arisen as to whether the reimbursement cycle should run on a fiscal year or calendar year basis, the latter being preferable for payroll processing through NEMRC. The Selectboard discussed the matter and reached a consensus that reimbursements be calculated on a calendar year basis, but that unused reimbursement funds would not roll over from one year to the next. Ben will discuss with Ellen. Frank also reported that the plow truck turnaround at the end of Wild Apple Road has been repeatedly blocked by vehicles parked roadside, preventing the operator from completing his plowing route on three recent occasions. Frank will obtain “No Parking – Snowplow Turnaround” signs for posting at that location. Frank reported that the town has been receiving salt deliveries from an alternate vendor and has been applying salt conservatively given limited supply. Finally, Frank confirmed that the new plow has been installed on the one-ton truck and was used for the first time that morning.
5. **Items for Discussion or Vote**
 - a. **Vermont 250th Anniversary Committee Expenditures** – Alan Graham presented on behalf of the Vermont 250th Anniversary Committee. The Committee received a \$1,000 grant in 2024. The original spending deadline was December 31, but the grantor has offered a grace period so that the remaining balance of approximately \$750 need not be returned. Alan requested Selectboard authorization to spend the remaining grant funds on two Velcro display boards and on the repair of a historical display case. Both items will be used to support 250th anniversary programming. The Selectboard authorized Alan to proceed with the display board purchase and display case repair up to the remaining grant balance, with the understanding that expenditures should be incurred promptly to ensure the grant funds are spent within the grace period.
 - b. **Road Event Permit (Covered Bridge Half Marathon)** – The Selectboard reviewed the permit application for the Covered Bridge Half Marathon, which appears

substantially the same as last year's application with the event date June 7, 2026. Ben moved and Meg seconded approval of the permit, subject to the same condition imposed last year: that signs announcing the event be placed along the route in Pomfret one week before the event. Unanimous. Ben will notify the organizers of the Selectboard's approval.

- c. **Truck #3 Body Vendor Selection** – The Selectboard discussed the selection of a body vendor for Truck #3, whose chassis is expected to be delivered this spring. Truck #2 is already at ATG and is scheduled with Viking to receive its body this summer. With respect to Truck #3, Viking's current queue would place body installation in Summer 2027, while Alamo has indicated it can build and install the body by this fall. The Selectboard noted that no contract has yet been signed with Viking for Truck #3. The price difference between the two vendors is approximately \$18,000. The Selectboard determined that securing the truck approximately eight months sooner justifies the cost difference, particularly given the depreciation that accumulates while a truck sits unequipped. Steve moved and Meg seconded to contract with Alamo for the body and plow installation on Truck #3, and to authorize Ben to sign the contract on behalf of the town. Unanimous. Frank will contact Viking to remove Truck #3 from their queue, and Ben will send Frank a PDF of the signed Alamo contract.
- d. **Aggregate Purchase (2026–27 Season)** – The Selectboard reviewed competitive quotes for aggregate materials from Pike Industries and Twin State. Although Twin State offered lower unit prices on certain products, those products represent the town's lowest-tonnage purchases. Pike Industries offered lower unit prices on the high-tonnage materials and a lower delivery rate, making Pike the less expensive option overall. The Selectboard also noted the town's longstanding positive relationship with Pike. Steve moved and John seconded to contract with Pike Industries for aggregate materials in accordance with their submitted quote, and to authorize Ben to sign and return the contract on behalf of the town. Unanimous.
- e. **Small Tax Balance Write-Offs** – Ben explained that Treasurer Ellen DesMeules has requested authorization to write off a small tax account balance arising from a current use adjustment from the prior year. The balance of \$1.02, together with accrued interest and penalties totaling \$1.14, was not within the write-off authority previously granted to the Treasurer (up to \$1.00). The balance was a result of a state adjustment and not the fault of the taxpayer. Ben moved and Meg seconded to authorize Ellen to write off the balance of \$1.02 plus accrued interest and penalties. Unanimous. Ben will notify Ellen.
- f. **Town Meeting Informational Hearing Logistics** – Kevin Geiger, Town Moderator, joined the meeting to discuss logistics for the Pre-Town Meeting Informational Hearing scheduled for Saturday, February 21. Ben indicated that he plans to attend via Zoom. Ben will then turn the meeting over to Kevin, who will moderate the session by guiding attendees through the Warning articles and, as has been done in prior years, reading dedications and in memoriam. As there are no contested races on the 2026 ballot, any candidates who are present may be invited to give brief remarks if they wish. Ben will prepare and distribute the agenda for the informational session. The Selectboard also discussed setup logistics: equipment should be set up and tested on Friday before the forecasted snowstorm arrives; Frank will clear ice and snow around the Town Hall and push back snow banks on

Friday; the accessibility ramp should be deployed Saturday morning after snowplowing is complete. Coffee and donuts will be available for attendees.

- g. **CVPS/GMP Utility Easement Research** – Meg reported on her research into whether the town has the ability to direct Green Mountain Power to remove or manage trees that interfere with town roads or that are located too close to utility lines for the town to remove safely. Meg’s research indicates that, generally, GMP controls its own tree removal decisions and the town does not have authority to direct those decisions. However, one easement identified in the land records- associated with the Totman Hill Road area contains a provision that if GMP’s lines, poles, or anchor guides interfere with the town’s ability to repair, maintain, or improve its highways, or with the public’s use of the same, then the town may request that GMP (formerly CVPS) relocate or raise the interfering infrastructure to a mutually agreed suitable location. In addition, there is reason to believe that a broader town-wide concession may have been obtained from CVPS when utility lines were relocated through Cheadle Hill in the 1990s, but that document has yet to be located in the land records. The Selectboard noted that the trees in question are not urgent, and that there is time for further research. Meg and Emily will continue searching the land records for the referenced easement and concession.
- h. **Warrants** – Meg moved and John seconded approval for payment of the following warrants:
- | | | | |
|-------|----|--------------|---|
| 26076 | \$ | 2,249.35 | A/P (Tax Overpayment Refund) |
| 26077 | | 11,944.49 | Payroll |
| 26078 | | 1,535,381.83 | A/P (incl. school payment; excl. duplicative items approved in Warrant 26076) |

Unanimous.

- i. **Approval of February 4, 2026 Minutes** – Emily moved and Steve seconded approval of the February 4, 2026 meeting minutes as presented. Unanimous.

6. **Meeting Wrap Up**

- a. **Correspondence** – Meg reported receiving an email from the Vermont Emergency Management Division of the Department of Public Safety notifying the town that Windsor County has received a natural disaster designation due to drought and heat conditions last summer. Emergency low-interest loans are available to agricultural producers through the Farm Service Agency (FSA). Emily noted that affected farmers are likely already on FSA mailing lists and would receive direct notification through that channel.
- b. **Review of Assignments** – Frank to obtain No Parking/Snowplow Turnaround signs for Wild Apple Road; clear ice and snow at Town Hall on Friday. Ben to discuss uniform reimbursement policy with Ellen; notify Covered Bridge Half Marathon organizers of permit approval; send signed Alamo contract PDF to Frank; notify Ellen of tax balance write-off authorization; prepare and post agenda for the February 21 Pre-Town Meeting Informational Session. Meg and Emily to continue research into CVPS/GMP utility easements in the land records.
- c. **Agenda for Next Meeting** – Paving Engineering RFP; highway paperwork (bridge standards, certificate of compliance, TA-60, paving grant, highway grant).

7. **Executive Session**

- a. Ben moved and Steve seconded that the Selectboard enter executive session pursuant to 1 V.S.A. 313(a)(3) to discuss the employment of public employees. Unanimous. The Selectboard entered executive session at 8:26 pm.

- b. John moved and Meg seconded that the Selectboard exit executive session.
Unanimous. The Selectboard exited executive session at 8:52 pm, with no decisions having been made therein.
- 8. **Adjournment** – John moved and Steve seconded that the meeting be adjourned.
Unanimous. The meeting was adjourned at 8:53 pm.