

Town of Pomfret Selectboard
Meeting Minutes
April 1, 2026

Present: Benjamin Brickner, John Peters, Emily Grube, Marge Wakefield

Public: Frank Rogers, Cynthia Hewitt, Casey Carmichael, Michael Rebentisch, Ellen DesMeules, Becky Fielder, Cory Swingle, Ron Rhodes, Eric Chase, Zack Potter, Joe Slakas, "Michael"

1. **Call to Order** – Ben called the meeting to order at 7:01 pm.
2. **Agenda Review** – Frank requested that item 5B (Dust Control and Winter Liquids) be removed from the agenda and continued to the April 15 meeting, as he had not yet received pricing from vendors. Marge moved and Emily seconded removal of item 5B. Unanimous.
3. **Public Comment** – None.
4. **Road Foreman Report** – Frank reported that the highway crew is in the transition period between winter and spring operations, managing potholes and monitoring mud season conditions. Salt and sand supplies held through the season. Frank noted that one prospective proposer had made inquiries about the road reclamation engineering RFP, with proposals due April 15. Frank also reported that the cab and chassis of the second replacement truck has been manufactured and delivered to Allegiant for outfitting, though arrival in Pomfret remains months away.
5. **Items for Discussion or Vote**
 - a. **Appointment of Public Officers**
 - i. *Zoning Board of Adjustment* – Casey Carmichael, a Stage Road resident of seven years, appeared and expressed interest in serving on the Zoning Board of Adjustment. He described his desire to contribute to the community and his understanding of the ad hoc nature of the board's meeting schedule. Emily moved and John seconded appointment of Casey Carmichael to the Zoning Board of Adjustment for a three-year term through March 31, 2029. Unanimous. The Selectboard will consider additional candidates for the second ZBA appointment on April 15.
 - ii. *TRORC Transportation Advisory Committee* – Joe Slakas appeared via Zoom and introduced himself. After learning more about the committee's scope and meeting frequency, Joe indicated he was looking for something with more activity and withdrew his interest. Zak Brohinsky was unable to attend but submitted a written statement describing his background and interest in the position. The Selectboard reviewed his statement. John moved and Marge seconded appointment of Zak Brohinsky as Pomfret's representative to the TRORC Transportation Advisory Committee for a one-year term. Unanimous.
 - iii. *Constable* – Michael Rebentisch, a Norwich Police Department officer and retired NYPD officer who lives in North Pomfret with his family, appeared at the invitation of current Constable Doug Tuthill, whose term is expiring. Mike described his interest in traffic safety in the community. The Selectboard discussed the history of the constable position, noting that a prior town vote removed law enforcement powers from the constable. Mike indicated that his primary interest was in traffic enforcement, and that absent law

enforcement authority the constable role was a less good fit. The Selectboard agreed to follow up with Doug to ask whether he wishes to continue serving under existing parameters. If the Selectboard wishes to restore law enforcement authority to the constable position in the future, that would require a town vote.

- iv. *Collector of Delinquent Taxes* – The prior appointment expired on March 31. Given the pending tax sale and related follow-up matters, the Selectboard agreed that a 90-day reappointment through June 30, 2026 was appropriate. John moved and Emily seconded reappointment of Karen Osnoe as Collector of Delinquent Taxes through June 30, 2026. Unanimous.
- b. **Town Administrator Job Description** – The Selectboard discussed the job description at length, with Ellen and Becky present. Multiple draft versions were before the Selectboard, including a revised comprehensive full-time draft, a revised part-time draft prepared by Marge, and a separate assistant treasurer role description prepared by Ellen. Ellen noted the particular value of having someone in place before fiscal year-end in order to train on tax billing and year-end processes. The Selectboard agreed to proceed with a full-time position, to incorporate material from both Ellen’s description and the changes discussed tonight and at the prior meeting, and to involve Becky and Ellen in the hiring and interview process. The goal is to circulate a revised draft for comment by all parties and finalize the description at the April 15 meeting so that the posting can go live shortly thereafter. Cynthia will assist with the revision.
- c. **WCSD Patrol Contract Renewal** – The Selectboard reviewed a proposed contract renewal from the Windsor County Sheriff’s Department. The new contract is substantially identical to the prior year’s. The Selectboard discussed the value of the current arrangement, noting that the contract provides for general law enforcement including traffic enforcement and emergency response during the contracted hours. Ron Rhodes raised concerns based on prior experiences where law enforcement assistance was not available. The Selectboard also discussed potential alternatives, including the possibility of contracting with the Norwich Police Department for patrol coverage, and the potential use of radar feedback signs as a traffic calming measure. The Selectboard agreed to continue to April 15. Ben will contact Norwich Town Manager Brennan Duffy to explore whether a patrol arrangement might be possible.
- d. **Local Emergency Management Plan (LEMP) Update** – Marge reported that Kevin Rice and Victoria Littlefield had met to work on the LEMP update, and Ben noted that he had received a draft from Victoria. The LEMP appears to require few substantive changes. The Selectboard agreed to add approval of the updated LEMP to the April 15 agenda. The Selectboard also noted that Hartford’s request for comments on its Local Hazard Mitigation Plan is due by the end of April, and Marge will follow up with Kevin to confirm that he and Victoria are on track to provide any comments.
- e. **Warrants** – Emily moved and John seconded approval of the following warrants for payment:

26091	\$	2,344.09	Payroll (highway only)
26092		11,234.92	Payroll
26093		42,189.48	A/P
26094		14.96	Tax Refund

- Unanimous.
- f. **Approval of March 18 and March 26, 2026 Minutes** – John moved and Emily seconded approval of the minutes of the March 18 regular meeting and the March 26 special meeting as presented. Unanimous.
6. **Meeting Wrap Up**
- a. **Correspondence** – Emily forwarded information on the BRIC (Building Resilient Infrastructure and Communities) grant program from the Department of Public Safety. The Selectboard noted this could potentially be used to fund radar feedback signs. Emily will review further. The Selectboard also received a request, through outside counsel, from Andy Mann’s attorney for permission to perform maintenance work within the town’s right-of-way at the bottom of Dinsmoor Road to address water running across the road. The Selectboard noted that Andy’s existing access permit requires him to maintain the access in accordance with permit conditions, and agreed to direct Andy to his permit and have Frank review any proposed work to confirm it would not interfere with road crew operations. Finally, Marge noted that she had identified a town electronic communications policy with an acknowledgement form that Selectboard members do not appear to have signed. Ben will circulate copies for members to sign.
- b. **Review of Assignments** – Ben will contact Brennan Duffy, Town Manager of Norwich, to explore a possible patrol arrangement; follow up with Doug Tuthill regarding the constable position; and assist with revision of the Town Administrator job description. Emily will follow up on the BRIC grant. Marge will follow up with Kevin Rice regarding the LEMP and Hartford LHMP review. Cynthia will confirm officer appointments and follow up with Andy Mann regarding the Dinsmoor Road permit conditions.
- c. **Agenda for Next Meeting** – Dust control and winter liquids; road reclamation engineering RFP (open proposals); WCSD contract; LEMP approval; ZBA appointment (second seat); Town Administrator job description.
7. **Adjournment** – John moved and Marge seconded that the meeting be adjourned. Unanimous. The meeting was adjourned at 9:01 pm.