

Town of Pomfret Selectboard
Special Meeting Minutes
June 11, 2026

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

Public: Frank Rogers, Cynthia Hewitt, Sgt. Austin Soule (VSP), Art Lewin, Stephen Oatway

1. **Call to Order** – Ben called the meeting to order at 7:00 pm.
2. **Agenda Review** – None.
3. **Public Comment** – None.
4. **Road Foreman's Report** – The crew has installed the three new welcome signs at the Pomfret town line. The Selectboard discussed repainting one of the old signs for the Stage Road town line; Bob Crean will be asked regarding this possibility. Mowing of paved roadsides is completed, and road grading is 50% finished, with completion expected next week. Frank attended meetings for FEMA and the Municipal Road Grant Program (MRGP) regarding documentation and preventative maintenance record-keeping. Frank reported that Mike Blakslee at VTrans confirmed Pomfret will be awarded a Highway Structures grant for replacement of Culvert #59 on Pomfret Road. The Selectboard discussed project supervision, and Emily will reach out to Allyn Ricker to gauge his interest in overseeing the work.
5. **Items for Discussion or Vote**
 - a. **Sgt. Austin Soule – VSP** – Sgt. Austin Soule attended to update the Selectboard on the status of the Royalton Barracks. He reported the barracks are now fully staffed and outlined available resources, including speed sensors and a mental health counselor (Cora). Sgt. Soule and Lt. Matt Sweitzer intend to increase their presence in the patrol area and will investigate a potential patrol contract with the Town of Pomfret, alongside providing traffic data via speed sensors.
 - b. **Large Event Permit Application (VSO at \$6, July 1)** – The Selectboard reviewed a permit application for the Vermont Symphony Orchestra's annual summer concert tour at Saskadena Six on July 1. Approximately 450 attendees are expected. John moved and Emily seconded approval. Unanimous roll-call vote.
 - c. **Large Event Permit Application (Oatway, August 21)** – The Selectboard reviewed an application for a wedding welcome party at the Oatway property on August 21. Approximately 120 attendees are expected. Steve moved and Emily seconded approval. Unanimous roll-call vote.
 - d. **Permit for Public Tree Removal Application (Blake)** – Keith and Ann Blake submitted a request to have the town remove a large shade tree at 1854 Pomfret Road, which they believed was top-heavy and potentially hazardous to the right-of-way. Tree Warden Cy Benoit and Frank Rogers inspected the tree and determined it is healthy and poses no threat. The Selectboard determined that since the tree is not a hazard, removal is not required. No action was taken.
 - e. **Zoning Permit Application (Pomfret Historical Society)** – The Selectboard reviewed an application from the Pomfret Historical Society to erect a Veterans' Memorial on town-owned property between the town office and the brick building. As the property owner, the Town must co-sign the application. John moved and Steve seconded that the Selectboard co-sign the application. Unanimous roll-call vote.

- f. **Certificate of Deposit Rollover** – The Selectboard reviewed the rollover of a maturing Certificate of Deposit (CD) that matured approximately one week ago. The rollover was proposed for a few months at an interest rate of over 3%. Emily moved and John seconded approval. Unanimous roll-call vote.
- g. **Datamann Contract Renewal** – The Selectboard discussed the IT service contract renewal. Members expressed a desire for input from Becky and Ellen regarding their experience with the current provider and information they gathered regarding other towns' IT setups. Discussion was postponed to the June 17 meeting.
- h. **Town Highway Crack Sealing** – Frank presented two bids for crack sealing – Nicom (\$35.75/gallon) and Indus (\$19.20/gallon) – both of which included flaggers. The work is planned for the next fiscal year. Steve moved and John seconded awarding the contract to Indus. Unanimous roll-call vote.
- i. **Open Sand RFP Bids (2026–27 Season)** – Bids for winter sand were received from D&D and Pike. The Selectboard discussed the merits of Pike's manufactured "winter blend" washed stone versus mixing brown sand. To ensure consistency and quality, the Selectboard agreed to use Pike's winter blend exclusively for the upcoming season. Steve moved and John seconded the motion. Unanimous roll-call vote. Frank will follow up with D&D, and Ben will sign and return the contract to Pike.
- j. **WCSD Patrol Contract Renewal** – The Selectboard discussed the Windsor County Sheriff's Department contract, which expires at the end of the month. Discussion was postponed to June 17 to allow the Selectboard to further investigate VSP service options.
- k. **Delinquent Dog License Follow-up** – The Selectboard reviewed a list of delinquent dog licenses due April 1. Cynthia will phone the owners to provide reminders.
- l. **Selectboard Vacancy Update** – Ben reported receiving four inquiries regarding the current vacancy. He will invite the candidates to attend the June 17 meeting to introduce themselves, and the Selectboard intends to make an appointment at that time.
- m. **Warrants** – John moved and Steve seconded approval of the following warrants for payment:

26110	\$	9,010.49	Payroll
26111		3,667.87	A/P
26112		2,000.00	A/P (annual scholarships)
26115		8,553.73	Payroll

Unanimous roll-call vote.

6. **Meeting Wrap Up**

- a. **Correspondence** – The Selectboard received 11 applications for the Town Administrator position. The Selectboard agreed to invite seven candidates for preliminary interviews with a screening panel consisting of Ben, John, Ellen, and Becky. Ben will email the candidates to schedule 30-minute interviews.
- b. **Review of Assignments** – Frank will follow up with Indus, Nicom, and D&D. Emily will contact Allyn Ricker about the culvert project and the Planning Commission regarding the Town Plan. Cynthia will call delinquent dog owners and follow up with Sgt. Soule regarding the mental health worker. Ben will submit the Pike contract, email Selectboard candidates, arrange interviews with Town Administrator candidates.

- c. **Agenda for Next Meeting** – Datamann contract; WCSD contract; Selectboard vacancy; Fire Department Engine 1 replacement; Cloudland Road foliage traffic; Town Plan.
- 7. **Adjournment** – John moved and Emily seconded that the meeting be adjourned. Unanimous roll-call vote. The meeting was adjourned at 8:45 pm.