

**Town of Pomfret
Selectboard Meeting Agenda
Town Offices
5218 Pomfret Road, North Pomfret
August 19, 2026, 7:00 pm**

Zoom instructions below

Business Items	
1. Call to Order	7:00 pm
2. Agenda Review	
3. Proposed Executive Session – Employment of Public Employees	7:05 pm
4. Public Comment	
5. Road Foreman Report	
6. Items for Discussion or Vote a. Town Garage Land Acquisition b. Right-of-Way Crossing Permit Application (37 Maxham Road) c. Road Salt Purchase d. SFY27 Municipal Road Grant-in-Aid Grant Agreement e. Wild Apple Road/ Legal Trail 2 Access f. Replacement for Engine 1 (RFP) g. Labounty Trust Probate Documents h. Employee Overtime Policy i. Selectboard Vacancy j. Town Administrator Position k. Warrants l. Approval of August 5, 2026 Minutes	7:45 pm
7. Meeting Wrap Up a. Correspondence b. Review of Assignments c. Agenda for Next Meeting	9:15 pm
8. Proposed Executive Session – Employment of Public Employees	
9. Adjournment	
<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>	

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

FW: Sugarbrook Farm: 37, 345 and 499 Maxham Rd

1 message

Becky Fielder <Clerk@pomfretvt.us>

Mon, Aug 10, 2026 at 12:05 PM

To: Benjamin Brickner <benjamin.brickner@pomfretvt.us>, Frank Rogers <highway@pomfretvt.us>

For attachment to the ROW Xing permit request.

-Becky

Becky Fielder, Town Clerk & Lister
Town of Pomfret
5218 Pomfret Road
North Pomfret, VT 05053

Phone: (802) 457-3861
Fax: (802) 457-8081
Hours: MWF 8:30am - 2:30pm

clerk@pomfretvt.us
<http://pomfretvt.us>

*Please note that any response or reply to this electronic message may be subject to disclosure as a public record under the Vermont Public Records Act.

*Please note that any documents we supply we do so as a courtesy. Public record law does not require us to conduct research to find documents or to furnish faxes/emailed copies. We have done our best to provide the items that you requested but we do not guarantee that the following are complete or that there are no other relevant documents.

-----Original Message-----

From: Jamie Koven <[REDACTED]>

Sent: Monday, August 10, 2026 11:55 AM

To: Becky Fielder <Clerk@pomfretvt.us>

Cc: Kelly Hull <[REDACTED]>; Sophie Koven <[REDACTED]>

Subject: Sugarbrook Farm: 37, 345 and 499 Maxham Rd

Hello,

My wife and I are the members and managers of Sugarbrook Farm LLC that owns 37, 345 and 499 Maxham Rd and the surrounding property. Kelly Hull is authorized to act as our agent to file permits on our behalf.

Please let me know if you need anything else from me.

Best regards,
Jamie

Jamie Koven
[REDACTED] (m)

TOWN OF POMFRET

APPLICATION FOR TOWN HIGHWAY RIGHT-OF-WAY CROSSING PERMIT

(Application fee of \$100 payable to Town of Pomfret)

Landowner Name: Sugar Beach Farm

Phone: [REDACTED]

Email: [REDACTED]

Street Address: 37 Maxham Rd

State: Pomfret Zip: 05067

The undersigned requests permission to cross over / under (circle one) the right-of-way of Maxham Road (road name)

at Pole #7 just above town maintained section (describe precise location)

for the purpose of Burying Power line (describe specific purpose).

The crossing will be approximately 1500 (feet) from the intersection of Beebe Hill (nearest intersection).

(PROVIDE DETAILED SKETCH OF CROSSING LOCATION ABOVE)

The following standards, restrictions and conditions shall apply to all crossings of a town right-of-way unless waived in writing:

1. Applicant shall contact Dig Safe at 811 at least 48 hours before, but not more than 30 days before, starting excavation activities at any location.
2. All work in the right-of-way shall be performed during daylight hours and shall cease on weekends, holidays, during severe weather events, and between December 1 and April 15, maintenance and emergency repairs excepted.
3. Applicant shall be responsible for all damages to persons, public or private utilities and property resulting from any work done under this permit, even if the Applicant's contractor performs the work.
4. Applicant must comply with all federal and state statutes or regulations and all local ordinances controlling occupancy of public highways. In the event of a conflict, the more restrictive provision shall apply.
5. All excavation and backfilling shall be done under the supervision and to the specification of the town's designated agent.
6. Applicant shall erect and maintain barriers needed to protect the traveling public. The barriers shall be properly lighted at night and must be MUTCD (Manual on Uniform Traffic Control Devices) compliant.
7. Applicant shall do no work nor place any structures or obstacles in the right-of-way, except as authorized by this permit.
8. Applicant shall be responsible to rebuild, repair, restore and make good all injuries or damage to any portion of the right-of-way caused by the permitted work, for a minimum of eighteen (18) months after final inspection by the Town.

Additional standards, restrictions or conditions:

The applicant agrees to adhere to the standards, restrictions and conditions forming a part of this permit.

Kelly Hull Kelly Hull 8/10/26
Applicant Signature Applicant Printed Name Date

Application fee of \$100 received on 8/10/2026, 20____ by RLTJ.

This permit is issued in accordance with 19 V.S.A. 1111(c) and may be voided in the event of misrepresentation, substantial inaccuracy or failure to undertake construction of the right-of-way crossing within one year of the date of approval.

PERMIT APPROVED this _____ day of _____, 20____.

Road Commissioner Selectboard Chair

FINAL INSPECTION. The work described in this permit has been constructed in accordance with the above standards, restrictions and conditions and is acceptable under State and local regulations.

Road Commissioner Selectboard Chair Date

**STATE OF VERMONT
AGENCY OF TRANSPORTATION
STANDARD GRANT AGREEMENT**

Part 2 – Grant Agreement

1. Parties: This is a Grant Agreement between the State of Vermont, Agency of Transportation, (hereinafter called “State”), and the **Town of Pomfret, a US Local Government** with its principal place of business at **5218 Pomfret Rd, North Pomfret, VT 05053**, (hereinafter called “Grantee”). It is the Grantee’s responsibility to contact the Vermont Department of Taxes to determine if, by law, the Grantee is required to have a Vermont Department of Taxes Business Account Number.
2. Subject Matter: The subject matter of this Grant Agreement is for implementation of Best Management Practices (BMPs) in accordance with the Vermont Department of Environmental Conservation’s (DEC) Municipal Roads General Permit (MRGP).
3. Award Details: Amounts, dates and other award details are as shown in the attached Grant Agreement Part 1 – Grant Award Detail. A detailed scope of work covered by this award is described in Attachment A.
4. Amendment: No changes, modifications, or amendments in the terms and conditions of this Grant shall be effective unless reduced to writing, numbered, and signed by the duly authorized representative of the State and Grantee.
5. Cancellation: This Grant may be cancelled by either party by giving written notice at least thirty (30) days in advance.
6. Attachments: This Grant Agreement consists of **12** pages including the following attachments which are incorporated herein:

Grant Agreement Part 2 – Grant Agreement

Grant Agreement Part 1 – Grant Award Detail

Attachment A - Scope of Work

Attachment B - Payment Provisions

Attachment C - Standard State Provisions for Contracts and Grants (revised February 13, 2026)

Attachment D - N/A – Left Intentionally Blank

Attachment E - Special Provisions

Attachment F - DOT Standard Title VI Assurances and Non-Discrimination Provisions

(DOT 1050.2A) - Assurance Appendix A and Assurance Appendix E

7. Order of Precedence: Any ambiguity, conflict or inconsistency in the Grant Documents shall be resolved according to the following order of precedence:
 - 1) Grant Agreement Part 1 and Part 2
 - 2) Attachment E - Special Provisions
 - 3) Attachment D - N/A - Left Intentionally Blank
 - 4) Attachment C - Standard State Provisions for Contracts and Grants
 - 5) Attachment A – Scope of Work

- 6) Attachment B – Payment Provisions
- 7) Attachment F - DOT Standard Title VI Assurances and Non-Discrimination Provisions (DOT 1050.2A) - Assurance Appendix A and Assurance Appendix E

WE, THE UNDERSIGNED PARTIES, AGREE TO BE BOUND BY THIS GRANT AGREEMENT.

State of Vermont
Agency of Transportation

Grantee:
TOWN OF POMFRET

Date: _____

Date: _____

Signature: _____

Signature: _____

Name: Joe Flynn

Name: _____

Title: Secretary of Transportation

Title: _____

STATE OF VERMONT GRANT AGREEMENT

Part 1-Grant Award Detail

SECTION I - GENERAL GRANT INFORMATION

¹ Grant #: GA1332		² Original ☒ Amendment # _____	
³ Grant Title: Grants in Aid - SFY - 2027			
⁴ Amount Previously Awarded: \$0.00		⁵ Amount Awarded This Action: \$23,000.00	
		⁶ Total Award Amount: \$23,000.00	
⁷ Award Start Date: 07/01/2026		⁸ Award End Date: 09/30/2027	
⁹ Subrecipient Award: YES ☐ NO ☒			
¹⁰ Supplier #: 0000040729		¹¹ Grantee Name: Town of Pomfret	
¹² Grantee Address: 5218 Pomfret Rd			
¹³ City: North Pomfret		¹⁴ State: VT	
		¹⁵ Zip Code: 05053	
¹⁶ State Granting Agency: Vermont Agency of Transportation			¹⁷ Business Unit: 08100
¹⁸ Performance Measures: YES ☒ NO ☐		¹⁹ Match/In-Kind: \$ \$5,750.00 Description: 20% Required Match	
²⁰ If this action is an amendment, the following is amended: Amount: ☐ Funding Allocation: ☐ Performance Period: ☐ Scope of Work: ☐ Other: ☐			

SECTION II - SUBRECIPIENT AWARD INFORMATION

²¹ Grantee Identifier [UEI] #: ELLSZHMPBA76		²² Indirect Rate: N/A % (Approved rate or de minimis 10%)		²³ FFATA: YES ☐ NO ☒	
²⁴ Grantee Fiscal Year End Month (MM format): 06				²⁵ R&D: ☐	
²⁶ EEI Registered Name (if different than VISION Vendor Name in Box 11):					

SECTION III - FUNDING ALLOCATION

STATE FUNDS

Fund Type	²⁷ Awarded Previously	²⁸ Award This Action	²⁹ Cumulative Award	³⁰ Special & Other Fund Descriptions
General Fund	\$0.00	\$0.00	\$0.00	
Special Fund	\$0.00	\$23,000.00	\$23,000.00	Clean Water Funds
Global Commitment (non-subrecipient funds)	\$0.00	\$0.00	\$0.00	
Other State Funds	\$0.00	\$0.00	\$0.00	

FEDERAL FUNDS

(includes subrecipient Global Commitment funds)

Required Federal Award Information

³¹ ALN#	³² Program Title	³³ Awarded Previously	³⁴ Award This Action	³⁵ Cumulative Award	³⁶ FAIN	³⁷ Federal Award Date	³⁸ Total Federal Award
		\$0.00	\$0.00	\$0.00			
³⁹ Federal Awarding Agency:		⁴⁰ Federal Award Project Descr:					
		\$0.00	\$0.00	\$0.00			\$0.00
Federal Awarding Agency:		Federal Award Project Descr:					
		\$0.00	\$0.00	\$0.00			\$0.00
Federal Awarding Agency:		Federal Award Project Descr:					
		\$0.00	\$0.00	\$0.00			\$0.00
Federal Awarding Agency:		Federal Award Project Descr:					
		\$0.00	\$0.00	\$0.00			\$0.00
Federal Awarding Agency:		Federal Award Project Descr:					
Total Awarded - All Funds		\$0.00	\$23,000.00	\$23,000.00			

SECTION IV - CONTACT INFORMATION

STATE GRANTING AGENCY NAME: Ross Gouin TITLE: Grants in Aid Project Coordinator PHONE: Cell (802) 595 - 2381 EMAIL: ross.gouin@vermont.gov	GRANTEE NAME: Benjamin Brickner TITLE: Selectboard Chair PHONE: Office: (802) 457 - 2767 EMAIL: benjamin.brickner@pomfretvt.us
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ATTACHMENT A SCOPE OF WORK

1. LOCATION OF WORK:

The work described below shall be located on hydrologically connected road segment(s) that currently do not meet the Vermont Department of Environmental Conservation's (DEC) Municipal Roads General Permit (MRGP) standards in the Municipality of: **Town of Pomfret**

2. WORK TO BE COMPLETED BY GRANTEE:

Implementation of Best Management Practices (BMPs) in accordance with the Vermont Department of Environmental Conservation's (DEC) Municipal Roads General Permit (MRGP) on eligible road segments that are not fully compliant with the MRGP. Supportive work specific to the grant, including selection of location (hydrologically connected segments), selection of BMP's to be implemented, pre-construction road erosion inventory of segments to be worked on, and post-construction reporting of completed work, is eligible under the terms of this grant. Supportive work is limited to 10% of the grant award with a maximum amount of One Thousand Five Hundred Dollars (\$1,500.00).

Grantee Agrees to:

- Conduct a preconstruction site visit and complete a Preconstruction Site Visit Report as required by VTrans.
- Receive written authorization to proceed from VTrans prior to beginning BMP implementation.
- Construct the BMP(s) on hydrologically connected roads to bring road segments into full compliance with MRGP standards.
- Complete a post construction assessment of each road segment repaired and provide the post construction assessment to DEC using the MRGP portal/app. Reimbursement will require prior certification that the repaired road segments are fully compliant with the MRGP.

BMPs include:

- Grass and stone-lined drainage ditches and stone check-dams;
- Turnouts, cross culverts, and other disconnection and infiltration practices;
- Lowering of high road shoulders;
- Installation or replacement of drainage culverts and driveway culverts on non-perennial streams within right of way and installation of culvert headwalls and outlet stabilization;
- Stabilizing conveyance zones;
- Addressing gully erosion on Class 4 roads;
- Addition of gravel to meet roadway/travel lane standards and;
- Stabilizing catch basin outlets.

Work must be completed in accordance with specifications contained in the MRGP, the Vermont Better Roads Manual, Agency of Natural Resources (ANR) Stormwater Manual, Green Stormwater Infrastructure sizing tool for small sites, or other applicable manual(s) with approval of the State.

3. SPECIAL CONDITIONS:

Per legislation passed in 2017, grant recipients for projects with anticipated construction durations of greater than two weeks shall post a Clean Water Project Sign in a location that is publicly visible within the project limits. Please contact Grantsinaid@vermont.gov for details on how to obtain a sign.

4. RESOURCE LINKS:

- Preconstruction Site Visit Report: [VTrans Grants in Aid Program | Agency of Transportation \(vermont.gov\)](#)
- MRGP portal/app: [Municipal Roads Program | Department of Environmental Conservation \(vermont.gov\)](#)
- Vermont Better Roads Manual: [Better Roads | Agency of Transportation \(vermont.gov\)](#)
- Agency of Natural Resources (ANR) Stormwater Manual: [stormwater | Department of Environmental Conservation \(vermont.gov\)](#)
- Green Stormwater Infrastructure Toolkit: [Green Stormwater Infrastructure Toolkit | Vermont League of Cities and Towns \(vlct.org\)](#)
- Clean Water Project Sign: [Project Signage | Department of Environmental Conservation \(vermont.gov\)](#)

ATTACHMENT B PAYMENT PROVISIONS

The State agrees to reimburse the Grantee for actual expenses incurred or services provided by the Grantee in the performance of program functions outlined in the grant up to the total award amount stated on the Part 1 - Grant Award Detail, provided such services are within the scope of the grant agreement and are authorized as provided under the terms and conditions of this grant agreement. Award of a grant agreement does not guarantee payment of any or all the total award amount stated on the Part 1 - Grant Award Detail. The State reserves the right to recoup funds, if a payment is determined to be improper.

The Grantee shall invoice the State with properly documented bills that clearly reference the Project name and number, using the standard Municipal Grants in Aid invoice form, which Grantee shall send electronically via email to: Grantsinaid@vermont.gov

In addition to properly documented invoices, the Grantee must provide the State with the following documentation to be eligible for reimbursement:

1. One, color photograph per Road Segment, showing the road segment after completion.
2. Municipal Grants in Aid Invoicing Spreadsheet using the template provided by State.

Complete a post construction assessment of each road segment repaired and provide the post construction assessment to DEC using the MRGP portal/app. Reimbursement will require certification that the repaired road segments are fully compliant with MRGP.

The State will close out this award when it determines that all applicable administrative actions and all required work of the award have been completed by the Grantee. To be reimbursed under the conditions of this Grant, the Grantee must submit, no later than 90 calendar days after the end date of the period of performance, all financial, performance, and other reports as required by the terms and conditions of the award. The State, at its sole discretion, may extend the 90-day submittal period, when requested and justified by the Grantee.

**ATTACHMENT C: STANDARD STATE PROVISIONS
FOR CONTRACTS AND GRANTS
REVISED OCTOBER 1, 2024**

"Attachment C: Standard State Provisions for Contracts and Grants" (revision version dated October 1, 2024) constitutes part of this Agreement and is hereby incorporated by reference as if fully set forth herein and shall apply to the purchase of all goods and/or services by the State under this Agreement. A copy of this document is available online at:

<https://bgs.vermont.gov/purchasing-contracting/forms>

**ATTACHMENT E
SPECIAL PROVISIONS**

1. **Cost of Materials:** Grantee will not buy materials and resell to the State at a profit.
2. **Prior Approval/Review of Releases:** Any notices, information pamphlets, press releases, research reports, or similar other publications prepared and released in written or oral form by the Grantee under this Grant Agreement shall be approved/reviewed by the State prior to release.
3. **Ownership of Equipment:** Any equipment purchased by or furnished to the Grantee by the State under this grant agreement is provided on a loan basis only and remains the property of the State.
4. **Grantee's Liens:** Grantee will discharge all contractors' or mechanics' liens imposed on property of the State through the actions of subcontractors.
5. **State Minimum Wage:** The Grantee will comply with the state minimum wage laws and regulations, if applicable.
6. **Equal Opportunity Plan:** If it is required by the Federal Office of Civil Rights to have a plan, the Grantee must provide a copy of the approval of its Equal Opportunity Plan.
7. **Construction:** The Grantee will construct the project using sound engineering practices and in accordance with plans defining the work.
8. **Permits, Compliance with Permit Conditions.** The Grantee will obtain all necessary permits and other approvals required to construct the Project and will be responsible for assuring that all permit or approval requirements are complied with during construction and, to the extent applicable, for the life of the project.
9. **Damage to Abutters.** The Grantee will pay the total cost of any incidental damages that may be sustained by abutting or adjacent property owners or occupants as the result of construction of the project.
10. **Acquisition of Additional Right-of-Way.** The Grantee will be responsible for obtaining additional right-of-way, if any, needed for the project. The cost of any such right-of-way shall be the responsibility of the Grantee.
11. **Utility Relocations.** The Grantee will be responsible for making any necessary arrangements for utility relocations needed to accommodate the project. Please call Dig Safe at 1-800-DigSafe (www.digsafe.com). The cost of any improvements to existing utilities shall be the responsibility of the Grantee or the utility.
12. **Traffic Control.** The Grantee will provide all traffic control necessary to assure the safe movement of traffic during construction.

13. **Maintenance of Project Improvements.** The Grantee will maintain the completed project in a manner satisfactory to the State or its authorized representatives and shall make ample provisions each year for town highways and structures. In this regard, the Grantee acknowledges that its attention has been directed to Vermont Statutes Annotated, Title 19, Sections 304 (Duties of selectmen) and 310 (Highways, bridges and trails).
14. **Cargo Preference Act Compliance (if applicable).** The contractor/recipient/subrecipient is hereby notified that the Contractor and Subcontractor(s)/recipients and subrecipients are required to follow the requirements of 46 CFR 381.7 (a)-(b), if applicable. For guidance on requirements of Part 381 – Cargo Preference – U.S. Flag Vessels please go to the following web link:
<https://www.fhwa.dot.gov/construction/cqit/cargo.cfm>

**DOT Standard Title VI Assurances and Non-Discrimination Provisions
(DOT 1050.2A) - Assurance Appendix A and Assurance Appendix E**

Assurance Appendix A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration (FHWA), as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Nondiscrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, national origin, sex, age, disability, income-level, or LEP in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations as set forth in Appendix E, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, national origin, sex, age, disability, income-level, or LEP.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the FHWA to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the FHWA, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement

as the Recipient or the FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

Assurance Appendix F

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin), as implemented by 49 C.F.R. § 21.1 *et seq.* and 49 C.F.R. § 303;
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 *et seq.*), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (102 Stat. 28.), (“...*which restore[d] the broad scope of coverage and to clarify the application of title IX of the Education Amendments of 1972, section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and title VI of the Civil Rights Act of 1964.*”);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Justice regulations at 28 C.F.R. parts 35 and 36, and Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 *et seq.*), as implemented by 49 C.F.R. § 25.1 *et seq.*



Issue Date: 01/01/2026
Policy Number: PACIF1510-26

CERTIFICATE OF COVERAGE

Company Affording Coverage

Named Member
Town of Pomfret
Attn: Ellen DesMeules
5218 Pomfret Road
North Pomfret, VT 05053

VLCT Property & Casualty Intermunicipal Fund, Inc.
89 Main Street Suite 4
Montpelier, VT 05602

This is to certify that the policies of coverage listed below have been issued to the named member listed above for the policy period indicated. Notwithstanding any requirement, term, or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded by the policies described herein is subject to all the terms, definitions, exclusions, and conditions of such policies. Note that limits shown may have been reduced by paid claims.

Type of Coverage	Term	Limits of Liability
Commercial General Liability Coverage Includes: Premises/Operations Products/Completed Operations Personal Injury Contractual Independent Contractors Broad Form Property Damage	01/01/2026 - 01/01/2027	\$10,000,000 Per Occurrence
Automobile Liability Any Auto Hired Autos Non-Owned Autos Comprehensive/Collision	01/01/2026 - 01/01/2027	\$10,000,000 Per Occurrence ACV
Workers Compensation And Employers Liability	01/01/2026 - 01/01/2027	Statutory \$5,000,000 Per Occurrence and in the Aggregate
Property	01/01/2026 - 01/01/2027	As Per Policy Declarations
Other: The State of Vermont and its agencies, departments, officers and employees are included as an additional covered party (additional insured) for Automobile Liability, General Liability and Property Damage, but only in respect to operations by or on behalf of the Named Member, as respects the grant. Coverage shall be primary and noncontributory with any other insurance, when required by contract.		
Certificate Holder: State of Vermont Agency of Transportation-Contract Administration 219 North Main Street, Suite 105 Barre, VT 05641	This Certificate is issued as a matter of information only and confers no rights upon the Certificate Holder. This Certificate does not amend, extend or alter the coverage afforded by the policies above. Should any of the above described policies be cancelled before the expiration date thereof, the issuing insurer will endeavor to mail 30 days written notice to the Certificate Holder named to the left, but failure to do so shall impose no obligation or liability of any kind upon the insurer, its agents, or representatives.	

Authorized Representative: _____

August 5, 2026

Pomfret Selectboard
5218 Pomfret Road
North Pomfret, VT 05053

Re: Agenda Item 5(a) – Wild Apple Road / Legal Trail #2 Access; GMP Notification of Pole and Wire Locations (Ref. OP #207713); Town Highway Access Road Permit Application (Applicant: Lauren Lavoro; Landowner: Max Milton, LLC / Evan Giniger)

Dear Members of the Selectboard:

I am writing on behalf of my mother, Joan Reese, the owner of 2222 and 2230 Wild Apple Road, Pomfret — property that sits at the corner where the Class 3 section of Wild Apple Road meets the Class 4 section, with a small portion of her frontage on the Class 4 section itself. I am her son and hold her general power of attorney. Although I am an attorney by profession, I am writing this letter personally, as a family member and holder of her power of attorney, and not in any professional legal representative capacity. I understand tonight's agenda includes the Wild Apple Road/Legal Trail #2 access item, the GMP notification regarding new pole and wire locations along Wild Apple Road, and the related driveway permit application for access from Legal Trail #2. Because our property directly abuts this stretch of road, I want to raise a few concerns and requests on her behalf before the Board acts.

In short, we are asking the Board tonight to:

- Confirm that GMP's overhead line work is limited strictly to the three wetland/river crossings shown on its own plan, with no overhead line, pole, or riser installed in front of our property;
- Confirm that nothing approved tonight reclassifies the Class 4 section or Legal Trail #2, or commits the Town to plowing or otherwise maintaining either, and that neither the Class 4 road nor the trail be widened, straightened, or otherwise physically improved beyond what this specific application strictly requires;
- Confirm that any vehicular use of Legal Trail #2 stays within what the Trails Ordinance actually permits, and that the Town continue to enforce its 2010 Legal Trails Policy;
- Approve our ability to cross Wild Apple Road and connect to the new underground line within the town right-of-way — ideally now, before the trench is closed (which GMP advises would cost roughly half what it would cost later), or if that timing does not work out, at a later date — in either case without our needing to come back before the Board for a separate approval. Doing so would let us remove an existing overhead line that currently crosses our property, though we understand that removal itself is a matter between us and GMP as our utility provider, not something requiring the Board's approval; and
- Treat my mother as a directly interested party, entitled to notice of and an opportunity to be heard on any further decisions relating to this application.

Each of these points is explained in more detail below.

1. Overhead line placement

GMP's notification (Ref. OP #207713) states that it will install roughly 4,900 feet of new underground primary wire and communications line along Wild Apple Road, with three separate overhead crossings – totaling roughly 600 feet – where the line will leave the roadway, rise onto poles, and cross what the submitted plan labels as “possible wetlands,” before returning underground. We do not object to underground installation, and we understand the need for the wetland crossings shown on the plan. We would ask the Board to confirm, and to make an express condition of any authorization it grants tonight, that:

- No overhead line, pole, guy, or riser will be installed along the frontage of our property;
- The only overhead segments authorized are the three specific wetland/river crossings shown on the plan submitted with this application, at the locations depicted, and that any change to those locations be brought back to the Board with notice to abutters; and
- Before authorizing the overhead crossings, the Board confirm that the areas marked “possible wetlands” have actually been delineated, and that any required state wetland or stream-alteration review has been completed.

The Pomfret Zoning Ordinance itself reflects the Town's policy in this area: Section 4.1(3) requires wetlands review and approval by the Agency of Natural Resources before land development affecting a regulated wetland or its buffer; Section 4.1(4)(f) requires a State Stream Alteration Permit for any work below the top of bank; and Section 4.2(21) provides that “[a]ll utility systems shall be located underground throughout the project site unless the [Zoning Board] finds that burying the lines is unreasonable and prohibitively expensive.” Even if this project is otherwise exempt from a Town zoning permit as a facility regulated by the Public Utility Commission under 30 V.S.A. §248 (Zoning Ordinance §1.4(9)), that same section still calls for such facilities to “be screened as viewed from the road or adjoining properties,” and we would ask the Board to hold GMP to that standard as a condition of using the Town right-of-way.

2. Access on the Class 4 section and Legal Trail #2

We understand the driveway permit application seeks access from Legal Trail #2, roughly 1,050 feet from its intersection with Wild Apple Road, and that tonight's agenda item is titled “Wild Apple Road/Legal Trail 2 Access.” Because our property fronts on the Class 4 section leading to the trail, we have a direct interest in how the Town treats that section and the trail going forward, and we would ask the Board to clarify the following on the record tonight:

- Whether anything being approved tonight would reclassify the Class 4 section, or any part of Legal Trail #2, to a higher class, or commit the Town to year-round plowing or maintenance of either. The Pomfret Highway Ordinance requires that any such reclassification or improvement go through a public examination, a public hearing, and a formal Selectboard report filed with the Town Clerk (§§6.1, 6.3, 7.3), and that the Board weigh factors including the number of dwellings served, the environmental impact of the

improvement, and the concerns of abutting landowners (§§6.2, 7.3). We do not believe that process is on tonight's agenda, and we would ask that no action having that effect be taken without it.

- That the Class 4 section itself not be widened, straightened, or otherwise physically improved in connection with this application. It is quite narrow, and that narrow, unimproved character is part of what makes it distinctive; it is already more passable than many other Class 4 roads in Town, and we would object to any change to its width or surface undertaken for the applicant's benefit. At the same time, we are not asking that it be singled out for special treatment in either direction — only that it continue to be treated the same as every other Class 4 town highway under the Highway Ordinance (§7.3): eligible for minimal summer maintenance, but not plowed or generally maintained by the Town, and not widened or upgraded outside the process described above.
- Similarly, that Legal Trail #2 not be widened or otherwise meaningfully improved beyond its current condition. The trail has already been improved to some degree, and while we understand some limited work may be necessary to accommodate the applicant's driveway and the utility crossing, we would ask that any impact to the trail be kept to the minimum necessary. This is consistent with the Trails Ordinance's stated purpose of preventing "environmental damage and pollution caused by vehicular traffic on the trail," which the ordinance itself deems "a public nuisance" (§2), and with the Legal Trails Policy's expectation that legal trails remain passable for non-motorized recreational use rather than being converted, in effect, into a private road.
- That any driving on Legal Trail #2 by the applicant or the applicant's contractors remains within what the Trails Ordinance actually permits. Under Section 4 of that ordinance, "[t]he operation of a motor vehicle is prohibited on a Pomfret Trail unless the operator of the vehicle has a valid permit issued by the Pomfret Selectboard," and abutting owners are exempt only "to use that portion of the trail adjoining their property" (§5(d)) — not the full length of trail leading to a driveway further down. If regular vehicle access along the trail is intended, that calls for the Board's consideration under Section 5 of the Trails Ordinance, not just a highway access permit.
- That the Board and Road Commissioner continue to follow the Town's 2010 Legal Trails Policy: that the trail not be blocked or degraded, that it remain posted "this is a trail only, no motorized vehicles beyond this point," and that it be inspected annually to remain passable for non-motorized recreational use.

3. Crossing Wild Apple Road to connect to the new underground line — now if possible, or in the future

Separately, an existing overhead line currently crosses our property under an easement benefiting a neighboring parcel owned by All This LLC (the Jones/Sanders family). I have already been in touch with GMP's Caleb Hawley, on my mother's behalf, about connecting to the new underground trunk GMP is installing along Wild Apple Road, which would let us remove that existing overhead line, both for reliability and for the appearance of the neighborhood. GMP's own plan for this project (submitted with the application) already flags exactly this kind

of situation, noting that if there are “any locations that you may want to take power from for future house sites,” it may be worth installing “an additional terminating cabinet now vs. digging it back up in the future.”

Mr. Hawley has advised that the cost difference between doing this now and doing it later is significant: connecting now, before the trench is closed, would cost roughly \$7,000 plus the cost of the crossing itself, while waiting until after construction is complete would cost at least \$14,000 plus additional digging. We would very much like to make the connection now, while it is far less expensive to do so, which would require crossing Wild Apple Road to reach the new line. That said, doing so also depends on an easement and a cost-sharing arrangement with All This LLC (the Jones/Sanders family), the neighboring landowner whose parcel the existing line serves, and those arrangements are not yet finalized. They may come together this week, but we cannot promise that as of tonight.

To be clear about what we are asking the Board to approve: removing the existing overhead line is a matter between us and GMP as our utility provider, not something that requires the Board's approval — it is simply the benefit that connecting to the new underground line would give us. What does require the Board's approval is the work within the town right-of-way needed to make that connection, including the crossing of Wild Apple Road. We would therefore ask the Board to approve, as part of tonight's authorization: (a) our ability to open the right-of-way and cross Wild Apple Road to connect to the new underground line now, before the trench is closed, if the necessary arrangements with All This LLC (the Jones/Sanders family) are completed in time; and (b), if they are not completed in time, that same right-of-way work at a later date instead. In either case, we would ask that this be approved without the need to come back before the Board for a separate approval, subject only to reasonable advance notice to the Town and coordination with GMP and the Road Foreman on the timing and manner of the work. We would also ask the Board to invite GMP to leave suitable spare capacity — such as a conduit sleeve or terminating cabinet — in place as part of this project, so that whichever timing ends up working out, the connection remains straightforward.

Finally, given our property's direct frontage on this section of road, we would ask that my mother be treated as a directly interested party and be notified of, and given the opportunity to be heard on, any further hearings or decisions relating to the GMP line, the driveway permit, and any determination affecting the Class 4 section or Legal Trail #2.

I will try to attend tonight's meeting in person, but I have a prescheduled engagement that conflicts with it — I did not learn that this matter was on tonight's agenda until today, and was not able to rearrange it in time. If I am unable to be there, I would ask that this letter be read into the record and treated as our comment on tonight's agenda items.

Thank you for your time and consideration. I am glad to answer any questions, on my mother's behalf.

Respectfully,

A handwritten signature in cursive script that reads "Michael Reese". The ink is dark and the signature is written on a light-colored background.

Michael Reese

Attorney-in-Fact for Joan Reese, owner of 2222 and 2230 Wild Apple Road, Pomfret, under
General Power of Attorney

(802) 457-4770

michael@mreeselaw.com

Labounty annual report on agenda for next week and latest legal bill

1 message

Ellen DesMeules <Treasurer@pomfretvt.us>

Fri, Aug 14, 2026 at 1:32 PM

To: Benjamin Brickner <benjamin.brickner@pomfretvt.us>, "John Peters Jr." <john.peters@pomfretvt.us>, Eric Chase <eric.chase@pomfretvt.us>, Emily Grube <Emily.Grube@pomfretvt.us>, Cynthia Hewitt <cynthia.hewitt@pomfretvt.us>
Cc: Robert Coates <[REDACTED]>, Michael Doten <[REDACTED]>

Hi all, it is time for the annual probate report on Labounty. I have attached a draft (missing dates and name of Trustee) of the report, and the NEMRC balance sheet and Vanguard statement. All 4 SB members need to sign the probate report. If it could go on the agenda, I would appreciate it. Signatures need to be notarized, so I need to be present for the signing. Mike or Bob can let me know whose name to put on the form, and then come by to sign it whenever convenient, but soon.
Ellen

Ellen DesMeules

Pomfret Treasurer

802-457-3861

treasurer@pomfretvt.us

M-W-F 8:30-2:30

Please note that this email message, along with any response or reply, is considered a public record, and thus, subject to disclosure under the Vermont Public Records Law ([1 V.S.A. §§ 315-320](#)).

3 attachments



Legal bill for June 2026 .pdf
57K



Labounty Balance sheet and Vanguard June 2026.pdf
290K



Probate filing Labounty draft.pdf
859K

Summary of Account of Trustee Alternate Form

STATE OF VERMONT

PROBATE COURT

DISTRICT OF HARTFORD, SS; WINDSOR COUNTY

DOCKET NO.

IN RE TRUST OF Aldea Labounty

FOR THE BENEFIT OF the Town of Pomfret

SUMMARY OF ACCOUNT OF TRUSTEE**(Alternate Form)**

We, the Selectboard of the Town of Pomfret (Benjamin Brickner, Chairman; John Peters, Jr., Vice-Chair, Eric Chase and Emily Grube) and one member of the public (), named Trustees of the above named trust estate, account to the court as provided in this summary and the schedules attached hereto for the 1 year period to June 30, 2026:

Total from Inventory of previous accounting:	\$60,650.13	(June, 2025)
Other receipts: Interest, dividends, market change:	\$ 4,232.26	
Expenses: Probate filing fee:	\$ 0.00	(paid in July 2026: \$85.00)
Distributions:	0.00	
Ending balance:	\$65,027.17	(as of June 30, 2026)
Balance held in Vanguard account:	\$64,882.39	(statement provided)
Balance held in Town of Pomfret funds:	\$ 144.78	(balance sheet provided)

The foregoing is a just and true account. The Trustees are the Pomfret Selectboard and a selected town resident, who are named herein, and who have signed below:

Benjamin Brickner, Selectboard Chair

John Peters, Jr, Vice-Chair

Eric Chase, Selectboard

Emily Grube, Selectboard

NEED NAME member of public, and member of Trustees of Trust Funds for Pomfret

Subscribed and sworn to this 2nd day of August, 2026

Before me, Notary Public

NOTICE: A certificate of service must be filed with the Court by the person who submits this document. The certificate must list each person to whom copies of this document have been sent, together with the person's address, the date of service and the manner of service (e.g., first class mail) See Form 124.

No service mailing has been done, as the terms of trust do not call for any specific annual mailings or notices other than this annual probate filing.

IN RE TRUST OF Aldea Labounty

FOR THE BENEFIT OF the Town of Pomfret

MOTION TO ALLOW ACCOUNT*

We, Trustees of the above named trust, move the court to allow this account.

Dated at Pomfret, Vermont, this 2nd day of July, 2025.

Signed:

Benjamin Brickner, Selectboard Chair

John Peters, Jr., Vice-Chair

Eric Chase, Selectboard

Emily Grube, Selectboard

Wakefield, member of the public and member of Pomfret Trustees of Trust Funds

ORDER

Examined on oath and allowed,

Dated _____ Signed _____, Judge

Note: * V.R.P.P. 66(d) requires that, in a trust proceeding, a motion to allow account be filed no less frequently than every third year. R 10/88

08/14/26
01:18 pm

TOWN OF POMFRET General Ledger
Balance Sheet Previous Year - Period 12 Jun
LaBounty Trust

Page 1 of 1
adesmaules

Account

Last Yr Pd 12 Jun

Actual

ASSET

456-1-00-10-000.100 Reserve sweep	0.00
456-1-00-10-000.200 LaBounty VBIAX prin	53,433.61
456-1-00-10-000.210 Int, div, market change,	11,448.78
456-1-00-20-000.000 Due To/From Other Funds	144.78
456-6-10-00-025.210	0.00

Total Asset

65,027.17
=====

FUND BALANCE

456-3-10-00-000.000 Fund Balance	60,565.13
----------------------------------	-----------

Total Prior Years Fund Balance

60,565.13

Fund Balance Current Year

4,462.04

Total Fund Balance

65,027.17

Total Liability, Reserves, Fund Balance

65,027.17
=====



Organization brokerage account—
Town Of Pomfret Vermont

Vanguard Personal Investor
877-662-7447

Account overview

\$64,882.39
Total account value as of June 30, 2026

Year-to-date income

Taxable income	\$1,156.14
Nontaxable income	0.00
Total	\$1,156.14

Cost basis summary (all investments)

Realized gain/loss	
June short-term	-
June long-term	-
Unrealized gain/loss	2,726.25

Balances and holdings for Vanguard Brokerage Account—XXXX5738

For the most up-to-date information and status of your account, visit Vanguard.com or download our mobile app.

Your securities are held in your cash account unless otherwise noted, and only securities held at period end are shown.
Estimated annual income (EAI) and estimated yield (EY) figures are estimates for informational purposes only and are not guaranteed.
For details, see 'Important Information about Estimated Annual Income (EAI) and Estimated Yield (EY)' in the Disclosure section.

Sweep program

Name	Quantity	Price on 06/30/2026	Balance on 03/31/2026	Balance on 06/30/2026
VANGUARD FEDERAL MONEY MARKET FUND	0.0000	\$1.00	-	\$0.00
Total Sweep Balance			\$0.00	\$0.00

Town of Pomfret Selectboard
DRAFT Meeting Minutes
August 5, 2026

Present: Benjamin Brickner, John Peters, Eric Chase, Emily Grube

Public: Frank Rogers, Cynthia Hewitt, Neil Lamson, Lauren Lavarro, Caleb Hawley, AJ Steven, Doug Tuthill, John Moore, John Morley, Katherine Wimmer, Tom Sander, Steve Chamberlin, Evan Giniger, Cyrus Benoit, Quinn Uva, Michael Miller, Arminda King, Michelle Massa, Tony O'Meara, Greg Hartford

1. **Call to Order** – Ben called the meeting to order at 7:00 pm.
2. **Agenda Review** – Emily moved and Eric seconded that Item 5G (Replacement of Engine 1) be deleted and postponed to the August 19 meeting. Unanimous.
3. **Public Comment** – Steve Chamberlin suggested that D&D be considered for sand purchases, noting they have been supportive of the town over the years.
4. **Road Foreman Report** – Frank reported that grant-funded culvert replacement work will begin next week on Allen Hill and the following week on Bartlett Brook Road; both projects will require road closures. AJ has been grading. Engineers for the paving grant walked the six-mile stretch of Pomfret Road to identify improvements and will begin the boring process. Greg Olmstead is scheduled to paint the garage roof soon. Frank investigated reports of rubbish on Joe Ranger Road and removed an air conditioner; he noted the vandalism did not occur within the right-of-way.
5. **Items for Discussion or Vote**
 - a. **Wild Apple Road/ Legal Trail 2 Access** – Caleb Hawley (GMP) and property owners Lauren Lavarro and Evan Giniger presented three permit considerations. GMP filed a design notification per 30 V.S.A. §2502 for utility installation, which will be underground where possible. Mr. Giniger stated an engineer will be hired for power line impact and the driveway road base, which includes a portion of a Class 4 road. Eric moved and John seconded approval of the utility notification, with a notation that the underground burial in ANR delineated wetlands be considered at a shallower depth if allowed. Unanimous. A permit to operate a motor vehicle on a legal trail was deemed unnecessary as one was previously awarded in 2012 and remains in effect. Regarding the Town Highway Access Road Permit, the Selectboard noted the driveway requires minimal use of a Class 4 road with no substantial upgrades. Tom Sander referenced a letter from Michael Reese received three hours prior to the meeting. The Selectboard determined the plans would not change road classifications and that electrical access questions had been addressed by GMP. The Reese letter will be formally addressed at the August 19 meeting. Eric moved and John seconded approval of the access permit; the motion carried with 3 ayes and 1 nay.
 - b. **Public Highway Permit Application (WAMBA)** – John moved and Emily seconded approval for the Woodstock Area Mountain Bike Association to hold an event on a public highway, contingent on road signs and insurance. Unanimous.
 - c. **Town Garage Land Acquisition** – A purchase and sale agreement will be sent to the seller for approval, and the land is to be surveyed. Discussion will continue at a future meeting.

- d. **Fall Foliage Traffic Management** – John Morley attended in Mike Doten's absence. John moved and Emily seconded the closure of Cloudland Road and Barber Hill from September 26 to October 13, 2026. Unanimous.
 - e. **Aggregate Hauling Proposal** – Sheldrick Trucking submitted a bid to truck 150 loads of aggregate at \$130 per load, which is expected to save the town several thousand dollars. Eric moved and Emily seconded approval. Unanimous.
 - f. **Employee Overtime Policy** – Neil Lamson requested clarification on the overtime pay policy for the road crew. The Selectboard will research the matter and continue the discussion on August 19, 2026.
 - g. **Replacement for Engine 1 (RFP)** – Postponed during Agenda Review.
 - h. **Pomfret Town Plan** – Emily moved and John seconded approval of the Town Plan. Unanimous.
 - i. **Brattleboro Resolution** – Brattleboro Memorial Hospital requested a recommendation for the continuation of their Birthing Center. A motion to support the resolution did not carry.
 - j. **Regional Plan Comment Letter** – Following discussion, the Selectboard approved the letter with an additional comment requesting that, outside of the South Pomfret area, the "Rural General" classification be assigned to all property.
 - k. **Selectboard Vacancy Update** – This matter was deferred to Executive Session.
 - l. **Warrants** – Eric moved and Emily seconded approval of the following warrants for payment:

27007	\$ 9,447.09	Payroll
27010	11,071.35	Payroll
27011	484.60	A/P (Tax Refund)
27012	52,572.43	A/P

Unanimous.

Notes: Allyn Ricker's payments should not be via payroll; the Fairfield invoice was for York Rake teeth, not excavator parts.
 - m. **Approval of July 15, July 28 and July 29, 2026 Minutes** – Emily moved and Eric seconded approval of the minutes as presented. Unanimous.
6. **Meeting Wrap Up**
- a. **Correspondence** – The Selectboard received the letter from Michael Reese regarding the Wild Apple Road permits.
 - b. **Review of Assignments** – Ben will send the WAMBA permit PDF and submit the Town Plan letter to TRORC. Cynthia will renew help-wanted ads for two weeks, inform Ellen of the warrant issues, and refund the Lavarro fee.
 - c. **Agenda for Next Meeting** – Fire Truck RFP, Reese letter, land acquisition, overtime policy, and salt contract.
7. **Executive Session**
- a. Ben moved and Eric seconded that the Selectboard enter executive session pursuant to 1 V.S.A. 313(a)(3) to discuss the employment of public employees and the appointment of public officers. Unanimous. The Selectboard entered executive session at 9:35 pm.
 - b. Ben moved and Emily seconded that the Selectboard exit executive session. Unanimous. The Selectboard exited executive session at 10:24 pm.
8. **Offer of Employment (Town Administrator)** – Ben moved and Eric seconded that the town issue an offer letter to Candidate A as discussed in executive session. Unanimous.

9. **Adjournment** – Emily moved and Eric seconded adjournment. Unanimous. The meeting was adjourned at 10:25 pm.