

**Town of Pomfret**  
 5218 Pomfret Road North  
 Pomfret, VT 05053  
 Regular Selectboard Meeting Agenda and  
 Executive session for  
 April 3, 2019 at 7pm

Agenda Item	Presenting Individual	Time frame
1. Call to Order	Chair	7:00pm
2. Public Comment	Chair	7:00-7:10pm
4. Review of Agenda	Chair	7:10- 7:15pm
5. Guest Presentations a) Mill Brook Fish Ladder Update/Repairs b) Update from Listers on Purple Crayon Tax Exemption	Chair	7:15-7:30
6. Recurring Items, Including Items for Possible Vote: a) Minutes Approval: 3/6/19, 3/20/19, 3/27/19 b) Warrants for Payment c) Road Commissioner update	Chair	7:30-7:45pm
7. Business Items for Possible Vote: a) Runnmuck Race Event Permit b) Covered Bridge Half Marathon Road Closure c) CD Renewal for Fire Equipment Reserve Fund d) Approval of TRORC Contract for Review of Zoning Regulations e) Utilization of Electronic Time Clock for Highway Employee f) Transportation Items <ul style="list-style-type: none"> <li>• TA 60 Approval</li> <li>• Paving Grant Application</li> <li>• Cloudland Bridge Approval Bid for Job</li> <li>• Municipal Roads General Permit annual Report</li> </ul> g) Reappoint/Hire Road Commissioner	Joint	7:45-8:30pm
8. Business Items for Discussion: a) Spring Summer Maintenance Plan b) Discuss LEMP (Local Emergency Management Plan) c) FAST Squad Operational Agreement d) Highway Employees/Reviews d) John Peters Six Month Probationary Review e) LaFlamme Property Update f) Repeater update g) Municipal Building Handicap Access h) Water Quality Study	Chair	8:30-9:15pm

<ul style="list-style-type: none"> <li>i) Highway Truck Purchase</li> <li>j) Municipal Roads General Permit</li> </ul>		
<p>9. Meeting Wrap-up:</p> <ul style="list-style-type: none"> <li>a) Selectboard Correspondence</li> <li>b) Review of Assignments</li> <li>c) Agenda Items for Next Meeting</li> </ul>		9:15-9:30
10. Adjournment	Chair	9:30pm

Town of Pomfret  
5218 Pomfret Road  
North Pomfret, VT 05053

Draft Minutes of the February 20, 2019 Pomfret Selectboard Regular Meeting

Present: Frank Perron (Selectboard Chair), Emily Grube (Selectboard Member), Scott Woodward (Selectboard Member), John Peters, Jr. (Selectboard Member), Steve Chamberlin (Selectboard Member), And a representative from the Vermont Standard.

1. Call to Order: Frank Perron called the Meeting to order at 7:00 pm
2. Public Comment: None.
3. Review of Agenda: Blank moved, and Blank seconded, to approve the agenda with the following changes: to add 6.f); Grand for South Pomfret Village, 6.g); selectboard assistant discussion, 6.c). Disposition of Royalton Academy (Lyon Trust) Lease Land, 174 +/- was moved up to below 5.b). The changes were approved unanimously.
4.
  - a). Minutes approval from 2/13/19 and 2/20/19
  - b). Warrants for Payment
  - c). Road Commissioner Update
5.
  - a). Elect Selectboard Chair, Vice Chair, and Clerk: John Peters Moved and Blank Seconded to Elect Emily Grube to Selectboard chair for a term of one year. Scott Woodward was also interested, and a discussion was had that traditionally when the board was a three member board the chair was typically the outgoing member. Emily was elected Chair by a vote of 4-1  
Blank Moved and Blank Seconded to elect Frank Perron as Vice Chair for one year. The motion was approved unanimously.  
John Peters said he would be willing to take minutes and post to the web page until we could find a Selectboard Assistant. No vote for clerk was taken.
  - b). Adopt Selectboard Rules of Meeting Procedure: Discussion was had about limiting Public comment to 2 minutes per person and 10 minutes total. It proposed that in order to get an item on the agenda two other board members would need to also agree to place it on the agenda. This was removed from the proposed rules. Discussed need to have a prioritized list of items that needed to be on future agendas to help the board better organize and prioritize our regular meeting. It was discussed changing the meeting time from 7:00pm to 6:00pm. The board unanimously approved changing the time to 6:00pm during the winter months changing back to 7:00 during daylight savings time. The vote on the Rules of Procedure was moved to the next regular meeting.
6.
  - b). Disposition of Royalton Academy (Lyon Trust) Lease Land, 174 +/-: John Wetmore was present to discuss the Sale of Mary Tooke's land, stating the need of to have the land released from the lease by the end of March or the sale would be in jeopardy. Frank said he would recuse himself at the vote as he owns some of the mentioned 174 acres of land.

Discussion was had as to whether to release all the land at once or piece by piece. John thought we should release it all and be done with it. Emily moved to have the attorney working on the LaFlamme property look over prior to signing to release the land. Scott said the deed should mention the original trust Zebula Lion. Discussion to give Frank Authority to sign a Quitclaim Deed as long as there were no changes made by Mary Tooke's Attorney. Steve Chamberlin Seconded, and was passed unanimously.

c). Select official Newspaper: Emily Moved and Frank Seconded to have the Vermont Standard and the Valley News continue as our official Publications. Approved by a unanimous Decision

d). Authorize Chair and/or Alternate to sign Payroll Warrants and Account Payable Warrants: Frank Moved to have the Chair and Vice Chair To sign Warrants. Emily Seconded, it was approved unanimously.

e). Appointment of Tree Warden - 24 VSA ~871(b): Frank moved and Emily Seconded to appoint Cy Benoit as tree warden for the ensuing year. Approved by a unanimous vote.

f). Review List of Additional Appointments:

Karen Hewitt for Zoning Administrator, Trustee of Laboury Fund, and Collector of Delinquent Taxes

Allan Graham as EC Fiber Representative.

Vern Clifford for GUVSWD Representative.

Doug Tuthill as Alternate.

Becky Fielder as E-911 Coordinator.

Bill Emmons as Two Rivers Representative.

Phill Deckert as Alternate.

Scott Moved all the above Appointments and Frank Seconded. Approved by a Unanimous Vote.

Pound Keeper: None

Town Service Officer: Scott mentioned that we no longer need one by State Statue, Left Vacant.

Emergency Management Director: No current term limit described, Frank thought it should be a two year term. Frank mentioned the need to File the "LEMP" Local Emergency Management Plan to be eligible for certain grant opportunities.

ZBA: Emily Mentioned that the ZBA is in need of more members, currently 4 but should have 7. John Moved and Emily Seconded to appoint Ben Brickner until June when the regular term is up of reappointment.

6. a). Howe Hill Road Pavement: Frank Reported: Todd Eaton will be here on March 20th to talk about possibilities. Places of the road that need to have Stone base added, some areas just need reclaiming, many alternatives to discuss. Rough estimate from Pike, Inc. last fall were in the \$400,000.00 range. \$40,000 for reclaiming, \$320,000 for Paving, and \$40,000 for materials for the base.

b). State Paving Grant Application: Due 16 April, Put onto next agenda.

c) Move up on Agenda

d). Selecting Closing date for LaFlamme Property: Will set in the future dependent on title search. Frank reported they are ready to Sign a P&S agreement, Should give a \$500.00 deposit. Emily Moved and John Seconded to have Frank sign a P&S and to give a \$500.00 deposit. John Seconded, Approved by Unanimous vote.

e). FAST Squad Agreement with Town: Frank Reported the board needs to look it over and approve. FAST has not approved but is in agreement with its current form. Emily Is going to Email Chief Rice about Fire Contract moving forward.

f). Grant for South Pomfret Village: Frank reported on possible grant for the South Pomfret Village; Teago, library, Artistree area. Possibilities include. Sidewalks, Crosswalks, Directed lighting. Consensus is to peruse.

g). Selectboard Assistant: Scott reported Karen Hewitt would be interested in position with some time constraints. Emily will talk to Karen about Executive Session next meeting to interview. Another person was interested but we have heard nothing back.

7. a). Review of Assignment: Frank, P&S, LaFlamme. Tooke Lease land.

b). Correspondence: John reported on the Highway repeater progress. Needs to get radio numbers and tower height for Wells Communications so they can get the Board a quote.

c). Agenda for next meeting: LEMP, Town Meeting minutes approval-sign, TA-60 approval, Rules of Procedure, Repeater update, FAST agreement, Closing date for LaFlamme property, Update attorney agreement letter for Purple Crayon.

8. No Executive Session. Scott and Frank had a broad conversation with Purple Crayon and Neighbor Charlene Kelley,

9. Adjournment: Frank moved to adjourn at 9:16 and John Seconded. Approved by unanimous vote.

**Town of Pomfret, Vermont**  
**Draft Selectboard Minutes for 3-20-2019**

**1. Call to Order:**

The meeting was called to order at 6:09 by Emily Grube, in attendance were, Frank Perron, John Peters, Emily Grube, Steve Chamberlin, and Scott Woodard by phone. In the audience were Karen Hewitt, Norm Buchanan, John Moore; From the ZBA were Allan Blackmer, Mike Reese, Shawn Picket, and Ben Brickner

**2. Public Comment moved to after Executive Session.**

Norm: update on purple crayon tax filing, charitable exemption, The Purple Crayon applied to the state for tax exemption. Our lawyer has questions on cast house being exempt Mike: clear set of rules to follow, \$10,000 reduction in town tax not including school. Up to Selectboard to negotiate in-lieu of tax payment(s)

**3. Executive session purple crayon:**

Emily moved and John seconded, roll call vote to enter into Executive Session per **1 V.S.A. § 313 (A)(1)(E)** pending or probable civil litigation or a prosecution, to which the public body is or may be a party; Passed unanimously. The ZBA and Karen Hewitt our zoning administrator were also present for the executive session. Vote to exit executive session at 7:10 roll call vote by all 5

**4. Review of agenda:**

Remove 7d

Holden study added 6h

Remove 7c

**5. Recurring items including items for possible vote:**

**a)** Minutes approval: 3/6/19 The approval of the 3/6/19 minutes was moved to the next regular meeting to add some missing information. Emily Moved and John seconded, Roll call vote all 4 yes frank has gone home.

**b)** Warrants for Payment: check 18088 937,624.98, and payroll 18087, 12254.55 Motioned by John seconded by Steve to approve both warrants, roll call Vote 4 yes

**c)** Road commissioner update:

Road crew is taking care of mud spots, the permitting is in for cloudland bridge, Horizon Engineering has made up an RFP but not up to RFP standard. Frank will make the RFP this week and get it out. Emily Motioned and John Second to have Frank make up an RFP and get it out

this week, due back by April 17<sup>th</sup> at noon, bids to be opened at the April 17<sup>th</sup> meeting. Roll call vote yes by all. Emily: 75000 in bridge reserve fund to help till we get reimbursed.

Art: two down trucks, check engine light, brakes, wheel bearing, gone till next week, one with broken spring till tomorrow, out raking the roads, have filled the worst spots to date, need to take care of dana rd. The grader is up and running, blown head gasket, no other damage

Culvert marking looking for a reasonable marker,

The road crew spoke with Todd Eaton from V-Trans about the Howe Hill project, he thinks we are in the right direction, possible ½ each of two years, depending on cost, or possible Grant opportunity.

Give frank approval to submit paving grant was discussed for next meeting.

**d) Catering Permits:**

Neddo family vineyards, benefit for teen hope for the Prouty, April 11<sup>th</sup> 5-8

American Crafted Spirits at Artistree celebrating women in music, 3/29/19 7:30-9:30

Emily moved we approve both permits, Steve seconded, roll call 4 yes

## **6. Business Items for Possible Vote:**

**a) adopt SelectBoard Rules of Meeting Procedure:**

Emily: readopt last years rules of procedure, talked with frank and he was ok with that.

Scott had concerns that substance was left out by adopting the old rules.

John motioned to adopted last year's rules of procedure and update the time that we voted on from last meeting Steve Seconded Roll Call Vote 3 yes, Scott abstained

**b) Road access permit Zola property:** Access permit is for a primitive camp on the Bunker Hill side of Old kings Highway just after where the town stops plowing. There is a current farm access but needs a permit for a residential drive, needs to be marked, Emily will set up a site visit when frank is feeling better, application on file

**c) Mary Took Property Update Quitclaim Deed:** lawyer looked the deed over, Scott thinks it's good to go, Robert Manby give his blessing as good to go, John made a motion to have Emily sign the Quitclaim deed for the Mary Took property, Steve Seconded, roll call vote 4 yes

**d) Approve and sign town meeting minutes:** John made a motion to sign the 2019 town meeting minutes as submitted. Emily seconded. Roll call vote 4 yes

**e) Selectboard meeting assistant:** Emily and Steve met with Cynthia Hewitt, Emily and Steve thought she would be a good fit, if she took minutes posted, made agenda, could do more if she desired. Scott: will she be short term and still look for someone like Johnathan or will she be permanent. Emily: thought she could be a permanent fixture, may need some help with

some things municipal. Scott not sure we put enough effort into finding a replacement for Johnathan Emily: We have six months' probation, see how it goes. How much to pay, should start then base on performance. Steve made a motion to hire Cinthia Hewitt at \$17 per hour, Emily seconded, Scott abstained from vote, Steve, John, Emily voted yes. Emily will email and offer job.

**f) Transportation items:**

TA 60 move over

Paving Grant move over

**g) Digital Media Coordinator, Scott:** who is the proper custodian records, where should the records be. Loss of email records, Files everywhere. Bigger discussion about records storage. Emily the town clerk should be responsible for setting up the emails. Two hard with multiple people setting up the accounts. No decision.

**h) Holden engineering:** State has signed off on report, we need to authorize a contract extension in order to get a reimbursement. John made a motion to extend contract to September 1 2019 Steve Seconded. The current one expired 7-16-18. Roll call vote 4 yes

**7. Business Items for Discussion**

**a) LEMP** Emily and Steve and Kevin and Tori from Two Rivers are working on it

**b) FAST Agreement,** let go

**c) Laflamme Property,** let go no frank

**f) Repeater update,** we should make sure we have an easement at the tower before we move forward. John will get a second quote.

**g) John** talked about the need to update the town buildings to ADA compliance, Paving office, handicap to the town hall, bathrooms. Some of that info, can be found in the Scoping Study.

**H) Water Quality Study,** Frank absent will put on next agenda.

**8. Review of Assignments:**

Emily will contact lorado about access on old Kings highway

Agenda items for next meeting.

Will put Franks items from this meeting on the next agenda.

Steve moved to close, Emily seconded 4 yes votes



# Town of Pomfret

5218 Pomfret Road North Pomfret, VT 05053

Draft Minutes of Special Selectboard Meeting

3/27/2019

The Meeting was Called to order at 7:00pm by Emily Grube.

Frank motioned, Steve seconded to go into executive session per V.S.A. 1 313 with our attorney Joe McLean present. Approved by a unanimous vote.

Frank moved, Emily seconded to exit executive session at 9:10pm Approved by unanimous vote. No action was taken at this time.

Frank moved to exit the Special Selectboard Meeting, Emily seconded, all approved.

Meeting Adjourned at 9:10pm

TOWN OF POMFRET Accounts Payable  
Invoice Edit List-Current-Last-Next FY  
Invoices Up To 04/05/19

Vendor	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
1061	APALACHEE MARINE	530540	04/01/19	04/05/19	01	166.07 tons Hghwy Rd Salt		
		150-7-20-75-650.000	Salt			13,931.62	0.00	0.00
1434	DE LAGE LANDEN FINANCIAL	62987562	04/01/19	04/05/19	01	copier lease		
		100-7-10-30-740.000	Copier: lease + copies			97.95	0.00	0.00
1680	FREIGHTLINER OF NH	LR38264	04/01/19	04/05/19	01	truck 3 repairs		
		150-7-35-05-672.020	Truck 3, repairs			3,122.83	0.00	0.00
1740	GOLDCOAST HOUSECLEANING,	03212019	04/01/19	04/05/19	01	Mun office cleaning		
		100-7-10-30-330.000	Cleaning			100.00	0.00	0.00
1755	GREEN MOUNTAIN POWER	032819GMP	04/01/19	04/05/19	01	town elec bills		
		100-7-10-30-622.000	Town Office Electricity			104.71	0.00	0.00
		100-7-10-65-622.000	Electricity, Town Hall			72.60	0.00	0.00
		100-7-20-33-622.000	Brick -Electricity			21.75	0.00	0.00
		100-7-30-40-622.000	Electricity--Pomfret FD			139.32	0.00	0.00
		100-7-30-40-622.005	Electricity--Teago FD			145.45	0.00	0.00
		150-7-40-83-622.000	Garage electricity			143.11	0.00	0.00
		100-7-30-46-622.000	Repeater electricity			28.06	0.00	0.00
	Invoice 032819GMP Total					655.00	0.00	0.00
1875	HORIZONS ENGINEERING, INC	20103	04/01/19	04/05/19	01	Cloudland Rd Box Culv		
		150-7-50-93-630.035	Cloudland culvert			245.00	0.00	0.00
1910	IRVING ENERGY	136637	04/01/19	04/05/19	01	143.2 gals ULS heat oil		
		150-7-40-83-624.005	Garage Fuel Oil			377.33	0.00	0.00
		137873	04/01/19	04/05/19	01	180.1 gals ULS Heat oil		
		100-7-10-65-624.000	Fuel Oil, Town Hall			474.56	0.00	0.00
		49947	04/01/19	04/05/19	01	269.0 gals ULS Diesel		
		150-7-30-80-330.000	Diesel			808.75	0.00	0.00
		751239	04/01/19	04/05/19	01	253.8 gals ULS Diesel		
		150-7-30-80-330.000	Diesel			757.87	0.00	0.00
	Total For IRVING ENERGY					2,418.51	0.00	0.00
2080	LOWELL MCLEODS INC.	S 51742	04/01/19	04/05/19	01	parts-truck 1		
		150-7-35-05-670.015	Truck 1, parts			1,579.15	0.00	0.00
2090	LUCKY'S TRAILER SALES, IN	PR103085	04/01/19	04/05/19	01	parts-truck 4		
		150-7-35-05-673.015	Truck 4, parts			8.34	0.00	0.00
2380	PIKE INDUSTRIES, INC.	1016822-A	04/01/19	04/05/19	01	22.59 ton 3/4" cr stone		
		150-7-20-75-650.010	Crushed Stone			301.58	0.00	0.00

TOWN OF POMFRET Accounts Payable  
Invoice Edit List-Current-Last-Next FY  
Invoices Up To 04/05/19

Vendor	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount	
	1016822-B		04/01/19	04/05/19	01	179.02 ton 1 1/2" cr ston			
	150-7-20-75-650.010		Crushed Stone			2,318.31	0.00	0.00	
	1017007		04/01/19	04/05/19	01	111.02 ton 3/4" cr stone			
	150-7-20-75-650.010		Crushed Stone			1,482.11	0.00	0.00	
	1017261-A		04/01/19	04/05/19	01	66.15 ton 3/4" cr stone			
	150-7-20-75-650.010		Crushed Stone			883.12	0.00	0.00	
	1017261-B		04/01/19	04/05/19	01	67.74 ton 1 1/2" cr stone			
	150-7-20-75-650.010		Crushed Stone			877.23	0.00	0.00	
	1017589		04/01/19	04/05/19	01	21.94 ton-1 1/2:" cr ston			
	150-7-20-75-650.010		Crushed Stone			284.13	0.00	0.00	
	Total For PIKE INDUSTRIES, INC.						6,146.48	0.00	0.00
2580	SABIL & SONS, INC.	35457	04/01/19	04/05/19	01	misc shop exp			
		150-7-30-80-330.015	Shop, oil, small tools et			54.50	0.00	0.00	
		35461	04/01/19	04/05/19	01	parts-truck 1			
		150-7-35-05-670.015	Truck 1, parts			11.06	0.00	0.00	
	Total For SABIL & SONS, INC.						65.56	0.00	0.00
2690	STITZEL, PAGE & FLETCHER, 46888		04/01/19	04/05/19	01	legal svc-Purple Crayon			
		100-7-10-45-333.000	Legal & Prof Fees			2,752.90	0.00	0.00	
2696	SYSTEMS PLUS	2-291031	04/01/19	04/05/19	01	2 computers-Lenovo			
		100-7-10-30-641.040	Computer services			1,298.00	0.00	0.00	
2810	TOWN OF POMFRET	2018-19 YR	04/01/19	04/05/19	01	State educat funds			
		100-6-10-00-300.021	Ed funds due to State			960,000.00	0.00	0.00	
2930	VERIZON	9826832592	04/01/19	04/05/19	01	highway cell phone			
		150-7-30-80-330.030	Radios & Cellphones			50.00	0.00	0.00	
3150	VT EMPLOYEES RETIREMENT S	PR-01/04/19	01/04/19	04/05/19	01	Payroll Transfer			
		100-2-00-00-100.015	Retirement Payable			1,386.14	0.00	0.00	
		PR-01/18/19	01/18/19	04/05/19	01	Payroll Transfer			
		100-2-00-00-100.015	Retirement Payable			1,431.11	0.00	0.00	
		PR-02/01/19	02/01/19	04/05/19	01	Payroll Transfer			
		100-2-00-00-100.015	Retirement Payable			1,483.69	0.00	0.00	
		PR-02/15/19	02/15/19	04/05/19	01	Payroll Transfer			
		100-2-00-00-100.015	Retirement Payable			1,196.79	0.00	0.00	

04/01/19  
01:17 pm

TOWN OF POMFRET Accounts Payable  
Invoice Edit List-Current-Last-Next FY  
Invoices Up To 04/05/19

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sweglarz

Vendor	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
	PR-03/01/19		03/01/19	04/05/19	01			
	100-2-00-00-100.015		Retirement Payable		Payroll Transfer	1,418.77	0.00	0.00
	PR-03/15/19	PR01:161	03/15/19	04/05/19	01			
	100-2-00-00-100.015		Retirement Payable		Payroll Transfer	1,262.90	0.00	0.00
	PR-03/29/19	PR01:163	03/29/19	03/29/19	01			
	100-2-00-00-100.015		Retirement Payable		Payroll Transfer	1,425.88	0.00	0.00
Total For VT EMPLOYEES RETIREMENT SYSTEM						9,605.28	0.00	0.00
3260	WELCH'S TRUE VALUE HARDWA	923530		04/01/19	04/05/19	01		
			Shop, oil, small tools et		misc shop tools	49.32	0.00	0.00
Report Grand Total						1002,125.94	0.00	0.00

Fund Totals	Expenditures	Dis-Encumbrance
150	27,285.36	0.00
100	974,840.58	0.00
	1,002,125.94	0.00

TOWN OF POMFRET Accounts Payable  
Check Warrant Report # 18092 Current Prior Next FY Invoices  
For checks For Check Acct 01 (General Fund) 04/05/19 To 04/05/19

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
1061	APALACHEE MARINE	530540	166.07 tons Hghwy Rd Sal	13931.62	0.00	13931.62	3407 04/05/19
1434	DE LAGE LANDEN FINANCIAL SERCI	62987562	copier lease	97.95	0.00	97.95	3408 04/05/19
1680	FREIGHTLINER OF NH	LR38264	truck 3 repairs	3122.83	0.00	3122.83	3409 04/05/19
1740	GOLDCOAST HOUSECLEANING, LLC	03212019	Mun office cleaning	100.00	0.00	100.00	3410 04/05/19
1755	GREEN MOUNTAIN POWER	032819GMP	town elec bills	655.00	0.00	655.00	3411 04/05/19
1875	HORIZONS ENGINEERING, INC.	20103	Cloudland Rd Box Culv	245.00	0.00	245.00	3412 04/05/19
1910	IRVING ENERGY	136637	143.2 gals ULS heat oil	377.33	0.00	377.33	3413 04/05/19
1910	IRVING ENERGY	137873	180.1 gals ULS Heat oil	474.56	0.00	474.56	3413 04/05/19
1910	IRVING ENERGY	49947	269.0 gals ULS Diesel	808.75	0.00	808.75	3413 04/05/19
1910	IRVING ENERGY	751239	253.8 gals ULS Diesel	757.87	0.00	757.87	3413 04/05/19
					-----		
					Check Total	2418.51	
2080	LOWELL MCLEODS INC.	S 51742	parts-truck 1	1579.15	0.00	1579.15	3414 04/05/19
2090	LUCKY'S TRAILER SALES, INC.	PR103085	parts-truck 4	8.34	0.00	8.34	3415 04/05/19
2380	PIKE INDUSTRIES, INC.	1016822-A	22.59 ton 3/4" cr stone	301.58	0.00	301.58	3416 04/05/19
2380	PIKE INDUSTRIES, INC.	1016822-B	179.02 ton 1 1/2" cr sto	2318.31	0.00	2318.31	3416 04/05/19
2380	PIKE INDUSTRIES, INC.	1017007	111.02 ton 3/4" cr stone	1482.11	0.00	1482.11	3416 04/05/19
2380	PIKE INDUSTRIES, INC.	1017261-A	66.15 ton 3/4" cr stone	883.12	0.00	883.12	3416 04/05/19
2380	PIKE INDUSTRIES, INC.	1017261-B	67.74 ton 1 1/2" cr ston	877.23	0.00	877.23	3416 04/05/19
2380	PIKE INDUSTRIES, INC.	1017589	21.94 ton-1 1/2:" cr sto	284.13	0.00	284.13	3416 04/05/19
					-----		
					Check Total	6146.48	
2580	SABIL & SONS, INC.	35457	misc shop exp	54.50	0.00	54.50	3417 04/05/19
2580	SABIL & SONS, INC.	35461	parts-truck 1	11.06	0.00	11.06	3417 04/05/19
					-----		
					Check Total	65.56	
2690	STITZEL, PAGE & FLETCHER, P.C.	46888	legal svc-Purple Crayon	2752.90	0.00	2752.90	3418 04/05/19
2696	SYSTEMS PLUS	2-291031	2 computers-Lenovo	1298.00	0.00	1298.00	3419 04/05/19
2810	TOWN OF POMFRET	2018-19 YR	State educat funds	960000.00	0.00	960000.00	3420 04/05/19
2930	VERIZON	9826832592	highway cell phone	50.00	0.00	50.00	3421 04/05/19
3150	VT EMPLOYEES RETIREMENT SYSTEM	PR-01/04/19	Payroll Transfer	1386.14	0.00	1386.14	3422 04/05/19
3150	VT EMPLOYEES RETIREMENT SYSTEM	PR-01/18/19	Payroll Transfer	1431.11	0.00	1431.11	3422 04/05/19
3150	VT EMPLOYEES RETIREMENT SYSTEM	PR-02/01/19	Payroll Transfer	1483.69	0.00	1483.69	3422 04/05/19
3150	VT EMPLOYEES RETIREMENT SYSTEM	PR-02/15/19	Payroll Transfer	1196.79	0.00	1196.79	3422 04/05/19
3150	VT EMPLOYEES RETIREMENT SYSTEM	PR-03/01/19	Payroll Transfer	1418.77	0.00	1418.77	3422 04/05/19

TOWN OF POMFRET Accounts Payable  
Check Warrant Report # 18092 Current Prior Next FY Invoices  
For checks For Check Acct 01 (General Fund) 04/05/19 To 04/05/19

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
3150	VT EMPLOYEES RETIREMENT SYSTEM PR-03/15/19	Payroll Transfer	1262.90	0.00	1262.90	3422	04/05/19
3150	VT EMPLOYEES RETIREMENT SYSTEM PR-03/29/19	Payroll Transfer	1425.88	0.00	1425.88	3422	04/05/19
					-----		
					Check Total	9605.28	
3260	WELCH'S TRUE VALUE HARDWARE 923530	misc shop tools	49.32	0.00	49.32	3423	04/05/19
3140	VT DEPT. OF TAXES PR-01/04/19	Payroll Transfer	252.22	0.00	252.22	4052019	04/05/19
3140	VT DEPT. OF TAXES PR-01/18/19	Payroll Transfer	254.35	0.00	254.35	4052019	04/05/19
3140	VT DEPT. OF TAXES PR-01/30/19	Payroll Transfer	20.35	0.00	20.35	4052019	04/05/19
3140	VT DEPT. OF TAXES PR-02/01/19	Payroll Transfer	266.44	0.00	266.44	4052019	04/05/19
3140	VT DEPT. OF TAXES PR-02/15/19	Payroll Transfer	199.25	0.00	199.25	4052019	04/05/19
3140	VT DEPT. OF TAXES PR-02/27/19	Payroll Transfer	20.35	0.00	20.35	4052019	04/05/19
3140	VT DEPT. OF TAXES PR-03/01/19	Payroll Transfer	256.57	0.00	256.57	4052019	04/05/19
3140	VT DEPT. OF TAXES PR-03/15/19	Payroll Transfer	301.36	0.00	301.36	4052019	04/05/19
3140	VT DEPT. OF TAXES PR-03/28/19	Payroll Transfer	20.35	0.00	20.35	4052019	04/05/19
3140	VT DEPT. OF TAXES PR-03/29/19	Payroll Transfer	436.15	0.00	436.15	4052019	04/05/19
					-----		
					Check Total	2027.39	

For checks For Check Acct 01 (General Fund) 04/05/19 To 04/05/19

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
Report Total			1,004,153.33	0.001,004,153.33			

Board of Selectmen

To the Treasurer of TOWN OF POMFRET, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ \*1,004,153.33 Let this be your order for the payments of these amounts.

\_\_\_\_\_  
Emily Grube, Chairman

\_\_\_\_\_  
Steve Chamberlin

\_\_\_\_\_  
Frank Perron

\_\_\_\_\_  
John Peters, Jr.

\_\_\_\_\_  
Scott Woodward

TOWN OF POMFRET  
5218 POMFRET ROAD  
NORTH POMFRET, VT 05053

PHONE (802) 457-3861  
FAX (802) 457-8180

**APPLICATION FOR A PERMIT TO HOLD AN EVENT**  
**ON PUBLIC STREET(S) OR HIGHWAY(S)**

Pursuant to Title 24 V.S.A. Section 2291 (5) the Legislative Body of the Town herewith regulate the use of public highways for events.

APPLICANT / ORGANIZATION Jonathan Vass / Runamuck 50k

PHONE 802-734-3277

ADDRESS 161 Brothers rd Hartland, VT 05048

CONTACT PERSON Jonathan Vass PHONE 802-734-3277

LOCATION OF ASSEMBLY AND BEGINNING OF EVENT Suicide 6 Ski Area

ROUTE ON PUBLIC HIGHWAYS (attach map showing route) Route attached

Same as past 2 years

TRAFFIC CONTROL (if any) At critical turns

EVENT DATE(S) 4/13/19 HOUR (start) 6:30am (end) 3:00pm

ESTIMATED NUMBER OF PARTICIPANTS 120 max

Jonathan Vass

3/18/19

Authorized Representative

Date

-----  
CONDITIONS:

\_\_\_\_\_  
Approved

\_\_\_\_\_  
Denied

\_\_\_\_\_  
Town Representative

\_\_\_\_\_  
Date



# Runamuck 50k April 13, 2019, Pomfret Vermont

Jonathan Vass Race director - 802-734-3277

- **Site selection** – The Runamuck 50k will be held at Suicide 6 ski resort and is run on back country dirt roads with very minimal local traffic.

The start / finish will take place at Suicide Six Ski Area, which offers plenty of parking. The course is 27mi dirt roads, 4mi pavement.

- **Course Routing** – The race is run on dirt country roads with minimal local traffic. A volunteer will be posted at major intersections, with an orange vest and orange cones. The course and intersections will be marked with signage... Race in Progress.
  - **Course Marking** – A course map is published on our facebook page – and will be sent out to participants along with turn by turn directions. The course will be marked with red lawn signage with red arrows along with a 2'foot section of tape from our sponsor Road-id. Signs with Red arrows will also be placed 25 yards from each turn along with a section of tape from Road-id to assure runners they are on course.
  - **Course Marshalls** – At least (6) Volunteer course marshals / Timers, will be located throughout the course, at critical turns, and at (3) aid stations provided. Runners will wear bibs that course marshalls have the corresponding numbers so we can identify each runner in case of emergency. There will also be a “roving” sweeper that will loop the course.
  - **Medical** – Pomfret Fast Squad and Barnard Fast Squad are located “on course” at mile’s 12 & 16 Their number is 802- 457-3730 ... every course marshal / volunteer and aid station will be provided runner bib numbers, and emergency contact information. Dartmouth Hospital and Mt Ascutney Hospital have been provided the date of event and a course map. The Woodstock Police have been notified along with their emergency services and provided the event date and a course map as well. The Start/Finish and (3) aid stations will be provided full first aid kits along with bib numbers and emergency contact information.
- 
- Here is a link to the course map. <http://www.strava.com/routes/5918230>
  - Our facebook page. <http://www.facebook.com/runamuck-50k-4531842537/>
  - Roving EMT will handle “on-course” logistics and sweeping and will carry first aid kit



**COVERED BRIDGES**

**HALF MARATHON**

POMFRET • WOODSTOCK • QUECHEE

P.O. Box 722 • WOODSTOCK, VERMONT 05091

~~November 1, 2018~~

March 25, 2019

Town of Pomfret  
5218 Pomfret Road  
North Pomfret, VT 05053

I am writing to request permission to hold the Covered Bridges Half Marathon on Sunday, June 2, 2019 at 8:15 a.m.. The race will follow the same course as past years, beginning at Suicide Six Ski area and following Stage Road to Route 12. A certificate of insurance will be provided to the town from CBHM. As in past years, traffic control will be handled by Windsor County Sheriff's and race volunteers. We will notify residents in advance through signs and newspaper notifications.

In the past, the road crew has been very helpful in grading River Road a week or so before the event when needed, if possible we would appreciate it if that could be done again this year.

Thank you in advance for your consideration; please let me know if you have any questions or concerns.

Sincerely,

Nancy Nutile-McMenemy  
Race Director  
PO Box 722  
Woodstock, VT 05091  
802-230-5152, coveredbridgeshalfmarathon@gmail.com



**Mascoma  
Bank**

P.O. Box 4399  
White River Jct, VT 05001  
Phone: 1-888-627-2662

Address Service Requested

3/19/19

WJNO 190319-00143-0001



NO BRE



00143 0.3770 WCL0001  
Town of Pomfret  
Fire Equipment Reserve Fund  
5218 Pomfret Rd  
North Pomfret, VT 05053-5033

CD2160MP

Dear Town of Pomfret

Your certificate of deposit # XXXXXXXX3607 with a current balance of \$152,456.52 will automatically renew on 4/12/19. The new interest rate is not yet known and will be available on the renewal date on our website at [www.mascomabank.com](http://www.mascomabank.com) by clicking 'Rates'. You can also contact a Personal Banker on that date to obtain the interest rate by calling 1-888-627-2662. Your new maturity date will be 10/12/19 .

Thank you for choosing Mascoma Bank. We appreciate your business and look forward to serving all your banking needs.

MASCOMA BANK  
67 N PARK STREET  
LEBANON NH 03766  
1-603-448-3650 OR  
1-888-627-2662

Emily,

I know There was talk at some point about the FD purchasing a 3 vehicle for about \$100,000. I don't know if that idea is still in the works, but here is where the \$ could come from. The other FD CD doesn't mature until October.

Ellen

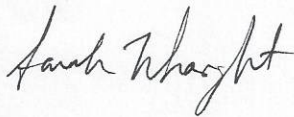
Mr. Bill Emmons  
Planning Commission  
Town of Pomfret  
5218 Pomfret Road  
North Pomfret, VT 05053

Dear Bill,

Enclosed please find two copies of a contract for zoning ordinance revision services for the Town of Pomfret. Please review, and if the contract is satisfactory, please sign both copies and mail one copy back to TRORC. We're looking forward to working with the Planning Commission to complete the initial draft that TRORC prepared and presented to the Commission on March 18<sup>th</sup>. Should the Selectboard request TRORC's assistance in making further edits to the draft ordinance, our staff will work with the Town to prepare an addendum to this contract.

Please don't hesitate to contact us if you have any questions or concerns.

Sincerely,



Sarah Wraight  
Regional Planner  
Two-Rivers Ottauquechee Regional Commission

Gerald Fredrickson, Chair ~ Peter G. Gregory, AICP, Executive Director  
128 King Farm Rd. Woodstock, VT 05091 ~ 802-457-3188 ~ [trorc.org](http://trorc.org)

Barnard ~ Bethel ~ Bradford ~ Braintree ~ Bridgewater ~ Brookfield ~ Chelsea ~ Corinth ~ Fairlee ~ Granville ~ Hancock ~ Hartford  
Hartland ~ Newbury ~ Norwich ~ Pittsfield ~ Plymouth ~ Pomfret ~ Randolph ~ Rochester ~ Royalton ~ Sharon ~ Stockbridge ~ Strafford  
Thefford ~ Topsham ~ Tunbridge ~ Vershire ~ West Fairlee ~ Woodstock

**AGREEMENT**

**Between the**

**TWO RIVERS-OTTAUQUECHEE REGIONAL COMMISSION**

**And the**

**TOWN OF POMFRET, VERMONT**

**For**

**ZONING ORDINANCE REVISION SERVICES**

**Project # 10-496**

**March 21, 2019**

## I. AGREEMENT FOR SERVICES

- a. It is agreed by and between the TWO RIVERS-OTTAUQUECHEE REGIONAL COMMISSION (hereinafter called the Regional Commission) and the Town of Pomfret (hereinafter called the Town) that the Regional Commission shall assist the Town in providing Zoning Ordinance revision services for the Town in accordance with the steps outlined in Attachment A.
- b. This Agreement consists of the body and the following attachments which are incorporated herein:

Attachment A – Scope of Services

Attachment B – Budget

## II. GENERAL TERMS AND CONDITIONS

- a. Whenever feasible, local labor can be used to assist professionals in gathering and compilation of data, thus minimizing expenses.
- b. The maximum dollar amount for all services performed under this Agreement shall not exceed **\$4,386.96**, unless amended.
- c. The period of performance under this Agreement shall commence on **April 1, 2019** and run through **November 1, 2019**, unless amended.
- d. Ownership of all data and materials collected under this Agreement shall remain with the Town and TRORC.
- e. Changes, modifications, or amendments in the terms, conditions and fees of this Agreement shall be written and signed by the duly authorized representatives of the Regional Commission and the Town.
- f. The parties agree that the Regional Commission, and any agents and employees of the Commission, shall act in an independent capacity and not as officers or employees of the Town.
- g. The Town, by any authorized representative, shall have the right at all reasonable times, to inspect or otherwise evaluate the work performed or being performed under this Agreement.
- h. Reasonable extensions of time for completing the work may be granted in writing by the Town, if the Regional Commission can demonstrate that it was unavoidably delayed by circumstances beyond its control.
- i. If, through any cause, the Regional Commission shall fail to fulfill in a timely and proper manner its obligations under this Agreement, the Town shall have the right to terminate

12-16  
this Agreement by giving written notice to the Regional Commission and specifying the effective date thereof, at least thirty days prior to the date of termination shall be reimbursed to the Regional Commission by the Town.

- j. The fees charged for services to the Town for the duration of this contract are actual labor, fringe and indirect. No additional fees will be charged.

### **III. OBLIGATIONS OF THE REGIONAL COMMISSION**

- a. Regional Commission staff will work with, and be responsible to, the Selectboard and Planning Commission in providing the services listed in Attachment A.
- b. The Regional Commission shall maintain all books, documents, payrolls, papers, accounting records and other evidence pertaining to costs incurred under this Agreement and make them available at reasonable times during the period of this Agreement.
- c. The Regional Commission shall invoice the Town on a periodic basis (usually monthly) for costs incurred on this project. This contract may be billed on a percent complete, rather than hourly basis. A Progress Report will be provided to the Town upon request.
- d. The Regional Commission shall provide to the Town copies of all documents generated under this project.

### **IV. OBLIGATIONS OF THE TOWN**

- a. In consideration of the services to be provided by the Regional Commission, the Town shall pay the Regional Commission after review and approval of invoices submitted in accordance with the provisions of Section III. C.
- b. The Town agrees to participate in meetings with Regional Commission staff, as necessary.
- c. The Town will make available any information, data, reports, plans, maps, or drawings to the Regional Commission to carry out the tasks in this project. All materials belonging to the Town will be returned.
- d. The Town agrees to cooperate with and administratively assist the Regional Commission, without charge, in carrying out its tasks.

# Pomfret 2019 Zoning Ordinance Revision

## Attachment A

1. **Draft Conditional Use Standards**  
Regional Commission staff, with review and input by the Planning Commission, will develop general conditional use standards for inclusion in the draft zoning ordinance prepared by the Regional Commission.
2. **Update Town Zoning Map**  
Regional Commission staff, with review and input by the Planning Commission, will revise the Town's zoning map.
3. **Revise Draft Ordinance Text**  
Regional Commission staff, in conjunction with the Planning Commission, will review and revise the complete draft ordinance prepared by the Regional Commission. It is anticipated that three or four in-person meetings will be required. The deliverable will be a draft ordinance and map for public hearing by the Planning Commission.
4. **Public Hearing**  
Regional Commission staff, with input from the Planning Commission, will prepare and disseminate a public hearing notice. As required, Regional Commission staff will attend the meeting.
5. **Preparation of Draft for Selectboard**  
Regional Commission staff, in conjunction with the Planning Commission, will revise the draft ordinance to reflect input received during the public hearing, if any. The final deliverable will be a draft ordinance for transmittal to the Selectboard.



Attachment B - Budget, Pomfret 2019 Zoning Ordinance Revision

TASKS	Kevin Geiger (KG) Hours	KG Person- nel Cost	KG Fringe Cost	Sarah Wraight (SW) Hours	SW Person- nel Cost	SW Fringe Cost	Pete Fellows (PF) Hours	PF Person- nel Cost	PF Fringe Cost	Labor + Fringe Subtotal	Indirect Rate	Task Subtotal
Draft Conditional Use Standards	4	\$156.20	\$127.96	8	\$213.36	\$101.44	0	\$0.00	\$0.00	\$598.96	0.9749	\$1,182.89
Update Town Zoning Map	0	\$0.00	\$0.00	0	\$0.00	\$0.00	3	\$107.82	\$60.36	\$168.18	0.9749	\$332.14
Revise Draft Ordinance Text	8	\$312.40	\$255.92	11	\$293.37	\$139.48	0	\$0.00	\$0.00	\$1,001.17	0.9749	\$1,977.21
Public Hearing Preparation of Draft for Selectboard	0.5	\$19.53	\$16.00	3	\$80.01	\$38.04	0	\$0.00	\$0.00	\$153.57	0.9749	\$303.29
	2	\$78.10	\$63.98	4	\$106.68	\$50.72	0	\$0.00	\$0.00	\$299.48	0.9749	\$591.44

TOTAL = \$4,386.96



## Municipal Roads General Permit Planning Report

For Dept. Use Only

The Municipal Roads General Permit (MRGP) requires that municipalities submit an annual report on the municipality's progress in implementing the MRGP standards. Submission of this Planning Report by April 1, 2019 complies with the annual reporting requirements in Part 5.2 of the MRGP. Upon receipt, the Department will post this report on the Agency's Environmental Research Tool at <https://anrweb.vt.gov/DEC/ERT/StormWater.aspx>.

### Section A: Permittee Information

1. Name of Municipality:		2. Permit Number: _____ - 9040	
3a. Name of Principle Executive Officer (PEO) or Ranking Elected Official (REO):			
3b. Title:			
4a. Mailing Address:			
4b. City/Town:		4c. State: VT	4d. Zip:
5. Phone:		6. Email:	

### Section B: Implementation Information

1. Has a Road Erosion Inventory (REI) been completed using the DEC MRGP REI template?  
 Yes Date completed (month/year): \_\_\_\_\_ Entity who complete REI: \_\_\_\_\_  
 No If No, complete number 2, below.

2. Has an REI been scheduled?  
 No  Yes Approximate date planned (month/year): \_\_\_\_\_

3. What tools or trainings would be helpful in implementing the MRGP?

<input type="checkbox"/> Using the REI app and Implementation Table	<input type="checkbox"/> Road site visit technical assistance
<input type="checkbox"/> ANR Natural Resources Atlas	<input type="checkbox"/> Landowner education on the MRGP requirements
<input type="checkbox"/> Determining costs and labor for road projects	<input type="checkbox"/> Additional grant funding
<input type="checkbox"/> Road practice installation and equipment use	Other? _____

### Section C: Certification

This Annual Report shall be signed by a principal executive officer, ranking elected official or other duly authorized employee consistent with 40 CFR §122.22(b) and certified as follows:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

\_\_\_\_\_  
 Print Name

\_\_\_\_\_  
 Title

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

Submit this form to:  
 VTDEC · WSMD · Stormwater Program  
 One National Life Drive  
 Montpelier, Vermont 05620-3522