

Town of Pomfret, Vermont
DRAFT Selectboard Minutes for 04/03/2019

1. The meeting was called to order at 7:04 by Emily Grube, in attendance were, Frank Perron, John Peters, Emily Grube, Steve Chamberlin, and Scott Woodard. In the audience were Norm Buchanan, John Moore, Neil Lamson; and Phil Dechert, Paula Schwenk, Harold Schwenk, Benjamin Brickner, Sharlene Kelly, Greg Russ, Betsy Rhodes, Arther Lewin, Greg Tuthill

2. Public Comment

Sharleen Kelly, on behalf of the Garden Committee, announced a planning meeting at Abbot Library on 05/02/2019 at 7 pm to determine projects to be completed this year. It was noted that the state will meet on 06/04/2019 specifically regarding roadside vegetation

3. Guest Presentations

a) Mill Brook Fish Ladder Update/Repairs

Greg Russ has meet with the White River Fish & Game and presented a sample of the proposed ladder baffles, which are made of rubber and are 50% less expensive than the hemlock and steel used in the past, which were destroyed in the 2011 high water experience. The trout population declined 50% s without the ladder. Rubber baffles are 5 ft long and will be installed in the center of the 16 ft culvert. VTrans has given permission; as has the Department of Fish and wildlife. The installation will occur in August during low water. Frank moved the Board grant permission to install this system; Emily 2nd; The Board passed unanimously.

b) Update from Listers on Purple Crayon Tax Exemption

Scott objected that this item would best be addressed at the Lister's Meeting next week; Emily pointed out it is a valid agenda item and that citizens in the audience were specifically seeking input and answers. Norm Buchanan reported the Listers will meet with the special attorney next week to determine the criteria to meet tax exemption. The decision of the Listers will establish which buildings will be included, the State educational input, and reassessment of the property since renovation. Neil Lamson will return to the Board once the listers have completed the above.

4. Recurring Items, Including Items for Possible Vote:

a) Minutes Approval: 3/6/19, 3/20/19, 3/27/19. Date was corrected from 02/20 to 03/06/2019. John moved minutes be approved; Steve 2nd. Board passed unanimously.

b) Warrants for Payment: Check \$14,745.04 for payroll; \$ 1,004,153.33 CD and scheduled payment. Frank moved; John 2nd. No objections

c) Road Commissioner update --The use of an employee timeclock to punch in and out of a shift was disputed by a former employee. The employees are required to keep a time sheet detailing their hourly activity and feel a time clock is superfluous. There is a \$20 monthly fee for the service. Frank will discuss with the crew and come back to the board with his recommendations.

d) The transportation grant is ready to submit. Frank has prepared the TA 60 Transportation forms which delineate the annual budget revenue and expenses. He moved to accept the certificate. Emily 2nd. The paving grant application is due on 04/15. Frank stated the top ten applications generally are fully funded; Pomfret is 11th /30. John moved application be submitted; Steve 2nd. No negative votes.

e) Frank will submit RFP on the Cloudland Road project. We will open the bids on 05/01/2019. Neil suggested we submit District 4 Paving Grant and Structures grant every year. An RFP for the cracked ceiling

f) A personnel policy for the 6-month assessment needs to be finalized. Frank will review what forms are in place as well as prepare an employee self-report as part of the process. Scott will also work on this. John Peters is due for his 6-month assessment.

g) Reappoint/Hire Road Commissioner. Scott asked Frank if he was interested in continuing his role as commissioner – he is for the short-term but not the long-term. Board decided to continue his appointment to Town Meeting 2020.

5. Business Items for Possible Vote:

a) Runamuck 50K Race Event Permit. No vehicles to be involved. Insurance certificate obtained. Frank moved permission be granted; John 2nd. Unanimous

b) Covered Bridge Half Marathon Road Closure (Teago to River Road) The sponsors have an insurance certificate in place, they put signs up well in advance of the road closure, and manage the event well. Frank moved permission be granted; John 2nd. Unanimous approval

c) The CD Renewal for Fire Equipment Reserve Fund @ Mascoma Bank renews again in October and Frank moved the Board wait until then to decide which equipment. Emily 2nd. All approved.

6. The following items were taken up in Road Commissioner Update

- TA 60 Approval
- Paving Grant Application

- Cloudland Bridge Approval Bid for Job
- Municipal Roads General Permit annual Report

7. Business Items for Discussion:

- a) Frank will write up a Spring Summer Maintenance Plan for the 05/01/2019 meeting.
- b) Discuss LEMP (Local Emergency Management Plan) and FAST Squad Operational Agreement – deadline is 05/01/2019
- d) Highway Employees/Reviews and John Peters Six Month Probationary Review discussion postponed to 05/01/2019.
- e) LaFlamme Property Update-- necessary documents have been obtained, including photos, surveys, etc.
- f) Repeater update—Kevin is working on a maintenance agreement and will work with the fire department regarding easement lines
- g) Municipal Building Handicap Access – the Board agreed that a long term solution with ADA compliance needs to be developed, as well emergency shelter designation.
- h) Water Quality Study – Tabled to next meeting.
- i) Highway Truck Purchase – Two trucks need to be purchased this year. Art & John suggested the town purchase equipment from nearby vender so maintenance will be easier; will include consideration of the cost of extended maintenance plans; determine 6 while vs. 10 wheel. Members of the highway committee will attend a municipal equipment show in Barre in May. Art estimates a 15-month delivery time for a tandem 45WD vehicle. Consider not trading in one of the current trucks to help with down time. There is \$447,000 (±) in the Vehicle Reserve Fund.

8. Meeting Wrap-up:

- a) Selectboard Correspondence - discussed
- b) Review of Assignments
 - Veterans- Memorial -- Scott in collaboration with the Historical Society & Chick Chase
 - Emergency Management Plan – Scott
 - Becky is working with the technicians re: continuing with Office 365 or changing to another program

Road Commissioner:

- Applications and permits completed
- Ceiling repair – RFP
- Drug test policy
- 2019 paving Discussion

c) Agenda Items for Next Meeting

9. Emily adjourned the meeting at 9:24 pm

Frank moved; John 2nd

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