

May 15, 2019. Pomfret Selectboard Draft Meeting Minutes

PRESENT: Emily Grube, Frank Perron, John Peters, Scott Woodward, Steve Chamberlain, Cynthia Hewitt

Audience: Oona Chase, Keith Chase, John Moore, Bruce Earl, Ellen des Meules

1. Emily called the meeting to order at 7:35 pm.
2. Public comment – none
3. Additions to Agenda
Emily -- Sharon Selectboard would like us to attend meeting
Scott -- Invite the Secretary of State to attend a meeting
No objections
4. Approval of 05/01 & 05/08/2019 Minutes –Scott moved; John 2nd. unanimous
5. Warrants for Payment: 18106 \$ 1,799.02 Payroll
 18105 \$ 991,380,97 State Educational Fund
6. Road Commissioner Update:
Patriot truck in the repair shop does not have something wrong with the rear end.
There is a vibration in the transfer case or universal joint; this will be adjusted
Another truck is at Sabil for brake pads, inspection, etc.
Steve moved and John 2nd that Cloudland Bridge project will be given to ECS Excavating & Landscaping, LLC – they provided excellent references.
Howe Hill Cores work – we will attend Sharon selectboard meeting next week to discuss consolidation of efforts
Frank reports that all roads are passable but not pretty. He will be prioritizing the work to be done. The Rudge project may need to be diverted to next year since the due date is 06/30/2019. Frank estimates it would take 2 weeks to complete the job.
7. Graves Road Driveway Permit – action deferred; need additional board inspection and input
8. Road Foreman/Road Commissioner Job Descriptions. Scott reminded the board that Frank is currently operating from an 08/16/2017 job description, not the 07/18 Full Time description currently being advertised. The overlapping duties of commissioner vs. foreman need to be clarified for a successful experience. Jill Muhr has sample job descriptions available at VLCT as well. Two candidates will be interviewed on 05/17/2019. Job Descriptions can then be tailored to qualifications. Oona Chase suggested that now a clerk had been hired, that person could take on some of the tedious “clerical” and computer duties. Frank stated that the only daily computer work required was keeping an accurate time sheet.

9. IT Matters

Becky reports the last of the broken computers has been wiped for disposal. The oldest computer is the one the listers use. It is recommended PCs be replaced every 6 years and laptops every 4 years. Bob has made service recommendations. He is to invoice for his time. Emily will ask Bob to give the board a tutorial on Office 365 and Sharepoint.

10. Correspondence:

Sharon Select Board – will meet 05/20/2019. Horizon will be present to discuss the Howe Hill Project

VT 100 Race – requires an insurance certificate

Caper Street Drain is not working properly – to discuss at next meeting

Scott – Invite Jim Condos the Sec’y of State to attend a meeting

Emily – Contract with either VSP or Sherriff’s office for coverage

11. Assignments:

ECS – Frank

Sharon – Emily

Tutorial with Bob – Emily

Neil Lamson questions —Next meeting

Driveway Permit—Steve

Truck Purchase – Steve

Dunn Property – Frank

ZBA Matters to be addressed 06/11/2019 – Bike trails at Suicide 6 – increased time of operation; CBD Processing plant

12. Meeting was adjourned at 8:49 pm.