Town of Pomfret
Selectboard Meeting Agenda
Town Offices
5218 Pomfret Road, North Pomfret
November 4, 2026, 7:00 pm

Zoom instructions below

Business Items	
1. Call to Order	7:00 pm
2. Agenda Review	
3. Public Comment	
4. Town Administrator Report	
5. Road Foreman Report	
6. Items for Discussion or Vote a. FY 2028 Budget Discussion b. F550 Sale Bids c. Culvert #59 Replacement RFP d. Personnel Policy Updates e. Statement of Support for the Veterans Memorial Dedication f. Albertson Opioid Settlement Participation Agreement g. Follow Up on Executive Session Matter h. Warrants i. Approval of October 21 and October 30, 2026 Minutes	7:15 pm
7. Meeting Wrap Up a. Correspondence b. Review of Assignments c. Agenda for Next Meeting	8:45 pm
8. Adjournment	
***Time frames are approximate**. Members of the public wishing to attend for specific business items are encouraged to arrive before the time indicated.*	

Zoom Instructions

- Computer or Smartphone https://zoom.us/j/95395079923?pwd=ZjBEd3ZuZWgvWmx2M0tpOE8zbjg2dz09
- Mobile Phone +19292056099,,95395079923#,,#,306922#
- Landline or Mobile Phone (301) 715 8592, then Meeting ID 953 9507 9923 and Passcode 306922

Item 6A
FY 2028 Budget Discussion

available at

https://pomfretvt.us/index.php/boar/sel/budget/

TOWN OF POMFRET, VERMONT

Draft – October 25, 2026

RESOLUTION HONORING POMFRET'S VETERANS AND ACCEPTING THE POMFRET VETERAN MEMORIAL

WHEREAS, since the American Revolution, the men and women of Pomfret have left their farms, families, and work to serve in the armed forces of the United States;

WHEREAS, their service has long been remembered in the stories of Pomfret families, but never in a place where the whole Town could gather to honor it;

WHEREAS, the Pomfret Historical Society, led by Alan C. Graham, took up that work, gathering the names of Pomfret's veterans and designing a memorial worthy of them;

WHEREAS, the memorial stands on Town land between the Town Office and the Brick Building, alongside the buildings where the people of Pomfret conduct their common business;

WHEREAS, the memorial's timber frame shelters a historic church bell long kept in the Pomfret Town Hall, giving it a new purpose in honoring those who served;

WHEREAS, the memorial was made possible by the generosity of neighbors and local businesses, the support of the Pomfret 250th Anniversary Committee, and the labor of many hands; and

WHEREAS, the Town will gather to dedicate the memorial on Veterans Day, November 11, 2026.

THEREFORE, BE IT RESOLVED, that the Town of Pomfret, by and through its Selectboard, gratefully accepts the Pomfret Veteran Memorial as a lasting place of remembrance;

RESOLVED, that the Town commends the Pomfret Historical Society and every donor and volunteer who carried the memorial from an idea to a landmark;

RESOLVED, that the Town honors every resident of Pomfret who has served in the armed forces of the United States, and the families who waited for them at home; and

RESOLVED, that this resolution be entered in the Town's records and that a copy be presented to the Pomfret Historical Society to be kept with its record of Pomfret's veterans.

ADOPTED by the Pomfret, Vermont Selectboard this [4th] day of November, 2026.

_____

Benjamin Brickner, Chair

_____

John Peters Jr., Vice-Chair

_____

Eric Chase

_____

Kyle Hansen

_____

Emily Grube

5218 POMFRET ROAD
NORTH POMFRET, VT 05053
PH. 802-457-3861
FAX 802-457-8180
HTTP://POMFRETVT.US

Docusign Envelope ID: 9890AC22-E310-82CD-8347-59AE3E15B694

National Opioid Settlement: Albertsons
Opioids Implementation Administrator opioidsparticipation@rubris.com

To: POMFRET TOWN, VT
Rubris Reference Number: CL-2268295

TO LOCAL POLITICAL SUBDIVISIONS:

THIS PACKAGE CONTAINS DOCUMENTATION TO PARTICIPATE IN THE NEW NATIONAL OPIOID SETTLEMENT WITH ALBERTSONS. YOU MUST TAKE ACTION IN ORDER TO PARTICIPATE.

Deadline: December 30, 2026

A new proposed national opioids settlement has been reached with Albertsons ("Settling Defendant"). This participation package is a follow-up communication to the Notice of National Opioids Settlement recently received electronically by your subdivision.

You are receiving this participation package because your state is participating in the new National Opioids Settlement with Albertsons.

This electronic envelope contains:

- A *Participation Form* for the National Opioids Settlement with Albertsons that your subdivision is eligible to join, including a release of any claims.

The *Participation Form* must be executed, without alteration, and submitted on or before December 30, 2026, in order for your subdivision to be considered for initial participation calculations and payment eligibility under the National Opioids Settlement with Albertsons.

Any subdivision that does not participate cannot directly share in the settlement funds, even if the subdivision's state is settling and other participating subdivisions are sharing in settlement funds. Any subdivision that does not participate may also reduce the amount of money for programs to remediate the opioid crisis in its state. Please note, a subdivision will not necessarily directly receive settlement funds by participating; decisions on how settlement funds will be allocated within a state are subject to intrastate agreements or state statutes.

Your subdivision must return a participation form in order for your subdivision to release its claim and receive funds from the National Opioid Settlement with Albertsons.

You are encouraged to discuss the terms and benefits of the National Opioid Settlement with Albertsons with your counsel, your Attorney General's Office, and/or other contacts within your state.

How to return signed forms:

There are three methods for returning the executed Participation Form and any supporting documentation to the Implementation Administrator:

Docusign Envelope ID: 9890AC22-E310-82CD-8347-59AE3E15B694

(1) *Electronic Signature via Docusign:* Executing the Participation Form electronically through Docusign will return the signed form to the Opioids Implementation Administrator and associate your form with your subdivision's record. Electronic signature is the most efficient method for returning the Participation Form, allowing for more timely participation, and is therefore strongly encouraged.
(2) *Manual Signature returned via Rubris Platform Portal:* If your entity is unable to return an executed Participation Form using Docusign, the signed Participation Form may be submitted via the Rubris Platform Portal. Please utilize the link within the New Opioid Settlement Notice email in order to upload your entity's Participation Form directly to the Rubris Platform Portal.
(3) *Manual Signature returned via electronic mail:* If your subdivision is unable to return the executed Participation Form using Docusign, the signed Participation Form may be returned via electronic mail to opioidsparticipation@rubris.com. Please include the name, state, and reference ID of your subdivision in the body of the email and use the subject line Settlement Participation Form – [POMFRET TOWN, VT] – [CL-2268295].

The sign-on period for subdivisions to participate in the National Opioid Settlement with Albertsons ends on December 30, 2026.

If you have any questions about executing the Participation Form, please contact your counsel, the Opioids Implementation Administrator at opioidsparticipation@rubris.com, or Justin G. Sherman, Assistant Attorney General, in the Vermont Office of the Attorney General, at justin.sherman@vermont.gov.

Detailed instructions on how to sign and return the Participation Form, including changing the authorized signer, can be found at https://nationalopioidsettlement.com/. You may also contact opioidsparticipation@rubris.com.

Thank you,
National Opioids Implementation Administrator for Albertsons

The Implementation Administrator is retained to provide the settlement notice required by the respective settlement agreement referenced above and to manage the collection of settlement participation forms.

Docusign Envelope ID: 9890AC22-E310-82CD-8347-59AE3E15B694

EXHIBIT K

Subdivision Participation and Release Form

Governmental Entity: POMFRET TOWN	State: VT
Authorized Official:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above ("*Governmental Entity*"), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Settlement Agreement dated August 20, 2026 ("*Albertsons Settlement*"), and acting through the undersigned authorized official, hereby elects to participate in the Albertsons Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Albertsons Settlement, understands that all terms in this Participation and Release Form have the meanings defined therein, and agrees that by executing this Participation and Release Form, the Governmental Entity elects to participate in the Albertsons Settlement and become a Participating Subdivision as provided therein.

2. The Governmental Entity shall promptly, and in any event no later than 14 days after the Reference Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed. With respect to any Released Claims pending in *In re National Prescription Opiate Litigation*, MDL No. 2804, the Governmental Entity authorizes the Plaintiffs' Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal with Prejudice substantially in the form found at [website link to national settlement website to be provided].

3. The Governmental Entity agrees to the terms of the Albertsons Settlement pertaining to Participating Subdivisions as defined therein.

4. By agreeing to the terms of the Albertsons Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.

5. The Governmental Entity agrees to use any monies it receives through the Albertsons Settlement solely for the purposes provided therein.

6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity's state where the Consent Judgment is filed for purposes limited to that court's role as provided in, and for resolving disputes to the extent provided in, the Albertsons

Docusign Envelope ID: 9890AC22-E310-82CD-8347-59AE3E15B694

Settlement. The Governmental Entity likewise agrees to arbitrate before the National Arbitration Panel as provided in, and for resolving disputes to the extent otherwise provided in, the Albertsons Settlement.

7. The Governmental Entity has the right to enforce the Albertsons Settlement as provided therein.

8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the Albertsons Settlement, including without limitation all provisions of Section X (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the Albertsons Settlement are intended by the Parties to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Albertsons Settlement shall be a complete bar to any Released Claim.

9. The Governmental Entity hereby takes on all rights and obligations of a Participating Subdivision as set forth in the Albertsons Settlement.

10. In connection with the releases provided for in the Albertsons Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

> **General Release; extent.** A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Albertsons Settlement.

Docusign Envelope ID: 9890AC22-E310-82CD-8347-59AE3E15B694

11. Nothing herein is intended to modify in any way the terms of the Albertsons Settlement, to which Governmental Entity hereby agrees. To the extent this Participation and Release Form is interpreted differently from the Albertsons Settlement in any respect, the Albertsons Settlement controls.

I have all necessary power and authorization to execute this Participation and Release Form on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____

Town of Pomfret Selectboard
DRAFT Meeting Minutes
October 21, 2026

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

Public: Mariel Luna (Town Administrator), Frank Rogers, Art Lewin, Allyn Ricker, Cynthia Hewitt, Jason Levin, Pamela Pickett, Rita Seto, Bob Crean, Michael Miller, Cierra Ford (VHB), Joshua Aldrich (VHB)

1. **Call to Order –** Ben called the meeting to order at 7:00 pm.
2. **Agenda Review –** None.
3. **Executive Session**
   a. Ben moved and John seconded that the Selectboard enter executive session pursuant to 1 V.S.A. § 313(a)(3) to discuss the employment of public employees, with Frank and Art invited to join. Unanimous. The Selectboard entered executive session at 7:00 pm.
   b. John moved and Eric seconded that the Selectboard exit executive session. Unanimous. The Selectboard exited executive session at 7:23 pm. No decisions were made in executive session.
4. **Public Comment –** None.
5. **Town Administrator Report –** Mariel reported that the ad for the truck and plow sale has been posted. She reported that she met with Munibit as well as with Jason Levin regarding the new Town website and the ADA requirements. Mariel reported that the cost for Munibit would be just over $1,600 annually and, should the Town decide to move on from Munibit, the Town would lose the structure that Munibit creates. If the Town decides to work with Jason, who has offered to build the new website pro bono, the only cost would be hosting at approximately $25 monthly. Mariel reported that she is reviewing compensation and benefits and the personnel policy and will have feedback on both at the November 4 Selectboard meeting. Mariel reported that there were no updates from the Treasurer, and that Becky will need help at the elections. Mariel discussed the cleanup that is currently happening in the Town office building and mentioned that Bill Emmons and John Moore took some time to help with that. The Historical Society has picture rail ready for the Town to install, and Ben suggested that it may be possible to find someone in town willing to do that work; Mariel noted that volunteers could sign waivers. She mentioned that additional electrical outlets are needed in the offices, as equipment is currently daisy-chained, and that the light fixtures and the conference table chairs need to be replaced for safety reasons. Lastly, Mariel requested help clearing out broken windows, screens, and other debris from the barn. The Selectboard agreed that pricing for the electrical work, light fixtures, and chairs can be submitted for review and consideration, and Frank will look at the barn and haul what he can to the Town garage dumpster.
6. **Recognition of Cynthia Hewitt –** The Selectboard thanked Cynthia for her seven and a half years of service as the Selectboard's administrative assistant.
7. **Road Foreman Report –** Frank reported that the road crew has been working on finishing roadside mowing, leaf blowing, and grading, and getting the equipment ready for winter. In the next week or two, the road crew will begin completing maintenance and cleaning that they were unable to focus on during the summer. Ben asked Frank about the beaver

dam on Stage Road. Frank stated that he met with someone from the State who recommended that the beavers be trapped and removed, and that he will obtain the State's list of trappers and present options to the Selectboard.

8. **Items for Discussion or Vote**
   a. **VHB Paving Reclamation Presentation –** Cierra Ford and Joshua Aldrich presented their findings from the evaluation of Pomfret Road from the Woodstock town line to Allen Hill Road. They discussed the recommended treatments for each of the segments studied, along with drainage, slope, culvert, and signage improvements. Questions from the Selectboard and the public addressed alternative treatments, curbing near Teago, project phasing and financing, and culverts. VHB will provide a revised recommendation report, and the Selectboard will schedule a follow-up meeting with VHB to discuss costs and phasing.
   b. **New Town Website – ADA Compliance –** Jason Levin discussed the work that he is completing to help update the Town website. He gave a brief summary of the ADA requirements as well as what will need to be revised for the existing documents already on the website. Jason also discussed the current website's vulnerability to a security flaw that was recently discovered, and recommended backing up the site and moving promptly to a new WordPress site. The Selectboard reached a consensus to allow Jason to continue his work on the Town website and to be granted access to the backend, with the Selectboard to review the new site before it goes live.
   c. **FY 2028 Budget Discussion –** The Selectboard began its first review of the Town budget worksheet line by line, entering preliminary figures. Mariel will work with Becky, Ellen, Neil, and Norm to determine specific projected costs for each of their departments, and will invite Greg Hartford to the November 4 Selectboard meeting to present the Fire Department's budget projections.
   d. **Review Winter Plowing Bids –** Mariel provided the Selectboard with a summary of all submissions. Emily asked Frank if he would need the additional contractor now that he has a full crew. Frank said there is not an urgent need to take the RFP any further at this time. Eric shared concerns regarding training time to prepare the new hire for winter work. Frank shared that the existing crew is a strong one and he feels confident that they will be able to train the new hire in time for winter. The Selectboard came to a consensus to reject all bids. Mariel will make calls to the bidders to inform them. Frank will inform any remaining candidates that the vacancy has been filled.
   e. **Better Roads Grant (FY 2027) –** This item was taken up ahead of Item 8C. Rita Seto (Two Rivers) joined via Zoom and discussed the Town's possible Category D application for the Johnson Road culvert, explaining that completing work on both culverts prior to repaving could save money in the long run. Emily shared her concerns regarding the remaining amount of funds that the Town would have to secure to cover the full cost of the project, and recommended that the Town wait for another structures grant. Rita and the Selectboard discussed applying under Category B instead, which would cover drainage and cross culvert work on smaller projects around town. Eric moved and Kyle seconded that Frank and Mariel prepare a Category B application, with Frank to identify the culverts, and that Mariel or the Selectboard Chair be authorized to sign it. Unanimous.
   f. **Structures Grant Agreement (BC2501) –** The Selectboard reviewed the structures grant agreement for the lower Pomfret Road culvert (Culvert #59), which provides

$200,000 with a 10% local share. Eric moved and Emily seconded approval of the agreement and authorized the Selectboard Chair to sign. Unanimous.

g. **2027 Transportation Alternatives Program –** Discussed under Item 8E. The Selectboard reached a consensus that applying for the Transportation Alternatives Program or other federally funded programs would not be conducive to the Town's needs at this time, given their administrative requirements.

h. **Culvert #59 Replacement RFP –** The Selectboard took the RFP that Mariel prepared under advisement. Emily recommended adding a mandatory pre-bid site visit and extending the completion date to September 30, 2027. Frank shared that there is no urgency to approve the RFP since the work would not begin until spring. The Selectboard noted that the existing plans from East Engineering are design plans rather than construction plans, and Ben will contact East Engineering about the next phase. The Selectboard will review the updated RFP at a future meeting.

i. **Warrants –** John moved and Emily seconded approval of the following warrants for payment:

27031	$	10,609.21	Payroll
27034		57,251.39	A/P

Unanimous. The Selectboard also reached a consensus that Ellen roll over the maturing $192,000 certificate of deposit for a five-month term.

j. **Approval of October 7, 2026 Minutes –** John moved and Emily seconded to approve the minutes of the October 7, 2026 meeting as presented. Unanimous.

9. **Meeting Wrap Up**

a. **Correspondence –** Ben and Mariel received a patrol services agreement from the Vermont State Police. The Selectboard came to a consensus that a decision on how to move forward will be made after the elections and a meeting with the Sheriff-elect.

b. **Review of Assignments –** Ben will contact East Engineering regarding the Culvert #59 plans, sign and return the structures grant agreement, and coordinate scheduling with VHB. Frank will identify culverts for the Better Roads Grant application, inform the remaining road crew candidates that the vacancy has been filled, look at the barn, and obtain the State's list of trappers. Mariel will contact the winter plowing bidders, work with Frank to complete the Better Roads Grant application, continue to work with Jason on the new Town website, follow up with the Treasurer, Clerk, Listers, and Fire Department on budget projections, inform Becky that Jason was granted access to the website, update the Culvert #59 RFP, let Ellen know about the CD rollover, and check with Becky about an overweight permit for Barnard Excavating.

c. **Agenda for Next Meeting –** FY 2028 budget, F550 sale bids, personnel policy updates, follow-up on executive session matter, Culvert #59 Replacement RFP, and a statement of support for the Veterans Memorial dedication.

10. **Adjournment –** John moved and Eric seconded adjournment. Unanimous. The meeting was adjourned at 11:03 pm.

Town of Pomfret Selectboard
DRAFT Special Meeting Minutes
October 30, 2026

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

Public: Mariel Luna (Town Administrator), Frank Rogers, Allyn Ricker, Ed Scheuermann, Pam Pickett, Cierra Ford (VHB), Joshua Aldrich (VHB)

1. **Call to Order –** Ben called the meeting to order at 3:01 pm.
2. **Agenda Review –** None.
3. **Public Comment –** None.
4. **VHB Paving Reclamation Presentation –** Cierra Ford and Joshua Aldrich presented the changes to their recommendations from the evaluation done along Pomfret Road, including a corrected segment length, revised treatment options, and a proposed three-year construction phasing. Ben reported that the paving reserve holds $156,430, with $125,000 more expected in February, and that the Town has added $250,000 to the reserve in recent years, which is well short of the projected project cost. VHB recommended treating the segments that can be preserved with mill and overlay before the most deteriorated segments; the Selectboard discussed this approach against addressing the worst segments first, and agreed that VHB should include all roadside treatments in the bid package. VHB will consider a shallower reclamation depth where road fabric may be present, evaluate underdrain as a possible bid alternate, and send its culvert recommendations. The Selectboard came to a consensus that a bond will likely be needed and agreed to research that option further; Ben will contact Deb Jones, who is familiar with Sharon's road bond, or the Vermont Bond Bank about municipal borrowing. Ben also requested that VHB share any funding opportunities that may help cover some of the cost, and VHB agreed. Mariel will work with Becky to create a page on the Town website for project documents.
5. **Adjournment –** John moved and Kyle seconded adjournment. Unanimous. The meeting was adjourned at 4:29 pm.