Town of Pomfret Selectboard
Meeting Minutes
November 4, 2026

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

Public: Frank Rogers, Art Lewin, Ed Scheuermann, Michael Miller

1. **Call to Order –** Ben called the meeting to order at 7:00 pm. John participated remotely.
2. **Agenda Review –** Ben proposed adding a readout of his conversation with the Vermont Bond Bank regarding the paving project, following Item 6A, and a letter to the editor of the Vermont Standard thanking the community for its patience with the fall road closure, preceding Warrants. Eric moved and Emily seconded. Unanimous roll-call vote.
3. **Public Comment –** None.
4. **Town Administrator Report –** Mariel was delayed and then unable to attend.
5. **Road Foreman Report –** Frank reported that mowing of the dirt roads and leaf blowing are complete, maintenance is underway on culverts, water bars and equipment, and most of the grading is complete. The snow fence is up. Eric asked about the Weekly Foreman Report, and Frank agreed to revisit the form so that he can use it. Emily asked what the road crew's plan is to remove the trees in the strike zone, which will be paid for with grant funding. Frank stated that he will be forwarding an email to Ben for review and signature and that the work would be done within the grant term. Eric and Frank briefly discussed that the $50,000 grant will cover work on approximately 800 feet of guardrail on Pomfret Road and the removal of 12–14 trees.
6. **Items for Discussion or Vote**
    a. **FY 2028 Budget Discussion –** The Fire Department will join the next meeting. The Selectboard and Frank completed a first pass through the highway budget. Frank reported that Pike has communicated a 12% increase on materials costs across the board, effective January 1, and Frank and the Selectboard worked through that increase. Eric suggested that the Town allow the highway equipment reserve to also fund large repair bills for equipment no longer covered by warranty, which the Selectboard will consider when it takes up reserve funding. Frank will ask the Capital Planning Committee for its updated recommendations.
    b. **Vermont Bond Bank –** Ben reported on his conversation with the Vermont Bond Bank; no action was required. There are two annual cycles, winter and summer, which would determine when the Town will need to apply. Because money from the summer cycle would likely not be available until August, the Town has the option to take a short-term bond anticipation note from Mascoma so that work can begin earlier, to be paid off with the bond proceeds. The interest rate through the Bond Bank is a fixed market rate, and the term may not exceed the life of the asset. Voters would authorize a maximum amount, which the Town could borrow in phases as needed. An attorney from the Bond Bank's approved list would be needed to ensure the process is completed correctly. Emily raised the possibility of not taking a bond and instead putting the equivalent of the annual bond payment directly into road work in phases, avoiding the interest payments. The Selectboard will continue to consider these options.

c. **F550 Sale Bids –** Ben checked with Mariel, who reported that no bids had been submitted. Frank will place a for-sale sign on the truck, with the plow and sander mounted.

d. **Culvert #59 Replacement RFP –** Ben spoke with Tyler Billingsley of East Engineering. The original contract that the Town signed included engineering plans and an RFP for both culverts. Tyler will prepare those for the Selectboard to review at the next meeting. Tyler suggested that the Town submit permit applications immediately, as permit review is expected to take four to six months. Emily moved and Eric seconded to authorize the Selectboard Chair to sign the necessary permit applications. Unanimous roll-call vote.

e. **Personnel Policy Updates –** Postponed to the November 18 meeting.

f. **Statement of Support for the Veterans Memorial Dedication –** Ben prepared a statement of support for the Historical Society's dedication of the Veterans Memorial on November 11. Emily moved and Kyle seconded to approve and sign the statement. Unanimous roll-call vote.

g. **Albertsons Opioid Settlement Participation Agreement –** Ben explained that, as with prior national opioid settlements, the agreement provides small periodic payments in exchange for a release of claims and cannot be negotiated. The options are to sign it as-is, have an attorney review it, or not sign. Because the payments are small, attorney review would not be cost effective. Emily moved and John seconded to authorize the Selectboard Chair to sign the agreement as-is. Unanimous roll-call vote.

h. **Follow Up on Executive Session Matter –** Ben will follow up with Mariel.

i. **Foliage Letter to the Editor –** Ben proposed updating the Selectboard's letter from prior years thanking the community for its patience with the fall foliage road closure and submitting it to the Vermont Standard. John moved and Emily seconded. Unanimous roll-call vote.

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

27036	$	10,159.83	Payroll
27039		36,345.53	A/P (revised)

Unanimous roll-call vote. The A/P warrant was revised to add the second half of the FY 2027 Windsor County tax payment.

k. **Approval of October 21 and October 30, 2026 Minutes –** Eric moved and Kyle seconded to approve the minutes of the October 21, 2026 meeting and the October 30, 2026 special meeting as presented. Unanimous roll-call vote.

7. **Meeting Wrap Up**

a. **Correspondence –** None.

b. **Review of Assignments –** Frank will follow up with the Capital Planning Committee, place a for-sale sign on the F550, and send Ben the strike zone grant email. Ben will follow up with Mariel about the executive session matter and with Sheriff-elect Claude Want to invite him to a meeting.

c. **Agenda for Next Meeting –** FY 2028 budget (including the Fire Department), Culvert #59 Replacement RFP from East Engineering, meeting with the Sheriff-elect, and personnel policy updates.

8. **Adjournment –** Eric moved and John seconded adjournment. Unanimous roll-call vote. The meeting was adjourned at 8:31 pm.