

Town of Pomfret Select Board Meeting  
Approved Minutes  
June 1, 2022

Present: Emily Grube, John Peters, Steve Chamberlin, Jon Harrington, Ben Brickner

Public: Jim Potter (Road Commissioner), Neil Lamson (Lister), John Moore (Planning Commission), Bob Crean, Tim Reiter (Planning Commission), Ellen DesMeules (Treasurer), Karen Osnoe (Delinq. Tax Collector), Caleb (Pike), Jessica Levinson, Cynthia Hewitt (SB Asst)

Executive Session

1. Called to Order. 6:30
  - a. Contracts
2. Exec Session Adjourned 7:00 PM

SELECT BOARD MEETING

1. Emily Called the Meeting to Order at 7:02
2. No Public Comment
3. Agenda Review – Remove Traffic Ordinance, Employee Handbook, & Tree Policy; add Loader RFP and Brick Building Update. Unanimous.
4. Road Foreman’s Report and Highway Items
  - a. Generators – Jim has received a price from Vermont Generators, however, the quote did not include necessary electricity. Jim will ask both vendors to provide estimates for both with and without electrical connections. Alex Eastman could install the electric if the price is right. He will also ask for discounted prices for 4-5 generators (add 2 fire stations, library, and town hall to garage installation). The Town Hall may be able to be connected to Town Office generator, as is the brick building.
  - b. Paving RFPs. Only two proposals were submitted, one from Sunapee Paving and one from Pike. After discussion and comparison, Emily moved and Steve seconded Pike be awarded the bid. Unanimous vote. Further discussion ensued regarding the current cost of petroleum products and the fact we expect only a partial grant from Vtrans. The motion was amended to accept the contract from Pike contingent upon the receiving a paving grant from Vtrans of at least \$80,000. Unanimous
  - c. Artistree Access Permit – Artistree has requested temporary access during their summer concert series, for access/exit onto Stage Road opposite Suicide Six. Karen Osnoe, Zoning Administrator, stated that with a 13-concert series, Artistree must obtain conditional use approval from the ZBA before a permit can be issued (elimination of one event would avoid this requirement as events not exceeding 12 days in a calendar year are exempt from permitting under our Zoning Ordinance). Emily suggested the So Pomfret Scoping study would be the best method for determination. The Board felt temporary use of the Stage Road egress might be given if Artistree would provide traffic control. Should they intend to increase the size of their parking lot, an Act 250 permit may be necessary.
5. Items for Discussion or Vote
  - a. Delinquent Tax Collection – Karen Osnoe received only one effort for settlement of a delinquent tax bill, which the board determined was inadequate because the proposed monthly payment would not pay off the delinquent amount of about \$70,000 for a decade. After discussion, the Board agreed to offer a revised agreement that would pay off the delinquent within three years – final payment to be due on or before 06/30/2025. Ben moved and John seconded this be achieved;

motion carried. The fact that the property owner endeavored to initiate payment of the outstanding balance was good start. All other delinquent tax accounts will be offered for tax sale. Karen is working with an attorney to that effect.

- b. ARPA next steps – Neil presented an updated spread sheet of proposed ARPA projects and their costs. The Board approved Neil to submit an RFP for 4 generators and to obtain pricing on a laptop computer for the Road Foreman.
  - c. COLA—To be researched and presented at the 06/15/2022 meeting
  - d. VLCT Vision Insurance – At Jim’s request, Ellen has obtained information regarding vision insurance; this will be offered via VLCT but the employees will pay the premium in full. Ben moved and Steve seconded approval; unanimous vote
  - e. Employee Reviews – Wed, 06/28/2022 – Executive session.
  - f. Woodstock Ambulance Service -- John moved and Ben seconded Ben’s comments to the Woodstock Ambulance Contract be sent to the Woodstock Select Board and Interim Town Manager along with an explanatory cover email. Unanimous consent
  - g. Hartford Ambulance Service -- John will continue working on the Hartford Ambulance Contract.
  - h. Windsor County Sherriff’s Contract – Emily will contact Claude Wayans to add Foliage Traffic Controls on Cloudland Road.
  - i. FCC – John is working on renewing the licensing
  - j. Picnic Area – Jon and Becky found the deed from Bassets transferring ownership to the Town. Ben will refine this document for Nancy Basset’s signature.
  - k. Ben moved and John seconded approval of three Warrants; motion carried

22109	\$10,074.97	Payroll
22110	18,426.76	A/P
22106	722.39	A/P
  - l. Approval of 05/18/2022 minutes – after discussion, Steve moved and John seconded approval as revised; motion carried
  - m. Brick Building – Steve spoke with John Barnes who will inspect the Brick Building and recommend further action. Steve will follow up.
  - n. Loader RFP – Steve will prepare for the June 15 meeting.
6. Meeting Wrap Up
- a. Correspondence – Road Crew ad – Stop newspaper ads; put it on Indeed.
  - b. Assignments – Steve talk with John Barnes; Emily talk with Kevin, Claude; Neil – RFP for generators; Jim talk with Caleb; Ben – Picnic area deed; Woodstock ambulance contract email, revise form of Delinquent Tax Payment Agreement; John -- FCC and Harford Ambulance;
  - c. Agenda Items for next meeting: Employee Handbook, Sherriff’s Contract, COLA, FCC, ARPA follow up
7. Ben moved and Steve seconded Adjournment at 10:20 pm