

**Town of Pomfret
Selectboard Meeting Agenda
Town Offices
5218 Pomfret Road, No. Pomfret 05053
October 5, 2022, 7:00 pm**

Zoom instructions below

Business Items	
Business Items	7:00 pm
1. Call to Order	Chair
2. Public Comment	
3. Agenda Review	
4. Road Foreman's Report & Highway Items a. Cloudland Road Foliage Traffic Update b. Estate of Eydt Highway Access Permit c. Speed Limits – Stage Road d. Wild Apple Road Recycled Asphalt	
5. Items for Discussion or Vote a. Pomfret Associates Easement b. Local Hazard Mitigation Plan RFPs Opening c. So Pomfret Scoping Study d. TH 24 Right of Way e. Warrants f. Approval of 09/21/2022 Minutes	8:00
6. Meeting Wrap Up a. Correspondence b. Review of Assignments c. Agenda for Next Meeting	
7. Adjournment	
<i>Time frames are approximate. Members of the public wishing to attend for specific business items are encouraged to arrive before the time indicated</i>	

- Join Zoom Meeting via Computer or Smartphone
Click <https://zoom.us/j/95395079923?pwd=ZjBEed3ZuZWgvWmx2M0tpOE8zbjg2dz09> to start or join a scheduled Zoom meeting
- Join Zoom Meeting via Mobile Phone +19292056099,,95395079923#,,#,306922#
- Join Zoom Meeting via Landline or Mobile Phone Dial +1 301 715 8592, followed by the Meeting ID: 953 9507 9923 and Password: 306922

BRAD M. RUDERMAN & ASSOCIATES, INC.

CIVIL ENGINEERS – LAND SURVEYORS
28 U.S. ROUTE 5 NORTH
WINDSOR, VERMONT 05089
EMAIL: RUDERMANJ@AOL.COM
TELEPHONE: (802) 674-4248

September 27, 2022

Jim Potter
Road Foreman
Town of Pomfret
5218 Pomfret Road
North Pomfret, Vermont 05053

**Re: Application for Residential Driveway Permit
Estate of Fred Eydt
Pomfret Road, Pomfret, VT
Parcel ID #0134-A**

Dear Jim:

On behalf of the Estate of Fred Eydt and Eric Scanlon, enclosed please find an Application for a Driveway Permit, one copy of the site plan, a location map, plus a \$100 check for the application fee.

The property is a land-locked 105-acre parcel located behind parcel #0134, currently owned by Tom Gubbins on the east side of Pomfret Road (Gubbins is at #4056 and #4070 Pomfret Road). Fred Eydt retained a 50-foot right-of-way through parcel #0134 when he sold the land.

The proposed access is to serve a future residence on the 105-acre retained parcel. I have set a grade stake at the desired center point along the town road.

Please let me know if you have any questions or would like to meet at the site.

Sincerely,



Brad M. Ruderman, P.E.

TOWN OF POMFRET
APPLICATION FOR A DRIVEWAY OR APPROACH ROAD ACCESS PERMIT

Landowner Estate of Fred Edyt Phone 919-621-1816

Address 7745 Indian Oaks Dr. Vero Beach State FL Zip 32966

The undersigned requests an Access Permit to construct an access to serve the landowner's property, located on the East side of Pomfret Rd. (E911 highway name) Town Highway No. 1

The proposed access will be located approximately 2750 FT. +/- (ft./ mi.) from the intersection of this road with LABOUNTY RD. (T.H. #11) (E911 highway name).

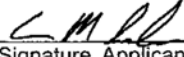
(DETAILED SKETCH MUST ACCOMPANY THIS APPLICATION.)

Driveways and approach roads entering a town highway shall meet the following standards:

1. Be constructed at a 90-degree angle to the town highway
2. Have a minimum site distance shall be 150 feet both ways when viewed 15 feet back from the edge of the travelled way.
3. Have a minimum width of 16 feet for the first 20 feet back from edge of town highway shoulder.
4. Be graded and ditched so that water does not run onto the town highway.

Both sides of proposed driveway shall have stakes with ribbons to indicate desired location at point of access to the town highway. The applicant agrees to maintain said access and adhere to the directions, restrictions and conditions forming a part of this permit.

Dated at _____ this 27th day of September, 2022.

 Eric Scanlon
Signature, Applicant or Applicant's Agent Applicant or Applicant's Agent's Name
(printed or typed)

Application fee of \$100. Received Date 9/30/2022 by RL #7 ✓#1424

Directions, restrictions and conditions:

18-inch culvert required yes no

Other restrictions or conditions

This permit is issued in accordance with Title 19, V.S.A. relative to all highways within the jurisdiction of the Town of Pomfret. This permit may be voided in the event of misrepresentation, substantial inaccuracy or failure to undertake construction of the access within one year of the date of approval.

Permit to construct access is given this _____ day of _____, 20____.

_____ Road Commissioner _____ Chair, Selectboard

Final Approval: The first 20 feet of a driveway or access road entering a Town highway shall be constructed by the applicant and approved by the Selectboard and Road Commissioner before any building construction may be started.

This access has been installed in accordance with the above directions, restrictions and conditions and is acceptable under State and local regulations. This _____ day of _____, 20____.

_____ Road Commissioner _____ Chair, Selectboard

Hi Cynthia,
(from Jon H)

Can you please add below South Pomfret Scoping Study, MPM role and Purpose and Need Statement, and also attach to the agenda the consultants suggested language for the Purpose and Need Statement, as follows:

Rose's notes from the meeting:

Purpose Statement

A resident suggested better defining or rewording "Village Center" to "Village," "Study Area," or "South Pomfret" to feel more inclusive of residents and not just commercial properties/destinations in town. **I use Village**

A resident suggested including "livability" in the purpose statement to further feelings of inclusivity of residents within the scope of work. Another resident commented that they were worried that the ranking of alternatives would not consider the impacts on residents based on the current wording. **Incorporated livability**

The statement "non-motorized users" felt limiting to some attendees who suggested using "citizens" in its place. **I use all users instead**

Several residents approved of including the term "aesthetic" as this is something they would like to maintain within the town. **Kept it**

Based on all the comments, I would propose:

The purpose of the South Pomfret Village Scoping Study is to identify opportunities to improve connectivity throughout the **Village and evaluate design alternatives that will improve safety and mobility for **all** users while maintaining the **livability and rural and historic aesthetic** of the Village.**

Jenn Conley, PE, PTOE
Director of Transportation Systems

P [802.497.6191](tel:802.497.6191) | M [802.345.2321](tel:802.345.2321)

www.vhb.com



Revised purpose and need with rural struck (in marked up version first if you want to describe the changes at the meeting, and then in a clean version)

The purpose of the South Pomfret Village Scoping Study is to identify opportunities to improve connectivity throughout the ~~Village~~ and evaluate design alternatives that will improve safety and mobility for ~~all~~ users while maintaining the ~~livability and rural~~ and ~~historic aesthetic~~ of the Village.

Clean version:

The purpose of the South Pomfret Village Scoping Study is to identify opportunities to improve connectivity throughout the Village and evaluate design alternatives that will improve safety and mobility for all users while maintaining the livability and historic aesthetic of the Village.

Jenn Conley, PE, PTOE

Director of Transportation Systems

P 802.497.6191 | M 802.345.2321

www.vhb.com



Meeting Notes

Date: September 15th, 2022 Notes Taken By: Rose O'Brien, EIT
Place: Artistree Community Arts Center Re: Local Concerns Meeting
Project No.: 58786.00

ATTENDEES:

Project Team

Jonathan Harrington, Municipal Project Manager
Jenn Conley, PE, PTOE VHB Project Manager
Rose O'Brien, Public Outreach

Members of the Public

Sharlene Kelly – CMSLLC3@gmail.com skelly@granitegroupadvisors.com, Vern Clifford, Tina Clifford – clifhng2@gmail.com, Marie Cross – mpcole73@gmail.com, Cara Defoor – caradefoor@gmail.com, Joe Defoor – 1799 Pomfret Rd South Pomfret, Kathleen Dolar – kd@artistreevt.org, Sharlene Kelly, Pam Pickett, Shaun Pickett – spickettvt@gmail.com, Eleanor Pizzani – elypizzani@aol.com, Cory Smith – abbottlibrary@gmail.com,

Presentation

Jenn Conley presented the project schedule, draft purpose and existing conditions information collected to date (while collecting some input) and then opened the meeting up to public comment

Public Input and Local Concerns

Purpose Statement

A resident suggested better defining or rewording "Village Center" to "Village," "Study Area," or "South Pomfret" to feel more inclusive of residents and not just commercial properties/destinations in town.

A resident suggested including "livability" in the purpose statement to further feelings of inclusivity of residents within the scope of work. Another resident commented that they were worried that the ranking of alternatives would not consider the impacts on residents based on the current wording.

The statement "non-motorized users" felt limiting to some attendees who suggested using "citizens" in its place.

Several residents approved of including the term "aesthetic" as this is something they would like to maintain within the town.

The Intersection

Since the store has been renovated, this location appears safer. Traffic has slowed down, there is now defined parking and no parking in front of the store, improvement to sight lines at all stop signs, defined crosswalks and pedestrian signing, and defined curb lines.

There is informal parking on Library St which is used by trucks/trailers and should be kept since there is nowhere else for longer vehicles to park.

Issues with speeding down Library St and lack of definition at intersection with Stage Rd. A resident suggested adding curb and narrowing at intersection since many people do not stop at stop sign.

A resident expressed concerns about winter maintenance with the additional of curb, sidewalk, or widened shoulders.

All roads at this intersection are currently two-way which can be confusing for drivers pulling out of driveways. It's not clear who yields to who, there are lots of directions to check for traffic and the placement of stop signs makes them hard to see from some directions.

A resident asked where bikes would go if the roads were curbed.

Several residents suggested adding a crosswalk on Stage Rd from the Artistree path to the Grange Theatre, and either end of Library St. There are concerns about sight lines at any of the proposed crosswalks since most intersections are skewed.

A resident suggested making Library St and Pomfret Rd one-way around Teago to add space for bikes and pedestrians in the current paved area.

Another resident suggested closing Library Rd and making it a green space/path for bikes and pedestrians. Concerns with this suggestion due to a difficult left turn from Stage Rd to Pomfret Rd.

A resident suggested making just the bridge on Pomfret Rd one-way to add space for bikes and pedestrians without needing to build a new bridge.

Pomfret Road (South)

Several residents suggested or were in support of a shared-use path from Artistree/Teago to the Elementary School. There was lots of approval for encouraging children to walk or bike more but felt that this section of road is very unsafe due to the curves in the road, lack of shoulder, and steep embankment next to the road.

There are concerns that this would impact the property owners along the road since most houses are very close to the edge of pavement.

A resident suggested a path that is off the roadway through the fields instead as most people currently ride through the fields between the river and houses along the road to get to the school. There were concerns about winter maintenance if path is not near roadway.

A resident suggested other traffic calming devices since many people speed into town still where the speed limit is lowered. Suggested gateway treatments such as speed feedback signs and village signage.

Stage Road

A resident suggested including a wider shoulder from Saskadena Six to Teago. Currently the shoulder is narrow and uneven and therefore difficult to walk on.

Many noted that this road has less traffic, cars generally have room to move over and most activity between Saskadena Six and Teago is in the winter and not year-round.

One attendee expressed that even if there is less pedestrian traffic, since this traffic is in the winter, walkers are forced into the road due to large snowbanks on the shoulder and is a problem that should be addressed. It was also noted that summer activity could increase if the bike park reopened or if any other summer activities began.

An off-alignment path was suggested at this location as well but would be more maintenance.

Pomfret Road (North)

Many Appalachian Trail hikers walk down this section of road to access Teago.

Not shown in the plans is another pedestrian pathway from Artistree to the Library that cuts through the tree line behind the library.

Additional Comments from Site Walk

Bikers use the guardrail by Teago on Library St to park/lock up bikes.

The road surface at the intersection of Library St and Stage Rd is very uneven and needs to be repaired.

It is unclear if you are allowed to park on the side of Library St to access Teago since there are no defined parking spaces.

The reduced speed sign on Pomfret Rd (south) is hidden from drivers view and often missed.

There is lots of nighttime crossing from Grange Theatre to Artistree with no lighting.

The Artistree field lot across from Saskadena Six has a path to Artistree off the roadway but is only used in the summer.

There is not currently a lot of bicycle or pedestrian travel from Teago to the elementary school, but its possibly this is due to how unsafe the road is for bicycles and pedestrians.

Difficulties turning left out of Artistree since you need to cross Library St and Pomfret Rd and would miss the stop sign from that angle.

No defined truck/trailer parking for Teago.

Concerns about runoff into yards.

09/26/22
01:20 pm

TOWN OF POMFRET Accounts Payable
Check Warrant Report # 23029 Current Prior Next FY Invoices
For checks For Check Acct 01 (General Fund) 09/28/22 To 09/28/22

Page 1
edesmeules

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
1304	CITIZENS BANK	DUE OCT 3 22 Sept billing	589.34	0.00	589.34	5748	09/28/22
2099	MADISON NATIONAL LIFE	DUE 10-1-22 billing error catch up	264.84	0.00	264.84	5749	09/28/22
Report Total			854.18	0.00	854.18		

Board of Selectmen

To the Treasurer of TOWN OF POMFRET, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ *****854.18 Let this be your order for the payments of these amounts.

Emily Grube, Chairman

Benjamin Brickner

Steve Chamberlin

Jon Harrington

John Peters, Jr.

Town of Pomfret Selectboard Meeting
Draft Minutes
09/21/2022

Present: Emily Grube, John Peters, Benjamin Brickner, Steve Chamberlin, Jonathan Harrington

Public: Laura Foley, Pam Pickett, Cathy Peters, Marge Wakefield, Phoebe Jones, Barclay Kopchak, Kathy Wimmer, Gordon Modarai, Josh Trimpi, Tyler Wellington, John Moore (Planning Commission), Bob Crean, Wimmer Associates, Karen Osnoe (Zoning Administrator; Delinquent Tax Collector), Michael Doten, Nancy Robinson, Jim Robinson, Laura Kent, Lisa Parsons, Christine Dolan (Vermont Standard), Michael Pitney, Nick Mahood, Kevin Rice (Fire Chief), Lisa Parsons, Scott Barber, Scott Pierce, Jacob Astbury, Michael Reese, Karen Montella, Mark Montella, Cynthia Hewitt (Selectboard Assistant)

1. Emily called the meeting to order at 7:00 pm.
2. Public Comment: Michael Reese and Phoebe Jones, residents of Wild Apple Road, expressed concerns about the use of recycled asphalt on portions of the Class 4 section of Wild Apple Road. This discussion will occur in Highway Items.
3. Agenda Review: Delete employee handbook; delete health insurance eligibility; add approval of Large Event Permit application form; add Wild Apple Road recycled asphalt. Steve moved and John seconded approval of these changes; unanimous.
4. Road Foreman's Report and Highway Items
 - a. Cloudland Road Foliage Traffic Control. Mr. Doten, Ms. Kent, and the Robinsons, all residents of Cloudland Road, raised concerns regarding signage and traffic changes in connection with foliage traffic. They feel the fencing in the road poses risks, especially for pedestrians, and should be removed. Ms. Kent would like the one-way section to begin after her driveway near the Woodstock/Pomfret town line as this would reduce traffic in the problem area. After discussion, Ben moved and Steve seconded removal of the fence and movement of the one-way traffic signage to begin north of Ms. Kent's property; unanimous.
 - b. Disability Insurance Rates. Ben will follow up with Ellen and report back to the board at the 10/05/2022 meeting.
 - c. Speed Signs. Emily will inform Ms. Haydock that three horse crossing advisory signs will be installed on Skyline Drive. Multiple residents are concerned about speeding traffic on Stage Road. They would like the speed limit to continue at 35 mph to the Barnard town line, i.e., the end of the pavement. At present the last sign says "End Speed Zone" which indicates the 35 mph zone has ended and the default limit of 50 mph has begun. Ben and John suggested the board begin with a traffic study, removal of the "end speed zone" sign, and alert the Sheriff of the problem.
 - d. Hidden Ridge Road Plow Turnaround/T.H. 24 Right-of-Way Relocation. The board will begin the process of formally moving the T.H. 24 right-of-way to the present roadway location. A small portion of the existing right-of-way will be retained to

allow the Town's snowplows to turn around at the end of Hidden Ridge Road. Ben will contact local surveyors to begin this process.

- e. Wild Apple Road Recycled Asphalt. Milled asphalt from the recent paving project was recovered for resurfacing certain gravel roads. Mr. Reese and Ms. Jones raised environmental and aesthetic concerns about placement of recycled asphalt on portions of the Class 4 section of Wild Apple Road. Jon explained this is an accepted practice in Vermont, it stays in place and compacts well, does not wash away, and there is no conclusive evidence of environmental harm. After discussion, it was decided to revisit this at the October 5th meeting when the Road Foreman is in attendance, Vtrans has been consulted, and research has been accomplished.

5. Items for Discussion or Vote

- a. Zoning and Delinquent Taxes. Karen will issue a notice of zoning violation on Broad Brook Road. She will be more proactive in sending such notices generally now that information regarding zoning in Pomfret was circulated with the recent tax bill. Karen also reported on progress toward several tax sales for delinquent accounts; she is working with Stitzel Page on these.
- b. Eastern States Cup Right-of-Way Permit. Ben moved and Steve seconded approval of the requested permit with a condition that signs be posted on the road the week prior alerting motorists to expect increased bicyclist traffic; unanimous.
- c. Large Event Permit Application Form. This new permit form was created to accommodate the upcoming Eastern States Cup event, but can be used to address concerns around other large events in town. Ben moved and John seconded approval of the permit form with no changes; unanimous.
- d. Eastern States Cup Large Event Permit for Camping at Saskadena Six. Nick estimated that ~ 100 attendees of the Eastern States Cup event will camp overnight Saskadena Six. This will entail a mix of RV and tent camping on both sides of Barnard Brook. Porta-potties will be provided. There is no organized activity at night, quiet time will commence one hour after sunset, and Woodstock Emergency Services informed. Ben moved and Steve seconded approval the permit with a condition that all activity (including lighting and noise) cease one hour after sunset, consistent with the existing Act 250 permit; unanimous.
- e. Emergency Services Agreement. Chief Rice expressed concerns about the automatic response fire coverage provision. He also questioned the process by which the contract was negotiated. Chief Rice indicated he has suggested changes to the contract; those will be discussed in executive session with Chief Rice invited to attend.
- f. South Pomfret Scoping Study. Discussion postponed to the October 5th meeting when additional information will be available.

g. Warrants

23025	Payroll	\$ 10,681.90
23026	A/P	34,270.55
23027	A/P	953,075.24

Jon moved and Ben seconded approval for payment; unanimous

- h. Ben moved and John seconded approval of the 09/21/2022 meeting minutes with no changes; unanimous.

6. Meeting Wrap Up

- a. Correspondence. Request for a speed limit reduction on Pomfret Road immediately north of Hewitt Hill Road. This was mentioned during the meeting and will be discussed further on October 5.
 - b. Review of Assignments: Emily to speak with Ms. Haydock re: horse signs on Skyline; Jim re: asphalt on Wild Apple Road and changes to Cloudland Road foliage traffic control measures; Two Rivers re: Stage Road speed study; Ellen re: dental plan cost. Ben to speak re Ellen re: disability insurance invoices; Vtrans re: removal of “end speed zone” sign; surveyors re: T.H. 24 right-of-way surveying.
 - c. Agenda for next meeting: South Pomfret Scoping Study, Wild Apple Road recycled asphalt, dental insurance, disability insurance, employee handbook, T.H. 24 right-of-way.
7. Executive Session
- a. Ben moved Steve seconded that the board enter executive session pursuant to 1 V.S.A. 313(a)(1)(A) to discuss contracts the premature disclosure of which would place the public body at a substantial disadvantage; unanimous. The board entered executive session at 9:47 pm.
 - b. The board exited executive and deliberative session at 10:39 pm, and no decisions were made therein.
8. Emergency Services Contract. Ben moved and Steve seconded approval of the Emergency Services Contract in the form previously signed by the Town of Woodstock Select Board; unanimous.
9. Adjournment. John moved and Ben seconded that the meeting be adjourned; unanimous. The meeting was adjourned at 10:40 pm.