

Town of Pomfret Selectboard
Meeting Minutes
July 5, 2023

Attendance: John Peters, Benjamin Brickner, Meg Emmons, Emily Grube

Public: Nancy Matthews (Auditor), Gary Moore, Betsy Rhodes (Library Trustee), Barbara Noyes Pulling, Norman Cohen

1. John called the meeting to order at 7:04 pm.
2. Agenda Review – No changes.
3. Public Comment – None at the beginning of the meeting. At the end of the meeting, Betsy Rhodes asked when the Library Street paving project would begin. The time frame remains to be determined and is weather dependent.
4. Road Foreman’s Report – None.
5. Items for Discussion or Vote
 - a. Revised Financial Policies – Nancy Matthews presented a revised Debit and Credit Card Policy. The board noted a few items to be corrected and clarified. A further revised policy will be presented for approval at the July 19 meeting.
 - b. Town Hall Mini Grant Application – Pomfret has been awarded a \$4,000 Community Capacity Building Mini Grant that will be used to prepare a feasibility study for renovations and energy efficiency improvements to the Town Hall Building. Pomfret will also apply for funding to conduct a Level 2 Building Energy Resilience Assessment. A third tranche of funding will also be available in early 2024 to pay for project implementation. Gary Moore, owner of AG Moore, an interior design and restoration firm in White River Junction, presented a proposal for the feasibility study. The board will review this proposal, and the one previously submitted by ULF Architecture, and make a selection at the July 19 meeting. Meg will check in with Gennie Lawrence regarding the Town Hall usage committee and ask Gennie to attend the July 19 meeting. Emily noted that the town office is running out of space and suggesting considering whether part of the Town Hall can be made available for additional office space.
 - c. Vermont Declaration of Inclusion – Barbara Pulling and Norman Cohen presented the Vermont Declaration of Inclusion, an official statement of nondiscrimination and equal treatment. One hundred fourteen towns have already adopted the declaration and they would like Pomfret to do the same. The declaration is also supported by VLCT and the Governor’s Office. For more information, see <https://vtdeclarationofinclusion.org>. The board was in general agreement with the idea. Ben suggested postponing adoption until the July 19 meeting when all Selectboard members are expected to be present.
 - d. FY 2023 Financial Review and FY 2025 Financial Planning – Ben noted that while the highway fund ended the fiscal year about \$27,000 lower than anticipated, the general fund fiscal year-end balance was about \$96,000 higher than anticipated, so on

balance the town finished the fiscal year ahead by about \$69,000.^[1] These figures are subject to adjustment in the coming weeks. Ben also reminded the board that the voters modified the Australian ballot budget article to require the board to hold “an information meeting [to discuss the draft budget] . . . before the warning is finalized” and that the board should plan accordingly for this new step in the budget process. The board discussed making listserv announcements during the budget process, alerting citizens of the ongoing work, and encouraging them to provide input early in the process when it can have greater impact.

- e. Warrants – Ben moved and John seconded approval for payment of the following warrants:

| | | |
|--------------------|-------------|--|
| 23132 | \$12,972.23 | A/P (excl. library payments approved separately) |
| 23135 | 40,829.11 | A/P |
| N/A ^[2] | 75,975.98 | A/P (excl. unpaid amb. fees as no invoice has been received) |

Unanimous (Steve absent).

- f. Approval of Minutes – Ben moved and Meg seconded approval of the June 21, 2023 meeting minutes as presented. Unanimous (Steve absent).

6. Meeting Wrap-Up

- a. Correspondence – The board received an email from Hillary White regarding the private driveway Dinsmoor Road on Bartlett Brook Road. The board will consult with the Road Foreman to determine if objects placed in the town’s right-of-way pose a hazard to the town road or to the traveling public.
- b. Review of Assignments – Meg to invite Gennie Lawrence to the July 19 meeting, revert to Hunter Ulf with a question on his proposal; John to discuss Dinsmoor Road and the Artistree seasonal access apron with Jim; Ben to prepare a right-of-way disclaimer letter; Emily to obtain fuel oil/propane quotes.
- c. Agenda for next meeting – VT Declaration of Inclusion; foliage traffic management, fuel quotes, amended Purchasing Policy, amended Credit/Debit Card Policy, MERP mini-grant proposals.

- 7. Adjournment – Ben moved and Emily and Meg seconded that the meeting be adjourned. Unanimous (Steve absent). The meeting was adjourned at 9:00 pm.

¹ **Editor’s Note:** A subsequent accounting adjustment reduced expenses in the highway fund by about \$4,000. As adjusted, the town finished the fiscal year ahead by about \$73,000. These figures remain subject to additional adjustment.

² **Editor’s Note:** Due to a NEMRC outage, a warrant was not able to be prepared for these expenses before the meeting. These expenses will appear on Warrant 24001 for (re)approval at the July 19 meeting.