

Town of Pomfret Selectboard
Meeting Minutes
March 6, 2024

Present: John Peters, Benjamin Brickner, Steve Chamberlin, Meg Emmons, Emily Grube

Public: Bill Emmons, John Moore, Karen Osnoe, Jeff Barger, Corey Smith, Betsy Rhodes, Jim Potter, Cynthia Hewitt

1. John called the meeting to order at 7:01 pm.
2. Agenda Review – Emily moved and Steve seconded adding invoices to Woodstock and Bridgewater for services provided by our road crew for FEMA work before River Road Status, Zoning Board request for legal services before Warrants. Unanimous.
3. Public Comment – None.
4. Road Foreman Report – Jim expects the new loader will arrive in 2-3 weeks. He has received complaints about muddy roads; most repair work will need to wait until the weather turns cold again, else the heavy equipment will make matters worse. In the meantime, the crew is fixing what they can. The Army Corps of Engineers permit for the Wild Apple Road project has been issued. John will set a site visit date with Tyler and Ben will post the RFP on the state bid registry and on Pomfret’s website. Jim continues obtaining necessary easements from adjacent landowners for the work. Jim will attend a VLCT webinar on the Better Roads Program. He also will attend a class on Basics of a Good Road in Springfield. The sand pile has grown to the point where the Sand RFP amount for 2024-25 could be reduced. Jim will renegotiate the uniform contract for the year beginning July 1 such that uniforms will be laundered on site at a significant cost savings. A washer and dryer will be installed at the garage for this purpose.
5. Items for Discussion or Vote
 - a. Selectboard Reorganization
 - i. Officers – John nominated and Steve seconded Ben as Chair. Unanimous. Ben nominated and Emily seconded John as Vice-Chair. Unanimous.
 - ii. Rules of Procedure – John moved and Steve seconded the rules of procedure as presented, which were very lightly revised from last year’s rules to correct a typo, change the adoption date, and clarify where the Selectboard’s meeting agendas are published. Unanimous.
 - b. Sand RFP (2024-26) – Emily moved and Steve seconded approval of the Sand RFP as presented. Unanimous. The RFP will be posted on the state bid registry and on Pomfret’s website, and a copy will be mailed to D&D Excavating.
 - c. Road Maintenance Invoices – Neil prepared invoices to Woodstock and Bridgewater for road repair work in those towns at their request by the Pomfret Road Crew. Emily moved and Steve seconded approval of the same, subject

to confirmation of whether the associated benefits costs should be included. Unanimous. Ben will confirm with Neil regarding inclusion of the associated benefits costs.

- d. River Road Status – John will follow up with Hartford regarding their intentions. Jim noted the bank on High Pastures Road is beginning to separate. Jim would like to have an engineer examine River Road before deciding if and how to repair. More to come.
- e. Hazard Mitigation Grant – Applications are due June 1. Jim feels Broad Brook Road is a worthy project for these funds. Ben will discuss with Neil and report back.
- f. Abbott Library Capital Projects Fund Grant Application – Betsy Rhodes explained that the Vermont Department of Libraries has ARPA money to share with local libraries and will provide grants between \$300,000 to \$1.5 with no local match required. Abbott wishes to apply for funds to construct a new ADA accessible entrance and to replace the aging furnace. A letter of support must be included with the application. John moved and Emily seconded approval of the letter of support as presented. Unanimous. Ben will sign and send to Abbott.
- g. TH 24/Hewitt Hill Road Relocation – The required site visit and public hearing will be held on April 17. Cyndy will send notices to abutters via certified mail. Ben will submit the hearing notice to the Standard for publication on April 4.
- h. Annual Financial Plan, Town Highways (TA-60) – Pike sent an estimate for the additional paving in South Pomfret. John can now complete the report and will do so for approval at the March 20 meeting.
- i. Certification of Compliance for Road and Bridge Standards – The certification is completed and will be approved at the March 20 meeting.
- j. Lawn Maintenance Proposals – John will solicit proposals for consideration at the March 20 meeting.
- k. ARPA Funding Review – Meg and Ellen collaborated with Neil to determine the remaining unobligated balance of ARPA funds. The remaining unobligated balance is \$29,801.16, which will be used to further offset the cost of paving, which has increased significantly in recent years.
- l. Prouty Road Use Permit Application – The race will occur on July 12, via Howe Hill Road and Pomfret Road. John moved and Emily seconded approval of the public road use permit, with a condition that signs to be placed along route one week in advance warning motorists of the upcoming event. Unanimous.
- m. Appointment of Public Officers – Ben moved and Steve seconded the following appointments, each for a one-year term expiring March 31, 2025 unless otherwise noted:
 - i. Citizen Trustee of Laboury Fund – Marge Wakefield
 - ii. e911 Coordinator – Becky Fielder
 - iii. ECFiber Governing Board – Alan Graham (primary), Betsy Rhodes (1st alternate) (1-year term expiring April 28, 2025)
 - iv. Emergency Management Director – Kevin Rice

- v. GUVSWD Board of Supervisors – Vern Clifford (primary), Doug Tuthill (alternate)
- vi. Planning Commission – Nelson Lamson, Jack Pearsons, Tyler Wellington (3-year terms expiring 2027)
- vii. Town Service Officer – Sheila Murray
- viii. Tree Warden – Cy Benoit
- ix. TRORC Board of Directors – Bill Emmons (primary), Gennie Lawrence (alternate)
- x. Zoning Board of Adjustment – Lindsay Hyde, Kyle Hansen (3-year terms expiring 2027)

Unanimous.

- n. Delinquent Tax Personal Property Liens and Payment Plans – Ben moved and John seconded approval of the personal property liens and payment plans as presented, and authorizing Karen to file and enter into the same. Unanimous.
- o. ZBA Legal Services – Emily moved and John seconded authorizing the ZBA to engage Stitzel Page for assistance on the Abracadabra matter. Unanimous.
- p. Warrants – John moved and Steve seconded approval for payment of the following warrants:

24075	\$	13,711.51	Payroll
24077		1,203,530.77	A/P
24078		2,308.75	Payroll (Selectboard)

Unanimous.

- q. Approval of Minutes – Ben moved and Meg seconded approval of the February 21, 2024 Selectboard meeting minutes and the February 24, 2024 Informational Hearing meeting minutes as presented. Unanimous.

6. Meeting Wrap Up

- a. Correspondence – A.J. Follensbee, Windsor County Forester, will attend the March 20 meeting to discuss management of the town owned forests on Joe Ranger Road.
- b. Review of Assignments – John to contact Hartford re: reopening River Road, lawn maintenance providers, revise structures grant application and submit paving grant application; Meg to confirm propane bills with Ellen; Ben to post Sand RFP and contact D&D, Neil re: road crew invoices and mitigation grant for Broad Brook Road, Becky re: zoning technical matters; finalize Prouty permit, send Abbott letter of support; Cyndy to mail certified letters re: TH 24 relocation hearing.
- c. Agenda for Next Meeting – Appointments, TA-60 Plan, Certification of Compliance (Codes and Standards), lawn maintenance, Pike Paving Proposal (incl. town office parking lot), FY 2025 Highway Grant Applications, AJ Follensbee re Pomfret Town Forest Management.

7. Executive Session

- a. Ben moved and Meg seconded that the Selectboard enter executive session pursuant to 1 V.S.A. 313(a)(3) to discuss the appointment of public officers. Unanimous. The Selectboard entered executive session at 8:57 pm.

- b. The Selectboard exited executive session at 9:31 pm, with no decisions having been made therein.
- 8. Adjournment – John moved and Emily seconded that the meeting be adjourned. Unanimous. The meeting was adjourned at 9:32 pm.