

Town of Pomfret Selectboard
Meeting Minutes
June 5, 2024

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

Public: Ellen DesMeules, Jim Potter, Doug Tuthill, John Moore, Cynthia Hewitt

1. Ben called the meeting to order at 7:01pm.
2. Agenda Review – Meg moved and Emily seconded that Item 6.H (appointments) be deleted and that the following be added before Item 6.I (warrants): extension of Artistree seasonal highway access permit, ratification of town office/town hall lawn maintenance contract, and ARPA fund balance update. Unanimous.
3. Public Comment – Doug Tuthill would like to volunteer his time and tractor with grapple to clean up the legal trail from Graves Road to Bunker Hill Road. This is to allow non-motorized recreational use as per the town’s policy on legal trails. Ben moved and Steve seconded that Doug be authorized to clear the trail under Jim’s direction. Unanimous. Doug also mentioned that he roped off one side of his mother’s driveway over the weekend due to speeding and heavy traffic on Freeman Road.
4. Executive Session
 - a. Ben moved and Steve seconded that the Selectboard enter executive session pursuant to 1 V.S.A. 313(a)(1)(F) and (a)(3) to discuss confidential attorney-client communications and the employment of public employees. Unanimous. The Selectboard entered executive session at 7:21 pm.
 - b. The Selectboard exited executive session at 8:18 pm, with no decisions having been made therein.
 - c. DeFoor CU Denial (24-ENV-00048) – Emily moved and John seconded that Stitzel, Page & Fletcher, P.C. be engaged to represent the Town of Pomfret in the matter of DeFoor CU Denial (24-ENV-00048). Unanimous.
5. Road Foreman’s Report – Jim would like to run ads in three newspapers next week for a Road Crew member. Cynthia will make these arrangements. Art is mowing the blacktop road shoulders. On June 10, Jim has made arrangements to borrow Woodstock’s sprayer and will do the road markings on Library Street. On June 12, Pike will return to finish the shoulders along the recently repaved portion of Stage Road. Jim met with Sid Moore re: logging access on Handy Road; Jim suggested he submit a permit request. Jim met with Cemetery Commissioner Bruce Tuthill regarding the condition of the Town cemeteries; Jim feels it is important that these solemn spaces be maintained in better condition. Jim also would like to remind residents not to leave pulled invasives or other yard waste on the roads as they cause road maintenance issues. Jim and the crew will repair the intersection of Legal Trails 2 and 3 ahead of the Vermont 100 Endurance Race next month.
6. Items for Discussion or Vote
 - a. Investment Policy – This draft closely follows VLCT model policy for non-trust funds. It includes a list of ten possible investment options, including all nine from VLCT’s model plus large and established mutual funds and ETFs, all subject to the objectives of safety, liquidity, yield and local investment. John Moore offered to help with research and setting up an investment account if that is decided. Discussion will continue at the June 18 meeting.

- b. Highway Access Permit (Labounty Road) – Emily moved and Meg seconded that the highway access permit application be approved as presented. Unanimous.
 - c. Public Road Use Permit (Vermont 100 Endurance Race) – Jim will inform the Wild Apple Culvert replacement contractor that the road must be passable on race day. Jim and the Road Crew also will repair the intersection of Legal Trails 2 and 3 before race day. Ben will inform race organizers of these issues and ask if they still wish to proceed with their Public Road Use Permit along the route as presented. Discussion will continue at the June 18 meeting.
 - d. Large Event Permit (Vermont Symphony Orchestra at Saskadena Six) – Emily moved and John seconded that the permit application be approved as presented. Unanimous.
 - e. T.H. 24 (Hewitt Hill Road) Relocation Report – Emily moved and John seconded approval of the T.H. 24 Relocation Report as presented. Unanimous. The report and survey will be forwarded to Becky for recording; Cynthia will send a copy of the report to each abutter via certified mail.
 - f. Town Hall Maintenance – The Selectboard performed a site visit of the Town Hall before the meeting. They would like estimates from Mr. Hasson and Mr. Frizzell using pressure treated lumber as well as composite to replace the steps, not just repair. The ramp is also to be removed. Emily moved and John seconded the foregoing. Unanimous. Cynthia will contact the carpenters to request estimates for review at the June 18 meeting.
 - g. Delinquent Dog Licenses – Cynthia updated the Selectboard on her efforts to contact owners of dogs that still have not been licensed. Any names remaining on the list will be referred to the Constable for additional follow up.
 - h. Extension of Artistree Seasonal Highway Access Permit – Artistree received a permit last June for a seasonal access across from Saskadena Six. This permit is set to expire one year after issuance, on June 7. Work on the permitted access was not able to be completed due to the delay in repaving Stage Road. The repaving of Stage Road has now been completed. The Selectboard extended Artistree’s permit to July 31, provided that the seasonal access may not be used until work is complete as doing so may damage the newly paved surface.
 - i. Ratification of Lawn Maintenance Contract – Emily moved and Steve seconded approval of the 3-year lawn maintenance contract with EA Tree & Lawn Service LLC for the Town Office and Town Hall as presented. Unanimous.
 - j. ARPA Fund Balance Update – The last of the ARPA funds will go towards repaving Stage Road and paving the Town Office parking lot.
 - k. Warrants – Emily moved and John seconded approval for payment of the following warrants:

24103	\$ 7,583.80	Payroll
24105	33,867.86	A/P (incl. May debit card purchases)

 Unanimous.
 - l. Approval of Minutes – Meg moved and Emily seconded approval of the May 15, 2024 meeting minutes as presented. Unanimous.
7. Meeting Wrap Up
- a. Correspondence – Meg received information re: Flood Related Hazard Mitigation grants, due August 16, 2024. Ben received an inquiry reminding him that the Selectboard’s next regular meeting falls on Juneteenth, a state holiday. The

Selectboard decided to cancel the next regular meeting on June 19 and to schedule a special meeting on June 18, at 7:00 PM instead.

- b. Review of Assignments – Ben will complete the T.H. 24 report and forward to Becky. John will edit the Road Crew member job description and talk with Bruce Tuthill re: cemetery mowing. Cynthia will speak with Hasson and Frizzell re: estimates for town hall porch replacement and will send the T.H. 24 abutters certified mail copies.
 - c. Agenda for Next Meeting – Baldwin/Hyde access permit, Foliage Traffic Management, Dinsmoor Road access permit, Investment Policy, Appointment of Public Officers.
8. Adjournment – John moved and Steve seconded that the meeting be adjourned. Unanimous. The meeting was adjourned at 10:02 pm.