

Town of Pomfret Selectboard  
Meeting Minutes  
April 16, 2025

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

Public: Frank Rogers, Cynthia Hewitt, Neil Lamson, Diane Zonay

1. Ben called the meeting to order at 6:01 pm.
2. Executive Session
  - a. Ben moved and Steve seconded that the Selectboard enter executive session pursuant to 1 V.S.A. § 313(a)(1)(F) to discuss confidential attorney-client communications made for the purpose of providing professional legal services to the Selectboard and the premature general public knowledge of which would clearly place the Selectboard or a person involved at a substantial disadvantage, and pursuant to 1 V.S.A. § 313(a)(3) to discuss the employment of public employees and the appointment of public officers. Unanimous. The Selectboard entered executive session at 6:02 pm.
  - b. The Selectboard exited executive session at 7:03 pm, with no decisions having been made therein.
3. Agenda Review – None.
4. Public Comment – None.
5. Road Foreman Report – Frank reports the crew will finish grading all back roads this week. This year's mud season has been average. The grader will go for blade replacement on Friday. Frank expects to de-post the back roads in about a week. Any necessary truck maintenance/repair will commence next week. Frank will order culverts for anticipated summer projects. He would like to wait for foliage to emerge before determining the need for a requested "Hidden Drive" sign at 3136 Pomfret Road.
6. Items for Discussion or Vote
  - a. Highway Paving Request for Proposals (Town Office) – Steve moved and Meg seconded approval of the RFP after discussion. Unanimous.
  - b. Highway Access Permit (Labounty Road, final approval) – Meg moved and Emily seconded final approval. Unanimous (Steve recused). Ben will sign and submit to the property owner.
  - c. Replacement Highway Truck Request for Proposals – Frank received a quote for an International 2026 HV515 SFA through the state bid. Emily noted her understanding that the town would purchase a Freightliner to match the recently purchased truck, to standardize service, parts, etc. Frank explained that he received no response after several attempts to receive a Freightliner quote. Steve offered that this was because vendors may not want to commit to trade-in values months or years in advance. Frank will solicit a straight cash purchase (no trade-in) quote for a Freightliner for comparison with the International quote already obtained. In the meantime, the Capital Planning Committee is expected to present any recommendations on highway equipment capital planning at the May 21 Selectboard meeting.
  - d. SFY26 Municipal Road Grant-in-Aid Letter of Intent – Steve moved and Meg seconded approval. Unanimous. Ben will sign and submit to Vtrans.
  - e. Public Road Use Permit (Vermont 100 Endurance Race) – Steve moved and Emily seconded approval. Unanimous. Ben will sign and submit to the organizers.

- f. ARPA Final Project and Expenditure Report – Meg reports the town received \$255,244.02 in ARPA funding. All of Pomfret’s ARPA funds were obligated as required by the December 31, 2024 deadline (in most cases by long before then) and all obligations have been documented. Meg will gather relevant Selectboard meeting minutes to supplement these records.
  - g. Liquor License Renewal (Woodstock Resort Corporation) – Steve moved and Meg seconded approval of three license applications at Saskadena 6. Unanimous. Ben will ask Becky to return the applications to DLL with the town’s approval.
  - h. Repeal Conflict of Interest Policy – Steve moved and Emily seconded repeal of the Conflict of Interest policy, which has been superseded by the statewide municipal code of ethics (24 V.S.A., ch. 60). Unanimous.
  - i. Municipal Impact Questionnaire (Artistree Act 250 Permit) – Of the services listed in the questionnaire, the town provides only road maintenance, on which Artistree does not place an unreasonable burden. Meg moved and Steve seconded approval of the questionnaire as discussed. Unanimous.
  - j. Appointment of Public Officers – None.
  - k. Warrants – Meg moved and Emily seconded approval for payment of the following warrants:
 

25094	\$ 338.84	Payroll
25095	13,827.65	Payroll
25096	39,449.81	A/P

 Unanimous.
  - l. Approval of April 2, 2025 Minutes – Emily moved and Steve seconded approval of the April 2, 2025 meeting minutes as presented. Unanimous.
7. Meeting Wrap Up
- a. Correspondence – Ben received a message from VSP Sergeant Max Trenosky seeking a meeting to discuss Pomfret’s current law enforcement issues. Ben and John will coordinate a time to meet with Sgt. Trenosky.
  - b. Review of Assignments – Cynthia to provide evaluation forms for Frank to do six-month reviews of the road crew members (the forms will be circulated to the Selectboard first); Ben to return Labounty access permit, Grants-in-Aid LOI, VT 100 road permit, liquor license permit, Act 250 municipal impact questionnaire.
  - c. Agenda for Next Meeting – RFP for new Truck 3, paving bids, appointments, small balance tax delinquencies.
8. Adjournment – Steve moved and Emily seconded that the meeting be adjourned. Unanimous. The meeting was adjourned at 8:54 pm.