

**Town of Pomfret
Selectboard Meeting Agenda
Town Offices
5218 Pomfret Road, North Pomfret
May 7, 2025, 7:00 pm**

Zoom instructions below

Business Items	
1. Call to Order	7:00 pm
2. Agenda Review	
3. Public Comment	
4. Road Foreman Report	7:05 pm
5. Items for Discussion or Vote <ul style="list-style-type: none"> a. Small Tax Account Balances b. Labounty Trust CD Proceeds c. Local Emergency Management Plan (LEMP) Update d. Pomfret Road and Wayside Road Bridge Paving Bids e. Replacement Highway Truck (Truck 3) f. Municipal Employee Evaluation Process g. Form of Town Hall Rental Agreement h. Appointment of Public Officers i. Warrants j. Approval of April 16, 2025 Minutes 	7:15 pm
6. Meeting Wrap Up <ul style="list-style-type: none"> a. Correspondence b. Review of Assignments c. Agenda for Next Meeting 	8:30 pm
7. Possible Executive Session – <i>Contracts</i>	
8. 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>	

Zoom Instructions

- Computer or Smartphone
<https://zoom.us/j/95395079923?pwd=ZjBEed3ZuZWgvWmx2M0tpOE8zbjg2dz09>
- Mobile Phone +19292056099,,95395079923#,,#,306922#
- Landline or Mobile Phone (301) 715 8592, then Meeting ID 953 9507 9923 and Passcode 306922

04/30/2025
09:33 am

TOWN OF POMFRET Tax Administration
Available Credits Report
In Name Order

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edesmeules

Parcel	Year	Name	Amount Due	Credits
0501-	2024-25		0.00	0.01
2205-	2024-25		0.00	9.90
0515-	2024-25		0.00	0.09
4403-	2024-25		0.00	0.04
1109-	2024-25		0.00	0.01
0148-C	2024-25		0.00	0.86
0186-B	2024-25		0.00	389.74
2005-	2024-25		0.00	1.00

401.65

\$389.74 has asked That
This money be carried over
to next year's taxes.

\$9.90 I am planning to
put toward next year's taxes
too.

The other \$2.01 should get
written off. Ridiculous to
adjust next year's tax bill
by 1¢ or even \$1.00. Cost to
town in my time to do that
far exceeds \$2.01

04/30/2025

09:31 am

TOWN OF POMFRET Tax Administration

Abatelements Proof Sheet

All Parcels With Due <= 2.00

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edesmeules

Account	Year	Name	Principal	Interest	Penalty	Other	Total
0134-	2024-25		0.22	0.00	0.02	0.00	0.24
0168-	2024-25		0.40	0.00	0.04	0.00	0.44
0191-	2024-25		0.10	0.00	0.01	0.00	0.11
0200-BL	2024-25		0.19	0.00	0.02	0.00	0.21
0208-	2024-25		0.01	0.00	0.00	0.00	0.01
0505-	2024-25		0.80	0.03	0.06	0.00	0.89
0704-L	2024-25		0.63	0.03	0.05	0.00	0.71
1253-A	2024-25		0.16	0.00	0.01	0.00	0.17
1262-	2024-25		0.40	0.00	0.03	0.00	0.43
2409-	2024-25		0.25	0.00	0.02	0.00	0.27
3304-A	2024-25		0.40	0.00	0.03	0.00	0.43
3501-	2024-25		0.08	0.00	0.01	0.00	0.09
4301-AL	2024-25		0.66	0.03	0.05	0.00	0.74
5501-	2024-25		0.28	0.00	0.02	0.00	0.30
5705-	2024-25		0.01	0.00	0.00	0.00	0.01
Totals			4.59	0.09	0.37	0.00	5.05

Local Emergency Management Plan**1. Emergency management planners**

These are the people who wrote and maintain this plan. This must include the EMD.

Kevin Rice (EMD), Tory Littlefield (EMC)

2. Municipal emergency operations center (EOC)

The EOC is an organization that coordinates information, support, and response across the municipality for incident commanders and town officials. Its main functions are to maintain situational awareness for municipal leaders, coordinate resource and information requests, and provide public information.

Which municipal position(s) can activate the EOC?

EMD, EMC, Selectboard, Fire Chief

Preferred EOC positions and duties

<i>Position title</i>	<i>Duties associated with that position</i>
EMD	Supervises and directs all EOC activities coordinating municipal support and response
EMC	Staffs phones and radio
	Tracks and answers any Requests For Information (RFI)
	Tracks and coordinates any Requests For Support (RFS)
Town Clerk	Produces and posts public information and press releases
Selectboard	Authorizes or (in case of emergency) ratifies service contracts obligating the Town.

Potential EOC staff members

<i>Name</i>	<i>Qualified position(s) and notes</i>
Tory Littlefield	802-356-9449 / torylevite12@gmail.com
Kevin Rice	802-356-7643 \ kricevt@gmail.com
Steve Chamberlin	802-763-7820 / steve.chamberlin@pomfretvt.us
Robert Coates	802-457-9991 / bcoatesvt@hotmail.com
Neil Lamson	802-763-2070 / foxxfarm22@gmail.com
Bill Emmons	802-457-1520 / wbemmons3@gmail.com
Frank Perron	802-457-3402 frank@frankperron.com
Terri Chamberlin	802-763-7820 / ridgelinefarm@aol.com

Primary EOC location

Facility address:	Pomfret Town Office / 5218 Pomfret Road
Phone numbers:	802-457-3861
Equipment and notes:	<input checked="" type="checkbox"/> generator <input checked="" type="checkbox"/> internet <input checked="" type="checkbox"/> phone line <input type="checkbox"/> computers <input checked="" type="checkbox"/> copy machine <input checked="" type="checkbox"/> projector or large screen <input type="checkbox"/> food prep

Local Emergency Management Plan

Alternate EOC location (if applicable)	
Facility address:	Teago Fire Station/ 2026 Pomfret Road
Phone numbers:	802-457-1125
Equipment notes:	<input checked="" type="checkbox"/> generator <input checked="" type="checkbox"/> internet <input checked="" type="checkbox"/> phone line <input type="checkbox"/> computers <input checked="" type="checkbox"/> copy machine <input checked="" type="checkbox"/> projector or large screen <input checked="" type="checkbox"/> food prep

3. Resources

Use municipal resources, mutual aid agreements, and local purchases first to get resources for response as needed and available.		
Who is authorized to make emergency purchases and what are their spending limits. Please note the town is responsible for ensuring individuals listed in this plan are aware of and following these limits.		
Selectboard, as authorized or (in case of emergency) ratified by a quorum of the Selectboard at a publicly posted meeting. There are no established emergency spending limits.		
<i>Please use the following sections to note resources you may need during a disaster, and how you would access them. Resources to consider include, but are not limited to, fuel for town vehicles, food, office supplies, plow trucks, dump trucks, generators, excavators, wood chippers, all-terrain vehicles, and signage.</i>		
Town or city owned resources (if applicable)		
Type of resource	Name	Contact information
Town Garage – 1 grader, excavator, equipment trailer, 4 dump trucks, loader, wood chipper, sand/gravel, traffic cones, road closure signage	Frank Rogers, Road Foreman	802-369-0225
Pomfret-Teago Fire Department – rescue truck, portable generator, 1 all-terrain vehicle, 1 brush truck, 2 pump engines, traffic cones	Jake Astbury, Fire Chief	802-369-0579
Businesses with standing municipal contracts (if applicable)		
Type of resource	Name	Contact information
Gravel/stone	Pike Industries	603-276-3201
Pipes, sewer, valves	Ferguson Waterworks	603-298-5275
Sand	D&D Excavating	802-436-2417
Other local resources (if applicable)		
Type of resource	Name	Contact information
Excavating/heavy equipment	Chase Site Services	802-457-3536
Excavating/heavy equipment	Tom Havill	802-457-5790
Forestry equipment	Chippers	802-457-5100

Local Emergency Management Plan

Excavating/heavy equipment	OK Chase & Sons	802-457-3499
Excavator	Frank Perron	802-457-3402
Excavator	John Moore	802-457-3433
Carpenter	Josh Trimpi	802-280-5898
Tree Service	Musson Brothers Tree Surgeons	802-299-1404
Food	Teago General Store	802-457-1626
<p>State support that is usually at no cost to the municipality:</p> <ul style="list-style-type: none"> Vermont Hazardous Material (HAZMAT) Response Team (VHMRT) Vermont Urban Search and Rescue (USAR, VT-TF1) Vermont State Police Special Teams Swiftwater rescue teams (both local and VT-TF1) Regional shelter support Subject matter expertise from state government agency or federal response agency <p>State support and resources the municipality will normally eventually have to pay for:</p> <ul style="list-style-type: none"> Supplies and equipment VTrans equipment and personnel Vermont National Guard support <p><i>The state emergency operations center (SEOC, 800-347-0488) will help coordinate any state support teams or other external resources that local responders may need.</i></p>		

National Incident Management System (NIMS) typed resources* (if applicable)											
Type	I	II	III	IV	Other	Type	I	II	III	IV	Other
Critical Incident Stress Management Team		N/A	N/A	N/A		Water Pumps, Drinking Water Supply - untreated source					
Mobile Communications Center						Water Pump, Water Distribution					
Mobile Communications Unit (Law/Fire)			N/A	N/A		Water Pump, Wastewater					
Water Pumps, De-Watering					2	Water Valve Maintenance Truck				N/A	

*Information about the NIMS typed resources can be found at: <https://rtlt.preptoolkit.fema.gov>

*Additional resource information is available on the FEMA Reimbursable Equipment List: <https://www.fema.gov/assistance/public/schedule-equipment-rates>

Local Emergency Management Plan**4. Public Information and Warning**

During a significant emergency, the emergency operations center (EOC) and incident command posts (ICPs) will coordinate and manage public information, both by producing accurate, timely reports and by tracking what is publicly reported to minimize confusion and help ensure a positive public response.

Vermont Emergency Management (1-800-347-0488) can send VT-Alert messages on behalf of your community if you are unable to send them on your own.

Many communities have individuals who need translation services, are deaf or hard of hearing, or blind or visually impaired. Municipalities may use, at their own expense, statewide translation contracts on the [Buildings and General Services website](#) to meet these needs.

Please consider what those needs may be, and how those needs can be met.

Local VT-Alert managers and managers of other notification systems (if applicable):	Vermont Emergency Management: 800-347-0488 Put link on website Put information cards in tax bill
Important local websites or social media channels (if applicable):	Pomfretvt.us Listserv
Local newspaper, radio, TV (if applicable):	Vermont Standard Valley News
Public notice locations: These are physical locations that you are required to post meeting notices per 17 V.S.A. § 2641 . Two must be in town and the third must be in or near the town clerk's office.	Teago General Store No. Pomfret post office Town office
<i>Vermont 2-1-1 is a United Ways of Vermont system that provides 24x7x365 information and referral services in cooperation with many state and local government and community-based entities. 2-1-1 collects and maintains a database of local resource information and is available to take calls from the general public to inform and instruct them in relation to emergency events, and to refer them to the appropriate response and recovery resource, if necessary. Dial 211 or (802) 652-4636.</i>	

Local Emergency Management Plan**5. Organizations and communities requiring additional coordination**

This is the list of organizations that need extra communication and coordination from the local emergency operations center before, during, and after an emergency. This list should include all organizations the town needs to have enhanced communication with, including schools, daycares, nursing homes, organizations serving speakers of languages other than English, organizations serving New Americans, organizations serving unhoused individuals, mobile home parks, dams, facilities in hazardous areas, and communities that may need additional coordination. Individuals that need extra communication and coordination can be accessed through [Citizen Assistance Registration for Emergencies \(CARE\)](#). If necessary, the EOC may contact organizations and facilities, listed below, that serve populations that may be at risk based on the emergency. If there are residents at risk or in danger, the EOC should monitor their status and if required coordinate support for them until their situation stabilizes. Please ensure these contacts have updated EMD contact information.

Organization or community	Contact information or method of coordination	Notes
CARE (Citizen Assistance Registration for Emergencies)	(Supporting PSAP)	EMD and Incident Commander can contact local PSAP or Watch Officer at 1-800-347-0488 during or in the days before an incident in order to receive CARE registry information
Thompson Senior Center	802-457-3277	Meals on Wheels, senior support
Vermont Disaster Animal Rescue Team	802-828-2421	Disaster related support for animals
Vermont Large Animal Technical Rescue Coalition	802-355-7219	Large animal rescue support
American Red Cross	800-464-6692	Sheltering and financial assistance
Prosper Valley School	802-457-1234	5 th and 6 th grade students
Upper Valley Haven	802-295-6500	Poverty and unhoused people support
Artistree Community Arts Center	802-457-3500	Large network of area residents to send information out
Abbott Memorial Library	802-457-2236	Network of residents to send information out
Mountain Views Supervisory Union	802-457-1213	Local school district to send information out

Local Emergency Management Plan**6. Shelters**

During some emergencies, the EOC will monitor or coordinate support for individuals who are displaced. When multiple locations are available, shelters should be selected based on how individuals can access that location during a variety of disasters, how food and other resources can be provided at that location, and which services (food, generator, etc.) are available on site or within close proximity.

Spontaneous sheltering

Determine the approximate number of people who need sheltering.

Call the state EOC or VEM watch officer at 800-347-0488 and request support. This support may be in the form of a regional shelter.

Track the status of residents who need shelter until their situation stabilizes.

Primary local shelter

This must be a location that your city or town has the authority to open

Location and address:	Teago Fire Station / 2026 Pomfret Road	
Facility contact(s):	Jake Astbury / Terri Chamberlin, 802-457-1125	
Shelter manager:	Terri Chamberlin	
Staff requirements:	Two staff needed while open	
Services (select all the apply):	<input checked="" type="checkbox"/> Warming center <input type="checkbox"/> Showers <input type="checkbox"/> Cooling center <input checked="" type="checkbox"/> Generator <input type="checkbox"/> Overnight shelter <input type="checkbox"/> Pets allowed <input checked="" type="checkbox"/> Food preparation	
Daytime capacity:	10	
Overnight capacity: (if applicable)	n/a	
Notes:	Internet and phone available	

Alternate local shelter (if applicable)

Location and address:	Town Office / 5218 Pomfret Road	
Facility contact(s):	Becky Fielder. Emily Grube, 802-457-3861, 802-457-2994	
Shelter manager:	Becky Fielder	
Staff requirements:	Two staff are needed while open	
Services (select all that apply):	<input checked="" type="checkbox"/> Warming center <input type="checkbox"/> Showers <input type="checkbox"/> Cooling center <input checked="" type="checkbox"/> Generator <input type="checkbox"/> Overnight shelter <input checked="" type="checkbox"/> Pets allowed <input type="checkbox"/> Food preparation	
Daytime capacity:	10	
Overnight capacity:	n/a	
Notes:	Internet and phone available	

Local Emergency Management Plan

Annexes (Optional, create and letter as needed)

See the Vermont Emergency Management (VEM) web site at <https://vem.vermont.gov> for samples and examples of annexes such as: forms, delegations of authority, incident-specific plans, checklists, matrices, animal disaster references, etc.

Town of Pomfret LEMP - Contact Information

Position	Name	Phone numbers — indicate mobile, home, work			Email
		Primary	Alternate	Alternate	
Local emergency management team					
EMD	Kevin Rice	802-356-7643	802-457-2364	802-457-9339	kricevt@gmail.com
EM Coordinator	Tory Littlefield	802-356-9449			torylevite12@gmail.com
Local response organization contacts					
Pomfret Teago Fire Chief	Jake Astbury	802-369-0579	802-457-1125		Jacobastbury12@gmail.com
North Pomfret Station	Jake Astbury	802-369-0579	802-457-3730		Jacobastbury12@gmail.com
Assistant Fire Chief	Terri Chamberlin	802-356-6568			
Assistant Fire Chief	Greg Olmstead	970-218-3061			
Fast Squad Chief	Frank Perron	802-457-3402	802-281-2764		frank@frankperron.com
Local dispatch center	Woodstock Police & Fire	802-457-1420			
Vermont State Police	VSP Royalton Barracks	802-234-9933			
Windsor County Sheriff		802-457-5211			
Local public works contacts					
Road foreman	Frank Rogers	802-369-0225	802-457-2767		
Town garage		802-457-2767			
Municipal government contacts					
Selectboard Chair	Ben Brickner	609-577-7727			Benjamin.brickner@pomfretvt.us
Selectboard Vice Chair	John Peters, Jr.	802-379-1423			john.peters@pomfretvt.us
Selectboard Member	Steve Chamberlin				steve.chamberlin@pomfretvt.us
Selectboard Member	Meg Emmons	802-359-3589			meg.emmons@pomfretvt.us
Selectboard Member	Emily Grube				emily.grube@pomfretvt.us
Selectboard AA	Cynthia Hewitt				Cynthia.hewitt@pomfretvt.us
Town clerk	Becky Fielder	802-457-3861	802-457-1490	802-999-1405	clerk@pomfretvt.us
Town treasurer					
Town health officer	Hugh Hermann	802-457-1200	802-299-1300	802-299-1250	Hugh.p.hermann@dartmouth.edu

Town of Pomfret LEMP - Contact Information

Position	Name	Phone numbers — indicate mobile, home, work			Email
		Primary	Alternate	Alternate	
Forest fire warden	Frank Perron	802-457-3402	802-281-2764		frank@frankperron.com
Tree Warden	Cy Benoit				cyrusbenoit@gmail.com
Animal control officer/Constable	Doug Tuttle	802-299-0894			Djt1jt2jt3@aol.com
E911 Coordinator	Becky Fielder	802-457-3861	802-457-1490	802-999-1405	clerk@pomfretvt.us
Prosper Valley School	Bob Crean	802-296-1254	802-457-2987		bobcrean@advanceanimations.com; bob.crean@mtnviews.org
Mountain View Supervisory Union	Devyn Workman	802-457-1234 ext1801			devyn.workman@mtnviews.org
Other contacts (including neighboring EMDs)					
Town of Woodstock	Eric Duffy (EMD)	802-457-3456			eduffy@townofwoodstock.org
Town of Hartford	John Haverstock	802-295-9353			
Town of Barnard	Mike Manning	802-234-9211			
Town of Sharon	Nathan Potter	802-333-9696			
Town of Bridgewater	Owen Astbury				owenlastbury@gmail.com

Local Emergency Management Plan Municipal Adoption Form

The Local Emergency Management Plan (LEMP) must be (re)adopted annually, after town meeting day, and submitted to the appropriate Vermont Emergency Management (VEM) Regional Coordinator by June 1st.

If VEM needs to contact municipal leaders to determine status and support requirements during an emergency, the Emergency Management Director (EMD) and two other local points of contact who should have authoritative local information and authority to request resources are listed at right.

VEM will share the town's contact information with emergency partners who have a life safety need during an emergency.

☐ Mark this box to request Vermont Emergency Management not share the town's contact information with emergency partners (Dam owners, utility providers, elected officials, neighboring EMDs, American Red Cross, FEMA) outside of an emergency.

REMC Representatives	
REMC Emergency Services Appointee	Jake Astbury
Email	Jacobastbury12@gmail.com
EMD REMC Representative	Kevin Rice
Email	kricevt@gmail.com

Municipality	Pomfret
LEMP Adoption Date	
NIMS Adoption Date	May 7, 2014
EMD Name	Kevin Rice
Position	EMD
Primary Phone	802-356-7643
Alternate Phone	802-457-2364
Email	kricevt@gmail.com
Public contact information	802-457-3861
POC 2 Name	Benjamin Brickner
Position	Selectboard Chair
Primary Phone	609-577-7727
Alternate Phone	
Email	Benjamin.brickner@pomfretvt.us
POC 3 Name	Tory Littlefield
Position	EMC
Primary Phone	802-356-9449
Alternate Phone	
Email	torylevite12@gmail.com

I hereby certify that the LEMP meets Vermont National Incident Management System (NIMS) requirements and current LEMP Implementation Guidance as on page 2:

Signed* Kevin Rice Printed Name: Kevin Rice

Certifying individual must have taken, at a minimum, ICS402 or ICS100/IS-100 training

I hereby attest that the municipality has adopted NIMS and the LEMP at a **warned public meeting**, as stated above:

Signed* _____ Printed Name: _____

Attesting individual must be a selectboard member, town manager, council member, city manager, mayor

Once completed, send adoption form (2 pages) and copy of Local Emergency Management Plan to VEM Regional Coordinator.

*A typed name is acceptable as an electronic signature if it represents an act of that person in accordance with 9 V.S.A. § 278.



Required Elements

Municipal Adoption		
<input type="checkbox"/>	Completed Municipal Adoption Form	
<input type="checkbox"/>	Required Elements form (this page). If not using a VEM template, this form must include the page numbers where the LEMP Required Elements are listed in your plan.	
LEMP Required Elements		Page # (if not using a template)
<input type="checkbox"/>	Emergency Management planners	
	List of people who wrote or maintain the LEMP. Must include EMD.	
<input type="checkbox"/>	Municipal Emergency Operations Center (EOC)	
	EOC activation authority (minimum 1)	
	EOC staff positions and corresponding duties (minimum 1)	
	Potential EOC staff members (minimum 1)	
	Facility information for potential EOC locations (minimum 1), including address, phone number, and available equipment	
<input type="checkbox"/>	Resources	
	Emergency purchasing agent and spending limits	
	List of town or city owned resources, municipal contracts, or other local resources that can be used during an emergency (if any)	
	National Incident Management System (NIMS) Typed Resource List (if applicable)	
<input type="checkbox"/>	Public Information and Warning	
	Local VT-Alert managers (if applicable)	
	Local website or social media information (if applicable)	
	List of local media outlets (if applicable)	
	Public notice sites (minimum 3 – 2 in town, 1 near town clerk's office)	
	Note that the public can call Vermont 2-1-1 for resources.	
<input type="checkbox"/>	Organizations and communities requiring additional coordination	
	List of organizations or communities and contact method	
<input type="checkbox"/>	Shelters	
	Local Shelter address, facility contact, shelter manager, staff requirements, services, daytime capacity, overnight capacity (if applicable) (minimum 1)	
<input type="checkbox"/>	Contact Information	
	Local contacts for emergency management team, response organizations, public works, municipal government, and others including neighboring EMDs	
	Note that municipalities can call 1-800-347-0488 if they need assistance with a shelter, VTAlert, or resources, but they will usually have to pay for supplies, equipment, or personnel.	

Vermont Emergency Management (VEM) encourages municipalities to create and maintain optional LEMP annexes as required. See the VEM website for models and samples: <http://vem.vermont.gov>

TOWN OF POMFRET
Highway Employee Evaluation Form

Employee Name: _____

Position Title: _____

Department: _____

Evaluation Period: _____ to _____

Supervisor: _____

Performance Ratings

Evaluate the employee for each performance characteristic listed below. Base each rating on the employee’s demonstrated performance. Comments may be provided to explain a particular rating and are required when a “Needs Improvement” or “Unsatisfactory” rating is given.

5 = Outstanding | 4 = Exceeds Expectations | 3 = Meets Expectations | 2 = Needs Improvement | 1 = Unsatisfactory

Job Knowledge & Skills

- Ability to develop and execute a work plan: _____
- Knowledge of techniques and procedures: _____
- Equipment operation proficiency: _____
- Safety protocol adherence: _____
- Technical problem-solving ability: _____

Comments: _____

Work Quality & Productivity

- Thoroughness of road repairs: _____
- Efficiency of snow removal operations: _____
- Timeliness of completing assignments: _____
- Attention to detail: _____

Comments: _____

Teamwork & Communication

- Cooperation with crew members: _____
- Communication with supervisors: _____
- Communication with subordinates: _____
- Responsiveness to public concerns: _____

Comments: _____

Overall Performance Rating: _____

Identify the employee's areas of strength and areas for improvement, including any developmental or training activities the employee has completed.

Areas of Strength: _____

Areas for Improvement: _____

Development Goals for Next Period: _____

Employee Feedback

Please share your thoughts on your work experience, challenges faced, and suggestions for improvement.

What additional resources or support would help you perform your job more effectively?

Employee Signature: _____ **Date:** _____

Supervisor Signature: _____ **Date:** _____

Town of Pomfret Selectboard
DRAFT 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.