

**Town of Pomfret
Selectboard Meeting Agenda
Town Offices
5218 Pomfret Road, North Pomfret, Vermont 05053
January 17, 2024, 7:00 pm**

Zoom instructions below

Business Items	
1. Call to Order	7:00 pm
2. Agenda Review	
3. Public Comment	
4. Mountain Views School District Presentation	7:05 pm
5. Road Foreman's Report	8:05 pm
6. Items for Discussion or Vote a. Town Garage Boiler Replacement b. Town Highway Mileage Certificate c. Highway Access Permit (Dinsmoor Road) d. 922 Barber Hill Road Town Highway Access e. Wild Apple Culverts Replacement RFP f. FY 2025 Budget Approval g. Annual Report Deliverables Approval h. Social Services Appropriations i. Continuation of Select Board Committees j. Warrants k. Approval of January 3, 2024 Minutes	8:30 pm
7. Meeting Wrap Up a. Correspondence b. Review of Assignments c. Agenda for Next Meeting	9:30 pm
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, followed by Meeting ID 953 9507 9923 and Password 306922

District 4
Certcode 1413-0

**CERTIFICATE OF HIGHWAY MILEAGE
YEAR ENDING FEBRUARY 10, 2024**

Fill out form, make and file a copy with the Town Clerk, and submit the Mileage Certificate on or before February 20, 2024 to: Vermont Agency of Transportation, Division of Policy, Planning and Intermodal Development, Mapping Section via email to: aot.mileagecertificates@vermont.gov or if necessary via mail to: VTrans PPAID - Mapping Section, 219 North Main Street, Barre VT 05641.

We, the members of the legislative body of POMFRET in WINDSOR County on an oath state that the mileage of highways, according to Vermont Statutes Annotated, Title 19, Section 305, added 1985, is as follows:

PART I - CHANGES TOTALS - Please fill in and calculate totals.

Town Highways	Previous Mileage	Added Mileage	Subtracted Mileage	Total	Scenic Highways
Class 1	0.000	<input type="text"/>	<input type="text"/>	<input type="text"/>	0.000
Class 2	14.650	<input type="text"/>	<input type="text"/>	<input type="text"/>	0.000
Class 3	47.75	<input type="text"/>	<input type="text"/>	<input type="text"/>	0.000
State Highway	1.383	<input type="text"/>	<input type="text"/>	<input type="text"/>	0.000
Total	63.783	<input type="text"/>	<input type="text"/>	<input type="text"/>	0.000
* Class 1 Lane	0.000	<input type="text"/>	<input type="text"/>	<input type="text"/>	
* Class 4	6.11	<input type="text"/>	<input type="text"/>	<input type="text"/>	0.000
* Legal Trail	5.19	<input type="text"/>	<input type="text"/>	<input type="text"/>	

* Mileage for Class 1 Lane, Class 4, and Legal Trail classifications are NOT included in total.

PART II - INFORMATION AND DESCRIPTION OF CHANGES SHOWN ABOVE.

- NEW HIGHWAYS:** Please attach Selectmen's "Certificate of Completion and Opening".
- DISCONTINUED:** Please attach SIGNED copy of proceedings (minutes of meeting).
- RECLASSIFIED/REMEASURED:** Please attach SIGNED copy of proceedings (minutes of meeting).
- SCENIC HIGHWAYS:** Please attach a copy of order designating/discontinuing Scenic Highways.

IF THERE ARE NO CHANGES IN MILEAGE: Place an X in the box and sign below.

PART III - SIGNATURES - PLEASE SIGN.

Signatures of Selectmen/ Aldermen/ Trustees: _____

Signature of T/C/V Clerk: _____ Date Filed: _____

Please sign ORIGINAL and return it for Transportation signature.

AGENCY OF TRANSPORTATION APPROVAL: Signed copy will be returned to T/C/V Clerk.

APPROVED: _____
Representative, Agency of Transportation

DATE: _____

TOWN OF POMFRET
APPLICATION FOR A DRIVEWAY OR APPROACH ROAD ACCESS PERMIT

Landowner Hunnewell Ogden Irrevocable Trust Phone _____
Address 922 Barber Hill Road, Pomfret State VT Zip 05091

The undersigned requests an Access Permit to construct an access to serve the landowner's property; located on the Southern side of Barber Hill Road (E911 highway name) Town Highway No 5

The proposed access will be located approximately 1/2 mi. (ft./ mi.) from the intersection of this road with Cloudland Road (E911 highway name).

(DETAILED SKETCH MUST ACCOMPANY THIS APPLICATION.)

Driveways and approach roads entering a town highway shall meet the following standards:

1. Be constructed at a 90-degree angle to the town highway
2. Have a minimum site distance shall be 150 feet both ways when viewed 15 feet back from the edge of the travelled way.
3. Have a minimum width of 16 feet for the first 20 feet back from edge of town highway shoulder.
4. Be graded and ditched so that water does not run onto the town highway.

Both sides of proposed driveway shall have stakes with ribbons to indicate desired location at point of access to the town highway. The applicant agrees to maintain said access and adhere to the directions, restrictions and conditions forming a part of this permit.

Dated at _____ this 2 day of March, 2021.

Nina Hunnewell
Signature, Applicant or Applicant's Agent

Nina Hunnewell
Applicant or Applicant's Agent's Name
{printed or typed}

Application fee of \$50. Received Date 3/24/2021 by RJ JF

Directions, restrictions and conditions:

18-inch culvert required ___yes___ ~~no~~

Other restrictions or conditions

Must remove culvert at original access to property once new access completed

This permit is issued in accordance with Title 19, V.S.A. relative to all highways within the jurisdiction of the Town of Pomfret. This permit may be voided in the event of misrepresentation, substantial inaccuracy or failure to undertake construction of the access within one year of the date of approval.

Permit to construct access is given this 26 day of April, 2021.

[Signature] Road Commissioner Emily Jule Chair, Selectboard

Final Approval: The first 20 feet of a driveway or access road entering a Town highway shall be constructed by the applicant and approved by the Selectboard and Road Commissioner before any building construction may be started.

This access has been installed in accordance with the above directions, restrictions and conditions and is acceptable under State and local regulations. This ___ day of _____, 20___.

_____ Road Commissioner _____ Chair, Selectboard

Item 6F
FY 2025 Budget Approval

See <https://pomfretvt.us/index.php/boar/sel/budget/>

SELECTBOARD REPORT

Last year was a busy one for the Selectboard and we welcome this opportunity to discuss the highlights.

Meeting Format. 2023 began with COVID-19 still a public health concern. For this reason we held our town meeting via Australian ballot, as we did in 2021 and 2022. Ballots were mailed to all active voters and participation was extraordinarily high for a local election, at nearly 50%. Voters approved the town budget and several social services appropriations. The Selectboard continues to hold hybrid meetings, resulting in a welcome increase in turnout and participation in our proceedings. You can find dial-in instructions for our meetings at pomfretvt.us/index.php/boar/sel.

The Future of Town Meeting. Although the tradition of in-person town meeting is welcomed by many as an opportunity to see neighbors and debate important local issues face-to-face, Australian balloting during COVID-19 saw significantly increased voter participation. With the emergency public health law allowing towns temporarily to vote by Australian ballot expected to expire soon, we felt it was appropriate to allow voters an opportunity to decide whether to adopt this voting method permanently.

We called a special town meeting at The Prosper Valley School in late May to decide this question. With sixty-five voters present, Australian balloting was adopted for town officer elections, budget articles and other public questions. An informational meeting will be held before Town Meeting Day. Our goal is make this a forum for discussion and community-building, much like traditional town meeting has been.

Expanded Zoning Board of Adjustment. As the pressure and complexity of proposed development continues to increase, our Zoning Board of Adjustment has been busy working with landowners to ensure responsible development in accordance with our zoning ordinance and flood hazard rules. To help the Zoning Board manage its workload, we increased its size from five to seven members.

We thank those who volunteered to fill the additional positions. They join many other neighbors and friends who volunteer their time to ensure Pomfret runs smoothly and remains an enviable place to live. See the inside back cover of this town report for the full list of local volunteers.

Highway and Building Investments. Our highway team continued renovation of the town garage to include a new generator and underground utilities, allowing the building to remain functional during power outages and other emergencies, and enabling the team to serve our town even in difficult conditions. We acquired a new Ford F-550 with dump body, plow and wing to replace our aging F-550.

Exterior repair and drainage work on the historic brick building next to the town office was completed last summer. We were awarded a Municipal Energy Resilience Program grant to fund an energy audit and consulting services to review energy resilience and accessibility options for the Town Hall. We also created a Town Hall Revitalization Committee to engage the community on future uses of the building.

Ordinance and Policy Updates. In June we revised our Highway Ordinance to clarify when a permit is needed to alter an existing driveway where it enters onto a town road, and to relax the sight distance requirements for new driveways on our back roads.

In July we adopted a Declaration of Inclusion confirming Pomfret as a place where all are welcome and affirming our commitment to fair treatment of all in our community. Similar declarations have been adopted by 130 other Vermont towns and follows a proclamation by Governor Scott in May 2021.

In August we revised our Traffic and Parking Ordinance to create a new speed limit along Stage Road and to expand the 25 mph zone in South Pomfret village. We continue to conduct vehicular speed studies to ensure our roads are properly posted, and work with the Windsor County Sheriff to patrol regularly and address non-emergency law enforcement issues. As always, dial 911 for emergencies.

We approved several financial policies throughout the year to improve our accounting and budgeting practices. We thank our Financial Management Committee for their continuing effort to ensure the town's financial procedures remain clear and robust. We also created or streamlined several permit forms to help applicants obtain the information and approvals they need. You can find our ordinances and policies at pomfretvt.us/index.php/documents.

Foliage Traffic Management. Foliage traffic management continues to present public safety and quality of life challenges, particularly along the lower portion of Cloudland Road. After making the road one-way during the 2022 fall foliage season with mixed results, we decided last year to close a portion of Cloudland Road entirely to non-local traffic.

The temporary closure had its intended effect, eliminating gridlock and improving quality of life. We thank the community for its patience during the traffic pattern change, and for its discretion as the national news media descended upon our small town to report on a basic local government function.

Grant Funding Opportunities. The Selectboard continues to leverage outside funding to complete planning and maintenance work that will benefit our community for years to come. We anticipate replacing additional culverts this year and have been awarded a Structures Program grant to defray the cost of replacing dual culverts on Wild Apple Road, scheduled for this summer. We were unable to pave Stage Road as planned last year due to persistent wet weather. That project will be completed this year. We also received Grants in Aid funding to complete ditching work on Webster Hill Road.

Town plan and local hazard mitigation plan updates will be completed this year. A study of vehicular and pedestrian safety concerns in South Pomfret funded by a Bicycle and Pedestrian Study Grant has been completed. We will seek additional grant funding to implement some of the study suggestions.

ARPA Funding Opportunities. Pomfret received nearly \$255,000 from the Coronavirus State and Local Fiscal Recovery Fund established by the American Rescue Plan Act of 2021 (ARPA). These funds are intended to promote resiliency in public health and infrastructure. To these ends, we used ARPA funds to purchase generators for the town garage and the Fire Department's North Pomfret Station; acquire hybrid meeting equipment to encourage participation in town government meetings; and make the town office entryway more accessible. We continue exploring ways to use remaining ARPA funds to promote our community's long term health and welfare.

Property Assessment and Taxation. The town-wide property reappraisal was completed last year, with new values mailed to taxpayers in June. Although the average assessment increased (primarily a result of rising home sale prices across the region), we anticipate the town tax rate will decrease as a result.

We commend our Board of Listers for their excellent work during this process. Property valuation is a complex topic that can have deeply personal financial impacts. Following dozens of informal Q&A sessions and formal grievance hearings, none of the new valuations were appealed.

We continue our concerted effort to collect delinquent taxes, ideally via payment agreements, but also through tax sales if necessary. There was one tax sale last year, the first in several years. Collection of delinquent taxes reduces the burden on taxpayers who pay their bills on time. After peaking above \$280,000 in 2020, the delinquent and late tax roll declined to only about \$75,000 at the end of 2023.

Municipal Administration. As municipal government becomes more complex—even for small towns like ours—the Selectboard is considering whether to hire an administrator to handle day-to-day Selectboard functions like grant writing, contract negotiation and local-state government relations. These conversations are ongoing and your input would be greatly appreciated.

* * * * *

Selectboard meetings are open to the public and we thank those who participate and offer their opinions and guidance. You can find our contact information at pomfretvt.us/index.php/boar/sel. We look forward to seeing you at our meetings and around town.

John Peters, Jr. Chair
Benjamin Brickner, Vice-Chair
Steve Chamberlin
Meg Emmons
Emily Grube

FISCAL YEAR 2025 BUDGET NARRATIVE

The combined Fiscal Year 2025 Town and Highway budget of \$[] (including voted appropriations) is []% [higher] than Fiscal Year 2024's total budget of \$1,837,273. The Fiscal Year 2025 budget represents an [increase] compared to Fiscal Year 2024 (for the reasons explained below), and is []% [above] the average combined budget for the last five years (Fiscal Years 2021 through 2025). If the voters approve all voted appropriations and re-appropriate a portion of the prior year's unassigned fund General Fund balance to offset current year taxes to be raised, the amount to be raised in taxes for Fiscal Year 2025 will be []% [higher] than in Fiscal Year 2024 (\$[] versus \$1,127,488).

The General Fund finished Fiscal Year 2023 with an unassigned fund balance (sometimes referred to as a "surplus") of \$197,862 and the Highway Fund finished Fiscal Year 2023 with an unassigned fund balance of minus \$20,050. The unassigned fund balance in the General Fund was budgeted to end Fiscal Year 2023 at \$96,916. The significantly larger than budgeted balance arose from \$92,576 in greater than budgeted revenues and \$8,370 in lower than budgeted expenditures. The unassigned fund balance in the Highway Fund (a negative amount) arose from \$6,742 in lower than budgeted revenues and \$16,613 in greater than budgeted expenditures. As required by the Rainy Day Reserve Funds Policy, \$3,305 was transferred from the Highway Rainy Day Reserve Fund to the Highway Fund at the end of Fiscal Year 2023 to offset a portion of the negative balance.

The primary drivers of the greater than budgeted General Fund revenue were collections of delinquent taxes and related interest and late payment penalties. These are not anticipated to be significant revenue sources going forward as recent collection efforts have substantially reduced the amount of delinquent taxes now outstanding. There were no significant drivers of the marginally greater than budgeted General Fund expenses. Likewise, there were no significant drivers of the marginally lower than budgeted Highway Fund revenues. The primary drivers of the greater than budgeted Highway Fund expenses were payroll and related mandatory expenditures (the Town's share of the Social Security and Medicare payroll tax, for example).

Including all voted appropriations, the proposed Fiscal Year 2025 General Fund budget is []% [higher] than the Fiscal Year 2024 budget (\$[] versus \$580,200) and []% [above] the average General Fund budget for the last five years. The primary drivers of this year-over-year [increase are generally increasing costs in the current high inflation macroeconomic climate, and specifically cost of living adjustments to staff salaries, fire department protective equipment, and law enforcement fees]¹.

To offset these increased costs, the Selectboard proposes to apply \$[] of the Fiscal Year 2023 unassigned General Fund balance as revenue in Fiscal Year 2025. [This is only a portion of the \$197,862 General Fund balance available to reduce current taxes to be raised. Due to the unprecedented size of the current fund balance and the likelihood that future fund balances will be significantly lower, the Selectboard believes it is prudent to retain some of the available fund balance in order to reduce the likelihood that significant municipal tax increases (and/or expenditure reductions) will be necessary to replace this non-recurring revenue source in future years.]²

¹ **NTD:** To list FY 2025 budgeted General Fund expenditure items varying significantly from FY 2024.

² **Note to Selectboard:** To decide whether to assign all (or a portion of) the General Fund balance to reduce current taxes to be raised. Last year the Selectboard assigned 60% of the available General Fund balance. In prior years, the Selectboard assigned 100% of the amount available.

The proposed Fiscal Year 2025 Highway Fund budget is []% [higher] than the Fiscal Year 2024 budget (\$[] versus \$1,257,073) and []% [above] the average Highway Fund budget for the last five years. The primary drivers of this year-over-year [increase are generally increasing costs in the current high inflation macroeconomic climate, and specifically cost of living adjustments to Highway Team salaries, diesel costs, and increased funding of the highway vehicle reserve. These increases are offset in part by a reduction in the budget for salt purchases]³.

* * * * *

[Macroeconomic conditions during the last three years have been exceptionally difficult for everyone on a budget, including rural towns like Pomfret. Prices have risen at their fastest pace in forty years, particularly in nondiscretionary areas such as labor, fuel and equipment. Despite these challenges, the proposed Fiscal Year 2025 budget entails only a []% increase in spending, substantially less than the inflation rate in 2023 (as measured by changes in the CPI).

This did not happen by accident. We thank each department, officer, appointee and board that draws tax dollars for carefully reviewing their needs and making difficult choices to create a responsible budget that serves the town and the taxpayers.]⁴

John Peters, Jr., Chair
Benjamin Brickner, Vice-chair
Steve Chamberlin
Meg Emmons
Emily Grube

³ **NTD:** To list FY 2025 budgeted Highway Fund expenditure items varying significantly from FY 2024.

⁴ **Note to Selectboard:** To update these two paragraphs to reflect our subjective budget analysis.

TOWN OFFICERS, APPOINTEES, COMMITTEES AND EMPLOYEES

— OFFICERS —	Term Expires	— APPOINTEES —	Term Expires
MODERATOR		ANIMAL CONTROL OFFICER	
Kevin Geiger	2024	<i>vacant</i>	<i>n/a</i>
TOWN CLERK		CITIZEN TRUSTEE OF LABOUNTY FUND	
Rebecca Fielder	2024	Marjorie Wakefield	2024
SELECTBOARD		COLLECTOR OF DELINQUENT TAXES	
Steve Chamberlin	2024	Karen Hewitt Osnoe	2024
Meg Emmons	2024	CONSTABLE	
Emily Grube	2025	Douglas Tuthill	2024
John Peters Jr., Chair	2025	e911 COORDINATOR	
Benjamin Brickner, Vice-Chair	2026	Rebecca Fielder	2024
TOWN TREASURER & TAX COLLECTOR		EAST CENTRAL VERMONT TELECOMMUNICATIONS DISTRICT (ECFiber) REPRESENTATIVES	
Ellen DesMeules	2024	Alan Graham	2024
CEMETERY COMMISSION		Kristen Esty (<i>first alternate</i>)	2024
Ona Chase, Chair	2024	Betsy Rhodes (<i>second alternate</i>)	2024
Bruce Tuthill	2025	EMERGENCY MANAGEMENT DIRECTOR	
Susan Burgess	2026	Kevin Rice	2024
LISTERS		FIRE WARDEN	
Norman Buchanan, Chair	2024	Frank E. Perron, Jr.	2025
Rebecca Fielder	2025	Fred S. Doten, Sr. (<i>deputy</i>)	2025
Neil Lamson	2026	GREATER UPPER VALLEY SOLID WASTE MANAGEMENT (GUVSWD) REPRESENTATIVES	
AUDITORS		Vernon Clifford	2024
Nancy Matthews	2024	Douglas Tuthill (<i>alternate</i>)	2024
Kristen Esty	2025	HEALTH OFFICER	
Annie Mears Abbott	2026	Hugh Hermann, M.D.	2027
LIBRARY TRUSTEES		PLANNING COMMISSION	
Susan Burgess	2024	Nelson Lamson	2024
Mary Worrell, Chair	2024	Jack Pearsons (<i>appointed 2023</i>)	2024
Cara DeFoor	2025	Tim Reiter (<i>resigned 2023</i>)	2024
Jocelyn Randles	2025	Tyler Wellington	2024
Douglas Abbott	2026	John Moore	2025
Betsy Rhodes	2026	Ann Reynolds (<i>deceased 2023</i>)	2025
TRUSTEES OF PUBLIC FUNDS		Doug Tuthill (<i>appointed 2023</i>)	2025
Robert Coates (<i>appointed 2023</i>)	2024	Cyrus Benoit	2026
Robert Hatfield (<i>deceased 2023</i>)	2024	William Emmons, Chair	2026
Michael Doten	2025	ROAD COMMISSIONER	
Marjorie Wakefield, Chair	2026	<i>vacant</i>	<i>n/a</i>
WINDSOR CENTRAL UNIFIED UNION SCHOOL DISTRICT DIRECTORS		TOWN SERVICE OFFICER	
Bob Crean	2024	Sheila Murray	2024
Lydia Locke	2026	TREE WARDEN	
JUSTICES OF THE PEACE		Cyrus Benoit	2024
Anne Bower	2025	Bruce Tuthill (<i>deputy</i>)	2024
Michael Doten	2025		
Chuck Gundersen	2025		
James Robinson	2025		
Marjorie Wakefield	2025		

— COMMITTEES —

Term Expires

CAPITAL PLANNING COMMITTEE

Neil Lamson	n/a
John Moore	n/a
Jon Ricketson	n/a
Hunter Ulf	n/a

ENERGY COMMITTEE

Frey Aarnio	n/a
Anne Bower	n/a
Amos Esty	n/a

EMERGENCY SERVICES COMMITTEE

Melissa Baker	n/a
Jonathan Harrington	n/a
Gregory Olmstead	n/a
John Peters Jr.	n/a
Kevin Rice	n/a
Holly Strahan	n/a

FINANCIAL MANAGEMENT COMMITTEE

Ellen DesMeules	n/a
Emily Grube	n/a
Nancy Matthews	n/a

TOWN HALL REVITALIZATION COMMITTEE

Katie Brickner	n/a
Marie Cross	n/a
Meg Emmons, Chair	n/a
Dana Kaye	n/a
Gennie Lawrence	n/a
John Moore	n/a

— APPOINTEES (cont.) —

Term Expires

TWO RIVERS-OTTAUQUECHEE REGIONAL COMMISSION (TRORC) BOARD OF DIRECTORS

William Emmons	2024
Gennie Lawrence (<i>alternate</i>)	2024

TRORC TRANSPORTATION ADVISORY COMMITTEE

Jon Harrington	2024
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ZONING ADMINISTRATOR

Karen Hewitt Osnoe	2024
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ZONING BOARD OF ADJUSTMENT

Alan Blackmer (<i>deceased 2023</i>)	2024
Lindsay Hyde (<i>appointed 2024</i>)	2024
Kyle Hansen	2024
Benjamin Brickner	2025
Shaun Pickett	2025
Susan Burgess	2026
Seth Westbrook	2026
Jeffry White	2026

— EMPLOYEES —

ASSISTANT TOWN CLERK

Sally Weglarz

ASSISTANT TOWN TREASURER

Sally Weglarz

HIGHWAY TEAM

Jim Potter, Road Foreman
 Art Lewin
 Justin Ricard
 Brian Sawyer

SELECTBOARD ADMINISTRATIVE ASSISTANT

Cynthia Hewitt

TOWN HIGHWAY EQUIPMENT
(per the Pomfret Selectboard)

	2018	2019	2020	2021	2022	2023
2010 John Deere Loader (replaces 2001 loader)	\$54,000	\$52,000	\$52,000	\$52,000	\$50,000	50,000
2002 John Deere Grader, model 672CH	74,000	72,000	50,000	<i>sold</i>	-	-
2021 John Deere Grader, model 627G	-	-	-	280,000	270,000	270,000
2008 Komatsu PC78US-6 Excavator	19,000	17,000	17,000	17,000	16,000	16,000
2014 Truck Freightliner 4WD w/ plow, sander & wing	160,000	150,000	135,000	<i>sold</i>	-	-
2021 International 2WD with plow, sander & wing	-	-	-	171,463	165,000	160,000
2013 Truck Freightliner 4WD w/ plow, sander & wing	120,000	114,000	<i>sold</i>	-	-	-
2020 Int'l Truck tandem w/ plow, sander & wing	-	-	198,000	196,000	190,000	180,000
2016 John Deere 6110M 4WD with side mower	107,000	105,000	103,000	101,000	98,000	94,000
2015 Truck, Western Star 4WD w/ plow, wing & sander	175,000	160,000	100,000	<i>sold</i>	-	-
2022 Int'l tandem with plow, wing & sander	-	-	-	195,228	190,000	185,000
2022 Truck, Ford 550 4WD with plow, wing & sander	-	-	-	-	-	147,500
2015 Truck, Ford 550 4WD with plow & sander	60,000	58,000	56,000	50,000	20,000	10,000
1987 Truck, Ford 350 Mini-Pumper	-	-	-	-	5,000	5,000
2008 Tag Trailer	3,000	3,000	3,000	3,000	3,000	3,000
2008 Compactor	200	200	200	200	200	200
Jumping Jack Compactor	-	-	2,000	1,900	1,700	1,600
Generator	300	300	300	300	<i>discarded</i>	-
Hotbox	6,400	6,000	5,800	5,600	5,200	5,200
2000 Bandit Chipper	5,000	5,000	5,000	5,000	4,900	4,900
Flail Head Mower	<i>sold</i>	-	-	-	-	-
Austin-Western V Snowplow	250	250	250	250	250	250
Bale Chopper	3,000	2,500	2,500	2,000	<i>sold</i>	-
Frontier Debris Blower	2,500	2,500	2,200	2,000	<i>sold</i>	-
Pressure Washer (purchased new one in 2018)	1,500	1,500	1,400	1,300	1,000	500
2001 Steam Cleaner	800	800	800	800	<i>discarded</i>	-
2001 Rock Rake	800	800	800	800	500	500
Air Compressor	1,000	1,000	1,000	1,000	1,000	1,000
Snow Fence and Posts, 3,000 feet	2,000	2,000	2,000	2,000	1,800	4,000
Chainsaws	400	400	800	1,000	2,000	2,000
Welder, Lincoln Wire Feed	800	800	800	800	800	800
Small Tools	29,000	29,000	29,000	30,000	38,000	46,000
Hydroseeder	-	7,000	7,000	6,000	5,800	5,200
Leaf Blower	-	-	-	-	-	6,200
Steam Cleaner	-	-	-	-	-	8,600
TOTAL	\$825,950	\$791,050	\$775,850	\$1,126,641	\$1,070,150	\$1,207,450

**WARNING
TOWN OF POMFRET
ANNUAL TOWN MEETING 2024**

The legal voters of the Town of Pomfret, Vermont are hereby warned and notified to meet at the Pomfret Town Offices, 5218 Pomfret Road, on Tuesday, March 5, 2024, between 8:00 AM and 7:00 PM, to vote by Australian ballot upon the articles of business listed herein.

An informational hearing to discuss the articles to be voted upon will occur in the Pomfret Town Hall, 5233 Pomfret Road, and via Zoom on Saturday, February 24, 2024 at 9:00 AM. Instructions for joining the informational hearing appear at the end of this Warning.

The legal voters of the Town of Pomfret, Vermont are further notified that voter qualification, registration and absentee voting relative to said voting by Australian ballot shall be as provided in Chapters 43, 51 and 55 of Title 17, Vermont Statutes Annotated. For more information, please visit <https://sos.vermont.gov/elections/voters/early-absentee-voting/> or call the Pomfret Town Offices at (802) 457-3861 during normal business hours (Monday, Wednesday and Friday, 8:30 AM to 2:30 PM).

1. To elect the following Town officers:
 - Town Moderator, 1-year term;
 - Town Clerk, 1-year term;
 - Selectboard Member, 3-year term;
 - Selectboard Member, 2-year term (*see Note below*);
 - Treasurer, 1-year term;
 - Cemetery Commissioner, 3-year term;
 - Lister, 3-year term;
 - Auditor, 3-year term;
 - Library Trustee, 3-year term;
 - Library Trustee, 3-year term;
 - Trustee of Public Funds, 3-year term.

Note: Term length of the two additional Selectboard members was changed from 1 year to 2 years by approval of Article 2 at the 2022 Town Meeting.

2. Shall the voters authorize the Treasurer to collect current taxes, pursuant to 32 V.S.A. 4791?
3. Shall the voters approve the combined budget for Fiscal Year 2025 of \$[] for general purposes (\$[]) and for highway purposes (\$[]), of which \$[] will be raised by current year taxes and \$[] by other sources?

Note: The amounts in this Article 3 exclude the appropriations proposed in Articles 4 through [15] below.

4. Shall the voters appropriate \$42,500 to the Abbott Memorial Library?
5. Shall the voters appropriate \$12,500 to the Pomfret Cemetery Commission?

6. Shall the voters appropriate \$3,950 to the Visiting Nurse and Hospice for VT and NH in support of care provided in patients' homes?
7. Shall the voters appropriate \$4,800 to the Woodstock Area Council on Aging (d.b.a. The Thompson Senior Center) to be used for operational expenses to provide meals on wheels, transportation, wellness and social activities, medical equipment, and other Aging at Home support services to benefit Town residents?¹
8. Shall the voters appropriate \$979 to Health Care and Rehabilitation Services for support of services provided to residents of Windsor County?
9. Shall the voters appropriate \$2,500 to the Empower Up - Windsor Central Mentoring Program (formerly known as the Ottauquechee Community Partnership) to support their Mentor and Buddy Program?
10. Shall the voters appropriate \$750 to the Spectrum Teen Center for support of activities at the center?
11. Shall the voters appropriate \$900 to Pentangle Arts for providing artistic endeavors in the community?
12. Shall the voters appropriate \$2,500 to the Ottauquechee Health Foundation (OHF) for funding and support for individuals with limited financial means to help meet critical health and wellness needs such as medical and dental care, eyeglasses, hearing aids, dentures, prescription co-payments and short-term caregiver services?
13. Shall the voters appropriate \$400 to the Women's Information Service (WISE) of the Upper Valley for support of activities at the service?²
14. Shall the voters appropriate \$50 to Green Up Vermont for Green Up Day supplies and services?³
15. Shall the voters exempt the real properties of Pomfret-Teago Volunteer Fire Department, Inc. from taxation for a period of five years, pursuant to 32 V.S.A. 3840?
16. Shall the voters re-appropriate \$[] of the unassigned General Fund balance to reduce Fiscal Year 2025 taxes to be raised?

Note: Approval of this article would leave \$[] in the General Fund balance, which amount would remain subject to re-appropriation by the voters at a later date.

17. Shall the voters require that taxes be paid in U.S. funds in two installments, pursuant to 32 V.S.A. 4773, and that the first installment of such taxes be due and accepted at the Treasurer's office

¹ **NTD**: Pending receipt of valid petition. If successful, 2028 will be the last year in which The Thompson will need to petition annually to request an appropriation.

² **NTD**: Pending receipt of valid petition. If successful, 2024 will be the last year in which WISE will need to petition annually to request an appropriation.

³ **NTD**: Pending receipt of valid petition. If successful, 2026 will be the last year in which Green Up Vermont will need to petition annually to request an appropriation.

on or before 2:30 PM on August 16, 2024, and that the balance be due at the same location on or before 2:30 PM on February 7, 2025, and that overdue taxes bear interest at a rate of 1.0% per month or fraction thereof from the due date of each installment pursuant to 32 V.S.A. 4873, and that all delinquent taxes be subject to an 8.0% penalty pursuant to 32 V.S.A. 1674?

[Remainder of page intentionally blank. Signature page follows.]

Dated this [] day of January, 2024,
by the Selectboard of the Town of Pomfret:

John Peters Jr., Chair

Benjamin Brickner, Vice-Chair

Steve Chamberlin

Meg Emmons

Emily Grube

* * * * *

AUSTRALIAN BALLOT
INFORMATIONAL HEARING INSTRUCTIONS

An informational hearing to discuss the articles to be voted upon will occur in the Pomfret Town Hall, 5233 Pomfret Road, and via Zoom on Saturday, February 24, 2024 at 9:00 AM. You may join this informational hearing by telephone, computer or smartphone as follows:

Computer or Smartphone

<https://zoom.us/j/95395079923?pwd=ZjBEEd3ZuZWgvWmx2M0tpOE8zbjg2dz09>

Landline or Mobile Phone

Dial (301) 715-8592. When prompted, enter Meeting ID 953 9507 9923 and Passcode 306922.

Town of Pomfret Selectboard
Draft Meeting Minutes
January 3, 2024

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

Public: Becky Fielder, Ellen DesMeules, Neil Lamson, Ogden Hunnewell

1. John Called the meeting to order at 6:30 pm
2. Executive Session
 - a. Ben moved and Emily seconded that the Selectboard enter executive session pursuant to 1 V.S.A. 313(a)(1)(B) to discuss employee agreements, the premature general public knowledge of which would clearly place the Selectboard or a person involved at a substantial disadvantage. Unanimous. The Selectboard entered executive session at 6:31 pm.
 - b. The Selectboard exited executive session at 7:01 pm, with no decisions having been made therein.
3. Agenda Review – Ben moved and Emily seconded deletion of Capital Program and Budget Policy and Procedure, Town Garage Boiler Replacement, Road Crew Communications Devices, and Wild Apple Culverts Replacement RFP. Unanimous.
4. Road Foreman’s Report –Before the meeting Jim reported to John that the materials budget is nearly exhausted due to the winter mud seasons. It was discussed the amounts spent on materials during the year that are expected to be reimbursed (i.e., by FEMA) will be added back to the materials budget. Jim would like to post a sign at the Town Hall that no overnight parking is permitted. Emily noted that some overnight parking may be by residents unable to reach their homes to road conditions. A message will be posted to the list serve that parking for this purpose is allowed at the Brick Building. The crew will continue roadside tree cutting and removal of dead trees as conditions allow. The crew is working on repairing Sessions Meadow Road.
5. Items for Discussion or Vote
 - a. 922 Barber Hill Road Town Highway Access – Ogden Hunnewell attended the meeting to discuss culvert removal at 922 Barber Hill, which was required in his 2021 highway access permit. He would prefer not to remove the culvert since the area is grown up nicely and a large hemlock would need to be removed. Kevin Rice is also interested in access to Mr. Hunnewell’s pond via the culvert for fire prevention. The Selectboard will discuss with the Road Foreman and a site visit may be scheduled at a later date.
 - b. Wheel Loader Bid Award – Steve moved and Emily seconded approval of the United Construction and Forestry (John Deere Model 524P) bid, including the 7-year full machine warranty, for a total cost of \$155,223 after trade-in, and authorizing Jim to sign the bid acceptance for the town. Unanimous. Steve will notify both bidders and Ben will mark the request for proposal as “awarded” on the state bidding site.
 - c. FY 2025 Budget Discussion – Using 60% of the available fund balance results in a 4.87% increase in taxes (compared to 5.66% last year). All other figures are nearly final. Once the social services petitions are confirmed, the budget will be ready for final approval.

- d. Appointment of Public Officers
 - i. Town Health Officer – Ben moved and Emily seconded that Dr. Hugh Hermann, M.D. be recommended to the Vermont Department of Health for re-appointment as Town Health Officer for a 3-year term expiring January 31, 2027. Unanimous. Ben will prepare the necessary paperwork for Dr. Hermann to sign and submit to the state.
 - ii. Zoning Board of Adjustment – Ben moved and Emily seconded the appointment of Lindsay Hyde to the Zoning Board of Adjustment, to complete the 3-year term expiring March 31, 2024. Unanimous.
 - e. FY 2023 Town Report Deliverables – Ben circulated the documents for any final editing. All to be finalized and approved at the January 17 meeting.
 - f. 2024 BRIC Program Grant Application – The town has no suitable shovel-ready projects. Emily suggested the Selectboard work on developing projects that can be put forward next year.
 - g. Warrants – Ben moved and Emily seconded approval for payment of the following warrants:

24058	9,260.99	Payroll
24059	22,788.63	A/P

Unanimous. John will confirm the Vermont Standard charge with Ellen.
 - h. Approval of December 20, 2023 Minutes – Ben moved and John seconded approval December 20, 2023 meeting minutes as presented. Unanimous.
6. Meeting Wrap Up
- a. Correspondence – Town Highway 24 relocation, Peace Field Farm litigation, Mountain Views School Board request to present at the January 17 meeting, Town Hall energy assessment, VLCT member list update were discussed.
 - b. Review of Assignments – Ben to email with Karen re: delinquent taxes, Dr. Hermann re: appointment paperwork, mark loader bid as awarded on the state website, update VLCT membership; Steve to notify loader bidders of award; John to confirm School Board attendance with Bob Coates, confirm VT Standard invoice with Ellen, send listserv message re: overnight parking at the Brick Building.
 - c. Agenda for Next Meeting – School Board presentation at 7 PM, Town Garage boiler replacement, Barber Hill Road culvert removal, Wild Apple culvert RFP, finalize FY 2025 budget and FY 2023 town report deliverables, discuss disbanding of defunct Selectboard committees.
7. Adjournment – Ben moved and Steve seconded that the meeting be adjourned. Unanimous. The meeting was adjourned at 9:12 pm.