

**TOWN OF POMFRET  
BOARD OF SELECTMEN MINUTES  
TUESDAY, FEBRUARY 20, 2018 AT 8:00 AM  
POMFRET COMMUNITY/SENIOR CENTER**

In Attendance: First Selectman Maureen Nicholson, Selectmen Patrick McCarthy, Pamela Lewerenz. Also present: Cheryl Grist, Town Clerk

**Regular Meeting – Open Meeting** –M. Nicholson opened meeting at 8:00 AM.

1. **Approve Minutes of February 5, 2018** – P. McCarthy moved to approve minutes of February 5<sup>th</sup>. P. Lewerenz seconded. All in favor.
2. **Items to Add to Agenda** – M. Nicholson moved to add Acceptance of TAP Grant to Current Business, item 3. P. McCarthy seconded. All in favor.
3. **Citizen's Comments and Correspondence** - None

**II. New Business**

1. **Town Clerk Records Management Company/Discussion & Possible Approval** – C. Grist was present to review various Land Records Management companies that she has been looking into. The current contract held by the town expires in April. A report of the companies explored and spreadsheet of pricing had been forwarded to Board before the meeting. Some discussion. Her recommendation would be to sign with Cott Systems, Inc. M. Nicholson moved to approve contracting with Cott Systems for Land Records Management and to pay the \$4,000 up front which would provide an over-all savings of \$2,000. Monies to be paid from the Reconstruction of the Land Records Indices Capital Fund. P. Lewerenz seconded. All in favor.
2. **Review of Bid Opening and Signature Stamp Policies** – Draft policies distributed for future consideration.

**III. Other Business**

1. **Road Issues** – P. Lewerenz asked about Mashamoquet Road near the campground entrance. Much of the asphalt is breaking away. This is a State Road but some calls have been made.
2. **General Discussion** – Discussion regarding the use of Survey Monkey for a budget survey for the upcoming year. A sample survey had been distributed as used by another town. The Board of Finance has discussed the same and the consensus was that it was a good idea. The EPDC has decided to move forward with an RFP to thin and cut at the Murdock property. Discussion regarding schedule conflicts for the March 19<sup>th</sup> meeting. That meeting will be canceled and re-scheduled to March 14<sup>th</sup> at 8:00 AM.
3. **Project Updates** – The EOC building will go before the Planning Commission this week. A Public Hearing will be opened and continued to next month. The Sewer Project is waiting for a State ROW issue to be cleared up. The engineer will walk the sidewalk with the contractor to determine the amount of material used and finalize that project. The turn-out for the Informational Meeting regarding the TAP Grant was great and the meeting was felt to be very informative.

4. **Tax Refunds/Abatements:** Jessamine Lee, O/P, \$22.76 – M. Nicholson moved to approve as presented. P. McCarthy seconded. All in favor.

#### **IV. Current Business**

1. **FY 2018/2019 Budget Discussion/Reduction recommendations** – The Board of Finance is asking for a flat budget. Some discussion regarding the significant increases and decreases to the General Government budget. The bond payment in 2018/2019 fluctuates up creating an immediate added cost to this year. Some discussion. A draft budget will go out to the Board within the next few weeks.
2. **Citizen's Comments** – None
3. **TAP Grant/Possible Acceptance** – M. Nicholson moved to endorse and accept the TAP Grant for 3.4 million dollars. P. Lewerenz seconded. This is an important project to the region. All in favor.

M. Nicholson encouraged attendance at the Green Team's movie presentation on February 26<sup>th</sup> – 'Generation Zapped'. The Green Team is also planning on a Road-Side clean-up in April.

- V. **Adjournment** – Moved and duly seconded to adjourn. Meeting adjourned at 8:50 AM.

Respectfully submitted,

Bonnie Ryan, clerk

Date approved\_\_\_\_\_