

**TOWN OF POMFRET  
BOARD OF SELECTMEN MINUTES  
MONDAY, NOVEMBER 30, 2015 AT 8:00 AM  
POMFRET COMMUNITY/SENIOR CENTER**

In Attendance: First Selectman Craig Baldwin, Selectmen Barry Jessurun, Donna Smith.  
Also present: Peter Mann, Richard Dunn, Liz Cartier, JoAnn Baldwin, Pam Lewerenz,  
John Lewerenz, Monique Caron-Krug, Ken Kristal, Jim Kern, Ann Hinchman, Walter  
Hinchman, Mike Blackmer

**I. Regular Meeting**

1. **Open Regular Meeting/Approve Minutes of November 16, 2015** – C. Baldwin opened meeting at 8:00 AM. C. Baldwin moved to approve minutes of November 16, 2015. B. Jessurun seconded. All in favor.
2. **Items to Add to Agenda** – C. Baldwin had a letter of resignation from Planning and Zoning Commission that he would add to New Business. So moved by D. Smith. B. Jessurun seconded. All in favor.
3. **Citizen Comments** – P. Mann stated that he could see the Appointment of Staci Hattin as Deputy Treasurer on the agenda. He felt that was a great idea and he knew Staci to be a very dedicated employee. He would also recommend that the Town fund the grant application for Seely-Brown Village as the proposed capital improvements are greatly needed.

**II. New Business**

1. **Appointment – Deputy Treasurer/Staci Hattin** – B. Jessurun moved to approve the appointment of Staci Hattin as Deputy Treasurer as presented. D. Smith seconded. All in favor.
2. **Appointment – Senior Advocate Commission Alternate** – Ann Hinchman stated that the Commission has an opening for an Alternate member to fill the vacant seat until May. That person would likely be reappointed for a full-term when the appointment expires in May. Minority representation will be confirmed and an appointment postponed until the next meeting.
3. **Discussion & Possible Action: Establish/Appoint Ad Hoc Committee to develop the Need Statement, Concept of Operations & Functional/Operational/Technical Requirements for the Pomfret Emergency Operations Center** – C. Baldwin stated his desire to appoint an Ad Hoc Committee to establish a Needs Statement/Concept of Operations for this project which was funded in 2010. Once established the information would go to a Building Committee and then out for an RFP. The goal is to have this information available within the next 3 months. At this time he would appoint himself, Derek May, Pat Boyd, Richard Dunn, Brett Sheldon, David Patenaude, Donna Smith, Jim Rivers, and Theresa Hamlin to the Commission. B. Jessurun moved to approve as presented. D. Smith seconded. All in favor.
4. **Resolution Renewal: Signatory for Nutmeg Network Grant Funds** – The Town has been awarded a grant in the amount of \$125,000 to bring this secure line up from PCS. The State is now looking to expand the capabilities to include Public Safety in the next year. This is a renewal of a Resolution previously put into place. It will expire one year from its execution. Some discussion. B. Jessurun moved to approve the Resolution as presented. D. Smith seconded. All in favor.

5. **Acceptance of Resignation** – Eric Pohlman has submitted a letter of resignation from the Planning and Zoning Commission. D. Smith moved to accept this resignation with regret. B. Jessurun seconded. All in favor. Walt Hinchman stated that the Commission would recommend Ray Wishart to fill this vacated seat as he is a previous member. Some discussion about this with the appointment postponed until the next meeting in order to determine minority representation and speak with Ray.

### **III. Current Business - None**

### **IV. Other Business**

1. **Seely-Brown Village/Potential Grant Funding** – Ann Hinchman stated that the facility is owned by the Pomfret Community Housing Association. It currently has 31 units and is in its 15<sup>th</sup> or 16<sup>th</sup> year. The grant would be to cover capital needs. The Town has worked with Peter Sanborn and the Community Opportunities Group with regard to past projects. Mr. Sanborn feels the Town is in a good position to secure some funding under this next round. Ann provided a Capital Improvement Assessment that demonstrated some of the needs. Application for the grant will cost the Town \$6,000, half of which will be refunded if the application is approved. Some discussion. B. Jessurun moved to approve funding the \$6,000 for the grant application. D. Smith seconded. All in favor. P. Mann stated that the Seely-Brown Board does have a member appointed by the Board of Selectmen. The new administration may want to consider renewing that. Leah Schad is currently the appointee.
2. **Road Issues** – Jim Kern stated that Anderson Road has a down-hill drain that was put in by the builder. A retention pond was put in down the hill below the Anderson Road properties. He would like someone to check the area and insure the pond is still there. Heavy rains are beginning to cause erosion and there has been water in some basements. C. Baldwin will look into it with the Highway Department and respond to Mr. Kern.
3. **General Discussion - None**
4. **Tax Refunds/Abatements: As Attached** – ACAR Leasing, COC, \$59.62; Toyota Motor Corp., COC, \$261.92; Toyota Motor Corp., COC, \$73.29 – B. Jessurun moved to approve as presented. D. Smith seconded. All in favor.

V. **Citizen's Comments** – Listing of attendees at meetings was brought up. Attendance sheets will be distributed at future meetings for those who would like their names listed as in attendance.

VI. **Adjournment** – C. Baldwin moved to adjourn. B. Jessurun seconded. All in favor. Meeting adjourned at 8:53 AM.

Respectfully submitted,

Bonnie Ryan, clerk

date approved\_\_\_\_\_