



Town of Thetford • PO Box 126 • Thetford Center, VT 05075 • (802) 785-2922

Selectboard Regular Meeting Minutes

Thetford Town Offices

Monday, July 31, 2017 at 7:00 p.m.

Stuart Rogers called the meeting to order at 7:06 p.m.

Selectboard Members present: James Dixon, Jessica Eaton, Stuart Rogers, Li Shen, Douglas Stone

Others present: Jim Masland (State Rep.), Tracy Borst (Town Clerk), Martie Moses (Selectboard Assistant)

Community Members present: Wayne Parks, Susan Rump, Cathy Newbury, Mary Raynes

Public Comment 7:07 p.m.

Jim Masland offered the Selectboard whatever help they needed with regards to the Thetford Hill Sidewalk Project.

Tracy Borst gave pricing options for publishing the Draft Town Plan Notice in the Valley News.

Correspondence 7:19 p.m.

Motion by Jessica Eaton to authorize the Selectboard Chair to sign the Professional Engagement of Stitzel, Page & Fletcher, P.C., as requested by the Delinquent Tax Collector. Seconded by Douglas Stone. **VOTE unanimous (5-0-0)**

James Dixon received emails from the Tri-Town Commission concerning the level of the Lake Fairlee. James Dixon noted that the Tri-Town Commission only has the responsibility of maintaining the Dam itself.

James Dixon has 2 Requests for Proposal's for electrical work that needs to be done at the Lake Fairlee Dam. One from Cramer Electric, and one from Cole Electric.

Liaison Updates 7:27 p.m.

Li Shen received information from TEN; copies are in the Selectboard Meeting Packets.

There was discussion about the uncovered well in Hughes Forest.

There was discussion about the REC department maintaining membership in UVRA.

There was discussion about items that have been stolen from the Recycling Center.

Minutes and Warrants 7:28 p.m.

#22.3 \$3360.91

#29.2 \$850.59

#23.3 \$229.86

#15.4 \$24,418.67

#18,424.68

#30.2 \$7280.45

#10,364.47

#23.3F \$17815.22

#26.1 \$62,401.97

Motion by Stuart Rogers to accept the warrants as presented. Seconded by Li Shen. **VOTE unanimous (5-0-0)**

Motion by James Dixon to accept the Selectboard Meeting Minutes of July 17th, 2017, as edited. Seconded by Stuart Rogers. **VOTE unanimous (5-0-0)**

Chair Comments 7:58 p.m.

Stuart Rogers commented that side conversations at the Selectboard table and in the public seating area make it difficult to make motions or get accurate minutes. Other distractions, such as checking email, can impact time management. The focus needs to be on business at the table at the time. There can be emails and discussions during the week about items to be put on the agenda.

Treasure Island Update 8:00 p.m.

The Treasure Island Manager invited the Selectboard to come and cook for a staff party on 13th, pending availability of the TI Crew. August 16th will be the last day of the regular Lifeguard schedule. Gate Attendants will be available through Labor Day. The TI Manager said that the boat wake has not been as high. People bringing their pets to Treasure Island has been the most frequent problem this year.

There was discussion of the PACIF inspection report.

Town Hall Floors 8:10 p.m.

Tracy Borst asked who could be a Selectboard contact person for this project. On Thursday the container arrives, and everything will be moved out on Friday. Browns Flooring will begin the work on Monday.

Storm Damage Update & Repairs Going Forward 8:14 p.m.

Stuart Rogers reported on a meeting concerning Route 132. Stantec presented a more detailed report for Route 132. There was a recommendation for more Jersey Barriers and more lights. Engineering will be put out for bid in 10 days.

Work is beginning on other roads, with RFP's going out in another week. FEMA has made the recommendation for funds and Governor Scott has signed it. The next step is signing by the President, and then FEMA will review the sites again. Private, individual applications will have to go through FEMA directly; if that option is included in the declaration.

Wayne Parks commented on the damage at the end of his driveway.

There was discussion of the damage to the Union Water Company of NorthThetford.

Stuart Rogers said there are 63 site locations, not including Route 132. Route 132 has 10 areas in need of repair. Stuart Rogers noted that the Town needs to follow the FEMA process, or risks forfeiting the funds.

Douglas Stone commented that some locations could have been fixed before now, as long as the time and equipment use is being logged. Douglas Stone was concerned that a month has gone by with little work done

There was further discussion about the DPW work schedule. Douglas Stone will follow up with Chad Martin.

Discussion of Town Committee Fiscal Ability 8:42 p.m.

There was discussion about the Cook for the TEN luncheons and if she is considered a Contracted Service or a Town Employee. The Cook meets the criteria for a Contractor but this came into question.

Members of TEN gave details on what the Cook does, and how she is paid. Cathy Newbury explained that the money comes from Senior Solutions in the form of a grant, and goes through the town.

The Senior Luncheons are very popular and serve between 40 and 70 people. Food that is not used is donated to the food shelf, and some meals are delivered for those who might not be able to attend. Sue Rump said the luncheons also create a sense of community, and are an opportunity to find out about the needs and concerns of Thetford Seniors. Cathy Newbury talked about some of the presentations that have been given at the luncheons, such as a discussion on what to expect when an ambulance comes to your home, Meals on Wheels, and the Community Nurse.

The Cook will be meeting on August 9th, with someone from the Department of Labor, for information on what needs to be filed with the State.

Adoption of Thetford Hazard Mitigation Plan 9:12 p.m.

Motion by James Dixon to adopt the Certificate of Adoption for the Thetford VT 2017 Local Hazard Mitigation Plan. Seconded by Li Shen. **VOTE unanimous (5-0-0)**

Old Business 9:25 p.m.

- 2017 Working List - Review & Update

- Upcoming Agendas

Other Business

The Selectboard reviewed emails about a Town Noise Ordinance.

There was discussion of emails about the wells on the Hughes property.

There was discussion about Class 4 Roads.

- Signature of Grant Agreements

Motion by James Dixon to approve the Selectboard Chair to sign the Award for the Better Roads Grant Awards. Seconded by Jessica Eaton. **VOTE unanimous (5-0-0)**

The awards are \$20,000 for Colby Road South, \$8,000 for town-wide road erosion inventory, \$40,000 for Robinson Hill Road and \$20,000 for New Boston Road

Motion by Douglas Stone to approve the Selectboard Chair to sign the State of Vermont Standard Grant Agreement in the amount of \$175,000 for Bridge #15 on Latham Road. Seconded by Li Shen. **VOTE unanimous (5-0-0)**

Motion by Jessica Eaton to approve the Notice to Proceed with Stantec, in the amount of \$72,100 for Route 132. Seconded by Li Shen. **VOTE unanimous (5-0-0)**

- Scheduling of Annual Personnel Reviews

The Selectboard will ask Department Heads to conduct reviews of Town Employees and the Selectboard will conduct reviews of the Department Heads. There will be 2 Selectboard Members conducting each review. The Selectboard will require the reviews be conducted using one form for consistency. All reviews should be completed by Monday, September 18th.

- **Legal Update (Executive Session)**

- **Possible Personnel Discussion (Executive Session)**

Motion by James Dixon at 10:15 p.m. to discuss personnel and legal updates in an Executive Session per Discussion of Matters as per 1 V.S.A., subsection 313, paragraphs A1 & 3. Seconded by Li Shen. **VOTE unanimous (5-0-0)**

Motion by James Dixon at 11:18 p.m. to exit Executive Session. Seconded by Li Shen. **VOTE unanimous (5-0-0)**

No action taken at this time.

There was brief discussion of upcoming agendas.

Motion by James Dixon at 11:25 p.m. to adjourn the Regular Selectboard meeting. Seconded by Jessica Eaton. **VOTE unanimous (5-0-0)**