



## **Selectboard Regular Meeting Minutes**

### **Thetford Town Offices**

Monday, March 26, 2018 at 7:00 pm.

Stuart Rogers called the meeting to order at 7:02 p.m.

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

Others present: Jill Graff (Town Treasurer), Chad Martin (Road Foreman), Martie Betts (Selectboard Assistant)

Community Members present: Laurie Ingalls, Cathee Clement, Jesse Anderson, Bill Huff, Mike Kiess, John Bacon, Lynn Miller

#### **Public Comment 7:02 p.m.**

Lynn Miller asked about repairs to Stevens Road.

Lynn Miller suggested that a shed for book storage, made by Thetford Academy students, be built for the Recycling Center.

#### **Correspondence 7:07 p.m.**

The Selectboard received the VLCT newsletter with upcoming workshop information.

The Selectboard received final stumpage information on the completion of the Town Forest timber harvest from Ehrhard Frost.

James Dixon received an email from Police Chief Evans concerning an arrest made at Pompanousuc Mills in East Thetford.

The Selectboard received the annual filing of the LEOP required by TRORC.

The Selectboard received letters of interest for the Selectboard vacancy from John Bacon, Cathee Clement, Bill Huff and Jim Zien.

The Selectboard received the annual Certificate of Insurance from the Upper Valley Fish and Game Club.

**Minutes & Warrants**

#8.3F \$73,800.00

#9.3F \$6,935.00

#11.2 \$23,056.32

#12.3 \$928.70

#12.1 \$21,691.54

Review of payroll period 3/24/2018

**Motion** by Stuart Rogers to accept the warrants as presented. Seconded by Li Shen. **VOTE unanimous (4-0-0)**

**Discussion with Town Service Officer & Foodshelf 7:29 p.m.**

Laurie Ingalls asked the Selectboard to approve Mary Allen and Kippy Perkins as co-Directors of the Thetford Food Shelf.

**Motion** by Stuart Rogers for Mary Allen and Kippy Perkins to be co-Directors of the Thetford Food Shelf, as recommended by Laurie Ingalls. Seconded by James Dixon. **VOTE unanimous (4-0-0)**

Laurie Ingalls told the Selectboard she would be resigning as the Service Officer no later than the end of April.

**Committee & Position Appointments 2018 Update 7:39 p.m.**

**Motion** by James Dixon to appoint Kevin Brooker to the Recreation Advisory Committee for a 2-year term. Seconded by Li Shen. **VOTE unanimous (4-0-0)**

**Motion** by Stuart Rogers to appoint Jason Crance to the Conservation Commission for a 3-year term, and Sara Ecker to the Recreation Advisory Committee for a 3-year term. Seconded by James Dixon. **VOTE unanimous (4-0-0)**

**Motion** by Stuart Rogers to appoint Mariah Whitcomb as the EMS Director for a 1-year term. Seconded by Douglas Stone. **VOTE unanimous (4-0-0)**

Stuart Rogers said he is willing to continue as the Animal Control Officer for a limited time, but the position needs to be posted.

Positions still needed: a representative for Upper Valley Waste District, Town Health Officer, TRORC, Tri-Town and Upper Valley Ambulance.

**Approval of RFP's for Better Roads Grants 7:53 p.m.**

**Motion** by Stuart Rogers to approve the RFP for Better Roads Grants drafted by the Zoning Administrator. Seconded by Douglas Stone. **VOTE unanimous (4-0-0)**

**Approval of Letters for Article 15 & Annual Appropriations 8:02 p.m.**

After discussion the decision was made to have the Town Clerk sign the letter to the State reporting on results from Town Meeting concerning Article 15.

**Motion** by James Dixon for the Selectboard Chair to sign the Social Services appropriation letter. Seconded by Douglas Stone **VOTE (3-0-1)** Stuart Rogers abstained.

**Schedule of Meeting with Planning Commission 8:08 p.m.**

The Planning Commission has suggested attending a Selectboard meeting.

**Notice of Upcoming Treasurer Vacancy & Letters of Interest 8:17 p.m.**

Stuart Rogers will write a draft notice for the Treasurer vacancy and send to Selectboard members. Jill Graff suggested the Selectboard make their appointment at the beginning of May.

### **Creation of Committee for Town Manager Position & Search 8:22 p.m.**

There was discussion about posting positions for creating a committee for the Town Manager position. There will be no search for the Town Manager position until the Town votes in favor of the Manager position.

**Motion** by Stuart Rogers to repost the Selectboard vacancy notice with a close date of April 2, 2018. Seconded by James Dixon. **VOTE unanimous (4-0-0)**

The Selectboard will hold a Candidate's Forum at the Selectboard meeting on April 2, 2018.

### **Old Business 8:53 p.m.**

#### **- Upcoming Agendas and Meeting Schedule**

Next week's meeting; Dori Wolfe, Candidate's Forum and the MOU for the Fire Department.

#### **- Opinion of Recent Commission Discussion (Question Asked)**

Stuart Rogers said he has listened to the recording of the Selectboard discussion with members of the Conservation Commission. Stuart Rogers said one member that accepted responsibility and in his opinion the Conservation Commission did not need to issue an apology.

#### **- Liaison Annual List (Interest)**

This will be done when a full Selectboard is in place.

### **Other Business**

The Selectboard received a change order from Stantec Consulting Services for authorization for additional work on Steven's Road.

**Motion** by Douglas Stone for the Selectboard Chair to continue signing FEMA requirements to keep work in progress for 2018. Seconded by Li Shen. **VOTE (3-0-1)** Stuart Rogers abstained.

The Selectboard reviewed employee applications for Treasure Island. Stuart Rogers said that all staff is secured for the 2018 summer season.

Sean Boyce, the new Lister, started last week.

**- Last Date to Appoint Tri-Town Commission**

Douglas Stone will reach out to participating towns. The Interlocal agreement states that the Tri-Town commission needs to meet as soon as possible after April 1<sup>st</sup>.

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

**- Legal Update (Anticipated Executive Session)**

Stuart Rogers **moved** to find that premature, general public knowledge of personnel and legal matters would clearly place the municipality involved to suffer a substantial disadvantage.

Seconded by Douglas Stone. **VOTE unanimous (4-0-0)**

Motion made by Stuart Rogers to discuss personnel and legal matters in an Executive Session *per Discussion of Matters as per IV.S.A., subsection 31,3 paragraphs A1&3*. Seconded by Douglas Stone. **VOTE unanimous (3-0-0)**

Motion by Stuart Rogers at 10:33 p.m. to exit Executive Session. Seconded by James Dixon. **VOTE unanimous (4-0-0)**

**Motion** by Stuart Rogers to approve the Final Change Order & Agreement with Green Mountain Paving. Seconded by James Dixon. **VOTE unanimous (4-0-0)**

**Motion** by James Dixon for the Selectboard Chair to sign the Final Change Order & Agreement with Green Mountain Paving. Seconded by Douglas Stone. **VOTE unanimous (4-0-0)**

**Motion** by James Dixon to adjourn the regular Selectboard meeting at 10:38 p.m. Seconded by Stuart Rogers. **VOTE unanimous (4-0-0)**

