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Selectboard Regular Meeting “Approved” Minutes

Thetford Town Offices

Monday, July 30, 2018 at 7:00 pm.

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

Selectboard Members present: Stuart Rogers, Li Shen, Douglas Stone, Cathee Clement joined in via phone at 8:35 p.m. until 9:07 p.m.

Community Members present: Lynne Miller, Bill Huff, Richard Krzal, Howard Frankel, Heinz Trebitz

Amendment to Draft Agenda - Announcement from the Chair –

Stuart Rogers announced and read a letter resignation from James Dixon (attached in packet), and made note that by State statute, the Selectboard has a window of ten-days to make notice of availability of such vacancy.

Motion by Stuart Rogers to accept letter of resignation from James Dixon. Seconded by Li Shen.

VOTE: 3-0-0

Motion by Stuart Rogers to post a Notice of Vacancy, and for the Selectboard to take Letters of Interest until the start of the regular meeting on August 27,2018 @ 7:00 p.m. Seconded by Douglas Stone. **VOTE: 3-0-0**

Public Comment -

Lynn Miller asked to the timing of the repair work to be done on Stevens Road and the reason why Stevens Road was not completed in roadside mowing. The Selectboard will look into the mowing, and an update was given regarding the road repairs, to be completed this year.

Heinz Trebitz presented photos and voiced his concern from his accident; when the culvert and ditch along the east drive access to Town Hall would be replaced and lengthened to create a safer turn west. The Selectboard noted they would confirm timing, as the west access will be affected at the time the Town Hall septic is replaced.

1 **Correspondence -**

2 The Selectboard had received a letter of thanks from TRORC for annual dues, and notice of
3 upcoming VLCT and State workshops.

4 **Minutes and Warrants -**

5 #15.4	\$25,444.56
6 #25.3	\$1,019.83
7 #26.3F	\$61,610.27
8 #27.2	\$931.79
9 #28.2	\$20,291.40
10 #29.1	\$2,944.47
11 #30.1	\$337.00
12 #31.1	\$21,761.30

13 Review of timesheets for the period ending 7/28/18

14 **Motion** by Stuart Rogers to accept Warrants as presented. Seconded by Li Shen. **VOTE: 3-0-0**

15 **Motion** by Stuart Rogers to approve the minutes of the July 2, 2018 Selectboard meeting, as
16 edited. Seconded by Douglas Stone. **VOTE: 3-0-0**

17 Draft minutes for the July 16, 2018 Selectboard meeting to be reviewed at a later date with a
18 quorum that was present at the time.

19 **Driveway Permit Application -**

20 The Selectboard reviewed a permit application for Howard Frankel, 124 New Boston Road.

21 **Motion** by Stuart Rogers to approve the application with conditions as presented. Seconded by
22 Douglas Stone. **VOTE: 3-0-0**

23 **Recycling Job Description & Posting -**

24 The Selectboard reviewed a draft updated job description for the Recycling Coordinator, along
25 with comments and suggestions from the current Recycling Coordinator, Sally Bugg. It was
26 agreed that the description should include those suggestions, and the position will be posted and
27 advertised for.

28 **Discussion of Town Manager Forums & Plans -**

29 The Selectboard continued discussion of the recent Town Manager forum (Cathee Clement
30 joined in via speaker-phone) and whether to move forward to a special town meeting, or to wait
31 to address further at the annual town meeting in March. There were comments of losing any

1 momentum thus far if waiting until March, and thoughts that a ballot during the November mid-
2 term elections may have better attendance. There was discussion of possible dates for a special,
3 in looking at required dates prior to for warning such.

4 **Motion** by Cathee Clement to approve the Selectboard to warn for a Special Town Meeting for
5 the purpose of a floor vote that would allow for an Australian ballot (yes/no) of moving to a
6 Town Manager form of governance, during the November 6th election. Seconded by Stuart
7 Rogers. **VOTE: 4-0-0**

8 It was agreed that a final date for that Special Town Meeting would be finalized at the next
9 Selectboard meeting, primarily looking at Wednesday evening, October 3rd, or one week prior to.

10 **Town Hall Septic Replacement Bids -**

11 The Selectboard reviewed the only bid submitted for the replacement of the Town Hall septic, as
12 per the designed approved by the State. In acknowledging that the bid is greater than what had
13 been budgeted, there was discussion of possible ways to reduce costs, as was noted in the bid
14 documents and award letter.

15 **Motion** by Douglas Stone to accept the bid from Northwoods for the installation of the new
16 Town Hall septic, to allow the Chair to sign, and to review all options to reduce that estimated
17 cost. Seconded by Li Shen. **VOTE: 3-0-0**

18 **Discussion of Proposed Updates to Personnel Policy -**

19 The Selectboard has received a draft update to the Town Personnel Policy for their review and
20 comments, of which has also been forwarded to VLCT for review. Further discussion will
21 continue after reply from VLCT.

22 **Old Business -**

23 **Upcoming Agendas –**

24 The Selectboard discussed possible agenda items for the next couple of meetings.

25 **Update Review of Town Committee Handbook -**

26 A draft update of the Town Committee Handbook is being worked on

27 **Other Business -**

28 Reminder of Vicious Dog Hearing, Tuesday, July 31 @7:00 p.m.

29 **Personnel Discussion -**

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

- 1 Seconded by Douglas Stone. **VOTE: 3-0-0**
- 2 **Motion** by Stuart Rogers to enter Executive Session at 10:12 p.m. Seconded by Douglas Stone.
- 3 VOTE: 3-0-0
- 4 **Motion** by Stuart Rogers to exit Executive Session at 10:33 p.m. Seconded by Douglas Stone.
- 5 **VOTE: 3-0-0**
- 6 No action taken at this time
- 7 **Motion** by Stuart Rogers to Adjourn at 10:34 p.m. Seconded by Douglas Stone. **VOTE: 3-0-0**