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Selectboard Regular Meeting Minutes
Thetford Town Offices
Monday August 27, 2018 at 7:00 pm

Stuart Rogers called the meeting to order at 7:01pm

Attendance

Selectboard Members present: Stuart Rogers, Cathee Clement, Li Shen, Doug Stone

Community Members present: Bill Huff, Joanne Kirsten, John Bacon, Jessica Eaton,

Tracy Borst (Town Clerk & Treasurer) Mary Ellen Parkman (Zoning Administrator & Project Manager)

Public Comment:

Joanne Kirsten complained that town mowing was widening the road into her property frontage. The stakes installed by the town do not protect her whole frontage. She also commented that previous minutes did not state that the disturbance she reported at the Town stump dump occurred very late in the day, close to midnight.

John Bacon Reported that in the town Right of Way on Gove Hill Road there is an oak tree leaning out over the road and about eight dead trees in one location, that threaten road safety.

Jessica Eaton informed the board that the United Church of Thetford is offering to divest themselves of both the Timothy Frost Church and the North Thetford Church to the public or a non-profit organization.

Correspondence:

The Selectboard received an invitation for board members to register for the VLCT 2018 Town Fair that offers training sessions for municipal officials.

27 The selectboard congratulated Tracy Borst who was recently honored with
28 the title Certified Municipal Clerk by the International Institute of Municipal Clerks.

29 **Minutes and Warrants:**

30 #17.4 - \$24,322.83

31 #26.3 - \$2,650.12

32 #27.3 - \$279.93

33 #28.3F - \$126,799.81

34 #29.2 - \$15,422.29

35 #30.2 - \$7,005.42

36 #33.1 - \$7,464.42

37 #34.1 - \$60,988.85

38 CT-5 - Cash Transfer Warrant, General Fund

39 Federal Highway 313-1010-00.00 Transfer from Line of Credit - \$272,546.81

40 Review of payroll ending 8-25-2018

41 **Motion** by Stuart Rogers to accept warrants as presented. Seconded by Douglas

42 Stone. **Vote 4-0-0.**

43 Minutes of previous meeting not available.

44 **Update with Zoning and Project Management**

45 The town Zoning Administrator and Department of Public Works Project Manager

46 Mary Ellen Parkman updated the selectboard on zoning and DPW issues.

47 So far this year there have been fewer requests for zoning permits and only one DRB

48 hearing.

49 Turnpike South Arch Culvert project is nearing completion.

50 Latham Road box culvert replacement is ongoing and, assuming no complications,

51 the road is expected to open on 9/6.

52 The contractor in charge of the Stevens Road stream crossing is expected to begin

53 set-up at the end of September and the structure is likely to be installed in early

54 October.

55 The underground boring beneath Rt 113 for the Town Septic placed the pipe too

56 close to the road surface. Installation was halted and a new boring at a lower depth

57 is expected to be complete by the end of the week.

58 FEMA has committed to reimburse the town \$230,066.50 to date out of
59 approximately \$1.6 million spent by the town to repair the July 1st 2017 storm
60 damage. From now on they are performing a detailed review of each repair project,
61 including all receipts, before committing funds.

62 100% of all repair work (from the July 1st storm) that was completed by Dec 26th
63 2017 has been reimbursed by the Federal Highway Administration (FHWA) . Out of
64 the total projected costs of \$2.9 million to repair Rt 132, about \$350,000 was for
65 work after Dec 26th of which the town is responsible for \$66,500.

66 The Town has paid for its Municipal Roads General Permit (MRGP.) The next step is
67 to inventory all 370 hydrologically connected road segments by 2020. There is
68 money from two Better Roads grants to begin this process.

69 **Letters of Interest; Selectboard Vacancy**

70 The selectboard has received three letters of interest for the open seat on the board.

71 **Special Town Meeting Planning & Information**

72 There was a discussion about what was needed to prepare for the Special Town
73 Meeting on October 3rd. There was concern that voters would be confused by a
74 meeting to vote on whether or not to place a town manager vote on the November
75 Midterm ballot. (It is anticipated that November voter turnout will be high, thus
76 obtaining a broader town opinion.) The board felt that informational time should be
77 allotted at regular selectboard meetings and that there be one special informational
78 meeting.

79 **Liquor Licenses**

80 Stuart Rogers **moved** to approve temporary liquor licenses for Camp Ohana on Sept
81 2nd and Sept 9th. Seconded by Li Shen. **Vote 4-0-0**

82 **Old Business**

83 The board discussed whether the town should cover part of the cell phone bill of
84 employees who the town expects to be reachable 24 hr a day. The board will consult
85 VLCT on this and Town Personnel Policy will be updated.

86 **Motion** by Stuart Rogers to approve payment of 50% of the Road Foreman's cell
87 phone bill as presented, pending further discussion. Seconded by Li Shen.

88 **Vote 4-0-0**

89 **Other Business**

90 **Motion** by Stuart Rogers to appoint Nathan Hill to the Recreation Advisory Council.

91 Seconded by Li Shen. **Vote 4-0-0**

92 Tax Information Update: No action taken.

93 Personnel Policy Update: Referred to VLCT.

94 **Personnel Discussion**

95 **Motion** at 9:52 pm by Stuart Rogers to find that premature public disclosure of
96 personnel matters would place the Town to suffer a substantial disadvantage.

97 Seconded by Doug Stone. **Vote 4-0-0**

98 **Motion** by Stuart Rogers to enter executive session per 1 V.S.A. §313 (1)(B & D).

99 Seconded by Doug Stone. **Vote 4-0-0**

100 The selectboard exited executive session at 10:19 pm. No action taken.

101 **Motion** to adjourn by Stuart Rogers at 10:20pm. Seconded by Doug Stone.

102 **Vote 4-0-0.**

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