



Selectboard Regular Meeting Minutes

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

Stuart Rogers called the meeting to order at 7:04 pm.

Selectboard members in attendance: Stuart Rogers, Cathee Clement, Richard Krzal, Li Shen, Douglas Stone.

Community members present: Joanne Kirsten, Kim Lefevre, Chad Martin, John Bacon.

Public Comment: Chad Martin asked for clarification regarding the permitted uses of the Thetford Center Town Green. He received a complaint about kids driving snowmobiles on the green. Kim Lefevre who lives adjacent to the green and whose two sons ride snowmobiles on the green said that other people park on the green and ride on it with go-carts and bikes. Douglas Stone said that the snowmobile club ought to mark their established trail across the green and that go-carts were not allowed. Kim Lefevre said she has told her sons to keep off the leach field (of the Town septic system) and to ride in the 'original loop.' Cathee Clement asked what uses were specified when the green was given to the Town. Douglas Stone said the Town should stop mowing the green if motorized uses were to be allowed and that motorized uses belong in a place on the edge of town and not on a central green. He expressed concern about Town liability if someone got hurt. Stuart Rogers thought that the Town would not be liable. Douglas Stone said that the snowmobile club's trail crossed the green only to allow snowmobile access to the gas station and Village Store and other trails. The green was never meant to be a snowmobile destination. Stuart Rogers said the Board should research the documents pertaining to the gift of the green to the Town.

Joanne Kirsten had a concern about the Town plowing snow unnecessarily when the snowfall outside her house seemed less than would justify plowing. Douglas Stone said that there are four different climates in Thetford and the road crew will check all roads when called out to plow. Trucks may need to return to the Town garage for a variety of reasons and will plow on the way.

Correspondence: The Selectboard received a letter from VNA (Visiting Nurse Program).

The EPA sent notice of an informational presentation on Wednesday Nov 28th to discuss their work to date at the Elizabeth Mine and their future plans for the site.

The Selectboard received letters of interest from residents regarding the Town Manager search committee. Cathee Clement asked if there is a process for creating a search committee. Stuart Rogers said that people may be invited to send letters of interest.

The Selectboard received a lease-purchase agreement for the new ten-wheeler truck for the amount of \$101,473. The yearly payment would be \$23,239.80 at a rate of 4.69% and the lease purchase takes six years to completion. There was discussion about converting to the State plan for such purchases, which would involve changing to a five-year loan. Richard Krzal asked if the Town had sought the best interest rate. Stuart Rogers replied that there were only three choices, the Town's bank, the State program or the lease-purchase agreement. In response to Richard Krzal's question of how many trucks were purchased this year Stuart Rogers said that trucks are replaced on an eight-year cycle. Douglas Stone said that some towns are now replacing trucks every six to seven years to retain better trade-in value.

Motion by Douglas Stone to accept the terms from Daimler Truck Financial for lease-purchase of a ten-wheeler truck. Seconded by Stuart Rogers. **Vote 5-0-0**

Motion by Douglas Stone for the Chair to sign the lease-purchase agreement. Seconded by Cathee Clement. **Vote 5-0-0**

The Town received the annual agreement for internet and GIS services. **Motion** by Stuart Rogers to approve the annual service agreement with GIS and Internet Services. Seconded by Li Shen. **Vote 5-0-0**

Employee Reviews: Cathee Clement asked what the Board proposed to do about Town employee reviews that were due on October 31st. Stuart Rogers said the Board does not have time to do them because of the pressing need to prepare the Town budget and keep forward momentum on the search for a Town Manager.

Minutes: Motion by Stuart Rogers to approve the minutes of Nov 19th as edited. Seconded by Douglas Stone. **Vote 5-0-0**

Town Committee Handbook Draft Update: Stuart Rogers said that the reference to a Town Conflict of Interest Ordinance was incorrect. By statute a Town may only have a Selectboard-approved policy regarding conflict of interest. Also the Town had never gone through the legal

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process whereby the voters would have adopted this ordinance. Stuart Rogers will correct the document.

Motion by Cathee Clement to adopt the Town Committee Handbook with the edits that were discussed. Seconded by Douglas Stone. **Vote 5-0-0**; Stuart Rogers signed the adoption of the handbook

Conflict of Interest Policy: Stuart Rogers proposed that the existing document ‘Conflict of Interest Ordinance’ should be updated to ‘Conflict of Interest Policy.’ **Motion** by Stuart Rogers to approve the updated Thetford Conflict of Interest Policy. Seconded by Li Shen. **Vote 5-0-0**

Warrants:

#54.1	\$20,616.27
#24.4	\$21,813.17
#40.2	\$73,064.68
#39.3	\$75,597.96
#35.3	\$41,342.49

Cash Transfer Warrant CT-107

Motion by Stuart Rogers to accept warrants as presented. Seconded by Li Shen. **Vote 5-0-0**

Ambulance Service: The Selectboard received a bill for \$27,851 from Upper Valley Ambulance Service. Stuart Rogers noted that UVA fees have gone up by 115 % in the last six years. The Board discussed an interest by Thetford and surrounding towns to discuss future options in service.

Project Updates: Stuart Rogers informed the Board that the concrete structure on Stevens Road has been set in place. The Town received a preliminary estimate of \$118,000 for culvert repairs on Sawnee Bean Road. VTrans will contact the Town about the emergency structures grant.

Lines of Credit for Storm Repair Loans: Stuart Rogers reported that the loan for the portion of 2017 storm damage covered by FEMA is being revised because the cost of the damage was higher than anticipated. Seventy-five percent of the cost will be covered by FEMA and the Town is eligible for 17.5% from State funds because we have a LEOP (Local Emergency Operations Plan.) A majority of the Town’s portion has been paid in kind with repair work by the DPW. The Town is applying for a Grant Anticipation Loan that will be paid off when FEMA funds are received, which could take up to three years. The note to cover repairs eligible for Federal Highway Fund assistance will be closed out after the first quarter of 2019 when FHW funds are

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received. The town will borrow or budget for the approximately \$137,000 that is the Town's share of this project.

Paid Holiday and Vacation Policy: The Board discussed which employees should be eligible for paid holidays. Stuart Rogers suggested that employees working 20 hours or more per week should be eligible. Paid holidays of staff who do not work regularly scheduled hours could be pro-rated according to their budgeted hours. By contrast vacation compensation is accrued according to number of hours worked for any employee who works more than 20 hours a week.

Douglas Stone left the meeting at 9:57 pm

Motion by Stuart Rogers to adjourn at 9:58 pm. Seconded by Cathee Clement. **Vote 4-0-0**