



Town of Thetford Vermont

3910 Vermont Route 113 • P.O. Box 126 • Thetford Center, VT 05075
802-785-2922 • thetfordvermont.us

Selectboard Regular Meeting *Draft* Agenda – Online Only –

Monday, March 15, 2021 7:00pm

Please note Section 6 of H.681, signed into law on March 30th, 2020, for the temporary suspension of designated physical meeting location requirements.

To connect to Zoom via computer: <https://us02web.zoom.us/j/88122490498>

To connect via phone only: +1 (646) 558 8656 | Meeting ID: 881 2249 0498

Note: Selectboard meetings are in public, but not of the public. 1 V.S.A. § 312 (h) states, “At an open meeting, the public shall be given a reasonable opportunity to express its opinion on matters considered by the public body during the meeting, as long as order is maintained. Public comment shall be subject to reasonable rules established by the chairperson.”

7:00pm – Call to Order

- 1) Public Comment
- 2) Appointments and Updated Liaison List
 - a) EC Fiber Representative
 - b) Greater Upper Valley Solid Waste District Representative
 - c) Town Tree Warden
 - d) School Board Liaison
- 3) Upcoming Selectboard Retreat
- 4) Discussion of Route 244 Land in Post Mills
- 5) Warrants and Minutes
- 6) Adjourn

**A RESOLUTION TO APPOINT REPRESENTATIVES
to the GOVERNING BOARD of the
EAST CENTRAL VERMONT TELECOMMUNICATIONS DISTRICT (ECVTD)**

INSTRUCTIONS

Please use the form on the reverse side to provide Appointments as required by the legislation (30 V.S.A. Chapter 82) concerning Communications Union Districts. Here are the relevant sections:

§ 3059. APPOINTMENT Annually on or before the last Monday in April commencing in the year following the effective date of the district's creation, the legislative body of each member shall appoint a representative and one or more alternates to the governing board for one-year terms. Appointments of representatives and alternates shall be in writing, signed by the chair of the legislative body of the appointing member, and presented to the clerk of the district. The legislative body of a member, by majority vote, may replace its appointed representative or alternate at any time and shall promptly notify the district clerk of such replacement.

§ 3062. VOTING Each district member's delegation shall be entitled to cast one vote.

§ 3063. TERM Unless replaced in the manner provided in section 3059 of this chapter, a representative on the governing board shall hold office until his or her successor is duly appointed. Any representative or alternate may be reappointed to successive terms without limit.

§ 3064. VACANCY Any vacancy on the board shall be filled within 30 days after such vacancy occurs by appointment by the authority which appointed the representative or alternate whose position has become vacant. An appointee to a vacancy shall serve until the expiration of the term of the representative or alternate to whose position the appointment was made and may thereafter be reappointed.

We require only the completed, signed and dated RESOLUTION. Copies of meeting minutes or other letters from your office are not necessary.

Subsequent changes or additions to Appointments should be made by submitting a replacement copy of this Resolution that supersedes the prior version and must include all Appointments, whether changed or not, such that the new form stands on its own and identifies all relevant Appointees. It is the practice of the District to ask these resolutions be completed yearly after Town Meeting Day and before the Annual Meeting of the District on the 2nd Tuesday of May.

Please send completed forms to the ECVTD Secretary at secretary@ecfiber.net.

**A RESOLUTION TO APPOINT REPRESENTATIVES
to the GOVERNING BOARD of the
EAST CENTRAL VERMONT TELECOMMUNICATIONS DISTRICT (ECVTD)**

Whereas the Town of Thetford is currently a member of the East Central Vermont Telecommunications District (d/b/a ECFiber)

NOW, THEREFORE, BE IT RESOLVED THAT:

The following resident(s) of the Town of Thetford are hereby appointed to the Governing Board of the East Central Vermont Telecommunications District to serve until successors are duly appointed.

Representative: Jim Masland
Phone: h: (802) 785-4106 m: _____
Email: jamesq56@yahoo.com
Mailing Address: _____

First Alternate: Tom Monago
Phone: h: 802 m: 785-4402
Email: _____
Mailing Address: 138 Route 113 East Thetford VT 05043

Second Alternate: _____
Phone: h: _____ m: _____
Email: _____
Mailing Address: _____

Adopted at a regular meeting of the Selectboard or City Council of the Town of Thetford, duly held on the _____ day of _____ 2021.

ATTEST:

Selectboard Chair or Town Clerk

Date

*Note: Appointment of a delegate is required.
Appointment of an alternate delegate is desirable.
Appointment of a second alternate delegate is optional, not required.*



Greater Upper Valley Solid Waste Management District

Bridgewater • Hartland • Norwich • Pomfret • Sharon • Strafford • Thetford • Vershire • West Fairlee • Woodstock
PO Box 320, Ascutney, VT 05030 • (802) 674-4474 • www.guvswd.org

March 11, 2021

Sharon Harkay, Selectboard Chair
Town of Thetford
PO Box 126
Thetford Center, VT 05075

Dear Sharon,

The records of the Greater Upper Valley Solid Waste Management District show the following representative and alternate representing your community on the District Board of Supervisors. Please make any necessary changes, sign, and return in the enclosed postage-paid envelope.

Representative: Jim Masland
Alternate:

Term Expires: 3/23

Selectboard Chair – Sharon Harkay

The Greater Upper Valley Solid Waste Management District Bylaws state:

Article II (3) Appointments

“On or before the last Monday in March commencing upon the formation of the District, the board of selectmen of each member municipality shall appoint its representative and an alternate representative to the Board of Supervisors for a term of two years. Appointments shall be in writing, signed by the chair of the board of selectmen, and presented to the Clerk of the District. The board of selectmen, by majority vote, may remove their appointed representative or alternate during the two-year term for cause. The alternate representative shall represent the municipality at all meetings of the Board of Supervisors that the regular representative is unable to attend and shall have all the rights and privileges of a regular representative.”

It is important that the appointments are made as stated above. Please feel free to contact me at 674-9201.

Sincerely,

Tom Kennedy
District Manager

Marion Betts

From: Kristie Wadsworth <kwadsworth@thetfordvt.gov> on behalf of Kristie Wadsworth
Sent: Thursday, March 11, 2021 5:18 PM
To: Marion Betts
Subject: Approved Warrants

Hi Martie,

Here are the Warrants that have been signed for the Selectboard meeting.

11.1	24354.96
4.4	27025.59
5.4	25976.23

Thank you,

Kristie

Kristie Wadsworth
Assistant Treasurer
Town of Thetford
kwadsworth@thetfordvt.gov
802-785-2922

Due to COVID-19 safety measures, Thetford Town Hall is closed to public access. Please be sure to phone or email for an appointment.



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Selectboard Re-Organizational Meeting *Draft* Minutes

– Online Only –

March 8, 2021 7:00 pm

Please note Section 6 of H.681, signed into law on March 30th, 2020, for the temporary suspension of designated physical meeting location requirements.

Selectboard Members present: Mary Bryant, Nick Clark, Sharon Harkay, Li Shen, Steve Tofel
Others present: Bryan Gazda (Town Manager), Tracy Borst (Town Clerk/Treasurer), Martie Betts (Selectboard Assistant)
Total Zoom attendees: 24

Town Manager Bryan Gazda called the meeting to order at 7:01pm.
Bryan welcomed everyone to the meeting and asked the Town Clerk to swear in re-elected Selectboard members Sharon Harkay and Li Shen.

1. Swearing in of Newly Elected Selectboard Members by Town Clerk

Town Clerk Tracy Borst issued the Oath of Office to Li Shen for a 3-year term to the Selectboard, and to Sharon Harkay for a 2-year term to the Selectboard.

2. Annual Reorganization & Business of the Selectboard

• Election of a Selectboard Chair, presided over by the Town Manager

Bryan Gazda asked for nominations for the Selectboard Chair. Mary Bryant nominated Sharon Harkay who accepted the nomination. No other nominations were made.

VOTE (3-1-1)

Bryan turned the meeting over to the new Selectboard Chair, Sharon Harkay.

• Election of a Vice-Chair

Sharon Harkay said she would strive to have everybody participate equally. Sharon asked for nominations for Vice-Chair. Mary nominated Li Shen, who accepted the nomination.

VOTE (4-0-1)

• Appointment of Authorized Signatories, 1 V.S.A. § 1623(a)

Motion by Sharon Harkay to authorize the Selectboard Chair and Vice-Chair to be authorized signatories. **VOTE (4-0-1)**

• Designation of the Paper of Record

Alexis Jetter commented that she felt strongly that the Valley News should be considered as the paper of record. Li Shen and Tracy Borst recalled that the Journal Opinion was designated years ago based on the difference in price for advertising.

Motion by Sharon Harkay for the Journal Opinion to remain as the Town's paper of record.

VOTE (4-0-1)

1 • **Scheduling of Regular Selectboard Meeting**

2 Bryan suggested that the Selectboard return to meeting on the first and third Mondays. Steve
3 reminded the Selectboard that on March 15th the Zillo advertisement for the land in Post Mills
4 will end and they had previously discussed having a meeting that night to review offers.

5 Alexis Jetter asked for an explanation of why they would reduce the number of meetings.

6 Li explained that it is fairly normal once a Town Manager is in place because the manager will
7 take over the bulk of the work that the Selectboard had been doing.

8 Mary Bryant said a lot of towns have their Selectboard meetings during the first and third weeks
9 of the month.

10 Tracy Bach said that we need to have a sustainable approach for the Selectboard members. She
11 would appreciate an agenda item or some type of forum that would explain or include a broader
12 discussion on how the Selectboard will be operating with the Town Manager.

13 Li Shen reminded people that there is flexibility by adding in more meetings if necessary.

14 Tracy Borst said from the start with the Town Manager Search Committee, there was a clear idea
15 that the Selectboard would move to meeting less than once a week. That did happen with the first
16 new manager, then things started to happen that required weekly meetings. Two months ago, the
17 Selectboard went back to every other week, but then the situation with the land in Post Mills
18 required weekly meetings. Tracy said it is a good move to go back to an every other week
19 schedule, as we need to make transition and define roles between the Selectboard and the Town
20 Manager.

21 **Motion** by Sharon Harkay to set the regular Selectboard meetings for the first and third Mondays
22 of each month at 7 pm, beginning with the April 5th, 2021 meeting. **VOTE (4-0-1)**

23 • **2021 Selectboard Rules of Procedures**

24 **Motion** by Mary Bryant to accept the Selectboard Rules of Procedure as presented for 2021.
25 **VOTE (4-0-1)**

26
27 **3. Appointment of Officers, Committee & Commission Members**

28 **Motion** by Sharon Harkay to appoint Sara Cavin to the Conservation Commission for a term
29 ending in 2025. **VOTE (4-0-1)**

30 **Motion** by Mary Bryant to appoint Joel Legunn to the Joint Energy Committee for a term ending
31 in 2025. **VOTE (4-0-1)**

32 **Motion** by Li Shen to appoint Tim Taylor to the Development Review Board for a term ending
33 in 2025. **VOTE (4-0-1)**

34 **Motion** by Sharon Harkay to appoint Chad Whitcomb as Town Fire Warden for a term ending in
35 2022. **VOTE (4-0-1)**

36 **Motion** by Li Shen to appoint Sara Ecker, Nathan Hill and Stefanie Gulick to the Recreation
37 Advisory Council for terms ending in 2025. **VOTE (4-0-1)**

38 **Motion** by Li Shen to appoint Jessica Eaton as Town Service Officer for a term ending in 2022.
39 **VOTE (4-0-1)**

40 **Motion** by Li Shen to appoint David Goodrich as the Town Representative to Upper Valley
41 Ambulance for a term ending in 2022. **VOTE (4-0-1)**

42
43 **4. Appointment of Selectboard Liaisons, as necessary**

44 The Selectboard reviewed and redistributed liaison appointments.

45

46

1 **5. Scheduling and Restructuring of the *Selectboard Annual Retreat***

2 Mary Bryant said she would prefer to have it on a weekend.

3 Li said this is actually a regular Selectboard meeting, which means it is available to the public.

4 To switch to an off day when no one is expecting it would not be a good thing.

5 Sharon wondered if they could utilize the new audio/visual equipment. Martie said they would
6 have to meet in Town Hall as the equipment is not portable.

7 There was discussion about meeting in person at Town Hall. Sharon said she would contact the
8 Secretary of State's office and the Vermont League of Cities and Towns about meeting in-person
9 but advertizing the meeting as virtual.

10 Steve Tofel wondered what distinguishes this retreat from any other Selectboard meeting. Li said
11 it was conceived by a previous Selectboard as a meeting where the Selectboard would spend
12 their time making plans. Tracy said she always thought of it as the meeting where the
13 Selectboard set their priorities, hopes and dreams for the year, rather than dealing with the
14 agenda things they usually do, like warrants and the minutes.

15 Steve said it sounds like we don't need to check with the State, it could just be virtual on Zoom.

16 Mary asked if past retreats have included inviting people from different committees. Li said it
17 wasn't that sort of a meeting. The purpose was to look at the things the Selectboard would like to
18 accomplish.

19 **Motion** by Sharon Harkay to hold the Annual Selectboard Retreat on April 12th at 7:00 PM via
20 Zoom. (VOTE 4-0-1)

21
22 **6. Town Manager Report – Bryan Gazda**

23 Route 132 – The engineers are working on the final design. The goal now is to get it out to bid in
24 the next 3-4 weeks. Prior to construction Bryan said he would like to have a public forum.

25 Two Rivers-Ottawaquechee Regional Commission – Bryan received the road grading and ditching
26 study, which includes a lot of maps and the conditions of all the roads in the town. Bryan will be
27 working with VTrans and the road foreman on a plan to improve some of the roads pursuant to a
28 municipal grant.

29 Recreation Coordinator – Bryan said he will be holding interviews for position via Zoom on
30 Tuesday night, along with members of the Recreation Advisory Council. He said he is hoping to
31 have the position filled by the end of the week.

32 Diversity Training – Bryan said he will be exploring training for town employees about diversity
33 in the community and workplace.

34
35 **7. Public Comment**

36 Alexis Jetter thanked outgoing Selectboard Chair Nick Clark for all of the work he put in during
37 a rough year and wished Sharon good luck as the new Chair. She also wished the best of luck to
38 Bryan and said she has a lot of questions about the need to explain to our community what it
39 means to have a Town Manager in control.

40 Mary Bryant reminded people that there was a long process involved with the community about
41 the pros and cons of a Town Manager. Mary said she would like people to see this not as a cup
42 half empty but half full.

43 Tracy Bach also thanked Nick for all the work that he has done. Tracy thanked the full
44 Selectboard for their responses to a list of questions that she had emailed. Tracy would be
45 interested in the State Statute about Town Manager responsibilities and while she is glad the

1 budget passed, she would like to talk about the police budget, and also has questions about the
2 use of Executive Session.

3

4 **8. Upcoming Agendas**

5 Sharon said the land for sale on Route 244 will be on the next agenda.

6 Li said that the Selectboard needs to provide the Town Manager goals within 90 days.

7

8 **9. Warrants and Minutes**

9 **Motion** by Sharon Harkay to approve the warrants as presented. **VOTE (4-0-1)**

10 **Motion** by Sharon Harkay to approve the Selectboard meeting minutes of February 8, 2021, as
11 amended. **VOTE (4-0-1)**

12 **Motion** by Sharon Harkay to approve the Selectboard meeting minutes of February 22, 2021 and
13 the February 22, 2021 Informational Hearing minutes, as amended. **VOTE (4-0-1)**

14 **Motion** by Sharon Harkay to approve the special Selectboard meeting minutes of February 26,
15 2021, as presented. **VOTE (4-0-1)**

16 **Motion** by Li Shen to approve the February 27, 2021 Informational Hearing minutes, as
17 amended. **VOTE (4-0-1)**

18

19 **10. Adjourn**

20 **Motion** by Steve Tofel to adjourn the Selectboard meeting at 8:23 pm. **VOTE (4-0-1)**