



# Town of Thetford Vermont

3910 Vermont Route 113 • P.O. Box 126 • Thetford Center, VT 05075

802-785-2922 • [thetfordvermont.us](http://thetfordvermont.us)

## Selectboard Regular Meeting \*Draft\* Agenda

### Thetford Town Offices

(w/Virtual Attendance Option)

Monday, June 21, 2021 7:00pm

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) Agenda Review
- 2) Town Manager Report – Bryan Gazda
  - a) Treasure Island Update
    - i) Introduction of Manager, Brittany Burke
    - ii) Floating Dock
    - iii) Hours of Operation
    - iv) Swim Lessons
  - b) Town Hall Update
  - c) Status of Open Positions
  - d) AT&T Tower Update
- 3) Public Comment
- 4) Service Agreement Discussion with Intermunicipal Regional Energy Coordinator, Geoff Martin
- 5) Possible Acceptance of American Rescue Plan Act (ARPA) Funds
- 6) Possible Amendment to the Selectboard 2021 Rules of Procedure, Section E – Meetings
- 7) Discussion of Selectboard Meetings in August 2021
- 8) Warrants & Minutes
- 9) Confidential attorney-client communication concerning negotiations with the International Union of Public Employees (IUPE) and with the New England Police Benevolent Association, anticipated Executive Session pursuant to Title 1 V.S.A. section 313 (a) (1)
- 10) Adjourn



550 COCHILUATE ROAD  
SUITES 13 & 14  
FRAMINGHAM, MA 01701



750 W. CENTER ST. SUITE #301  
WEST BRIDGEWATER, MA 02379

THETFORD VT  
SITE NO.: VT1002

ZONING DRAWINGS	
2	05/25/21 FOR SUBMITTAL
1	01/05/21 FOR SUBMITTAL
0	12/30/20 FOR SUBMITTAL
A	12/23/20 FOR COMMENT



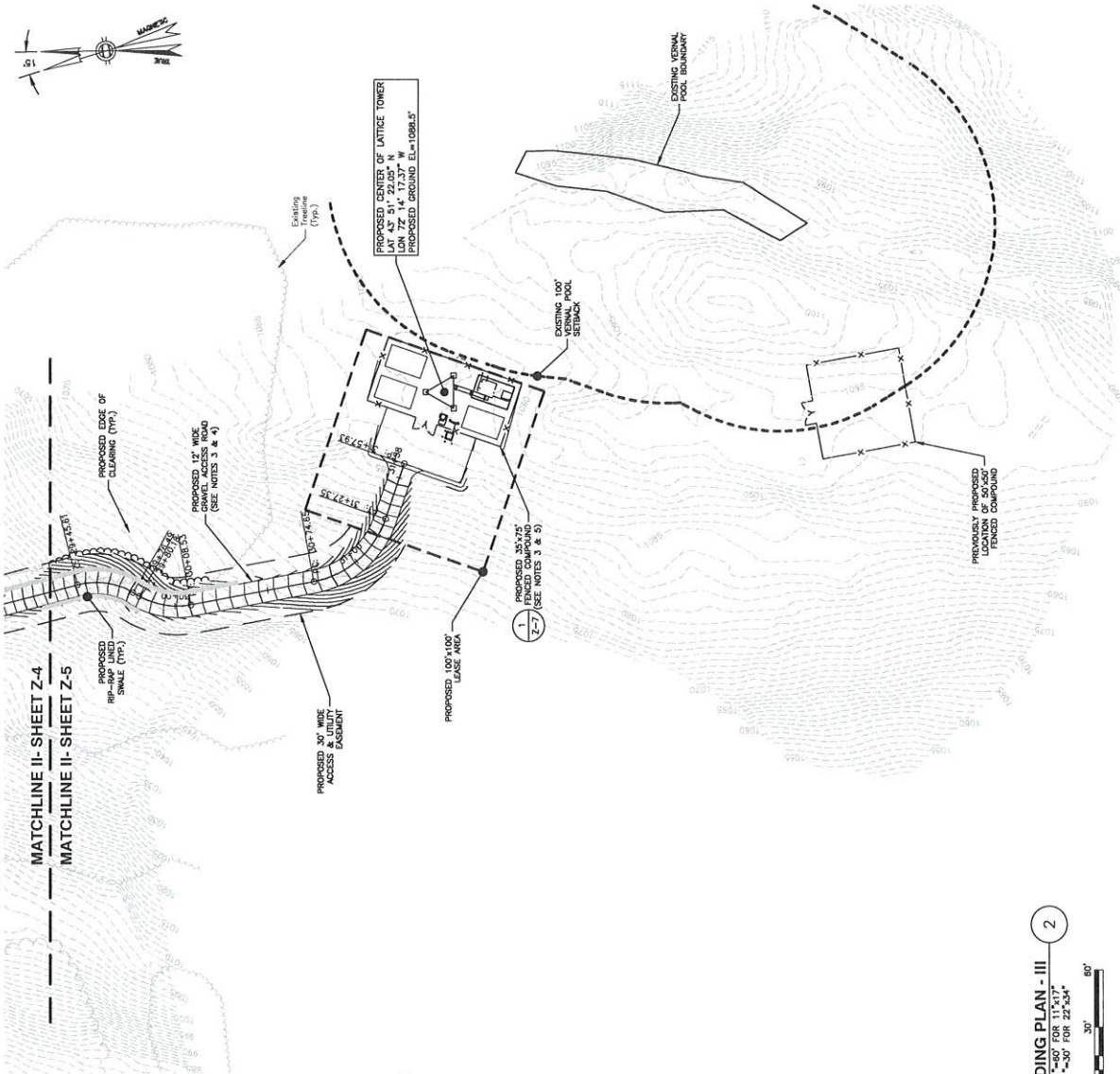
Dewberry Engineers Inc.  
SUITE 100  
100 STATE STREET  
BOSTON, MA 02210-0000  
TEL: 617.552.3600  
FAX: 617.552.3010

DRAWN BY:	SK
REVIEWED BY:	JOM
CHECKED BY:	BBR
PROJECT NUMBER:	50123874
JOB NUMBER:	50123892
SITE ADDRESS:	

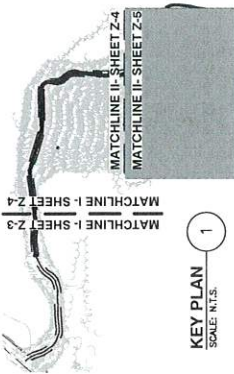
906 FIVE CORNERS ROAD  
THETFORD, VT 05075

SHEET TITLE	
GRADING PLAN - III	
SHEET NUMBER	

Z-5



MATCHLINE II-SHEET Z-4  
MATCHLINE II-SHEET Z-5



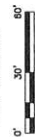
KEY PLAN  
SCALE: N.T.S.

- NOTES**
- SOME EXISTING INFORMATION IS NOT SHOWN FOR CLARITY.
  - TOTAL AREA TO BE DISTURBED: 37,000± SQ. FT. (0.849 ACRES).
  - TOTAL LENGTH OF PROPOSED ACCESS ROAD: 1,672± FT. MEASURED FROM START OF PROPOSED GRADING AT STATION 16+50.00 TO TOP OF ROAD AT STATION 33+21.03.
  - PROPOSED FENCED COMPOUND HAS AN AREA OF 2,600 SQ. FT. THE PERCENTAGE OF THE LOT TO BE COVERED BY THE PROPOSED FENCED COMPOUND IS 0.000000.
  - LOW & SEED ALL AREAS WITH 2:1 SLOPES, AFTER ALL SITE & TRENCH WORK HAS BEEN COMPLETED.
  - EXISTING NATURAL VEGETATION IS TO BE PRESERVED TO THE MAXIMUM EXTENT POSSIBLE.
  - THERE ARE NO EXISTING RESIDENCES WITHIN 500 FEET OF THE PROPOSED FACILITY.
  - PLAN BASED ON SURVEY BY COLONIAL SURVEY DATED 11/13/20. DEWBERRY ENGINEERS INC. WAS NOT PROVIDED OR CONTINUED TO PROVIDE ADDITIONAL WETLAND OR SITE SURVEY INFORMATION BEYOND THE SCOPE OF WORK AREA.
  - PROPOSED WETLANDS WITHIN PROPOSED DOCUMENT: FINAL ROUTE & DESIGN TO BE COORDINATED WITH LOCAL UTILITY COMPANY & OWNER.
  - WETLANDS DELINEATED BY SOUTH RIVER ENVIRONMENTAL ON 11/09/20. IN ACCORDANCE WITH THE METHODOLOGY DESCRIBED IN THE USFWS WETLANDS DELINEATION MANUAL (ENVIRONMENTAL LABORATORY 1987), REGIONAL SUPPLEMENT TO THE US ARMY CORPS OF ENGINEERS WETLAND Delineation Manual (1989), AND REQUIREMENTS OF THE STATE OF VERMONT DEPARTMENT OF ENVIRONMENTAL CONSERVATION.
  - THE PROJECT WILL COMPLY WITH THE LOW RISK HANDBOOK FOR EROSION PREVENTION AND SEDIMENT CONTROL BY THE VERMONT DEPARTMENT OF ENVIRONMENTAL CONSERVATION.
  - ALL WORK SHALL CONFORM TO ALL CURRENT APPLICABLE VT STATE BUILDING CODE, NATIONAL ELECTRIC CODE (NEC 2017), AISC/DMA T1-222, & COMPACT WITH AIAA MOBILITY SPECIFICATIONS.

**LEGEND**

---	PROPOSED LEASE AREA
---	LOCUS PROPERTY LINE
---	EXISTING UTILITY POLE & NUMBER
---	PROPOSED CONTOUR
---	EXISTING CONTOURS
---	PROPOSED CENTERLINE
---	PROPOSED ROAD
---	PROPOSED ACCESS & UTILITY EASEMENTS
---	PROPOSED EDGE OF CLEARING
---	EXISTING TREES
---	PROPOSED COMPOUND FENCE
---	EXISTING OVERHEAD WIRE
---	EXISTING WETLANDS DELINEATION
---	PROPOSED OVERHEAD ELECTRICITY
---	PROPOSED OVERHEAD TELCO
---	EXISTING POSTED GUN CLUB SIGNAGE

GRADING PLAN - III  
SCALE: 1"=40' FOR 11'x17'  
SCALE: 1"=30' FOR 22'x34'



TM  
ad

From: **Geoff Martin** <[gmartin@trorc.org](mailto:gmartin@trorc.org)>  
Date: Wed, Jun 16, 2021 at 11:23 AM  
Subject: FY 22 IREC Agreement Clarifications/Annual Progress Report

Good Morning,

Thank you for the invitation to join the Selectboard meeting next Monday to discuss the FY 22 IREC agreement. I understand that the following questions came up at the last meeting that I will try to address in this email and will be happy to elaborate on during the meeting next week. I've also included an annual progress report (see attached), as well as two other attachments referenced in my responses below.

- Did Thetford's contribution change from FY 21 to FY 22?

Yes, we requested a 5% increase in funding from all towns rejoining the program. Please see the attached letter that was sent on November 10, 2020 to the Town Manager, Selectboard Chair, IREC Steering Committee representative, and Thetford's TRORC Commissioners. The 5% increase was budgeted for and approved by the Selectboard.

- Why didn't Thetford's contribution decrease with the addition of Norwich and Bradford?

Town contributions did not decrease, despite the addition of Norwich and Bradford, for two reasons. First, as noted in the November 10th letter, TRORC was planning to cover some of the costs of the IREC position with other TRORC contracts, meaning that a substantial amount of my time would have been spent on energy work unrelated to the IREC program. The addition of Norwich and Bradford fills part of the funding gap and allows me to work exclusively with the IREC towns. However, TRORC is still covering a large portion of the program costs with TRORC reserves. Secondly, Fairlee will not be participating again next year, and their contribution would have been comparable to Bradford's.

- Why isn't Fairlee participating in FY 22?

Fairlee could not work the funding into their budget. In FY 21, they were able to secure a grant to cover about half of the cost of the program. They had to put together a very tight budget for FY 22 and were unable to receive another grant for the IREC program.

- The FY 21 IREC program was only 11 months instead of the anticipated 12. Why were towns not given a one-month refund?

At the beginning of January, TRORC notified all IREC towns that despite the shortened time frame of the IREC work in FY 21, I would book all the hours specified for each town in the IREC agreement by June 30, 2021. This is possible because, as noted above, TRORC was anticipating that a substantial portion of my time would be dedicated to other TRORC contracts when the

agreement was signed. I was thus able to work less on other TRORC contracts and more on IREC projects, allowing me to book all purchased hours in a shortened timeframe. In other words, by June 30th I will have dedicated 228 hours to Thetford projects.

I hope these responses are helpful and look forward to joining you all next week.

Best,

Geoff Martin



Intermunicipal Regional Energy Coordinator | Two Rivers-Ottawa-Quebec Regional Commission  
128 King Farm Road | Woodstock, Vermont 05091  
(802) 457-3188 - phone  
[gmartin@trorc.org](mailto:gmartin@trorc.org) | [trorc.org](http://trorc.org) | [TRORC facebook](#)

November 10, 2020

Town of Thetford  
PO Box 126  
3910 Route 113  
Thetford Center VT 05075

Dear Mr. Yennerell,

*Tom*

Thank you for your participation in the Intermunicipal Regional Energy Coordinator (IREC) program with the Two Rivers-Ottawaquechee Regional Commission. The IREC position is a six-town effort designed to lower energy use, greenhouse gas emissions, and move to the renewable generation of electricity within participating towns. The first of its kind in the State of Vermont, the position is the result of the hard work and creativity of town officials and TRORC staff, and was ultimately approved at Town Meeting Day in each participating town last March. Geoff Martin, formerly the Town of Hartford's Energy Coordinator, started as the IREC on August 19 and has quickly gotten to work identifying opportunities and pursuing cost-saving measures.

There are many more municipal and town-wide energy-saving projects to pursue, and I hope that Thetford will continue to participate in the IREC program in FY 22. See Page 2 for a list of accomplishments to date, as well as future opportunities to lower the Town's energy costs and meet its energy and climate goals.

Thetford's contribution to the IREC program for FY 22 would be \$15,540, a 5% increase over this year's contribution. Funding from the six participating towns would cover 42% of the position's costs from July 1, 2021 through June 30, 2022. The remainder will be covered by TRORC reserves and other TRORC contracts. Geoff was the obvious choice for the IREC position, and has done a great job in the first two and a half months in the role. As such, TRORC is very pleased to contribute funding to the success of the six-town effort.

Thank you for your consideration. Please let me know if you have any questions or would like us to participate in budget discussions.

Sincerely,



Peter G. Gregory, AICP  
Executive Director

attachment

(cc: Nick Clark, Selectboard Chair; Mary Bryant, IREC Steering Committee; Jesse Anderson, Jim Masland, TRORC Commissioners; Geoff Martin, IREC)

Gerald Fredrickson, Chair ~ Peter G. Gregory, AICP, Executive Director  
128 King Farm Rd. Woodstock, VT 05091 ~ 802-457-3188 ~ [trorc.org](http://trorc.org)

#4

**From:** [Geoff Martin](#)  
**To:** [Tom Yennerell](#)  
**Cc:** [erica](#); [Peter G. Gregory](#)  
**Subject:** IREC invoice  
**Date:** Thursday, January 7, 2021 1:36:43 PM

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Hi Tom,

As an FYI, invoices for the second half of the FY 21 IREC contract are being mailed today.

While the contract ends on July 21, 2021, all hours "purchased" with your funds will be booked by June 30, 2021. The next contract period (for FY 22) will run July 1, 2021 through June 30, 2022.

Please let me know if you have any questions. We appreciate being able to bring you this service.

Thank you,

**Geoff Martin**



**Intermunicipal Regional Energy Coordinator | Two Rivers-Ottawaquechee Regional Commission**  
128 King Farm Road | Woodstock, Vermont 05091  
(802) 457-3188 - phone  
[gmartin@trorc.org](mailto:gmartin@trorc.org) | [trorc.org](http://trorc.org) | [TRORC facebook](#)

**End of Fiscal Year Summary  
Town of Thetford  
June 2021**

As we approach the end of the first year of the IREC program, I would like to provide an overview of the work that has been accomplished to date, in addition to the typical update on ongoing work.

**Establishing the Town's Baseline Energy Use and Greenhouse Gas (GHG) Emissions**

1. Created an account with the U.S. EPA's commercial buildings benchmarking tool, Energy Star Portfolio Manager (ESPM), for Thetford. Thetford's account includes a history of energy use (electricity and heating fuel) in town buildings and facilities dating back to 2016, where data were available, and will allow the town to monitor the energy use in its buildings/facilities and track progress towards its energy goals. Tracking electricity use in town buildings also allows the town to monitor for future opportunities for renewable energy.

**Next steps:**

- Update ESPM quarterly.
  - Assess energy use and costs across town buildings annually.
2. Completed a **greenhouse gas (GHG) emission inventory** of town operations using the information noted above and the information collected through Thetford's Green Fleet Policy. This inventory can help the town prioritize projects that will have the biggest impact on lowering GHG emissions, in addition to costs.

**Next step:**

- Develop a GHG emission inventory for the community, if desired.

**Energy Audits**

By participating in an intermunicipal request for qualifications (RFQ) for Energy Services Companies (ESCOs), Thetford was able to take advantage of no-cost energy audits to assess opportunities for a comprehensive energy retrofit at the Town Hall.

**Next steps:**

- Meeting with Bryan Gazda and EEI on July 7<sup>th</sup> to review the audits and proposals and provide feedback.
- Following this July 7<sup>th</sup> meeting, EEI will meet with the Selectboard to discuss their recommendations and get feedback from the SB.

**Energy Policies**

- Drafted a Green Procurement Policy, expanding on the town's existing Green Fleet Policy, to encourage the procurement of the most energy-efficient and least polluting options for all energy-related purchases (e.g., heating systems, water heaters, etc.).
- Provided the Planning Commission with language for electric vehicle- and solar-ready zoning standards.

- Working on a proposal with Steering Committee representative Erica Ko and Efficiency Vermont to increase compliance with the state's energy code and improve the energy performance of new construction in the state and Thetford.
- Facilitating discussions with Green Mountain Power and others to understand the impacts of rule changes that have made it more challenging to develop small community arrays.

#### **Thetford Elementary School**

- Proposed an expansion of the Thetford Elementary School's solar array to the Thetford School Board. The expansion will benefit TES, the town, and Thetford residents.
- Met with the Orange East Supervisory Union Assistant Superintendent to discuss Energy Services Performance Contracting, which the OESU is now pursuing.

#### **Energy Grants and Program**

- Identified and applied for several grant opportunities, including a Department of Energy grant designed to expand access to electric vehicles for underserved communities and deploy more charging station infrastructure.
- Will continue to monitor funding opportunities from the state and federal government, particularly those that can support the forthcoming project proposal from EEI.
- Participating in a Municipal EV Readiness program with the Vermont Clean Cities Coalition to prepare Thetford for a transition to electric vehicles, both in its municipal fleet as well as for the community at-large.



## IREC Accomplishments and Future Opportunities

### 1. Data Collection and Analysis

- Collected electricity and heating fuel data for all Town buildings; information is current and tracked in EPA's management system (Energy Star Portfolio Manager).
- Completed walk throughs of all town buildings.
- Conducting a greenhouse gas (GHG) emissions inventory for the municipality, which will guide the process for cutting GHG emissions by 45% by 2030.
- Reviewing Thetford's savings from its net-metering agreement.

### 2. Energy Services Performance Contracting (ESPC)

- Initiated a 4-town Request for Qualifications for an Energy Services Company (ESCO) to assess the Town Hall for energy improvements and help develop a plan to meet Thetford's goal of reducing emissions by 45% by 2030. The ESCO will:
  - Conduct a no-cost energy audit on Town Hall and develop a work scope for energy improvements. The ESCO's proposal will include *guaranteed energy savings*.
  - Implement the energy improvements the Town chooses to move forward with, and provide ongoing monitoring and verification of the guaranteed energy savings.
- This multi-town initiative is one example of the opportunities for efficiency and savings by working at the regional level. Findings from this process with the towns can also be applied to the schools as they consider how to improve the efficiency of their buildings.

### 3. Future Opportunities

- *Energy efficient purchasing policy*: Developing a model energy efficient purchasing policy that would encourage the most efficient, cost-effective purchases, and guide purchasing decisions toward Thetford's climate goals.
- *Solar*: Leverage the multi-town IREC program to achieve competitive pricing in the development of community solar to serve Thetford residents.
- *Electric vehicle charging stations*: Exploring opportunities for low-cost charging stations.
- *Municipal vehicle fleet efficiency*: Assistance with the implementation of Thetford's Green Fleet Policy to ensure the most efficient, cleanest fleet purchases are made. Connect the Town with Vermont Clean Cities Coalition to allow Thetford fleet operators to test new technologies.
- *New construction energy efficiency standards*: Working with TEC, Efficiency Vermont, Vital Communities, and other towns in the IREC program to develop a plan to incentivize compliance with current standards and encourage meeting higher standards in residential new construction.
- *Consulting on Town renovations*: Opportunities for guidance in achieving above-code energy standards as the Town plans for the renovation of the Timothy Frost building and the potential replacement of the Town Garage.
- *Leverage existing resources*: Continue to connect the Town and schools with the services of organizations like Efficiency Vermont, Vermont Law School, and the Clean Cities Coalition. For example, the Orange East Supervisory Union is now considering participating in [The Future of Rural Transit](#) pilot program.

**Intermunicipal Regional Energy Coordinator Service Agreement (IRECSA)  
7/14/2020**

### Purpose

The purpose of this Intermunicipal Regional Energy Coordinator Service Agreement ("Agreement") is to enable Two Rivers Ottawaquechee Regional Commission ("TRORC") to hire an Intermunicipal Regional Energy Coordinator ("IREC"), whose purpose shall be to work with the six towns that are signatories to this Agreement to lessen overall energy use, lower greenhouse gas emissions, and move to renewable generation of electricity within participating towns. These actions will further state, regional and local energy goals. The IREC's work will focus on energy efficiency, conservation, use, and renewable production by the participating towns in their operations. As desired by the participating towns, this Agreement may also achieve these goals for other public or non-profit organizations in the towns, as well as their broader general populations.

### Participation

Participation by a town in this Agreement is voluntary and only valid upon appropriate board action, as set forth in 1 V.S.A. § 172 and other applicable provisions of law, including the Open Meeting Law, by the legislative body of the participating towns. Other parties besides the participating towns may be included in this Agreement upon agreement by all parties as may be relevant to a particular service. By signing this Agreement, each participating town certifies that its participation in this Agreement has been approved by all necessary actions under its Charter and local ordinances and policies, if any, and under applicable state law.

### Effective Date

This Agreement shall become effective only upon execution by a duly authorized agent of the TRORC and of each of the legislative bodies of the participating towns below.

### Modification

Any modification to this Agreement shall not become effective unless in writing and approved by the legislative bodies of all participating towns and the TRORC Board. A copy of any such modifications shall be provided to all parties to this Agreement.

### Governance

TRORC has adopted provisions in Article 4 of its bylaws pursuant to Title 24, section 4345b regarding intermunicipal service agreements. This Agreement is made in accordance with those bylaws, and the adopted policies of the participating towns.

The IREC shall be a TRORC employee reporting to and managed on a day-to-day basis by the TRORC Executive Director. The TRORC Executive Director shall have the sole discretion and authority to make personnel decisions with respect to the IREC, without limitation, any hiring and termination decisions, compensation, formal performance evaluations, and disciplinary actions. TRORC shall be the employer of the IREC for all employment-related purposes.

Each participating town shall appoint a representative to a Steering Committee, which may provide non-binding input into the IREC's work activities, subject to budget limits, and the Steering Committee shall determine and define the IREC's overall goals and scope of tasks. Representatives on the Steering Committee are responsible for keeping their respective Selectboards apprised of progress and for communicating town concerns with the IREC or this Agreement to TRORC. Each town representative shall have an equal vote on the Steering Committee and be vested by their Selectboards with the full authority to represent their town except in matters of amending this Agreement or approving costs.

Local energy coordinators/committees within each participating town have a wealth of knowledge and their input through their Steering Committee representative is welcomed as well. The IREC will not work for citizens directly, and communications to and from individual citizens is largely expected to take place through the steering committee representatives. For avoidance of doubt, the IREC shall not be obligated to work on any task not approved by the Steering Committee.

### Withdrawal and Termination

This Agreement shall terminate one year from execution, unless extended by all parties. During the Agreement period, any participating town may withdraw from the Agreement prior to the termination date by majority vote of the members of the legislative body seeking withdrawal and at least 30 days' notice after such vote has occurred. As this Agreement covers a dedicated TRORC staff position that is based on full funding, no refunds of payments will be made unless a new party or town, or the participating towns who do not withdraw, decide to fund the remainder of the withdrawing town's prorated share.

### Services

TRORC will provide the IREC staff position for the hours listed below. This will be a one-year position (renewable if desired by all parties to this Agreement). Services shall be prorated shares of the IREC's time as follows.

- Barnard approximately 172 hours per year
- Fairlee approximately 160 hours per year
- Thetford approximately 228 hours per year
- Sharon approximately 92 hours per year
- Strafford approximately 109 hours per year
- Woodstock approximately 566 hours per year

### Work Common to all Participating Municipalities

All participating towns will be provided the opportunity to have their current municipal energy usage baseline determined by the IREC. This will include town-owned buildings and facilities, streetlights, contracted town services, any municipally-controlled sewer and water facilities, town vehicles.

All participating towns will be provided the opportunity to be involved in a bulk town building energy audit bid for all towns in this Agreement. Where energy audits have been done recently for town buildings, each town shall provide copies of those audits to the IREC. This Agreement does not cover actual audit costs, just preparation of a bid document and bid review by the IREC.

All participating towns will be provided a basic energy policy for adoption or customization by their respective Selectboards.

All participating towns will receive monthly public outreach materials from the IREC, and will be provided monthly updates on work tasks by the IREC.

Town-specific work

Individual town energy task priorities may change over the course of the year, based on direction from the designated town representative on the Steering Committee.

Limitations

TRORC shall not have the following powers under this Agreement:

- (1) essential legislative functions;
- (2) taxing authority; or
- (3) eminent domain.

Funding

Work under this Agreement shall be supported solely by grants, donations, and municipal funds. Annual funding by town shall be as follows, and is due in two installments, 50% at execution and 50% five months later:

Barnard	\$11,100 ✓
Fairlee	\$10,300 ✓
Thetford	\$14,800 ✓
Sharon	\$5,900 ✓
Strafford	\$7,000 ✓
Woodstock	\$36,700 ✓

Bill #1

Funds provided to TRORC for regional planning under sections 4341a or 4346 of Title 24 shall not be used to provide services under this Agreement without prior written authorization from the State agency or other entity providing the funds, nor shall TRORC use municipal funds or grants provided for regional planning services under Title 24, chapter 117 to cover the costs of providing services under this Agreement.

Agreed to this 22 day of July, 2020.

Town of Barnard Authorized Representative

DocuSigned by:  
 Sign: [Signature] Print Name: Rock Webster  
 F406265D97164A2

Town of Fairlee Authorized Representative

DocuSigned by:  
 Sign: [Signature] Print Name: Peter Berger  
 3B77A4B6CC654DB...

Town of Thetford Authorized Representative

DocuSigned by:  
 Sign: [Signature] Print Name: Mary Bryant  
 71FCBAA6699D413...

#4

Town of Sharon Authorized Representative

DocuSigned by:  
Sign: Joseph Ronan Print Name: Joseph Ronan  
3A12177B7FE84F1...

Town of Strafford Authorized Representative

DocuSigned by:  
Sign: Toni Pippy Print Name: Toni Pippy  
B05C87A624934CD...

Town of Woodstock Authorized Representative

DocuSigned by:  
Sign: William Kerbin Print Name: William Kerbin  
CCBEF787458F44A...

TRORC Executive Director

DocuSigned by:  
Sign: Peter Gregory Print Name: Peter Gregory  
F1EF76FCDFC444...

Original

**Intermunicipal Regional Energy Coordinator Service Agreement (IRECSA)**  
05-18-21 draft

### Purpose

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### Participation

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### Effective Date

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Each participating town shall appoint a representative to a Steering Committee, which may provide nonbinding input into the IREC's work activities, subject to budget limits, and the Steering Committee shall determine and define the IREC's overall goals and scope of tasks. Representatives on the Steering Committee are responsible for keeping their respective Selectboards apprised of progress and for communicating town concerns with the IREC or this Agreement to TRORC. Each town representative shall have an equal vote on the Steering Committee and be vested by their Selectboards with the full authority to represent their town except in matters of amending this Agreement or approving costs.

Local energy coordinators/committees within each participating town have a wealth of knowledge and their input through their Steering Committee representative is welcomed as well. The IREC will not work for citizens directly, and communications to and from individual citizens is largely expected to take place through the steering committee representatives. For avoidance of doubt, the IREC shall not be obligated to work on any task not approved by the Steering Committee.

## Withdrawal and Termination

This Agreement shall terminate one year from execution. During the Agreement period, any participating town may withdraw from the Agreement prior to the termination date by majority vote of the members of the legislative body seeking withdrawal and at least 30 days' notice after such vote has occurred. As this Agreement covers a dedicated TRORC staff position that is based on full funding, no refunds of payments will be made unless a new party or town, or the participating towns who do not withdraw, decide to fund the remainder of the withdrawing town's prorated share.

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- Bradford approximately 128 hours per year
- Norwich approximately 431 hours per year
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- Woodstock approximately 566 hours per year

### Work Common to all Participating Municipalities

All participating towns will be provided the opportunity to have their current municipal energy usage and greenhouse gas (GHG) emissions baseline determined by the IREC. This will include town-owned buildings and facilities, streetlights, contracted town services, any municipally-controlled sewer and water facilities, and town vehicles. For towns that participated in the IREC program in FY 21, the IREC will keep the inventory current in FY 22.

All participating towns will be provided the opportunity to have their town buildings assessed and improved for energy efficiency. For towns that participated in the IREC Program in FY 21, the IREC will continue ongoing work on town buildings. Towns that are new to the IREC program in FY 22 will have the option to participate in the development and/or implementation of a work scope for improving the efficiency of municipal buildings.

This Agreement does not cover actual audit or implementation costs, just the IREC's time to develop and manage the project(s).

Towns that are new to the IREC program in FY 22 will be provided basic energy policies for adoption or customization by their respective Selectboards. The IREC will continue work on these policies for returning towns, and develop additional energy policies at each town's request.

All towns will receive monthly updates on work tasks by the IREC.

**Town-specific work**

Individual town energy task priorities may change over the course of the year, based on direction from the designated town representative on the Steering Committee. Priorities may include:

- Development of municipal or community solar projects
- Grant writing for energy-related projects
- Public outreach about energy issues, programs, and incentives
- Developing action items for enhanced energy plans

**Limitations**

TRORC shall not have, per Vermont Statute, the following powers under this Agreement:

- (1) essential legislative functions;
- (2) taxing authority; or
- (3) eminent domain.

**Funding**

Work under this Agreement shall be supported solely by grants, donations, and municipal funds.

Annual funding by town shall be as follows, and is due in two installments, 50% due on or about July 1, 2021 and 50% due on or about January 1, 2022:

- Barnard \$11,655
- Bradford \$9,100
- Norwich \$30,670
- Sharon \$6,195
- Strafford \$7,000
- Thetford \$15,540
- Woodstock \$38,850

Per Vermont Statute, funds provided to TRORC for regional planning under sections 4341a or 4346 of Title 24 shall not be used to provide services under this Agreement without prior written authorization from the State agency or other entity providing the funds, nor shall TRORC use municipal funds or grants provided for regional planning services under Title 24, chapter 117 to cover the costs of providing services under this Agreement.

Agreed to this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Town of Barnard Authorized Representative

Sign: \_\_\_\_\_ Print Name: \_\_\_\_\_



Town of Bradford Authorized Representative

Sign: \_\_\_\_\_ Print Name: \_\_\_\_\_

Town of Norwich Authorized Representative

Sign: \_\_\_\_\_ Print Name: \_\_\_\_\_

Town of Sharon Authorized Representative

Sign: \_\_\_\_\_ Print Name: \_\_\_\_\_

Town of Strafford Authorized Representative

Sign: \_\_\_\_\_ Print Name: \_\_\_\_\_

Town of Thetford Authorized Representative

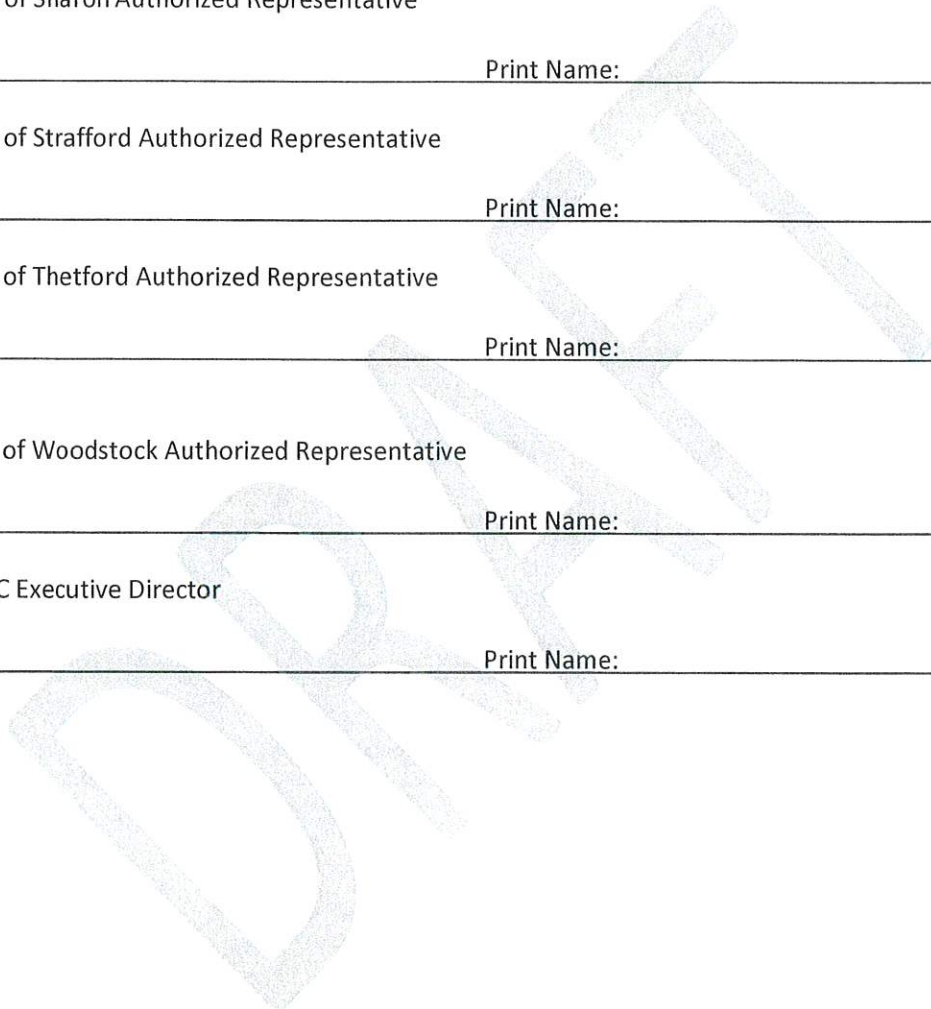
Sign: \_\_\_\_\_ Print Name: \_\_\_\_\_

Town of Woodstock Authorized Representative

Sign: \_\_\_\_\_ Print Name: \_\_\_\_\_

TRORC Executive Director

Sign: \_\_\_\_\_ Print Name: \_\_\_\_\_



- 7. A roll call vote is required for votes that are not unanimous.
- 8. Meetings may be recessed to a certain time and place.
- 9. These rules may be amended by majority vote of the body and must be readopted annually.

D. AGENDAS

- 1. Each regular and special meeting of the body shall have an agenda. Those who wish to be added to the meeting agenda shall contact the chair or the Town Manager to request inclusion on the agenda. The chair shall determine the final content of the agenda.
- 2. At least 48 hours prior to a regular meeting, and at least 24 hours prior to a special meeting, a meeting agenda shall be posted in or near the municipal office and at the following designated public places in the municipality: Baker’s General Store in Post Mills, Wings Market in East Thetford and the United States Post Office of Thetford Hill. At least 48 hours prior to a regular meeting, and at least 24 hours prior to a special meeting, a meeting agenda shall be posted on the official Town website. The agenda must also be made available to any person who requests an agenda prior to or during the meeting.
- 3. All business shall be conducted in the same order as it appears on the noticed agenda, except that any addition to or deletion from the noticed agenda must be made as the first act of business at the meeting. No additions to or deletions from the agenda shall be considered once the first act of business at the meeting has commenced. Any other adjustment to the noticed agenda, for example, changing the order of business, postponing or tabling actions, may be made by majority vote of the body.

E. MEETINGS

- 1. Regular meetings shall take place on the first and third Monday of each month, beginning on April 5, 2021, at 7pm at the Town of Thetford Town Hall, 3910 Route 133, Thetford Center, VT.
- 2. Special meetings shall be publicly announced at least 24 hours in advance by giving notice to all members of the body unless previously waived; to an editor, publisher or news director, or radio station serving the area; and to any person who has requested notice of such meetings. In addition, notices shall be posted in the municipal clerk’s office and at the following designated places in the municipality: Baker’s General Store in Post Mills, Wings Market in East Thetford and the United States Post Office of Thetford Hill.
- 3. Emergency meetings may be held without public announcement, without posting of notices, and without 24-hour notice to members, provided some public notice thereof is given as soon as possible before any such meeting. Emergency meetings may be held

only when necessary to respond to an unforeseen occurrence or condition requiring immediate attention by the public body.

- 4. A member of the body may attend a regular, special, or emergency meeting by electronic or other means without being physically present at a designated meeting location, so long as the member identifies him or herself when the meeting is convened and is able to hear and be heard throughout the meeting. Whenever one or more members attend electronically, voting that is not unanimous must be done by roll call. If a quorum or more of the body attends a meeting (regular, special, or emergency) without being physically present at a designated meeting location, the agenda for the meeting shall designate at least one physical location where a member of the public can attend and participate in the meeting. At least one member of the body, or at least one staff or designee of the body, shall be physically present at each designated meeting location.

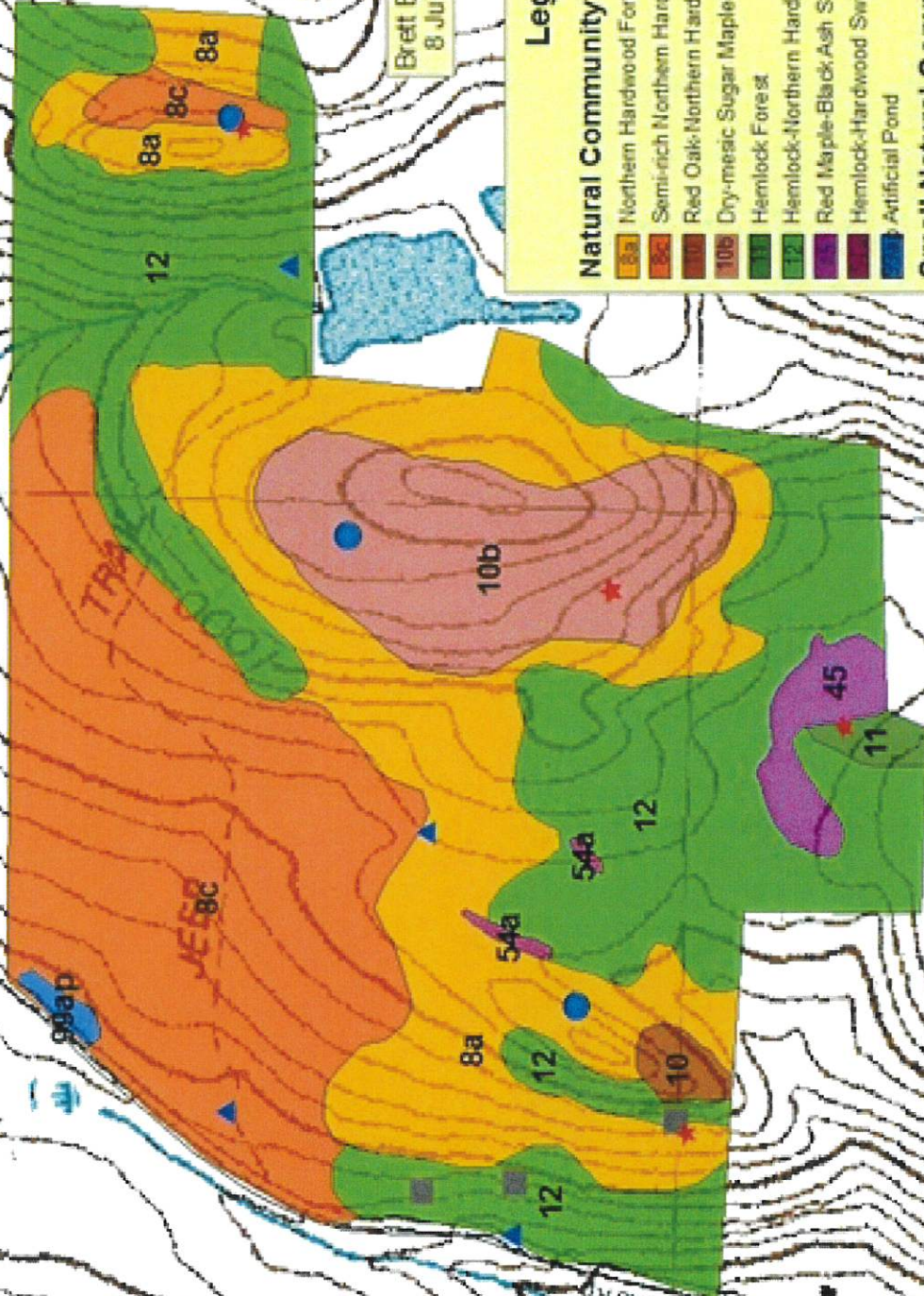
F. PUBLIC PARTICIPATION

Meetings of the body are held in public but are not meetings 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. This subsection shall not apply to quasi-judicial proceedings.*

- 1. Members of the public may request permission to comment on an agenda item at any time by raising their hand.
- 2. Members of the public must be acknowledged by the presiding member before speaking.
- 3. Members of the public must identify themselves before commenting.
- 4. Comments by the public must be addressed to the body as a whole, and not to any individual member of the body or public.
- 5. If a member of the public has already commented on a topic, she or he may not be acknowledged again until others have first been given the opportunity to comment.
- 6. In the interest of maintaining the pace of the meeting, the presiding member may ask any member of the public who has already spoken to limit additional comments to new ideas or opinions.
- 7. In the interest of maintaining the pace of the meeting, members of the public may not comment for more than 3 (three) minutes at a time, unless granted more time by the presiding member or a majority vote of the body.
- 8. Order and decorum shall be observed by all persons present at the meeting. Neither members of the body nor public shall delay or interrupt the proceedings or the pace of the

# Natural Community Map of Thetford Town Forest

Brett Engstrom  
8 July 2008



### Legend

Natural Community	
<span style="background-color: #FFC000; border: 1px solid black; display: inline-block; width: 15px; height: 15px;"></span> 8a	Northern Hardwood Forest
<span style="background-color: #FF8C00; border: 1px solid black; display: inline-block; width: 15px; height: 15px;"></span> 8c	Semi-rich Northern Hardwood Forest
<span style="background-color: #FF4500; border: 1px solid black; display: inline-block; width: 15px; height: 15px;"></span> 10	Red Oak-Northern Hardwood Forest
<span style="background-color: #FF69B4; border: 1px solid black; display: inline-block; width: 15px; height: 15px;"></span> 10b	Dry-mesic Sugar Maple-Hop Hornbeam-Red Oak Forest
<span style="background-color: #90EE90; border: 1px solid black; display: inline-block; width: 15px; height: 15px;"></span> 12	Hemlock Forest
<span style="background-color: #3CB371; border: 1px solid black; display: inline-block; width: 15px; height: 15px;"></span> 12	Hemlock-Northern Hardwood Forest
<span style="background-color: #800080; border: 1px solid black; display: inline-block; width: 15px; height: 15px;"></span> 45	Red Maple-Black Ash Swamp
<span style="background-color: #40E0D0; border: 1px solid black; display: inline-block; width: 15px; height: 15px;"></span>	Hemlock-Hardwood Swamp
<span style="background-color: #ADD8E6; border: 1px solid black; display: inline-block; width: 15px; height: 15px;"></span>	Artificial Pond
Small Natural Communities	
<span style="background-color: #808080; border: 1px solid black; display: inline-block; width: 15px; height: 15px;"></span>	Northern Hardwood Talus Woodland
<span style="color: blue;">▲</span>	Seep
<span style="color: blue;">●</span>	Vernal Pool
<span style="color: red;">★</span>	Rare, Threatened, Endangered Plants

Warrants for approval 6 21 21

20.1	19,916.59
21.1	2,000.00
22.1	234,019.82
12.2	24,165.61
13.2	46,735.73
9.3	419.20
10.3	100,000.00
10.4	22,143.32
11.4	24,531.92



# Town of Thetford Vermont

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## Selectboard Regular Meeting \*Draft\* Minutes

– Online Only –

Monday, June 7, 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.

Selectboard Members present: Sharon Harkay (Chair), Li Shen (Vice-Chair), Mary Bryant, Steve Tofel

Selectboard Members absent: Nick Clark

Others present: Bryan Gazda (Town Manager), Tracy Borst (Town Clerk/Treasurer), Martie Betts (Selectboard Assistant)

Total Zoom attendees: 25

Sharon Harkay called the meeting to order at 7:00 pm.

### 1. Agenda Review

No changes

### 2. Town Manager Report – Bryan Gazda

#### 1. Treasure Island Opening Update

Bryan said the plan is to open this Saturday, June 12<sup>th</sup>. A few lifeguards will need to wait until certification for a few weeks, so they may need to open with reduced hours. Recreation Coordinator Amy Fahey will update the Town and Recreation websites with the most current information. Amy has been getting a lot of requests to rent the facility, and they are working diligently to get it ready to open. It may be another week or so before operations are fully functional.

#### 2. Village Center Designation Public Meeting

There will be an informational meeting on Wednesday, June 9<sup>th</sup>, with Caitlin Cortland giving a presentation on the program. Letters have been mailed to businesses and non-profit groups within the designated areas. While the meeting is open to the public, the benefits of the designation really pertain to businesses and non-profits.

#### 3. Personnel Update – Open Positions

There will be interviews coming up for the Department of Public Works positions, and several applications have been received.

There will be an interview for the Lister Assistant position this coming Wednesday.

Diane Osgood has submitted a letter of resignation as the Zoning Administrator, effective July 23<sup>rd</sup>. Bryan said he wants to review the job description before posting the position.

#### 4. Unsafe Building – Route 113, Post Mills

Bryan said he, the Health Officer and Fire Chief looked at the parcel on Route 113 per the Unsafe Building Ordinance. The ordinance lays out those three positions as the people who



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1 would respond to possible unsafe buildings. The Health Officer is also required by the ordinance,  
2 to submit a report, which has not been completed yet. Bryan did reach out to the property owner  
3 to let them know there was an external inspection. Bryan also wanted to see if the property  
4 owner would be willing to work with the town. Bryan will keep the Selectboard updated as they  
5 work through the process.

## 6 5. AT&T Cell Tower Update

7 Bryan heard late this afternoon from a preservation specialist with the Land Trust, Craig, who  
8 said he will be coming out on Thursday morning at 8:00 AM to look at the property. Bryan has  
9 reached out to if Officer Scruggs will inform the Fish & Game Club that someone will be there,  
10 and to walk the property with him. Attorneys Ed Adrian and Will Dodge are still waiting to hear  
11 back from the Agency of Natural Resources.

## 12 6. Other

13 Late Friday afternoon Bryan found out that we were awarded a VTrans grant for Stowell Bridge  
14 but not for the paving on Latham Road. Bryan spoke with Chris Bump who said Thetford will be  
15 top on the list next year to get the full funding amount for paving Latham Road. By waiting until  
16 next year there might be more opportunity to think about doing the other section of Latham Road  
17 that needs to be reclaimed and paved.

18 Li Shen asked if an engineering study would be needed if the discussion leaned toward paving  
19 the entire road. Bryan said a lot of that work has already been done, and he believes the  
20 Selectboard should consider full funding for that project.

21 Sharon Harkay asked if someone needed to go with Craig to visit the property at the town forest.  
22 Bryan said he did reach out to Officer Scruggs, but another person would be welcomed.

23 Concerning the reduced hours at Treasure Island, Sharon asked if they were going to open at  
24 nine and close earlier. Bryan said he and Amy have talked about opening at 10:00 AM and  
25 closing at 4:00 PM. Bryan said a former lifeguard recently reached out to see if there were still  
26 openings, and so the situation is fluid. Sharon asked if the fees have been made public and  
27 Bryan said they are on the recreation website, ( <https://www.thetfordrec.com> ).

28 Mary Bryant said she really appreciates the pace and thoroughness in details that Bryan has  
29 given to the many topics that have been covered since Bryan became Town Manager in  
30 February.

31

## 32 3. **Public Comment**

33 No public comment

34

## 35 4. **Continuing Discussion on Shared Lane Markings (Sharrows) Grant**

36 Sharon Harkay said she wanted to return to a discussion of the grant that would enable us to  
37 paint sharrows on three town roads and add signage with the goal of making biking safer,  
38 encouraging people to bike for not only recreational purposes but also for commuting.

39 Steve Tofel started the discussion by saying he is not sure he can really see the value of doing it.  
40 To paint lines on roads that haven't been resurfaced yet seems like a waste of paint. Steve said he  
41 doesn't believe the sharrows will be effective, and they are not in character with the town. His  
42 experience when he goes for a walk every morning is that people go out into the other lane  
43 completely.



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1 Li Shen said that road markings are valuable when a road goes down to a single lane, and near  
2 the covered bridges. It's important that people know a bicycle may have to pull out. Li used to  
3 bike on Tucker Hill Road when she commuted to work, and it is not a bike-friendly road. People  
4 were not always nice. In rush hour people would try to push you to the side of the road. Li said  
5 we don't have to paint as many as laid out in the grant proposal. People may not like the idea of  
6 painting things on the road, but it wouldn't hurt to have more biking signs or share the road  
7 signs. A 10-wheeler truck can be very frightening when it goes by someone on a bike, so it  
8 would be good to have those black and yellow signs saying share the road. VTrans said there was  
9 a minimum number of sharrows to get the funding and the rest of it could be spent on signage.  
10 Bryan Gazda said he didn't get a specific number, but if the decision was made to remove the  
11 sharrows we would have to submit a grant modification. He can get further clarification on the  
12 number of sharrows. Bryan reminded the Selectboard that there still needs to be an  
13 environmental review before any work can be done.  
14 Mary Bryant said when they first talked about this, they didn't have the grant in front of them.  
15 She recalled Sharon reaching out to 21 people and believes only one person wanted the sharrows.  
16 Mary said she bikes on Tucker Hill and Academy Roads and feels that sharrows and signs are  
17 not going to make unthoughtful people who drive thoughtful, although she does believe the  
18 majority of drivers are thoughtful. Mary said it is more dangerous riding her bike down Tucker  
19 Hill Road trying to miss all the potholes and broken asphalt, so fixing the road would be the best  
20 thing to help with safety. Mary said if she understands the grant, it lists 25 signs, 11 sharrows,  
21 and then there is a statement in the letter of acceptance that we would be doing the ongoing  
22 maintenance. If the paint only lasts only 2 to 3 years, it could mean an expense of \$3000 every  
23 three years. Mary said that is a lot of upkeep and she doesn't think there will be a lot of benefit.  
24 Sharon said she is of the same opinion. She doesn't think this is wanted or necessary right now  
25 for Tucker Hill and Academy Roads. Sharon actually called 26 people and 25 were against it for  
26 various reasons - because of where they lived and where they biked. Some said it would not  
27 blend in with landscape and character of Academy Road. Tucker Hill Road surface is what is  
28 making that road difficult to bike on. Included in our packet are a number of photos that Sharon  
29 took of the road surface on Tucker Hill Road. The photos are representative of the entire length  
30 of the road. The side of road where a bike would normally be is completely gone, and the entire  
31 roadway is cracked. Her opinion is that we need to fix the road before we put anything on it in  
32 terms of paint. Sharon pointed out that Sayre Bridge on Tucker Hill Road already has six signs at  
33 each entrance, and it is sign overload. She still has drivers of oversized trucks say the town  
34 should post some height signs, when in fact there are some posted at either end. Drivers are just  
35 not seeing the signs. They just add to the sign pollution. Another major problem that makes these  
36 roads unsafe is people who are speeding. Sharon said she thinks they should repave the road and  
37 take care of speeding problems. Sharon said as she read the grant, she started thinking if we were  
38 going to put sharrows and signs anywhere it should be on the section of Route 132 which is  
39 being repaired. Route 132 is on the Vermont state bike map. Once the repaving is complete  
40 people are going to want to go even faster. At one time, a citizen wanted the town to put bike  
41 lanes on Route 132, but the town couldn't afford it and the road is not wide enough. Instead, we  
42 could put sharrows and signs.  
43 Steve Tofel said he agrees with Li's point about bridges, but he didn't realize how many signs  
44 were in front of the Sayre bridge. He is opposed to painting but not opposed to signage.





# Town of Thetford Vermont

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1 Li said she wondered what Chief Evans would think about this as the police do have a say in  
2 road safety. She also wondered, since Bryan said that Chris Bump seemed to indicate that we  
3 could ask to change some of the details in the proposal, if it could be changed to Route 132. This  
4 could be a good compromise to focus the grant on Route 132.

5 Bryan said that might be something we could have the contractor do. They are going to be  
6 striping Route 132 anyway, so we could probably build that into the contract with Northwoods.  
7 We could tag it along with the project next year when they come back and repave.

8 Li asked if the grant money expires after a certain amount of time or if can we defer.

9 Bryan said the grant is good until the end of 2022.

10 Mary Bryant questioned the expense of the sharrow maintenance again.

11 Steve Tofel reiterated the critical need to have caution signs at the bridges to be aware of  
12 bicyclists and pedestrians. He is still not sure about painting the roads.

13 Sharon noted that Route 132 was part of the original grant proposal. The signs on Sayre Bridge  
14 include the stop sign, one lane bridge, pedestrian, height, and maybe one other.

15 Li said she didn't know but she is not sure that the white lines at stop signs needs to be painted  
16 every three years, as its heavy-duty paint. If they were just put by the bridges that would already  
17 be 4 sharrows, which might go a long way to satisfying the grant.

18 Sharon said the lines painted last fall near the Sayre Bridge are already gone, and it's not been  
19 even a full year.

20 Mary Bryant made a motion that we negate or not follow through with the grant to put in  
21 sharrows and signs in town for pedestrian and bicycle safety. Steve thought they should not make  
22 a decision now but wait to get more information first. Sharon said she wouldn't mind finding  
23 out if we could just concentrate on Route 132, and Li agreed that it needs further exploration.

24 Mary withdrew her motion.

25 **Motion** by Sharon Harkay for the Town Manager to investigate whether or not we can  
26 concentrate the projects on Route 132, and whether or not we can stack the signs on existing  
27 signposts. **VOTE unanimous (4-0-0)**

28

## 29 5. Discussion of Speeding on Thetford Roads

30 Sharon Harkay said she wanted to open a discussion about speeding on Thetford Roads. She is  
31 hoping to hear from people on where the speeding takes place. One idea is the purchase of the  
32 driver feedback signs that would go on trailers that tell drivers how fast they are going. They are  
33 a good physical incentive to slow down, and Sharon would like to see the town purchase two of  
34 them, and said they are about \$3000 each.

35 Steve Tofel said in speaking with Chief Evans, one of the complaints the department gets is  
36 speeding. We may be able to judge by the number of complaints where it is a problem. The signs  
37 are a very effective way of slowing people down. Some people say they are the most effective  
38 thing other than a policeman on sight, so they can go a long way toward solving the problem.

39 Mary Bryant said she would like to get the opinions of Chief Evans or Officer Scruggs. Mary  
40 thinks that the signs are very effective and that they would be a good thing to look into.

41 Li said she saw pricing for the speed signs for about \$3,000, but they don't seem to come with a  
42 trailer, which would add some expense and we haven't budgeted for these, so where would the  
43 money come from. It would seem like the police department. Apart from that we'll just have to



# Town of Thetford Vermont

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1 put it in next year's budget. Li said she is not objecting, that she thinks it's a good idea, but the  
2 expense would need to be run by Chief Evans.  
3 Steve Tofel said he just went online and came up with a much higher number, but he also thinks  
4 that Chief Evans can get the signs through a government site.  
5 Bryan Gazda said he has had on and off conversations with Chief Evans about this. Let us get  
6 back to you on this with some price quotes and then you can take it up again.  
7 **Motion** by Sharon Harkay for the Town Manager and Chief Evans to investigate the cost of  
8 driver feedback signs and trailers, and report back to the Selectboard in 2 to 4 weeks. **VOTE**  
9 **unanimous (4-0-0)**

10

## 11 6. Discussion and Possible Approval of Intermunicipal Regional Energy Coordinator 12 (IREC) Service Agreement.

13 Sharon Harkay said the current contract for the Intermunicipal Regional Energy Coordinator will  
14 expire at the end of June, so they need to decide if they are going to continue to support the  
15 position. The contract in the packet has information on the new cost and what he will do for us.  
16 Mary Bryant asked what the cost was before and why it's changed. Some towns have stayed the  
17 same, but there was no indication about changes other than they are in red.

18 Li Shen said during the first round Norwich dropped out, so the cost was divided between fewer  
19 towns. The cost was divided between towns according to population.

20 Steve Tofel said it is curious that the cost to some towns didn't change.

21 Mary commented that over the last year, Jeff Martin (IREC), has been very hard working, and  
22 brought some interesting and helpful programs to our town that we never would have found or  
23 known about. The first year was really a startup year and Mary would like to support this for a  
24 second year.

25 Sharon said she did some quick math which amounts to a payrate of \$68 an hour; \$15,540  
26 divided by 280 hours of service. Sharon thought that was good for all the work he does.

27 Li thought it should be looked at in another way. The overall need to address energy is quite  
28 urgent, as is reducing carbon pollution. Li noted a news article about the draught in California.

29 We all need to support and promote new things for him to help us with.

30 The Selectboard Assistant noted that the cost of \$15,540 was already in the Town Report.

31 Steve asked why our pro-rated share stays the same with Norwich now jointing. Li said that  
32 Norwich dropped out before at the last minute and a fundraising effort had to happen to fill the  
33 gap that they had left in the budget. Two Rivers Ottawaquechee Regional Commission (TRORC)  
34 has a non-profit sister organization that people can donate through and that's how some of the  
35 funds were raised.

36 Sharon said the contract states there will be no refunds of payments unless the town or TRORC  
37 finds somebody else to take their place. If we agree and then drop out, we won't get the money  
38 back.

39 Mary said it would be easy enough to find out how that money was filled in. I recollect that  
40 another town joined.

41 Li remembered that Fairlee joined, and Norwich dropped out. Fairlee's population is lower than  
42 Norwich. The amount of money a town owes is according to the population. They also received  
43 some of the money from the Byrne foundation.

44 Steve noted that Fairlee is not listed in the current contract.



# Town of Thetford Vermont

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- 1 Mary said Fairlee is not continuing.
- 2 Steve said he would like to get a little more information.
- 3 Tracy Borst said the \$15,540 amount is what we budgeted for in 2021, so that's not a new
- 4 number to us. We had that number in January and it's in the Town Report for 2021.
- 5 Steve asked if the Selectboard had to vote this time?
- 6 Sharon said the current contract runs out at the end of this month, but they do have another
- 7 meeting in June.
- 8 Bryan and Mary agree to find out what changes are made in the current contract. Mary said she
- 9 would get information on what was done this year as well.
- 10 Tracy pointed out that this was warned at a Town Meeting and as a Town we voted to
- 11 participate. If you vote at a Town Meeting to participate, can you just decide not to participate?
- 12 Li said she didn't understand why there are so many concerns on something this important. She
- 13 agrees with Tracy that something voted on at Town Meeting can't be changed without voter
- 14 approval.
- 15 The Selectboard assistant clarified that in the first year the amount paid was \$14,838. The
- 16 amount for 2021 is an increase of 4.73%.
- 17 **Motion** by Sharon Harkay to table this discussion until the Selectboard meeting on June 21<sup>st</sup>,
- 18 2021. **VOTE unanimous (4-0-0)**

## 7. Continuing Discussion of Subdivision Regulations

21 **Motion** by Li Shen to approve the Subdivision Regulations as revised. **VOTE by roll call; Steve**  
22 **Tofel – in favor, Li Shen – in favor, Mary Bryant – in favor, Sharon Harkay – in favor**

## 8. Approval of Financing for Department of Public Works Front End Loader

25 **Motion** by Sharon Harkay that we approve the terms that Mascoma Bank has set out for the loan  
26 for our purchase of the front-end loader, and to approve the Town Manager as signer of loan  
27 documents. **VOTE unanimous (4-0-0)**

## 9. Discussion of Possible Movement Toward Hybrid Selectboard Meeting

30 Sharon Harkay said since Governor Scott is anticipating opening everything because enough  
31 people have been vaccinated, we should soon be able to open Town Hall at least part time. In  
32 that case we should consider having hybrid Selectboard meetings because some people have  
33 encouraged us to continue having Zoom meetings. Sharon said she did a test run of the  
34 equipment using a new idea. She attended from home on Zoom, with Tracy and Martie in the  
35 meeting room on Zoom but using the speaker phone instead of the computer audio. Sharon said  
36 they were able to hear each other very clearly. Tracy moved around the room speaking in a  
37 normal voice to see if Sharon would be able to hear people in the audience. Everywhere in the  
38 room Sharon said she could hear her. Sharon's proposal is that beginning with the next meeting  
39 on June 21<sup>st</sup>, the Selectboard, Town Manager, Town clerk, and Selectboard clerk meet in Town  
40 Hall with the public participating by Zoom to make absolutely sure the process works. Then in  
41 July we could begin to open up the building for people to be able to attend in person if they  
42 wanted to.



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- 1 Li said the July option will depend on Vermont attaining 80% of the population being
- 2 vaccinated. Sharon agreed, saying she read today that the Governor is still anticipating making
- 3 the announcement this week.
- 4 Mary Bryan suggested a “plan b” where the Selectboard meets in person, but they continue to
- 5 have the public attend by Zoom should the 80% vaccination rate not be met.
- 6 Sharon said she is proposing that the Selectboard meet in person starting on the 21<sup>st</sup>, but we can
- 7 continue doing that until such time as we could allow residents in.
- 8 Steve asked if the Selectboard would be on camera, and Sharon explained how the equipment
- 9 works. When members of the public are in attendance, they can either come to the front to speak,
- 10 or the camera can pan over.
- 11 Steve wondered what rules there would be for the Selectboard, as he is going to be out of town
- 12 on 21<sup>st</sup>. The Selectboard assistant said there is an allowance for Selectboard members to attend
- 13 virtually in the Selectboard 2021 Rules of Procedure. Sharon felt if the Selectboard members are
- 14 in town and healthy enough, they should be in Town Hall.
- 15 Tracy Borst said before Town Hall is open for meetings, the emergency order needs to be
- 16 vacated by the Governor. Tracy said they haven’t explored rules with the Emergency
- 17 Management Director and Bryan as far as opening Town Hall and how we’re handling
- 18 vaccinated and unvaccinated people. Once we unlock the door, all of the COVID screening goes
- 19 away. Before that happens, Tracy would like to know that the executive order has expired, and
- 20 that we’ve addressed how we’re handling vaccinated and unvaccinated people and whether they
- 21 will be masked or unmasked.
- 22 Sharon thought at the very least sign a sign could be on the front door stating if a person is
- 23 unvaccinated, please wear a mask. No one would have to stand at the door and police them.
- 24 Sharon said she is concerned about unvaccinated people entering without a mask and infecting
- 25 each other. She wondered if there was any way to find out from the state how we should be
- 26 wording a sign.
- 27 Mary said they should start with Mariah and get her opinion.
- 28 Bryan said we have discussed this quite in depth at the office. He spoke with Mariah on Friday.
- 29 The sticking point is you have to go by trust. Nobody wants to be the person that asks if someone
- 30 is vaccinated. We will get some guidance but until the emergency order is lifted, we will have to
- 31 play it by ear and be ready to open up as soon as possible.
- 32 Li said she doesn’t want people in the building without masks, presumable some that are not
- 33 vaccinated, and possibly contagious. We don’t want contagions spreading in Town Hall which is
- 34 a big problem. Even if a person is vaccinated, are we completely immune or are we just going to
- 35 get a bit of the virus? There are gradations of gray that we don’t know how to deal with.
- 36 Steve said he is not sure if he is in favor of it or not. Once the mandate is lifted, does the town
- 37 have the authority to require masks in Town Hall?
- 38 Bryan said it is his understanding from conversations with Mariah, that the Vermont League of
- 39 Cities and Towns (VLCT) recommends following state guidelines versus having our own
- 40 policies.
- 41 Steve said the City Council in Burlington has set up their own protocols and the mayor is against
- 42 them, saying they don’t have their own health department. Steve wondered if it’s within our
- 43 authority to do it.



# Town of Thetford Vermont

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1 Tracy said what's tricky about the order is what will happen when it expires. The current  
2 regulation is one unvaccinated person within Town Hall. Who is unvaccinated and how are we  
3 asking? Once the executive order expires, I would certainly expect that there will be some other  
4 guidelines.

5 Sharon heard that health places may continue to have people masked.

6 Tracy said what's different about Town Hall is there are only so many people in Town Hall  
7 doing our work. Unlike retail or health facilities, there is not a line of people who can do it. The  
8 Selectboard needs to keep in mind the continuation of governance. Last year we scheduled  
9 ourselves in the office every other day so as not to cross each other, and then we wiped our way  
10 out of the building, making it so the continuation of governance could take place. Tracy said she  
11 would like to make sure the hard work we've done to this point sustains us as we reopen as well.  
12 Li thanked Tracy for putting that perspective on things.

13 Sharon asked if we, as a Selectboard, with the Town Manager, shall meet in person on the 21<sup>st</sup>.  
14 Then we wait to hear what the directives are from the state level and change into a hybrid when  
15 we can.

16 Steve asked if they are all in agreement that they would like Zoom to continue indefinitely.

17 Li said she was, and she is not sure she is in favor of getting Town Hall open as soon as possible.

18 Sharon has heard from many people who said they would like to participate in person, but she  
19 wants it to be a wise decision.

20 Motion by Sharon Harkay that beginning on June 21, 2021, the Selectboard, Town Manager, and  
21 Selectboard assistant will begin meeting at Town Hall whenever physically possible. Li Shen  
22 said a motion was not needed, just an agreement that we will start meeting there. Sharon  
23 withdrew her motion.

24  
25 Sharon said she was supposed to announce something during public comment but forgot. The  
26 other Selectboard members agreed that she could make the announcement now.

27 Sharon said most people are aware of the new signs made for the Sayre Covered Bridge on  
28 Tucker Hill Road, and we've decided to have a dedication ceremony on Thursday, June 17<sup>th</sup> at  
29 1:00 PM. Daniels's Construction Company will install the signs. Selectboard, Town Manager,  
30 donators, and any members of the public are invited to attend. Chief Evans will decide how to  
31 deal with traffic. The Journal Opinion will be there and probably the Valley News.

32

## 33 10. Warrants and Minutes

34 **Motion** by Li Shen to accept the regular Selectboard meeting minutes of May 17<sup>th</sup>, 2021, as  
35 edited. **VOTE unanimous (4-0-0)**

36 **Motion** by Mary Bryant to accept the warrants as presented. **VOTE unanimous (4-0-0)**

37

## 38 11. Adjourn

39 **Motion** by Steve Tofel to adjourn the regular Selectboard meeting at 8:42 PM. **VOTE**  
40 **unanimous (4-0-0)**