



Town of Thetford Vermont

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

Selectboard Special Meeting Minutes

Thetford Town Offices

(w/Virtual Attendance Option)

Monday, July 12, 2021 7:00pm

Selectboard members present: Sharon Harkay (Chair), Li Shen (Vice-Chair), Steve Tofel

Selectboard members absent: Mary Bryant, Nick Clark

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

Meeting room participants: Melissa Krzal, David Goodrich, Jean Gerber

Zoom participants: Town Manager Bryan Gazda

Sharon Harkay called the meeting to order at 7:05 pm.

1) Agenda Review

No adjustments to the agenda.

2) Town Manager Report – Bryan Gazda

i) Update on Route 132

Bryan said he has had two project meetings with the project contractor and engineer. The project is proceeding well, although there were some issues due to the rains on July 2nd and 3rd. Every Friday they will be grading the roads so they will be passable for the weekends. Additional signage has been added because the road is in rough condition. Their first progress report is in the packet and Bryan expects to be getting those reports every couple of weeks. The reports will be made available to the public on the website.

ii) New Hires & Open Positions

Bryan welcomed Brian Sawyer as a new crew member on the Department of Public Works. There was a candidate for the second open position, but they withdrew their application. We are still soliciting actively for the Zoning Administrator. Diane Osgood is willing to work with us through the transition.

iii) Post Mills Dangerous Building Update

Bryan said the property owner is still trying to figure out what he wants to do with the building. The lot has been cleaned up, posted and some work has been done on the interior during the last few years. He is considering options for putting another building up. He knows he is on a very short timeline to work with us.

iv) Treasure Island Criteria for Weather Related Closures

Bryan said if the weather appears to be inclement, the primary resource to check is the Treasure Island Facebook page (<https://www.facebook.com/treasureislandthetford>) The staff will always be prepared to open up every day and then based on the weather and attendance, a decision will be made about closing. People can also call Bryan at his office in Town Hall.

v) FEMA Reimbursement Update

Bryan said that 2 weeks ago he was contacted by the state representatives who said FEMA was looking for additional information which had been submitted in April, so hopefully they do have everything they need to keep us moving forward.

vi) Union Village Dam Tour



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vii) Bryan said he had the opportunity to take a tour of the Union Village dam. It was very interesting to get inside of the building and look at the dam works and the gates. The equipment is old, but well maintained and in good shape.

viii) **Town Hall Energy Audit Presentation**

Geoff Martin, and people from EEI Service Company did a preliminary energy audit of Town Hall in February or early March, and Bryan has received a report of their findings. This will be discussed at the August 23 Selectboard meeting, as Bryan has asked them to make some adjustments to the report.

ix) **Town Hall Wi-Fi License Extension**

The license for the internet hot spot at Town Hall expired. Tracy contacted the company that supports the hot spot, and the license has been extended at no cost for an additional 5 years, ending in 2026.

Sharon asked about the open position of the Lister's clerk. Bryan said he is currently looking to combine the two positions. He spoke with Janet Stowell, who said the Grand List is in good shape, and Bryan said he feels no urgent need to fill that position.

Steve Tofel asked if the combined position that was posted included the salary for the Lister's clerk and the Zoning Administrator. Bryan said he is not going to break up the salary for the 2 positions, it will be the same for both.

Sharon asked about the timeline for the dangerous building in Post Mills, and if the property owner had been given any kind of date. Bryan said he has had several conversations with the property owner, and he has given him a 30-day warning.

3) **Public Comment**

Melissa Krzal expressed concerns about an email from Stuart Roger, NEPBA Local 403 President to the Selectboard Chair, which Melissa received after requesting public records. Melissa also addressed the Selectboard about the pending vacancies in the Lister's office, and the Timothy Frost building. (See addendum to these minutes.)

Melissa said she would like a breakdown of attorney fees for the top three issues and the amount we have spent already.

4) **Re-Ratification of Department of Public Works (DPW) Contract**

Sharon Harkay said during the last meeting the Selectboard voted to approve the DPW contract, noting there were some minor changes that needed to be made. There are just 2 minor things that still needed to be fixed, on page 9, the word "shill" needs to be changed to "shall", and on page 19, step 4, within the commas still needs to be clarified.

Motion by Sharon Harkay to ratify the contract for the Department of Public Works through December 31st, 2025. **VOTE unanimous (3-0-0)**

5) **Stowell Road Bridge Grant Agreement**

Bryan Gazda said the grant is approximately \$150,000 with a 10% match, and they have until September of 2022 to complete the project.

Li asked if the 10% match could be done in kind.

Bryan recommended against that.

Motion by Sharon Harkay to accept the VTrans grant for the Stowell Road bridge, to authorize the 10% match, and to authorize the Town Manager to sign the grant agreement and any other documentation for the grant. **VOTE unanimous (3-0-0)**



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6) Anticipated Vote for Tax Anticipation Note

Tracy Borst said it is typical for the town to seek a tax anticipation note each year. This year the note would be for \$600,000 with a 2.7% interest rate. These are typically paid in early October as tax money comes in.

Motion by Li Shen to approve the Tax Anticipation Note of \$600,000 and disbursements may be requested by the treasurer or assistant treasurer. **VOTE unanimous (3-0-0)**

7) Discussion of Mobile Radar/Driver Feedback Signs

Sharon said the Town Manager was asked to work with Police Chief Evans on getting information, including pricing, for driver feedback signs. Information is in the packet. Chief Evans spoke to the advantages and disadvantages of the various types of signs. He said speeding complaints pop-up all over town but tend to be in the villages. There are five or six active motor vehicle complaints that they try to focus on periodically throughout the day, which means they can't be very effective at having a constant presence with one person on duty.

There was discussion about using mounted signs versus mobile signs.

Chief Evans said there are some versions that will allow you to capture more data than just speed, such as the type of vehicle that passes by. Bryan Gazda said the signs with more robust statistical data would be beneficial for how we maintain our roads.

There was discussion about solar powered signs.

As there is currently no budget for the signs, the Selectboard did not take action, but thanked Chief Evans for the information.

8) Repairs to Class 4 Road – Request to Make Repairs

Sharon Harkay said that David Goodrich has requested permission to do repairs to the Class 4 section of Whippoorwill Road. Jean Gerber, who lives on that section of road, said it is particularly difficult to drive in the springtime. David explained that when the road gets soft, it ends up with a big “W”, which can cause damage to the undercarriage on a car. David said he would like to re-level the road and bring in some fill. David said his plan is to bring in processed crushed gravel, do some ditching and tree cuttings. David said he has done this type of work before.

Motion by Steve Tofel to approve David Goodrich's plan for the improvement of the class 4 section of whippoorwill road. **(VOTE unanimous 3-0-0)**

9) Warrants and Minutes

Motion by Sharon Harkay to approve the regular Selectboard meeting minutes from June 21st, 2021 as amended. **VOTE unanimous (3-0-0)**

10) Adjourn

Motion by Steve Tofel to adjourn the Selectboard meeting at 8:19 pm. **VOTE unanimous (3-0-0)**