



# 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, December 19, 2022 7:00 PM

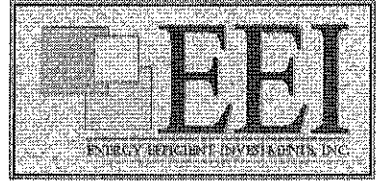
To connect to Zoom via computer: <https://us02web.zoom.us/j/89080661986>

To connect via phone only: +1 (646) 558 8656 | Meeting ID: 890 8066 1986

7:00 PM – Call to Order

1. Agenda Review
2. Notes from the Selectboard Chair
3. Town Manager Report – Bryan Gazda
  1. Stowell Road Bridge Update
  2. AT&T Cell Tower Update
4. Public Comment
5. Review of Proposal from EEI with Erica Ko and Eric Lafayette
6. Possible Appointment to the Conservation Commission
7. Discussion of the Jackson Brook Road Research by Sharon Harkay and Next Steps
8. Consideration to Grant Authority to the Town Manager for Underground Utility Lines and Review of Request
9. Review of DRAFT Pedestrian Bridge Letter to Kevin Geiger
10. Warrants and Minutes
11. Anticipated Executive Session to Discuss the Evaluation/Discipline/Dismissal of a Public Officer per 1 V.S.A. §313(a)(3)(4) and discuss Department of Public Works Contractual Agreement Concerning Health Benefits per 1 V.S.A. § 313(a)(1).
12. Adjourn

F



# **Energy Improvement Budget Proposal**

Between

**Energy Efficient Investments Inc.**

And

**Town of Thetford**



Date: 9.8.22 **UPDATED 12.1.22**

### **Project Highlights**

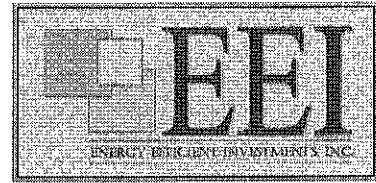
1. All electric heating & cooling system utilizing the most advanced heat pump technology (equipment to be mfg. by Daiken or Mitsubishi)
  - a. Operating temperatures down to -14 degrees F
  - b. Back up resistance heat for the ERV & strip heating in the basement
2. Eliminates use of fossil fuels as the main heating source. A new LP fired furnace would be installed in the mechanical room to work as both a ventilation/air change over unit and backup heat.
3. Energy recovery ventilation – heat transfer between building exhaust and outside air required for ventilation
4. Individual room zoning for precise occupant comfort

### **Scope of Work: Electric & HVAC**

1. Remove and dispose of existing gas fired furnaces.
2. Install new multi-head heat pump system or heat pump furnaces complete with ground mounted condensers, wall mounted evaporators or heat pump furnaces, and line sets to run concealed above false ceiling.
3. Includes new 200-amp sub-panel to be dedicated to the new VRF system.
4. Includes reusing the existing backup generator & emergency power panel.
5. Includes wall mounted wireless control system (handheld remote w/ wall bracket)
6. Includes all required patching and painting to match existing finishes
  - a. Refrigerant piping to run exposed will be encased in "line hide"
7. Includes 1-year parts and labor warranty
8. Includes all required drawings & permits required by the State of Vermont

### **General Notes:**

1. Approximately 1 month duration from start to finish
2. Propose doing work during the spring or fall, during shoulder season
3. Work to occur during normal working hours
4. Project is subject to review with State Fire Marshall
5. Includes Davis Bacon Wage Rates
6. This project excludes DDC & Web based controls



**Summary:**

**Thetford Town Hall**

Schedule of Values

	9.8.22	12.1.22	
General Conditions & Site Management	\$17,630	\$17,630	
Drawings & Design	\$13,920	\$13,920	
Site Work & Pads	\$3,600	\$3,600	
Mechanical	\$142,000	\$145,477	
Electrical	\$28,500	\$57,880	
Drywall & Paint	\$6,120	\$6,200	
P&P Bond	\$3,260	\$3,260	
Permits	\$3,019	\$3,019	
Warranty	\$4,166	\$4,166	
Contingency (Cost & Project Timing)*	\$5,000	\$5,000	
<b>Total Budgeted Costs</b>	<b>\$227,215</b>	<b>\$257,133</b>	
<b>Owner Contingency (10%)</b>	<b>\$22,722</b>	<b>\$0.00</b>	
<b>Total Town Budget</b>	<b>\$249,937</b>	<b>\$257,133</b>	
		<b>\$6,500</b>	<b>*Added Heat Pump HW Heater</b>
		<b>\$263,633</b>	<b>Total Town Budget w/ Heat Pump HW heater</b>

**\* Contractor contingency can be used at EEI’s discretion in order to cover unforeseen conditions. It is part of the contract and schedule of values and will be billed against if needed. If unused during the project, the contingency will be split (50/50) with the owner and credited using a change order.**

**\*\* Owners contingency is not part of the contract or schedule of values but should be retained by the owner in case unforeseen conditions beyond the contractor contingencies occurs. Owner contingency can only be billed via a change order to the original contract and would need authorization from the town prior to occurring.**

**Per the response to the original RFP, EEI has generated the following schedule of values based on a cost + fee, open book, pricing structure. Subcontractors, project costs and site supervision (direct costs) will be marked up 19%, which is a 11% discount to what we agreed upon in our RFP response.**

- Total budgeted costs is for a turn-key solution and includes all drawings, permits, bonds & workmanship for a complete and operable HVAC system.



- Total budgeted energy savings of \$2,500/year. Savings budget is based on LP @ 3.76/gallon & Electrical .175 kwh.

**Process:**

1. If Thetford approves the budget, EEI will develop engineered stamped drawings and will put the project out for final pricing. Once final pricing is received, it will be reviewed w/ the town and a contract will be signed based on the final drawings and the final lump sum price.

**Schedule:**

Work to occur during the "shoulder season" – Fall of 2022

1. Final drawings 11-1-22
2. Contractor Pricing 11-15-22
3. Signed Contract w/ Thetford: 11-30-2022 **12-15-2022**
4. Project Start 12-15-22 **1-15-2023**
5. Substantial Completion 2-1-2023 **6-1-2023**

To the members of the Selectboard,

The conservation commission strongly supports Janet Dowell as a new member of the commission. She has attended many meetings and walks through the summer and fall as a guest. She has demonstrated in many ways her commitment to be an active and engaged member of our group. She has a strong background in conservation. She is working with David Paganelli on land management on her own property and becoming more informed about management techniques. We think she will be a valuable addition to the group and sees the commitment to be at least a 5 year commitment which would allow her to complete Katy's term and continue on to complete her own four year term. Feel free to contact me if you have any further questions.

Thanks,

Jim McCracken

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**From:** Janet D <sendjanet@yahoo.com> on behalf of Janet D  
**Sent:** Tuesday, December 06, 2022 7:45 AM  
**To:** selectboard@thetfordvt.gov  
**Cc:** mbetts@thetfordvt.gov; Jim McCracken  
**Subject:** application to join Conservation Commission

**Categories:** Selectboard, Follow Up

To: Town of Thetford Selectboard Members  
From: Janet Dowell

I'm writing to express my interest in joining the Thetford Conservation Commission. I have been regularly attending Commission meetings since July and am becoming familiar with the projects and goals. If accepted, I will be taking the position previously filled by Katy Milligan.

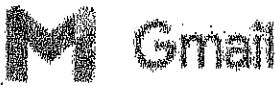
I have an ardent interest in conservation, and I've been a long-time volunteer & financial supporter for a variety of local and national conservation and land restoration organizations and efforts. I believe Vermont will continue to face population and development pressure in the years ahead, and that the best protection for the wildlife and biodiversity here is for solutions to be generated and carried out on the local and regional level.

My husband and I are recent arrivals to Vermont and are currently eyeball-deep in restoring and remodeling our 100-yo farmhouse. Our daughter attends Thetford Academy and our son is working in Boston. I am a practicing permaculturalist, dedicated naturalist, and armchair soil scientist, and am actively planning a restoration of several acres around our home. I don't remember what it was like to have free time, but I believe yoga, cooking, and reading were/are favorite hobbies.

Please let me know if you have any further questions.

Best regards,

Janet Dowell



Sharon Harkay &lt;sharkay@thetfordvt.gov&gt;

## Contesting the Jackson Brook Road extension

4 messages

Carolyn Enz Hack <cenzhack@gmail.com> Mon, Nov 28, 2022 at 12:55 PM  
 To: selectboard@thetfordvt.gov, Bryan Gazda <bgazda@thetfordvt.gov>  
 Cc: Garrett Hack <abundance.farm.vt@gmail.com>, "D. R. Mani" <dr.d.r.mani@gmail.com>, Lakshmi Kaja <lakshmi.kaja@gmail.com>, Christopher Watts <cpwatts@gmail.com>, Renata Watts <renata.f.watts@gmail.com>

To the Town of Thetford Selectboard,

The Hack and Watts families believe that the Town has not proven that the class 4 portion of Jackson Brook Road (town road #26) reaches the Mani property.

Selectboard approval of changes to Jackson Brook Road at the November 7, 2022, meeting was flawed and contrary to over 80 years of road history. Easily obtained documents with supporting information were misrepresented or left out, leaving us to conclude that the town did not make a good faith effort in searching out the truth. The town is taking our private property and conveying legal rights to another party, and setting a bad precedent. If the reclassification of this part of Jackson Brook Road goes through, it means that the town can, at any time if chooses and with no regard for the rights of property owners, reclaim land from roads thrown up and privatized by the state in the distant past. This is the reason why the State of Vermont expended so much time and money to make precise maps of officially recognized roads.

Every VTrans and historical road map, dating as far back as 1941, is consistent that Jackson Brook Road measures .52 miles and falls approximately 450' short of the Mani property. No documents so far presented have proven otherwise. Below we outline and contest the process and documentation presented at the meeting.

The handling of this matter has run counter to every expectation of due process and has unnecessarily strained relationships. We have never wavered from our desire to be good neighbors with the Mani family and communicated to them right from the beginning that we would grant a limited right of way for access to their future home. The offer remains open.

Respectfully,

The Hacks and Watts

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### Due Process

The process that resulted in the decision to extend the class 4 portion of Jackson Brook Road was flawed, opaque, and partial.

Access to the property was assumed; permits for development of the parcel as well as the road leading to it were granted before a legal right to access to the Mani property (which we made clear to them is contested) was established. In addition:

- 1) We were not notified of issued permits or the November 7, 2022 meeting,
- 2) The materials the town manager prepared for the meeting were not shared with us beforehand, and
- 3) We were not given opportunity to seek independent counsel on a material proposed change to our private property.

### Historic and VTrans Maps (see Appendix 1 below)

On historic as well as VTrans maps, Jackson Brook Road or town road #26 measures:

- 1931 — .3 miles
  - 1941 — .52 miles, ending at a building long gone
  - 1964 — .21 miles, with a further short section marked "pent" or gated
  - 1973 — .52 miles, class 3 .24 miles long, class 4 .28 miles long
- Every subsequent map to the present states this same information

The town road crew's measurements and the state road survey are specific and current documents. The fact that one is



based on the other confirms that fact.

Moreover, when the town researched ancient roads as the state required for "Ancient Roads" sunset on July 1, 2015, there was no revision made to road #26. If there were, VTrans would reflect this change.

#### Herzenberg Survey (the Ken LeClair Survey)

While the Herzenberg survey, which was drawn up to convey land and nothing more, states that a future Hack boundary follows "stone walls and existing road", it also clearly states the distance of the class 3 road (.24 miles) and class 4 (.28 miles) on the lower left hand side (just above where WENDY COLE is hand-written on the copy sent for the November 7th meeting info packet), reflecting the VTrans map of 1973. Nothing further on the survey or deed qualifies the road as anything other than that, a road.

And whereas the language in the Hack deed states that the first reference point is "Beginning at a point on the easterly side of an existing town road..." it does not specify or qualify the road, that is, it does not read "along the existing class 4 road." When a town discontinues a road it is absorbed by the abutting properties, as per state custom.

#### Town records, book 19, page 189 from 1858 (see Appendix 2 below)

Despite prominent reference in the packet and meeting, this handwritten page (transcribed and included) has no relevance to the issue because it:

- 1) Is superseded by later road maps.
- 2) Says nothing specific about road #26, only that it is about an ancient road in Rice's Mills.
- 3) Is obscure — essentially describing a road that follows trees and buildings long gone.

#### Margaret Jacobs Legal Opinion

The correspondence from lawyer Jacobs included in the packet does nothing to prove the status of the road. Arguing that because the survey says along an "existing" road automatically makes said road a class 4 road shows us that she may not have fully understood the meaning of the document and did not perform diligence on available maps. We would be curious to see the full correspondence between the town manager and lawyer Jacobs, as well as being informed of the content of conversations between the Town Manager and Northwoods Excavation.

#### Belle Crowley Survey

One further item that the town manager gave us was a survey of the Belle Crowley property, two parcels and about 1/3 mile away from the section of road #26 in question. A boundary road is noted: "old town road (discontinued)". This has no relevance to the issue and is far from the disputed section.

#### APPENDIX 1: MAPS

All of these maps are from the VTrans historic maps archives. You have already seen the 1973 VTrans map (in meeting packets). Every map to the present day follows that map.

#### **1931, the earliest road map available**

**Jackson Brook Road (Town road #26) — 3 miles long**

# Jackson Brook Road Research Report

Dec. 2022 by Harkay

## Length of Road Owned by Thetford

- 1858 Thetford SB discontinued part of the class 4 section of the road, stake no longer there, no survey map found, but Janet Stowell\* believes Thetford still owns to what is now the Mani's property (old Clark's property line) according to the town tax map and the recording document that notes the discontinuance starts "near the north line of John Fressell's land.
- 1941 Town map says the Town owns 0.52 miles.
- 1979 Subdivision survey map shows Town ownership of 0.52 miles, but with the road continuing to what is the Mani's property.
- 2014 CAI Technologies map says it is 0.3 miles to Hack's property boundary from Rt. 132, not 0.24 (and the Town's turn around is 0.35).
- 2020 VTrans map shows the Town owns 0.52 miles.
- 2021 CAI Technologies map shows Town's portion of JB road going to the Mani's property.

## Measuring the Road

- MaryEllen Parkman measured 0.52 and got to a little passed the Hack's log landing.
  - The Thetford DPW crew measured 3 times and got to about 5 feet beyond Parkman's mark.
  - David Goodrich and Sharon Harkay measured from 0.52 to the further pin marking the Mani's property boundary and got 516 feet (0.098 miles).
  - Bryan Gazda used GIS to calculate and got only 307 feet short of the Mani's property.
- Note: The portion beyond the 0.52 mark is the part of the road that is being contested.

## 1979 Subdivision and Hack's Property Deed

- The survey map clearly shows the road extending to the Mani's property.
- The Hack's property deed states "Said parcel ....beginning at a point on the easterly side of an existing Town road bordered by a stone wall and proceeding in a generally northerly direction along the easterly boundary of said road 1,700 feet, more or les, to appoint; thence turning...."

## VT State Statute and Act 178

Title 19: Highways

Chapter 3: Town Highways

### **Subsection 301. Definitions**

As used in this chapter: (1) "Discontinued highway" means a previously designated class 1,2,3, or 4 town highways as to which, through the process of discontinuance all rights have been reconveyed to the adjoining landowners.

Chapter 007

Subchapter 002

### **Subsection 710. Survey or order of discontinuance**

...(the selectmen) shall cause the highway to be surveyed in accordance with the provisions of section 33 of this title if the highway right-of-way cannot be determined and shall place suitable monuments to properly mark the bounds of the survey. If they decide to discontinue a highway, the discontinuance shall be in writing setting forth a completed description of the highway.

**Subsection 717. Evidence of highway completion or discontinuance**

(c) A person whose sole means of access to a parcel of land or portion thereof owned by that person is by way of a town highway or unidentified corridor that is subsequently discontinued shall retain a private right-of-way over the former town highway or unidentified corridor for any necessary access to the parcel of land or portion thereof and maintenance of his or her right-of-way. (Added 1999, No. 156....)

Act 178 included a provision regarding access to parcels that could potentially be landlocked due to a discontinuance of a town highway or unidentified corridor. Private rights-of-way would be retained over the previous alignment of the public right-of-way, subject to the provision in 19 V.S.A. subsection 717(c). (See above.)

Thoughts of a local real estate attorney.

- You cannot subdivide without granting access to a parcel of land.
- The Hack's deed clearly states that their property is to the east of the road and this was stated after the 1979 subdivision.

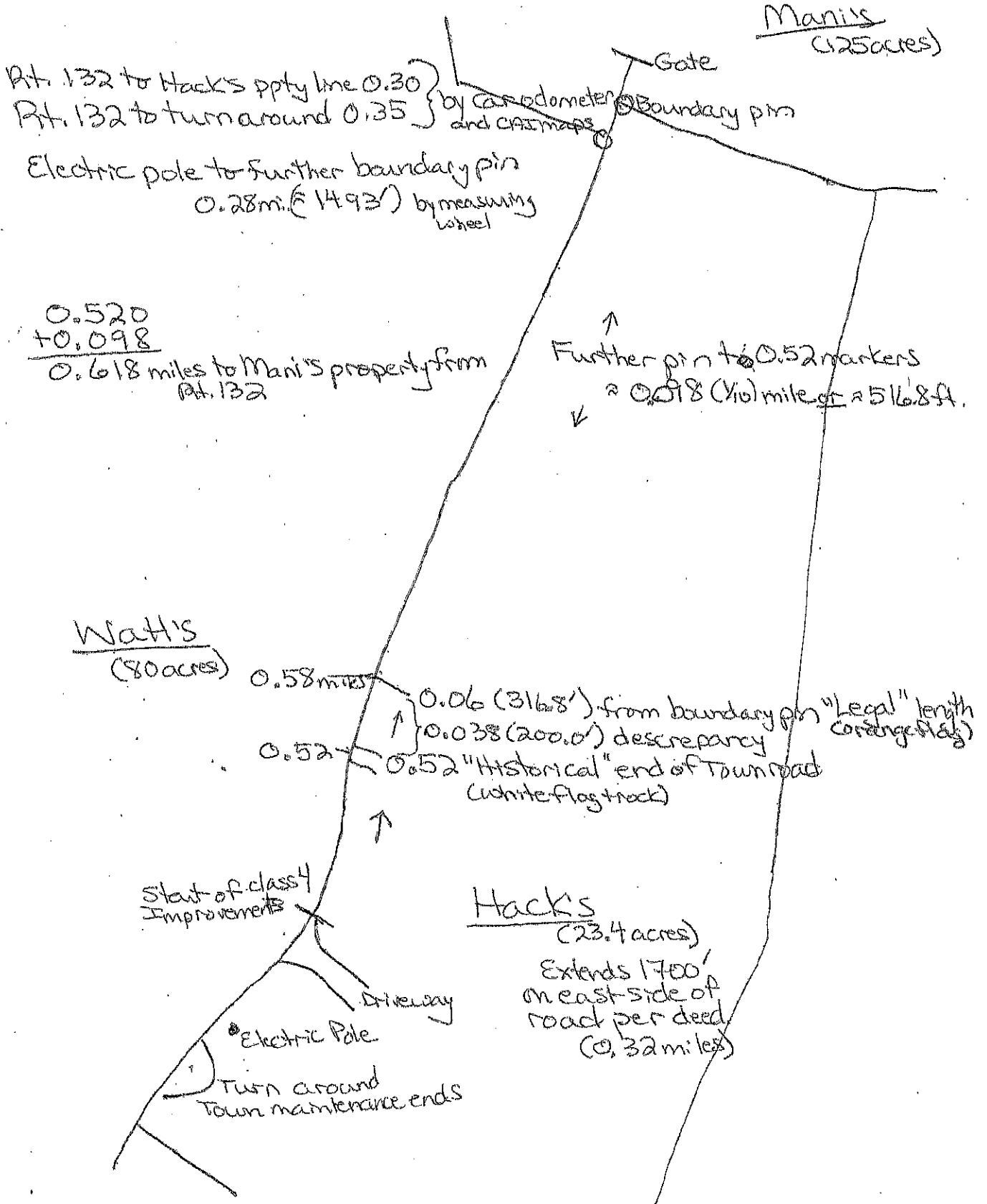
Didn't have success finding the following items:

- A survey map to go with the record of discontinuance from 1858
- A map with John Frissell's property (which is mentioned in the discontinuance)
- A record of who came up with the 0.52 length and what they based that length on
- The 1979 subdivision file with any reference to right-of-ways
- A clear description of of the Watt's property boundary along the road in question
- What the written, legal agreement was that gave Shirley Clark, the previous owner of the Mani property, access to the parcel

\* Janet Stowell is a former long time Thetford lister and an expert on Thetford's historical roads

2022 Drawn by Harkay

Petition to discontinue a section 10/28/1857  
Record of discontinuance - 1/15/1858



Road Discontinuance from Thomas Colby Jr to Rice's Mills Book 19 Page 189

HH Niles and others of the Town of Thetford, To the Hon. County court for the County of Orange. The undersigned commissioners appointed by the Hon. County Court for the County of Orange agreeably to a petition of HH Niles and others freeholders of the Town of Thetford In Orange County aforesaid presented to the said court at the June term AD 1857.

Setting fourth that a public highway leading from Thomas Colby Jr in said Thetford to Rices Mills so called in Thetford laid out part by commissioners appointed by the County court from changed circumstances Is not necessary or required by the public good or individual convenience and praying said court to appoint commissioners to examine and report in the premises according to the statue in said cases provided having received our commisson from said court and having been sworn, proceeded to the discharge of our duties. The Selectmen of Thetford were notified to answer to the petition (and also those individuals owning and interested in the land through which the road was laid) on the 28<sup>th</sup> day of October 1857 at Thomas Colby Jr dwelling house and on the highway aforesaid. Whereupon after hearing the parties and inspecting said highway and considering the facts and circumstances in the case it's considered by us that the prayer of the petitioners should be granted. The public good not requiring the road and that, that part of the highway aforesaid laid out and surveyed on May 27<sup>th</sup> 1829 by commissioners of roads for said County, described as follows:

Beginning at a stake and in the side of the road near the North line of John Frissell land, thence N27degree, E. 18 rods to the said north line, the same course 6 rods, thence N15 degrees, E. 14 rods to a birch tree, thence N 12 degrees, E. 18 rods, thence N22 degrees E. 25, N1 degrees W 10 rods to a stake, thence N23½ degrees W 6 rods to the old road Thence N8 degrees, E 37rods in Augustus Howards land to an apple tree in the NE corner by the south side of the Jewett land near Stephen Godfrey's barn ?? Should be discontinued meaning to discontinue all the highway leading from near the house of Thomas Colby Jr to 18 rods beyond or Southerly of the north line of land now owned by HH Nile SG Heaton but formally owned by when said road was laid out by John Frissell aforesaid to which point (to wit 18 rods south of the north line of land formally owned by John Frissell) from Sylvester Downers dwelling house said road has been discontinued by the Selectmen of said town of Thetford being that part of the highway aforesaid binding by county commissioner aforesaid and recorded in the records of the town of Thetford Libro 12, Folio 156 & 157.

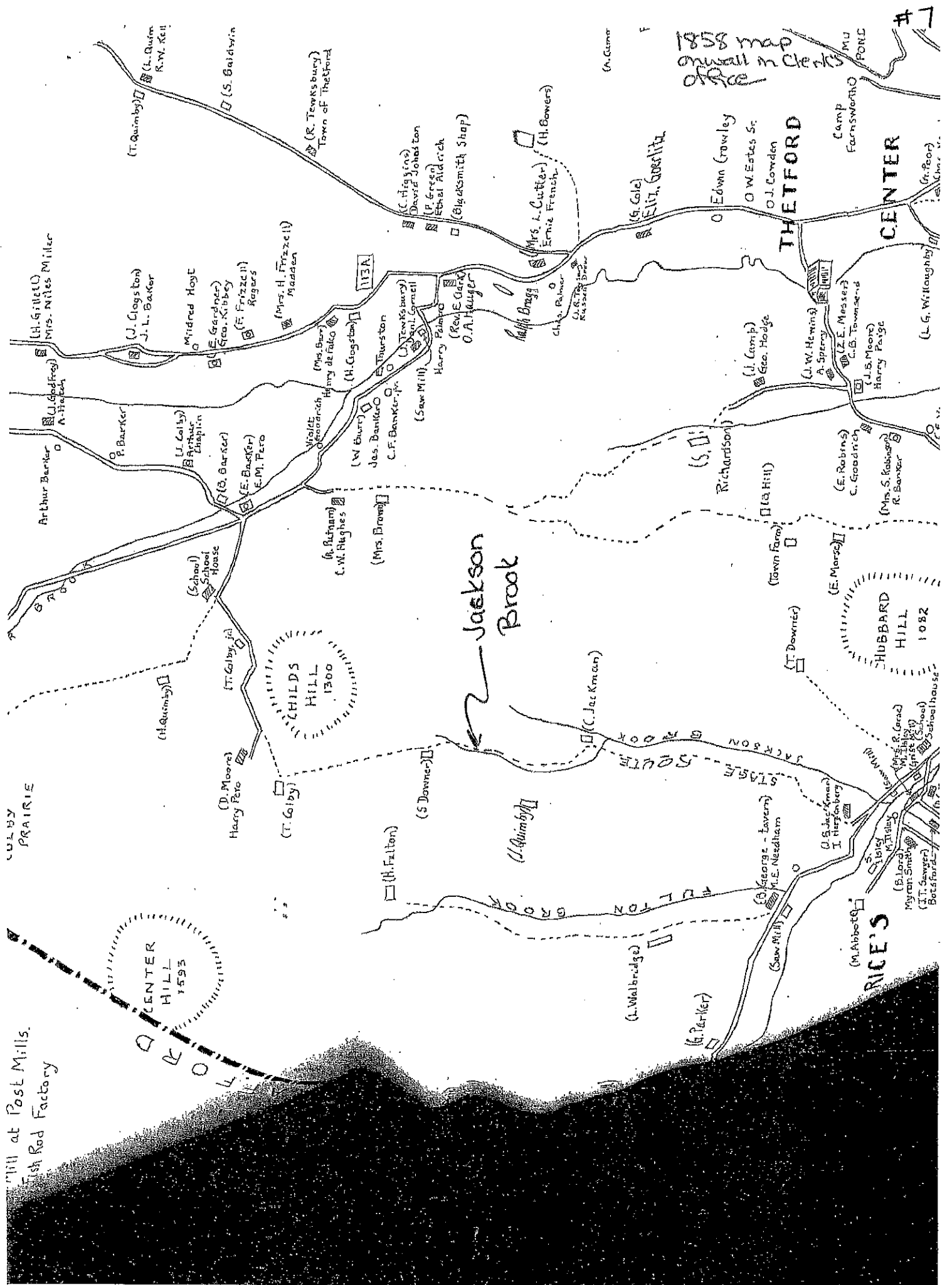
All of which is respectfully submitted, January 4<sup>th</sup> 1858

Joesph Kinball  
Arba Burr                      Commissioners  
David Robinson

Rec<sup>ed</sup> for record at 7 o'clock pm at Thetford Town Clerk's Office Jan 6, 1858

Attest Asa Poor Town Clerk

Mill at Post Mills.  
Fish Rod Factory



1858 map  
on wall in Clerk's  
Office

THEFTORD  
CENTER

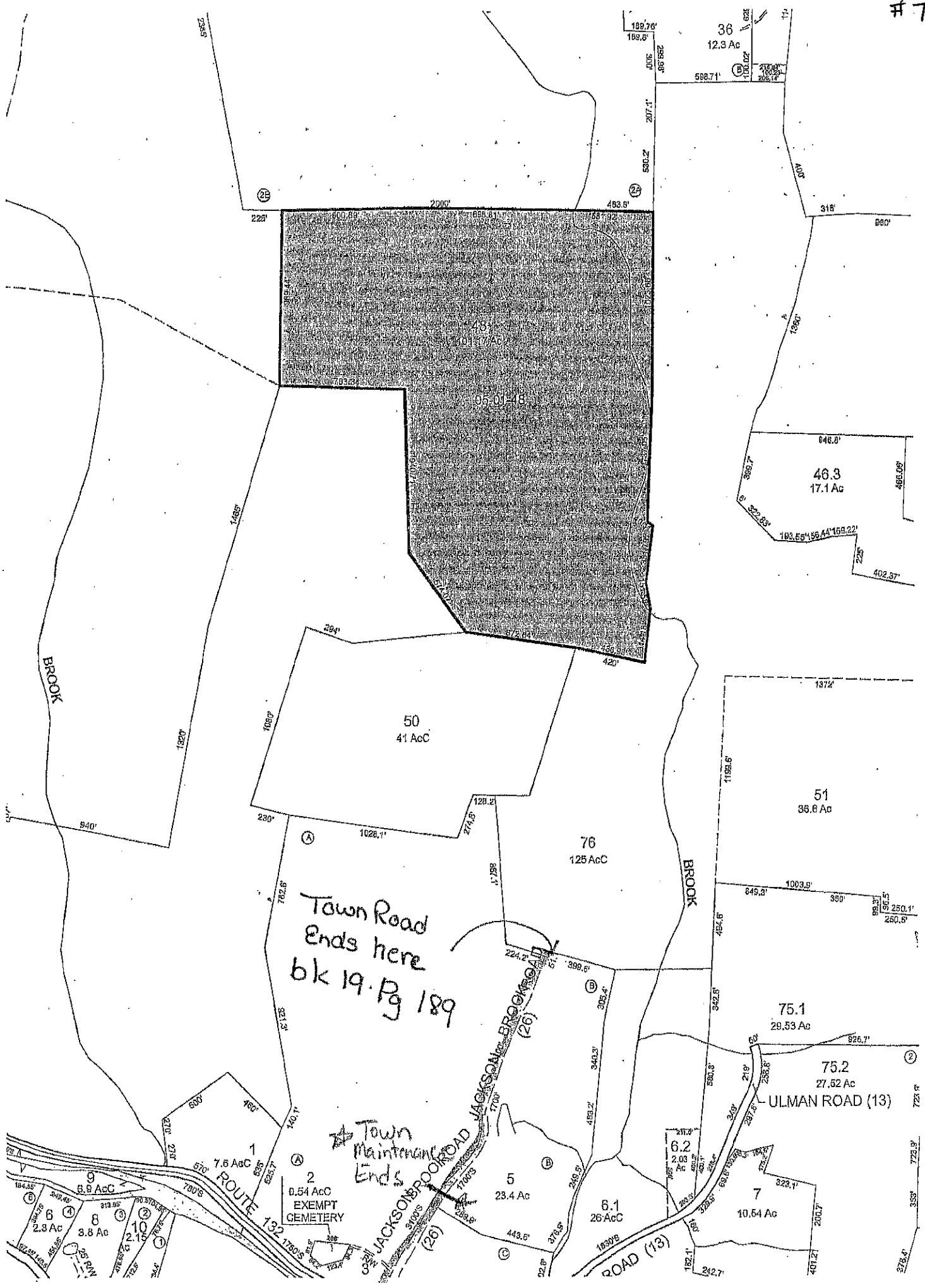
Jackson  
Brook

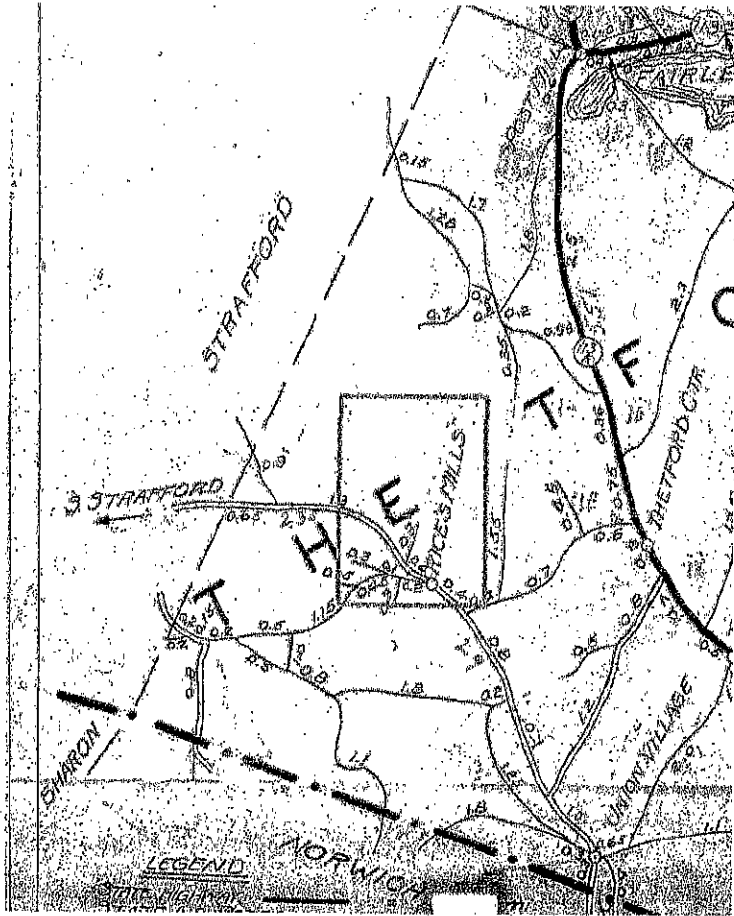
CENTER  
HILL  
1593

CHILD'S  
HILL  
1300

HUBBARD  
HILL  
1082

RICE'S  
HILL





1941

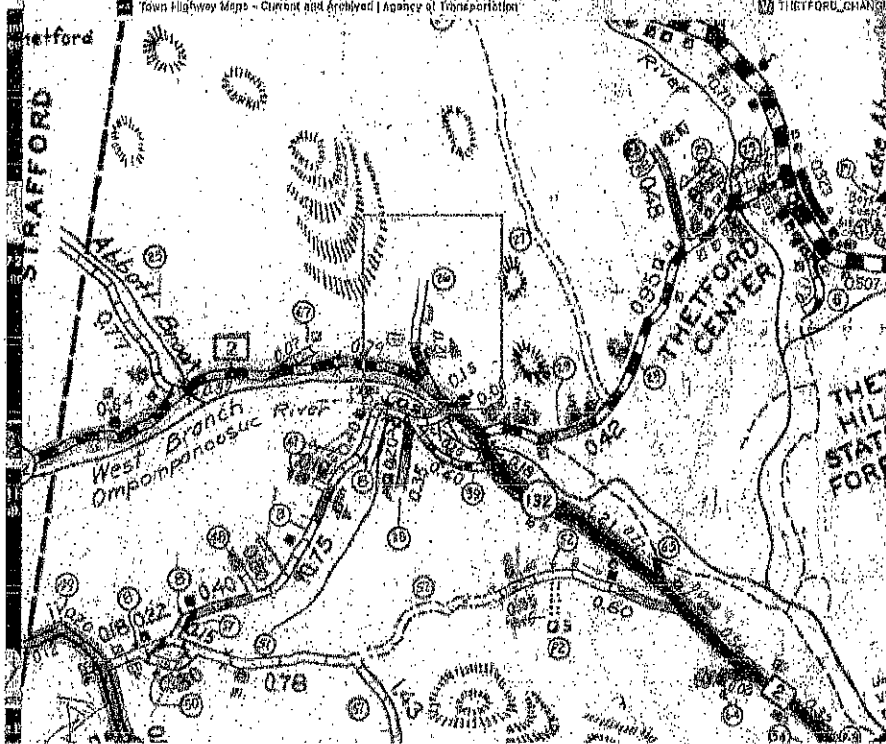
Jackson Brook Road — .52 miles. Notice that the road ends at a building, no longer there.



1964

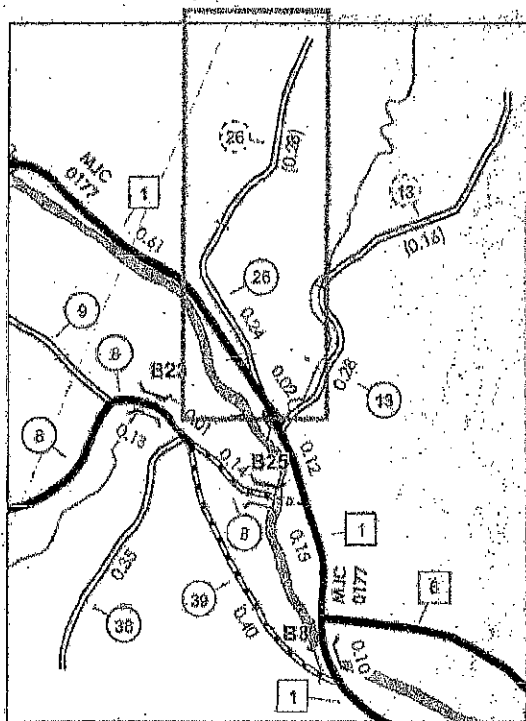


Town road #26 is shown .21 miles long with a short continuation labeled "pent", or closed off road.



2020 VTrans map

Road #26 is shown .24 miles class 3, .28 miles class 4, TOTAL .52 miles



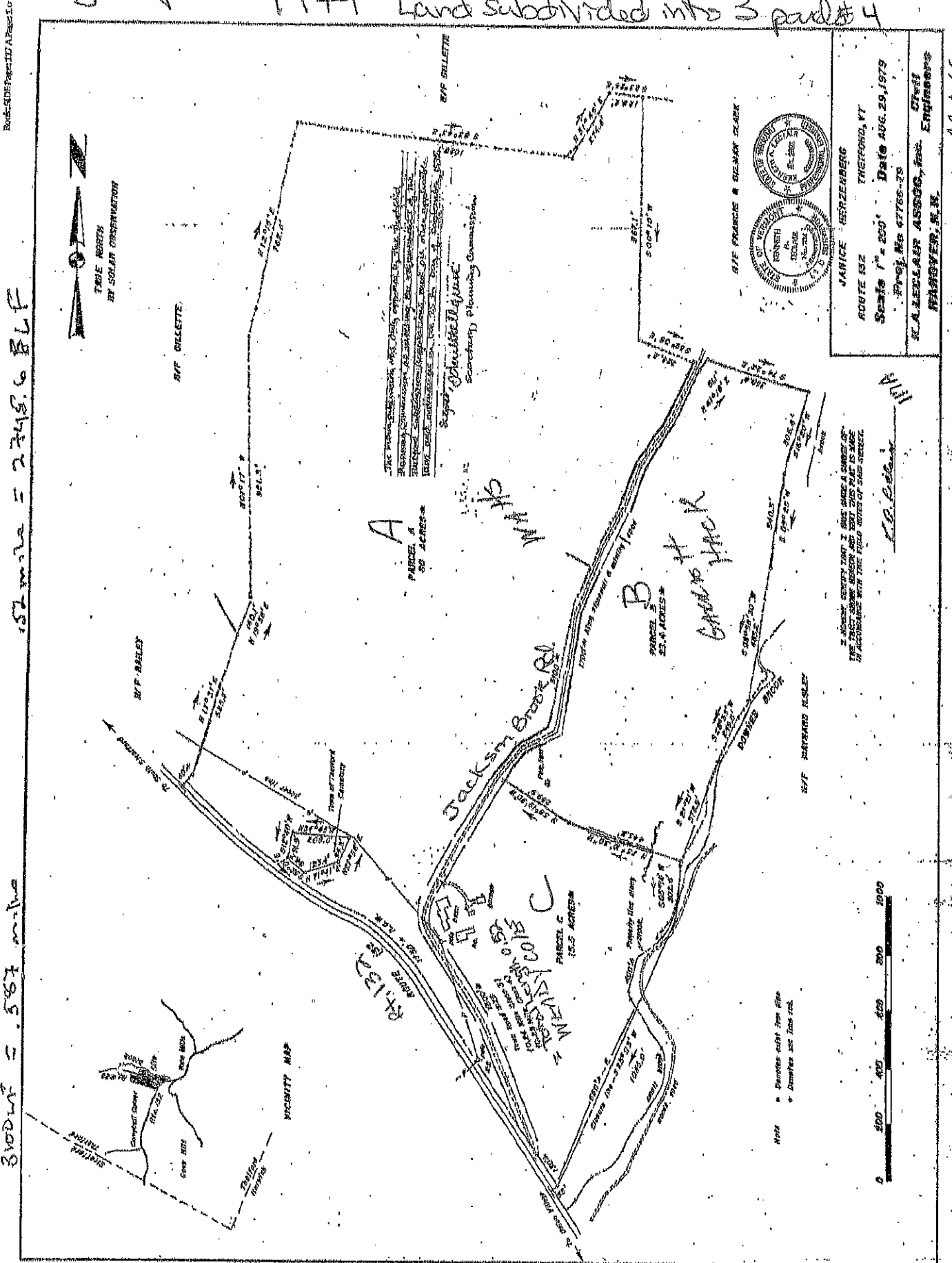
APPENDIX 2: TOWN RECORDS TRANSCRIPT

Survey Map

1979 Land subdivided into 3 parcels # 4

52 miles = 2348.6 BLF

8100 LF = 587 miles

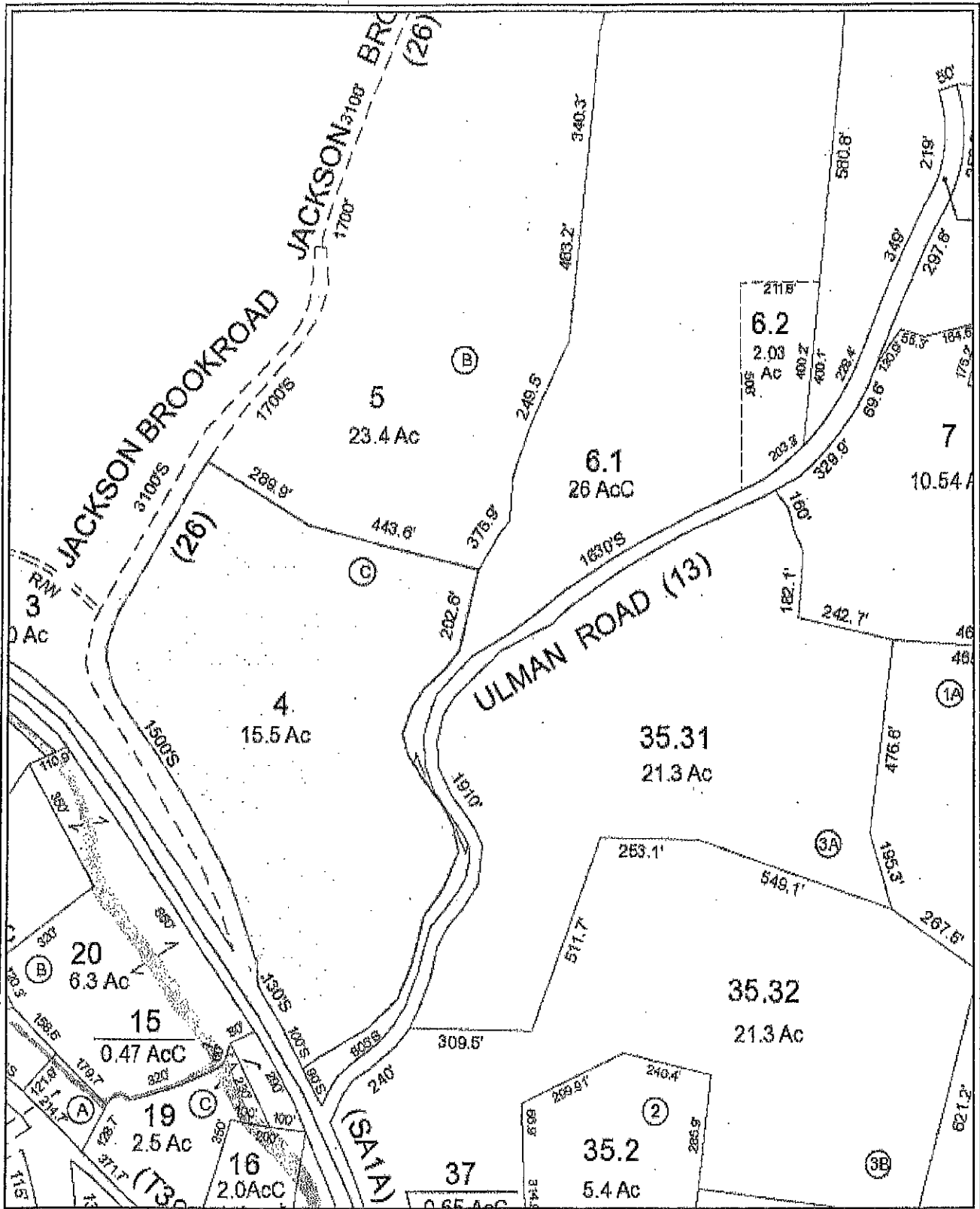


JANICE HERZENBERG  
 TOWN OF TOWN, VT  
 Route 152 Date AUG. 29, 1979  
 Scale 1" = 200' Proj. No. 47765-75  
 KALELLER ASSOC., INC. ENGINEERS  
 HARVER, N.H.

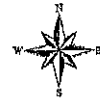
I HEREBY CERTIFY THAT I HAVE MADE A SURVEY OF THE TRACT SHOWN HEREON AND THAT THIS MAP IS MADE IN ACCORDANCE WITH THE FIELD NOTES OF THIS SURVEY.  
 SGT. CHARLES DEJEUX  
 Surveyor

H = Dwelling only from plan  
 D = Dwelling and farm use  
 0 500 1000 2000 3000

2014

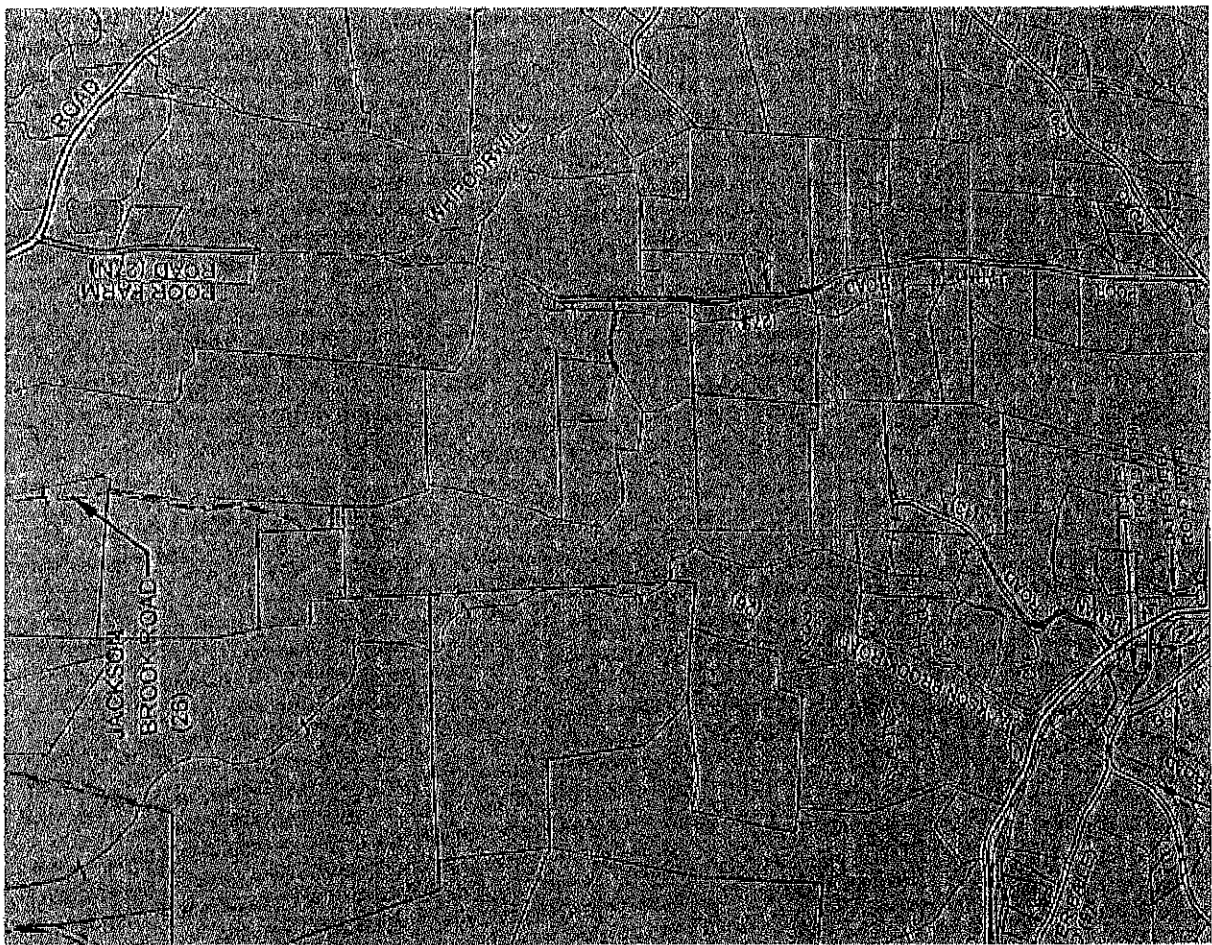


Thetford, VT  
 1 Inch = 338 Feet  
 December 03, 2014



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

2021



2021



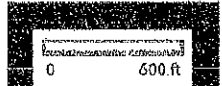
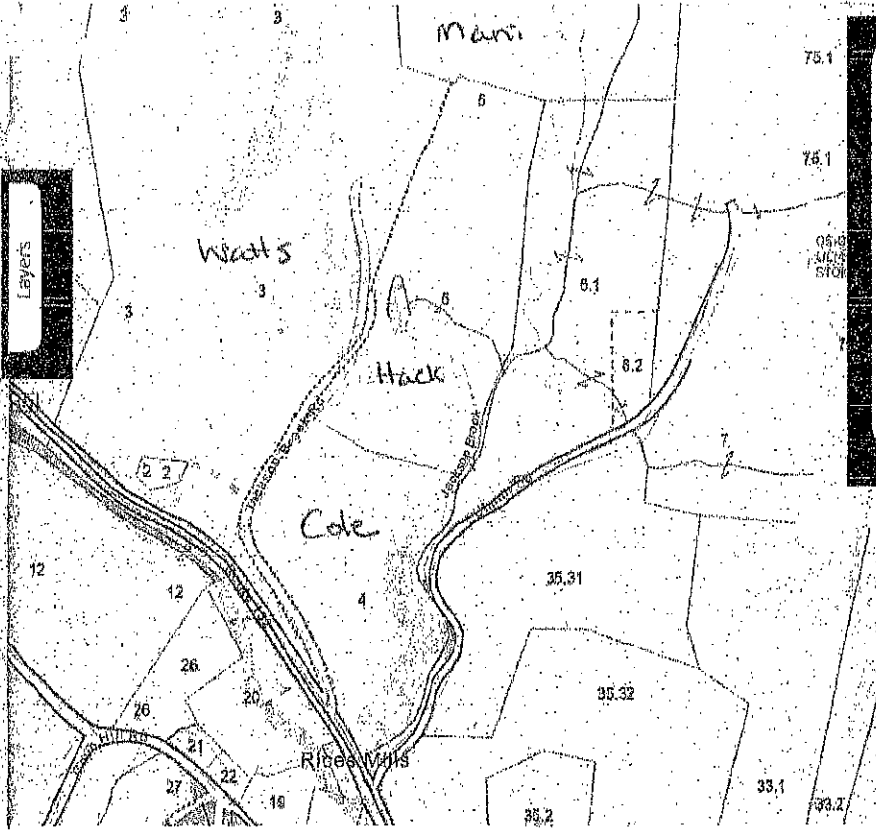
Town of Thetford, VT

men

GIS  
2022

Find Layers

- Public Map
- + Property Map
- + Constraints Map
- + Land Use
- + Natural Features
- + Public Works
- Streets



Class 4 road pbl #4  
on town website  
(2000)

Town of Thetford  
Town Manager's Office

Memorandum

November 2, 2022

To: Town of Thetford Selectboard

Re: Jackson Brook Road Class 4 Improvement Request

former Clark ppty

Enclosed is a request from D.R. Mani to improve approximately 1400 +/- linear feet of the Class 4 section of Jackson Brook Road (see attached map). The Mani's purchased parcel number 05-01-76 (125 acres) and request the existing Class 4 road improvements that ends in the general area of 344 Jackson Brook Road (Hack's property) driveway be improved to their southern property line. The Mani's have engaged Northwoods Excavating to perform this work and will pay for the cost of the improvements. The proposed road improvement map shows the proposed road will be 12 feet wide with three new cross culverts to replace existing culverts. In addition, there will be an underground trench for Green Mountain Power electrical and EC Fiber lines.

Of note, while researching this request, it was discovered there is a potential discrepancy between the historical road map length of Jackson Brook Road (Class 3 and 4) of .52 mile and the legal and zoning/subdivision recorded length of +/- .58 mile. Based on my research, a conversation with former Lister Janet Stowell, who also research this issue, and conversation/emails with the Mani's real estate attorney, Margaret Jacobs, we are of the same opinion the historical road length is not reflective of the legal length of the road. I have included documents and emails from attorney Margaret Jacobs for your review to this fact. In addition, I have contacted Chris Bump at VTrans and will work with VTrans on updating/correcting our road map.

significance of difference?  
~~270~~  
0.06 = 316.8ft  
0.038 = 200.0ft.  
0.098 = 516.8ft.\*  
between where road crew marked historical end of road + further pin (east) marking southern boundary of Mani's ppty. (almost 1/2 of mile)

I look forward to answering any questions you may have on Monday.

\* my house to Schindler's driveway

**From:** Matte, Kevin <[Kevin.Matte@greenmountainpower.com](mailto:Kevin.Matte@greenmountainpower.com)>  
**Sent:** Friday, December 9, 2022 5:53 AM  
**To:** 'Brandon Smith' <[brandon@algerbrook.com](mailto:brandon@algerbrook.com)>; Bryan Gazda <[bgazda@thetfordvt.gov](mailto:bgazda@thetfordvt.gov)>; Mike McCabe <[mike@redkitecandy.com](mailto:mike@redkitecandy.com)>  
**Cc:** Hayes, Alena <[Alena.Hayes@greenmountainpower.com](mailto:Alena.Hayes@greenmountainpower.com)>  
**Subject:** RE: McCabe Drawings ETA and fill spec

HEY ALL, attached is a map of the proposal at the McCabe house project off the end of Picknell road in Thetford. I also attached the spec sheet for the underground trench as well as the general urd installation. Just to summarize the plan is to cross the class IV portion of Picknell road at a 90\* and then continue along the south side of the road going around the head of the culverts and continuing along the south side to where the McCabe driveway starts and here installing a Terminating cabinet for future customer attachments. From here continuing along the McCabe driveway to a padmount transformer to serve the needs of the project. Please reach out with questions or concerns.

Kevin Matte

**Green Mountain Power**

Operations Supervisor

281 Olcott Drive

White River Junction, VT 05001

- Office: 802-295-5132, ext. 6411.

Cell (802) 535-6026

---

**From:** Brandon Smith <[brandon@algerbrook.com](mailto:brandon@algerbrook.com)>  
**Sent:** Thursday, December 8, 2022 2:24 PM  
**To:** Matte, Kevin <[Kevin.Matte@greenmountainpower.com](mailto:Kevin.Matte@greenmountainpower.com)>  
**Subject:** McCabe Drawings ETA and fill spec

Hey Kevin!

Just checking in on a timeline that we could reasonably expect on the drawings for sending to Bryan at the town.

And also, I wasn't running this part of the job when you communicated what's necessary for backfill. Is there sand under the conduit? Is there one spec for inches above primary and a different spec above secondary? Just looking for those figures. And then yes, obviously let me know X inches of concrete above any that can't get the depth. (I assume some kind of backfill to a couple inches above conduit, then X inches of concrete above that.)

Thanks!

Brandon

--

Brandon Smith (he/him)

Project Manager

Alger Brook Design Build - Thetford, VT

[www.algerbrook.com](http://www.algerbrook.com)

Brandon cell: 740-505-0038

Alger Brook office: 802-727-6022



Designer:	kmatt	Designer Tel:	802-535-6026
Town:	Thetford	Digsafe #:	Digsafe##
Date:	12/8/2022	Road Name:	Picknell Road
Project #:	181094	Circuit:	TH-G16
Scale:	1" = 103'	Tel Eng:	Traffic Control: NO
			Billing Code: lineX
Job Title: McCabe Line X			



McCabe primary underground line extension along Picknell road, Thetford  
 All underground cables to be 36" under grade. If depth cannot be reached, it will be encased in concrete. Ditch and conduits to be around the head of the culverts. If it is to be under the culvert it will be encased in concrete.

Primary underground 450' along driveway of McCabe to transformer to feed service to residence

Primary Terminating Cabinet for future and to isolate and troubleshoot

Primary underground 15kv 525' crossing road at 90° then following the road on the south side of Picknell road

last pole on Picknell Rd




## URD - INSTALLATION

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Conduits shall be cleared free of all debris and obstructions prior to cable installation. New conduit installations shall be complete with 500 # minimum tension pull strings installed. Pull ropes shall be of high dielectric, low elasticity design. All primary cables shall be pulled using grips that firmly attach around the cable (Kellems type). Cables shall be fed into the conduit using a suitable guide or feed tube. Cables shall be liberally coated with approved cable lubricant continuously as cable is fed into the conduit. Primary cable pulling tensions shall be limited to 500# for single conductor 1/0 aluminum cable, and 1500# for three single conductor 1/0 aluminum cables. For conductor sizes other than 1/0, consult Distribution Engineering. Cables shall be pulled out of the conduit using an approved device that will maintain a suitable minimum bending radius. The minimum bending radius of 1/0 aluminum 15kV primary cable is: single phase - 18 inches, three phase - 30 inches. The minimum bending radius of 1/0 aluminum 34.5kV primary cable is: single phase - 18 inches, three phase 30 inches. Larger cables may require larger bending radius devices.

All metal conduit that is buried to within 18" of the surface shall be bonded. An approved grounding connector shall be attached either to the steel conduit or sweep or to the standoff bracket and bonded to the pole ground with #4 copper conductor.

	<b>DISTRIBUTION STANDARD</b>	<b>App'd:</b> <i>RJS</i> <b>DATE:</b> 08/12 2110pg1.doc	<b>STANDARD NUMBER</b> <b>2110</b> Page 1
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## URD - INSTALLATION

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All conductors shall be tagged in transformers, manholes, and terminating cabinets designating cable origin and destination.


Damaged cable within a conduit shall be replaced with new cable. Spliced cable shall not be installed in conduit.

Fault Indicators shall normally be used on all primary cables on the load side of terminating cabinets or loop feed padmount transformers. See Standard 1920.



The use of elbow arresters on 34.5 KV urd installations is required at all open points. The use of elbow arresters on 12.5 KV urd installations should be referred to the Operations Engineer. The CU for this is UDLAEM12KV. The use of these elbow arresters should be limited to locations where there is a greater exposure to lightning, such as a hilltop without tree cover or those locations where lightning damage has already occurred.

Drainage is required on all underground conduit systems. If the low point on the system is at the riser, then riser drainage shall be applied as per Std. 2115. If the low point on the system is at a padmount foundation, then drainage shall be applied as per Std. 2130 pg1.

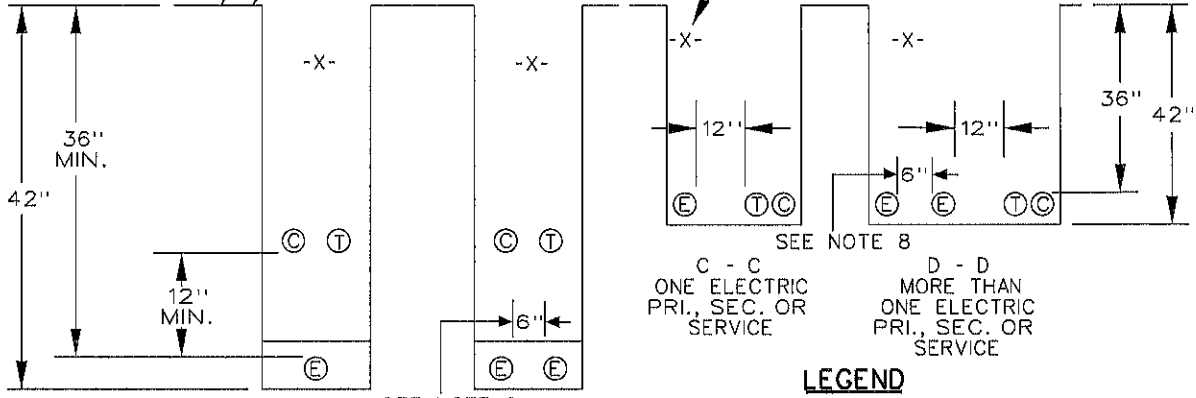
	<b>DISTRIBUTION STANDARD</b>	<u>App'd:</u> <i>RJS</i> <u>DATE:</u> <b>08/12</b> 2110pg2.doc	<u>STANDARD NUMBER</u> <b>2110</b> Page 2
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# TYPICAL TRENCH CROSS-SECTION U.G. CABLE IN CONDUIT

ALTERNATE METHOD FOR  
ELECTRIC & COMMUNICATIONS  
SEPARATION

FINISHED GRADE

ELECTRICAL CABLE MARKING TAPE  
SHALL BE PLACED 8" - 12" BELOW  
FINISHED GRADE  
ABOVE ELECTRICAL CONDUIT(S)



A - A  
ONE ELECTRIC  
PRI., SEC. OR  
SERVICE

B - B  
MORE THAN  
ONE ELECTRIC  
PRI., SEC. OR  
SERVICE

C - C  
ONE ELECTRIC  
PRI., SEC. OR  
SERVICE

D - D  
MORE THAN  
ONE ELECTRIC  
PRI., SEC. OR  
SERVICE

### LEGEND

- (E) CONDUIT(S) FOR ELECTRICAL CABLE
- (T) TELEPHONE CABLE
- (C) TELEVISION CABLE

X- UNDERGROUND ELECTRICAL CABLE MARKING TAPE

### NOTES:

1. ALL TRENCHES AND ELECTRICAL CONDUIT(S) REQUIRE APPROVAL BY AN UTILITY INSPECTOR BEFORE BACKFILLING.
2. ALL TRENCHES SHALL BE A MINIMUM OF 18 INCHES WIDE. THE CONDUIT SHALL BE EMBEDDED IN NATIVE SOIL, THAT WILL PASS A 4 INCH MESH. THIS MATERIAL SHALL BE A MINIMUM OF 4 INCHES THICK ON ALL SIDES OF THE CONDUIT. THE REMAINDER OF THE BACKFILL SHALL BE CLEAN, AND, SHALL NOT CONTAIN ROCKS LARGER THAN 8 INCHES IN ANY DIMENSION. CAREFULLY COMPACT THE FULL DEPTH OF BACKFILL, UNDER TRAVELLED WAYS AND PARKING LOTS. THE MINIMUM DEPTH, UNDER A HIGHWAY, SHALL BE 48 INCHES RATHER THAN 36 INCHES. MOUNDING THE TRENCH, TO PROVIDE THE REQUIRED DEPTH, IS NOT ALLOWED.
3. UNDER THE FOLLOWING CONDITIONS, PVC CONDUIT SHALL BE ENCASED IN A MINIMUM 4 INCH ENVELOPE OF CONCRETE. IF NECESSARY FOR LOGISTICAL REASONS, RIGID STEEL CONDUIT MAY BE SUBSTITUTED FOR CONCRETE ENCASEMENT.
  - A. BROOK CROSSINGS
  - B. CROSSINGS OF WATER, SEWER, AND GAS PIPES. CROSSINGS SHALL BE DONE AT NINETY DEGREES IF POSSIBLE. NORMALLY, THE ELECTRICAL CONDUIT SHALL BE A MINIMUM OF 18 INCHES ABOVE THE PIPE. CAREFULLY COMPACT THE FILL BELOW THE ELECTRICAL CONDUIT. CONCRETE ENCASEMENT IS REQUIRED FOR 10 FEET ON EACH SIDE OF THE PIPE.
  - C. UNDER THE TRAVELLED WAY OF CITY STREETS, AND, UNDER TOWN HIGHWAYS, IF REQUIRED BY THE TOWN. A PIPE SLEEVE, SURROUNDING THE PVC CONDUIT, MAY BE SUBSTITUTED.
  - D. CONDUIT WITHIN 20 FEET OF TANKS CONTAINING FUELS OR SOLVENTS. THESE TANKS MAY BE ABOVE OR BELOW GRADE.
4. TRENCHES SHOULD BE LOCATED 10 FEET FROM ANY STRUCTURE, UNLESS THE CONDUIT IS GOING TO THE STRUCTURE. CONTACT ENGINEERING IF CLOSER APPROACHES ARE NECESSARY.
5. TRENCHES SHOULD BE LOCATED 10 FEET FROM ANY WATER, SEWER, OR GAS PIPE THAT PARALLELS THE CONDUIT. CONTACT ENGINEERING IF CLOSER APPROACHES ARE NECESSARY.
6. COMMUNICATIONS CABLES AND CONDUITS MAY BE LOCATED IN THE SAME TRENCH WITH ELECTRIC CABLES OR CONDUITS. A MINIMUM HORIZONTAL OR VERTICAL SEPARATION OF 12 INCHES IS REQUIRED. ELECTRICAL CONDUITS SHALL BE SEPARATED BY 4 INCHES. THESE DISTANCES ARE MEASURED SURFACE-TO-SURFACE NOT CENTER-TO-CENTER.
7. DEPTHS SHALLOWER THAN 36 INCHES MAY BE ALLOWED WHERE OBSTRUCTIONS SUCH AS LEDGE ARE ENCOUNTERED. ANY PORTION OF THE CONDUIT SHALLOWER THAN 24 INCHES SHALL BE COVERED WITH A MINIMUM 2 INCH CONCRETE CAP. THE CONCRETE SHALL EXTEND DOWN TO THE LEDGE (OBSTRUCTION). IF THE CONDUIT MUST BE WITHIN 12 INCHES OF THE SURFACE IT SHALL BE ENCASED IN A 4 INCH ENVELOPE OF CONCRETE. THE CONCRETE SHALL NOT BE MOUNDED IN SUCH A WAY AS TO BE A TRIPPING HAZARD. RIGID STEEL SHALL NOT BE USED AS A SUBSTITUTE FOR BURIAL DEPTHS SHALLOWER THAN 24 INCHES. EXCEPTION: WHILE CONCRETE ENCASEMENT IS RECOMMENDED FOR CUSTOMER OWNED SHALLOW BURIED CONDUITS, RIGID METAL CONDUIT MAY BE SUBSTITUTED PER NEC TABLE 300-5 (TABLE 300-50 FOR PRIMARY).
8. OPPOSITE SIDE CONDUITS FOR A LOOP FEED PRIMARY URD MUST HAVE ADEQUATE SEPARATION TO PROVIDE THE DESIRED INCREASE IN RELIABILITY. IF THE TWO CONDUITS ARE TO PARALLEL EACH OTHER, THEY SHALL BE SEPARATED BY A MINIMUM OF 2 FT HORIZONTALLY. THE 6 INCH SEPARATION, SHOWN IN SECTION B-B AND D-D WOULD BE INCREASED TO 24 INCHES. THE DEVELOPER SHOULD BE ADVISED OF THE POSSIBILITY OF INSTALLING CONDUIT PER SECTION B-B. ALTERNATIVELY, THEY SHALL BE ENCASED IN CONCRETE WITH THE CONDUITS SEPARATED BY A MINIMUM OF 3 INCHES, AND, THE CONDUITS SHALL BE A MINIMUM OF 4 INCHES FROM THE SURFACE OF THE CONCRETE.



## DISTRIBUTION STANDARD

App'd: *R/S*

DATE: 12/12

STANDARD NUMBER

2125 Page 1

**From:** Garrett Baxter <[gbaxter@vlct.org](mailto:gbaxter@vlct.org)>  
**Sent:** Monday, December 12, 2022 10:50 AM  
**To:** Bryan Gazda <[bgazda@thetfordvt.gov](mailto:bgazda@thetfordvt.gov)>  
**Subject:** RE: MAC Inquiry - Underground Utility Lines

Good morning Bryan,

Ultimately that's up to your Selectboard.

Title 19, Section 1111(c) governs the installation of wires within the highway right-of-way. That particular provision of law states,

*It shall be unlawful to dig up or excavate a trench in a public highway for the purpose of installing pipes or wires without a written permit from the Agency in the case of State highways and the selectboard for town highways. The permit shall include any conditions imposed by the issuing party. All inspection of excavation and backfilling shall be done under the supervision of an agent of either the town or State as the case may be. Failure of any person, corporation, or municipality to perform the work or to restore the highways in a satisfactory and timely manner to the Agency or the town may result in either the Agency or the town completing the work at the expense of the permit holder; provided, however, the Agency or town shall give timely notice to the permit holder of any defects, and the permit holder, upon receipt of notice, shall have a reasonable time in which to repair the defects. The Agency or the selectboard may recover reasonable expenses incurred in this manner in a civil action in the name of the State or town with costs. 19 V.S.A. § 1111(c).*

Title 19, Section 1111 requires all persons to obtain a permit to access a state or town right of way to "develop, construct, regrade or resurface any driveway, entrance or approach, or build a fence or building, or deposit material of any kind within, or to in any way affect the grade of a highway right of way, or obstruct a ditch, culvert or drainage course that drains a highway right of way, or fill or grade the land adjacent to a highway so as to divert the flow of water onto the highway right-of-way." This provision of law also authorizes selectboards to promulgate ordinances, rules and regulations pertaining to the issuance of permits for, among other things, the development, construction, regarding or resurfacing of any driveway, entrance or approach to a town highway. 19 V.S.A. § 1111(b). The provisions of 19 V.S.A. § 1111 and a town's rules and regulations associated with it may be implemented and enforced by either the selectboard, or its designee. "Except for this transportation impact fee authority of the Secretary, the authority given to the Board, the Secretary, and the Attorney General under this section shall also apply to the legislative bodies of towns or their designees." 19 V.S.A. § 1111(a)(1). Any work within a town highway right-of-way without the permission of its selectboard or its designee is prohibited and is a violation of the statute.

The Selectboard therefore would just have to assign you as its designee for this purpose.

I hope that helps. All the best.

Sincerely,

*Garrett A. Baxter*

Garrett Baxter, Esq.  
Senior Staff Attorney, Municipal Assistance Center  
Vermont League of Cities & Towns  
89 Main St. Suite 4, Montpelier, VT 05602  
Phone: (802) 229-9111  
[gbaxter@vlct.org](mailto:gbaxter@vlct.org)  
Pronouns: he, him, his

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-----Bike & pedestrian bridge; Draft letter to Kevin Geiger, senior planner

Dear Kevin,

As you probably know there was a well-attended meeting on Nov 28th at which the NH DOT heard a lot of feedback about the restoration of the 1938 two-span Parker truss bridge between East Thetford and Lyme and the pending 18-month bridge closure for this work.

Among the many complaints from residents on both sides of the river was the perceived danger imposed by the narrow vehicle lanes of the historic bridge, with no space at all along the sides for pedestrians or bicyclists. Pedestrians described having to "flatten" themselves against the side of the bridge to make way for oncoming traffic.

In response to the concerns of town residents, the Thetford Selectboard feels the need to at least explore the idea of a separate pedestrian bridge.

We would like to hear the thoughts of TRORC's road engineer Rita Seto and the opinion of professional planners about this idea and the feasibility of such a structure.

Thanking you for your attention,

Thetford Selectboard



# Town of Thetford Vermont

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

1                                   **Selectboard Regular Meeting \*Draft\* Minutes**  
2                                   **Thetford Town Offices**  
3                                   **(w/Virtual Attendance Option)**  
4                                   Monday, December 5, 2022 7:00 PM

5  
6 Selectboard members present: Sharon Harkay (Chair), Li Shen (Vice-Chair), Mary Bryant,  
7 David Goodrich, Steve Tofel (via Zoom)  
8 Others present: Town Manager Bryan Gazda, Selectboard Assistant Martie Betts

9  
10 Sharon Harkay called the meeting to order at 7:00 PM.

11  
12           **1. Agenda Review**

13 No changes or addition to the agenda.

14  
15           **2. Notes from the Selectboard Chair**

- 16 • The packet includes a meeting schedule for tonight through March 13<sup>th</sup>. There will be 2  
17 extra meetings in December for budget meetings (12/12 and 12/14). Meetings will shift in  
18 January due to holidays.
- 19 • A reminder to candidates that petitions are due on January 30<sup>th</sup>, 2023.
- 20 • Town meeting will be held at Thetford Elementary School. Sharon is asking for anyone  
21 interested in the following to contact her; food sales for snacks and a lunch, teenagers to  
22 provide childcare and someone to sing the National Anthem.
- 23 • The ARPA survey is now on the website and has been posted to the Thetford Listserv and  
24 Facebook, plus there are hard copies at Peabody and Latham Libraries, Town Hall and  
25 the Wells River Savings Bank in East Thetford. The deadline to take the petition is  
26 January 15<sup>th</sup>, 2023.

27  
28           **3. Town Manager Report – Bryan Gazda**

- 29 1) Stacy Barton is stepping down as Chair of the Recreation Advisory Council. Bryan  
30 thanked Stacy for her work and has been in contact with the council to see if they have an  
31 internal candidate.
- 32 2) Bryan received a report from Stantec on Latham Road and the project came in  
33 \$81,000.00 under budget. That makes 2 projects in a row under budget and on time, for a  
34 total savings of \$195,000.00.
- 35 3) The budget will be sent to the Selectboard by Thursday or Friday morning at the latest in  
36 PDF format, so they can review it before next Monday’s special meeting.

37  
38           **4. Public Comment**

39 No public comment.

40  
41           **5. Appointment of Weston Martin to the Joint Thetford Energy Committee**

42 **Motion** by Mary Bryant to appoint Weston Martin to the Joint Thetford Energy Committee for a  
43 3-year term, ending in 2025. VOTE by Roll Call: Steve Tofel – in favor, Mary Bryant – in favor,  
44 Li Shen – in favor, David Goodrich – in favor, Sharon Harkay – in favor. **Motion passed (5-0-0)**





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**6. Follow Up Discussion of the Lyme-Thetford Bridge: Possible Resolution Regarding Separate Pedestrian Bridge and Brainstorming Mitigation Strategies During Bridge Closure**

Sharon said she would like to have a follow up discussion of the information meeting that took place at Thetford Academy. Sharon presented the idea of writing a letter to regional planning commission asking them to look into a separate pedestrian/bicycle bridge. So many residents at the NH DOT meeting expressed concerns about the safety of pedestrians, Sharon thought the Selectboard could suggest the idea. The project manager did seem open to working with regional planning commissions about the areas of concern. The Selectboard discussed pros and cons and decided that Li will write a draft of the letter to review at the December 19<sup>th</sup> Selectboard meeting.

Bryan had suggested signs that would notify people about businesses being open, including the number of miles to get to the businesses. Bryan said once the holidays are over and NH DOT is closer to beginning work, we could come up with a more thorough process for it. The project manager said signs were already being planned for I-91, but Bryan would like to see more signs closer to the bridge.

Steve Tofel wondered if bus routes could be created to help with general transportation as well as assisting Thetford Academy students. Steve also suggested farm stands for Lyme and Thetford being constructed on either side of the river to help with revenue loss. Steve talked about setting up a fund for local business, encouraging people to patronize them and actively supporting businesses on both sides of the river.

Mary Bryan said it would be important to know what people and businesses really want or need before making plans for things that might not get utilized. She suggested reaching out to businesses and likes the idea of a campaign, suggesting "Bridge the Money Gap, Buy Local". Steve wondered about forming a committee to take this work on, but also said he didn't know how that would work with towns from 2 different states. Perhaps 6 members from each town with Selectboard representation.

Bryan and Steve will look into the idea of a bus route, and Sharon will reach out to the chair of the Lyme Selectboard to discuss these ideas.

**7. Review & Continued Discussion of Agricultural Tax Stabilization**

The Selectboard reviewed the draft of the Agricultural Tax Stabilization and made suggested edits. There was debate about including the dwelling and other questions. Sharon will send the draft with suggestions to Town Attorney Bryan Monahan, including the original warning and questions from the Selectboard.

**8. Warrants and Minutes**

#43.3	\$18,029.43
#46.1	\$8,514.03
#24.4	\$21,838.67
#23.2	\$16,636.28
#42.3	\$39,053.22



# Town of Thetford Vermont

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1 **Motion** by David Goodrich to accept the warrants as presented. VOTE by Roll Call; Mary  
2 Bryant – in favor, Li Shen – in favor, David Goodrich – in favor, Sharon Harkay – in favor,  
3 Steve Tofel – abstained. **Motion passed (4-0-1)**  
4 **Motion** by Mary Bryant to accept the minutes of the November 21, 2022, regular Selectboard  
5 meeting as amended. VOTE: All in favor. **Motion passed (5-0-0)**  
6

7 **9. Anticipated Executive Session Pertaining to Employment or Evaluation of Public**  
8 **Officer or Employee per 1 V.S.A. § 313(3)(a)(3)**

9 Sharon Harkay **moved** at 8:14 pm that the Selectboard enter Executive Session to discuss  
10 Employment or Evaluation of a Public Officer or Employee per 1 V.S.A. § 313(3)(a)(3). VOTE;  
11 All in favor. **Motion passed (5-0-0)**  
12

13 **Motion** by Sharon Harkay at 8:53 pm to exit Executive Session. VOTE; All in favor. **Motion**  
14 **passed (5-0-0)**  
15

16 **Motion** by Sharon Harkay to give Town Manager Bryan Gazda a 2% step increase and a 2.75%  
17 Cost of living increase, which comes to a total of 4.75% increase. There will also be a substantial  
18 increase in health insurance. VOTE by Roll Call: Mary Bryant – in favor, Li Shen – in favor,  
19 Steve Tofel – in favor, David Goodrich – in favor, Sharon Harkay – in favor. **Motion passed (5-**  
20 **0-0)**  
21

22 **10. Adjourn**

23 **Motion** by Steve Tofel to adjourn the regular Selectboard meeting at 8:56 pm. VOTE; All in  
24 favor. **Motion passed (5-0-0)**  
25  
26



## Selectboard Special Meeting \*Draft\* Agenda

2023 Selectboard Budget Review Schedule

Thetford Town Offices

(w/Virtual Attendance Option)

Monday, December 12<sup>th</sup>, 2022 7:00 PM

Zoom Link: <https://us02web.zoom.us/j/83538741272>

Meeting ID: 835 3874 1272

Passcode: 654356

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

Mary Bryant arrived at 7:30 pm.

Others present: Town Manager Bryan Gazda, Town Clerk/Treasurer Tracy Borst, DPW Foreman Dale Lewis

Participating community members: David Forbes (Lake Fairlee Association)

Sharon Harkay called the meeting to order at 7:06 pm.

1. DPW/Highway

No changes.

2. General Administration

- a. The biggest change to the budget will be moving the finance department under the Town Manager office and adding a Town Accountant position.
- b. The Zoning Administrator position will be combined with Lister Clerk, Planning Commission Clerk and E911 Coordinator to become a 40-hour a week, full time position.

3. Recreation

No changes.

4. Fixed Costs

- a. David Goodrich pointed out that several agencies use census data, in this case data from the 2020 census, to calculate the town's cost and the population numbers are inconsistent. For instance, Green Mountain Economic Development had 2,799 while the actual population is 2,775. Two Rivers Ottauquechee Regional Planning Commission also had inconsistent population numbers. Bryan will contact each agency.
- b. Bryan noted two line-items that could be reduced.
- c.

5. Conservation Committee

No changes.

**Motion** by Steve Tofel to adjourn the 2023 Selectboard Budget Review Meeting. VOTE: All in Favor (5-0-0) **Motion passed.**



# Town of Thetford Vermont

#10

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**Selectboard Special Meeting \*Draft\* Minutes  
2023 Selectboard Budget Review Schedule  
Thetford Town Offices  
(w/Virtual Attendance Option)  
Monday, December 14<sup>th</sup>, 2022 7:00 PM**

Zoom Link: <https://us02web.zoom.us/j/83538741272>  
Meeting ID: 835 3874 1272  
Passcode: 654356

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

Selectboard members absent: Mary Bryant

Others present: Town Manager Bryan Gazda, Police Chief Michael Scruggs, Town Clerk/Treasurer Tracy Borst

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

Two items were added to the agenda, the Cemetery Budget, and Warrants.

1) Thetford Library Federation

The Federation has asked for a \$13,810 increase. The request will be an article.

2) Energy Committee

The Energy Committee has asked for an increase of \$500.

3) Thetford Elder Network

This is a first-time request for Thetford Elder Network. There was discussion about their request of \$5000 and needs of the committee to be able to serve the community.

4) Cemetery Commission

No changes were made.

5) Social Service Organizations

- a. White River Council on Aging has asked for a \$5000.00 increase. The Selectboard had no objections to including the request as a warned article.

No concerns about the rest of the Social Service Organization requests.

6) Public Safety

- a. Police Department, Contract Detail, & Animal Control
- b. Emergency Management (EMS)
- c. Fire Department & Fire Warden
- d. Upper Valley Ambulance Corp.
- e. Health Officer



# Town of Thetford Vermont

# 10

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No changes made.

7) Revenues

8) Warrants

#47.1 \$11,974.38

#24.2 \$27,630.61

#44.3 \$142,047.14

#45.3 \$57,121.35

**Motion** by Sharon Harkay to accept the warrants as presented. VOTE by Roll Call: Li Shen – in favor, David Goodrich – in favor, Sharon Harkay – in favor, Steve Tofel – abstain. (3-0-1)

**Motion passed.**

9) Adjourn

**Motion** by Steve Tofel to adjourn the 2023 Selectboard Budge Review Meeting. VOTE: All in favor (4-0-0) **Motion passed.**