



# 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 Special Re-Organizational Meeting \*Draft\* Agenda**  
**Thetford Town Offices**  
**(w/Virtual Attendance Option)**  
Monday, March 13, 2023 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

7:00pm – Call to Order by Town Manager

1. Swearing in of Re-Elected Selectboard Members
2. Election of Selectboard Chair – Town Manager Presides
3. Election of Selectboard Vice-Chair
4. Town Manager Report
  - Town HVAC Update
  - Town Facilities Update
  - Damaged Tires Update
  - Delinquent Tax Sale
5. Public Comment
6. Appointment of Authorized Signatories 24 V.S.A. § 1623(a)(1)
7. Designation of Newspaper of Record
8. 2023 Selectboard Rules of Procedure, including Scheduling of Regular Selectboard Meetings
9. Appointment of Selectboard Liaisons
10. Scheduling of and Structuring of the Selectboard Meeting of Annual Priorities
11. Re-Appointments to Committees and Commissions including Discussion of Status of Treasure Island Exploratory Committee
12. Convening of the Local Liquor Control Board
13. Warrants and Minutes
14. Adjourn



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## Town of Thetford Selectboard 2022 Rules of Procedure

### A. PURPOSE

The Selectboard of the Town of Thetford is required by law to conduct its meetings in accordance with the Vermont Open Meeting Law (1 V.S.A. §§ 310-314). Meetings of the Town of Thetford must be open to the public at all times, except as provided in 1 V.S.A. § 313.

### B. APPLICATION

This policy setting forth rules of procedure shall apply to the Selectboard of the Town of Thetford, which is referred to below as "the body". These rules shall apply to all regular, special, and emergency meetings of the body.

### C. ORGANIZATION

1. The body shall annually elect a chair and a vice chair. The chair of the body or, in the chair's absence, the vice chair, shall preside over all meetings. If both the chair and the vice chair are absent, a member selected by the body shall act as chair for that meeting.
2. The presiding member shall preserve order in the meeting and shall regulate its proceedings by applying these rules and making determinations about all questions of order or procedure.
3. A majority of the members of the body shall constitute a quorum. If a quorum of the members of the body is not present at a meeting, no meeting shall take place.
4. No single member of the body shall have authority to represent or act on behalf of the body unless by majority vote, the body has delegated such authority for a specific matter at a duly noticed meeting and such delegation is recorded in the meeting minutes.
5. Motions made by members of the body do not require a second. The chair of the body may make motions and may vote on all questions before the body. A motion will only pass if it receives the votes of a majority of the total membership of the body.



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6. There is no limit to the number of times a member of the body may speak to a question. Motions to close or limit debate will be entertained.
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 physically posted in or near the municipal office and at Thetford Center Village Store, and electronically posted on the Town website (thetfordvt.gov) and the Thetford Listserv. The agenda must also be made available to any person who requests an agenda prior to or during the meeting. *(May 16, 2022, Motion by Sharon Harkay to change the physical posting in procedures from the Village Store in Thetford Center to the post office on Thetford Hill. Motion passed.)*
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 March 21<sup>st</sup>, 2022, at 7 PM at the Town of Thetford Town Hall, 3910 Route 113, Thetford Center VT. If a regularly scheduled meeting falls on a recognized holiday, the meeting will be held on the following Monday.
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 or near the municipal office and at Thetford Center Village Store, and electronically posted on the Town website (thetfordvt.gov) and the Thetford Listserv. The agenda must also be made available to any person who requests an agenda prior to or during the meeting.



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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 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 and a virtual link to the meeting 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 maintain 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.



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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 meeting, or interrupt or disturb any member while speaking.
9. Members of the body and public are prohibited from making personal, impertinent, threatening, or profane remarks.
10. Members of the public who repeatedly violate these rules may be denied the right to comment. Members of the public who become disorderly may be asked to leave the meeting, or, failing to leave, may be removed from the meeting by law enforcement.

ADDOPTED ON THIS DAY March 7, 2022  
BY THESE SELECTBOARD MEMBERS

Sharon Harkay  
Sharon Harkay (Chair)

Li Shen  
Li Shen (Vice Chair)

Mary Bryant  
Mary Bryant

David Goodrich  
David Goodrich

Steve Tofel  
Steve Tofel

## 2022 Selectboard Liaison List

<b>Committees/Commissions</b>	<b>Liaison</b>
Cemetery Commission	Steve Tofel
Conservation Commission	Li Shen
Development Review Board	David Goodrich
Energy Committee	Mary Bryant
Historic Preservation Committee	Sharon Harkay
Planning Commission	Li Shen
Thetford Housing Committee	Mary Bryant
Thetford Elder Network	Steve Tofel
Treasure Island Exploratory Committee	Sharon Harkay
Tri-Town Commission	David Goodrich
*Recreation Advisory Council	Town Manager, Bryan Gazda

## 2022 Priorities and Goals

## Ideas from Selectboard Members

### ECONOMIC DEVELOPMENT

- Hold informational meeting (hybrid) to all businesses in designated village areas
- Broaden list of invitations/businesses
- Village Designation presentation from their office to SB to learn about how it can be used to build town economics and housing.
- Create tax breaks for new businesses, affordable housing and agriculture.
- Complete the policy and process for tax stabilization for agricultural operations.

### VILLAGES and SAFE WATER

- Continue work on water systems planning (Municipal Grant)
- Stay on top of the monitoring for PFAS and the BRELLA process for the former Post Mills landfill site.

### THETFORD CENTER TOWN GREEN

- Create a long term plan that includes the following uses: playground, pollinator garden path, pick up sports games, concerts, festivals, snowmobile trails, and parking.

### TREASURE ISLAND

- Continue to develop and implement a master plan that expands the site's offerings (possibly to year-round activities), makes use of the former caretaker house, decides what to do with other the buildings and pavilions, puts in a trail system, and attempts to keep it operating at a break even (or better) status.
- Look at the assessment done by Lakewise and determine which suggestions to work on.

### AIRPORT

- Create a committee with airport and citizen stakeholders and ask them to investigate plans to create a sustainable plan for the airport (i.e. not add to tax burden).
- Have the committee present its plan to the Town Manager and the Selectboard.
- Determine whether or not to accept the airport.

### DANGEROUS BUILDINGS

- Move on at least one building in town that has been identified as a dangerous building so that the safety concerns are solved by the end of 2022. (Post Mills building)

### TIMOTHY FROST CHURCH

- Fix the drainage and any structural problems that have resulted from water and attend to any other immediate problems.
- Study the architect, structural engineering, and energy efficiency reports to see what is and isn't feasible.
- Look at the report from the state Historical Preservation Committee and its recommendations.

- Study the survey responses and report from the Timothy Frost Building Committee and give sufficient weight to what the respondents wanted.
- Determine what uses might generate income that could help offset costs of renovating and maintaining the building.
- Develop a strategic master plan and start working toward making the building usable.

#### DEPARTMENT OF PUBLIC WORKS/ROADS

- Secure land for a new, expanded DPW and Transfer Station complex.
- If land is not available to move the DPW complex, plan upgrades to the existing facility.
- Create a 10-25 year schedule for road maintenance, rebuilding, and repaving. Include the amount and source of funds for each year's work.
- Develop a long term schedule for culvert upgrades to meet climate change predictions of storms.
- Put road and culvert reports in hard and electronic files so they may be easily found for institutional knowledge by Town Managers and Selectboard members.
- Arrange for training for DPW employees to provide best practices for road repair and upkeep.
- Work on getting Route 132 classified and identified as a state highway to receive annual state funds (36K) for maintenance of Rt 132 road/year.

#### TOWN HALL

- Decide if and when to follow through with suggestions for a new HVAC system and upgrades to propane furnaces, etc. Then oversee that work.
- Determine fund source for work on Town Hall that will move its systems off dependence on fossil fuels.
- Install Window Dresser inserts to save energy.

#### CLIMATE RESILIENCE

- Adopt the Green Procurement Policy.
- Climate Action Plan (created by JTEC and IREC) as it follows town plan- setting priorities.
- Establish at least one E.V. (electric vehicle) charging station in conjunction with JTEC.
- Purchase a new hybrid cruiser for the police department.

#### TOWN COMMUNICATIONS

- Streamline sources for town information for sports events, road conditions, meetings.
- Create town policy for all departments to use one designated source for information.
- Explore possible ARPA state funds could be used for town wide Internet connection for emergencies.
- Develop a way for those without internet access to stay abreast of Town postings.
- Expand the Town Manager's role in being the source of contact to explain and promote town business and in making announcements to the residents.
- Have the Town Manager and the Selectboard members organize a series of public open forums for residents to discuss their concerns and ideas.



- Ask all town committees and commissions to have drop-in coffee hours on weekends to showcase their work and goals to educate town residents and increase participation in town committees.
- Take a larger role in soliciting advice and opinions before making policy changes. (SB).

#### EMERGENCIES

- Develop/update the Emergency Alert System to include mixed communication methods such as robo calls, text messages, email, neighborhood captains, etc.
- Set up VT Emergency Alert Training for SB, Town Manager, and staff.

#### TOWN POLICIES

- Revise animal policy to include parameters of what abuse is to animals includes and legal ordinances to enforce.
- Update existing policies to reflect Thetford's change to a town manager form of government.
- Establish who will do what in terms of domestic animal control (volunteer ACO vs. police chief and officers) and then make it clear to Town employees and residents on the Town website and any other pertinent places.

#### HOUSING

- Work with Twin Pines Housing and Green Mountain Development Fund Tri Town Housing Committee, Municipal Housing plan??? More talks with TRORC???
- Look into the wisdom/feasibility of tax stabilization to encourage additional housing stock.

#### BUDGET, WAGES, BENEFITS, and REVENUE

- Create a 10-30 year plan for roads upgrade, repaving, culverts, etc.
- Transition the Town to a fiscal, rather than calendar, year.
- Develop Municipal Foundation 501 3C to which citizens can make optional contributions for projects beyond our annual budget.
- Change the petition requirement for social service organizations requesting an appropriation from the Town so that *any* organization requesting money has to come before the SB each year and show the SB their budget, explain how much of it would come from the Town, and tell how the organization benefits Thetford. Petitions would only be required if the SB declined to warn the request in which case the party requesting the funding would go through the same petition process that any citizen can follow to get an article on the agenda.
- Complete research on a wage/benefit survey that shows us how Thetford compares to other nearby towns with similar demographics. Then redo Thetford's wage matrix making sure that it is a gender-fair salary schedule and that it keeps Thetford competitive with other similar Towns when it comes to attracting and retaining employees.
- Make a concerted effort to collect delinquent taxes throughout the year.
- Determine how ARPA and infrastructure funds will be used.

## ARPA FUNDS

- Research how other towns made spending decisions of ARPA funds.
- Create a citizens group to make recommendations on how to spend funds.
- Determine which necessary upgrades of Town facilities will be paid for with ARPA funds.

## COMMUNITY SPIRIT BUILDING

- Hold events that would foster a sense of community in Town. (Example—Have an all town event to enable residents to voice what their concerns and goals are for Thetford.
- Residents would congregate at a town location such as TES or TA for a meal and large and small discussions. Ideas could be adopted through a democratic voting process.)

## RESTORATIVE JUSTICE

- Work with new police chief to create a Restorative Justice Panel/Committee to help reduce conflict that has potential to escalate in to criminal acts and increased community violence. Also, will help support citizens returning to the community after a prison sentence to have a more successful chance of finding work and avoid being a reoffender.

## OTHER

- Explore a green burial option for our cemeteries and private lands.
- Address concerns with speeding and speed limits all over town. Reduce the speed limit on the northern end of Academy Road from 35mph back to 25mph, which is what it used to be.
- Purchase and employ the use of Driver Feedback Signs to help reduce speeding.
- Follow through on the VTrans Grant for bicycle and pedestrian safety on Rt. 132, Tucker Hill Rd., and Academy Rd.
- Evaluate the condition and life expectancy of Town buildings and systems and come up with a plan to address any deficiencies. Pave the causeway on Robinson Hill Rd by the south end of Lake Fairlee if it would help keep the lake cleaner.
- Make and follow a plan for monitoring ash trees for the Emerald Ash Borer.
- Ask employees for feedback on how the SB can better communicate with and support them.
- Add more demonstrations of appreciation for Town employees.

## LAKE FAIRLEE DAM and the TRI-TOWN COMMISSION

- Sort out the number of Thetford representatives on the Tri-Town Commission.
- Decide on the safety buoys that PACIF requires at the Lake Fairlee Dam as well as the number, purchasing, placement, and anchoring of them.

## 2022 Priorities and Goals

## Ideas from Residents

### ECONOMIC DEVELOPMENT and VILLAGES

- Revitalize Theford Center. Move the maintenance shed, renovate Timothy Frost (two apartments, cafe?), put in sidewalks, encourage small business, entrepreneurship, Farmer's market, etc.
- Introduce more commerce in all village centers—restaurants, shops, etc.

### AFFORDABILITY and HOUSING

- Make Theford a more affordable town in which to live, possibly by making the zoning less restrictive and by chagrin the Town Manager with bringing in more grant funds.
- Establish a different property tax base for people 65 and older because high taxes for our senior community can push them out of their homes.
- Find a way to increase housing stock and create more affordable housing.

### CHILDCARE and EARLY CHILDHOOD EDUCATION

- Invest in expanding and improving childcare and Early Childhood Education (ECE) programs in our community, by supporting existing programs as well as assisting with the creation of new programs where needs can not be met with current options. Availability of care for all ages, infant through afterschool, is far less than the current or projected need. Consider using some of the ARPA funds and having a lower tax rate to help with this.
- Find ways to attract staff for ECE programs and pay them elementary teachers' salary so they stay in the field. I could take in 17 more children at Little Feet if I could find and retain staff.

### FACILITIES IMPROVEMENT

- Help improve the Bicentennial Building: Latham Library and the Historical Society need adequate building ventilation and an ADA compliant elevator to facilitate building access and work related traffic.

### ELECTRIC VEHICLES and ROAD MAINTENANCE

- Install charging stations for electric vehicles.
- Require the road crew to have training on stormwater management.
- Budget the Highway Department so the roads can be maintained regularly. All too often the roads fail because they have not been maintained.
- Road paving, road paving, and road paving. Paving all roads is not possible, but the more heavily traveled roads ought to be paved, such as Sawnee Bean, Godfrey, Five Corners, Robinson Hill. Having impassable roads is dangerous.
- Road paving and maintenance. Mud season has made roads impassable and needs to be addressed since climate change is only going to make these problems worse. Additionally, some paved roads are so deteriorated they pose a hazard for drivers. Having well maintained roads is important for our community's safety.

### OTHER

- Allow timely access to the stump dump, for town residents only, to accommodate wood pieces larger than "2 inches".
- Work on ways to Town retain employees.

## APPOINTED OFFICERS

<b>Assistant Town Clerk</b>		
Martie Betts	785-2922	mbetts@thetfordvt.gov
<b>Assistant Treasurer</b>		
Kristie Wadsworth	785-2922	kwadsworth@thetfordvt.gov
<b>Conservation Commission, 9: 4-year term</b>		
Tom Ebert ('26)	603-923-3493	tomebert88@gmail.com
Jim McCracken, Chair ('26)	785-2925	jemcc211@gmail.com
Sue Tallman ('25)	785-4579	sue.tallman@gmail.com
Alicia Houk ('26)	802-727-0003	aliciahouk@gmail.com
Sara Cavin ('25)		sara.cavin@gmail.com
Janet Dowell ('23)		contactjanetd@gmail.com
Donn Downey ('26)		donn@uppervalleyforest.com
Krysta Karlson, Vice Chair/Secretary ('24)	860-221-9598	kkarlson@gmail.com
Matt Parno ('26)		parnomd@gmail.com
(1 Vacant Seat)		
<b>Development Review Board, 5: 3-year term</b>		
Jesse Anderson ('23)	917-407-5116	vermontian@gmail.com
Bill Bridge ('23)	785-2964	unharried@gmail.com
Angela McCanna ('24)	333-3030	angiemccanna@gmail.com
Orin Pacht ('25)		orinpacht@gmail.com
Tim Taylor, Chair ('25)	333-4455	Timhappyhiker2@gmail.com
<b>DPW Foreman</b>		
Dale Lewis	785-4679	dlewis@thetfordvt.gov
<b>ECFiber Representative: 2-year term</b>		
Jim Masland ('23)		
Tom Monego ('23)		
<b>Emergency Management Director:</b>		
Mariah Whitcomb	802-291-1445	emd@thetfordvt.gov
<b>Thetford Joint Energy Committee, 9: 3-year term</b>		
Chris Hebb - School Board Appointee	333-9689	chris.hebb@gmx.com
Nolan Riegler, Chair – School Board Appointee ('24)	802-333-0075	nolan.riegler@gmail.com
Stephanie Daniels – Thetford Academy Liaison	802-785-4469	slgdaniels@gmail.com
Erica Ko ('24)	917-407-5116	ericako@gmail.com
Chuck Cole ('23)		Chuck.cole@dartmouth.edu
Alice Stewart ('23)	785-3087	afs@myfairpoint.net
Tom Ward ('24)		tom.ward3@gmail.com
Weston Martin ('25)		

Vacant (1)		
<b>Fire Warden: 1-year term</b>		
Chad Whitcomb ('23)	356-2100	thetfordfire@gmail.com
<b>Greater UV Solid Waste District Representative: 2-year term</b>		
Jim Masland ('23)		
(Vacant – 1 alternate)		
<b>Health Officer:</b>		
Mariah Whitcomb	291-1445	emd@thetfordvt.gov
<b>Historian: 3-year term</b>		
Marshall Van Norden ('24)	333-4574	
<b>Historic Preservation Committee, 3-year term</b>		
Sean Boyce ('25)		Sboyce1776@gmail.com
Stephen Branchflower, Chair ('23)	785-2667	stephen@smithandvansant.com
Catherine Saunders ('24)		catherine.saunders@gmail.com
Greg Gundlach ('25)		greg@vermont3d.com
Susan Thrane ('25)		swthrane@gmail.com
<b>Planning Commission, 7: 3-year term</b>		
Liz Ryan Cole ('23)	785-4124	lizryancole@me.com
Jeff Jamele ('25)		jeff.jamele@gmail.com
Jamie Thaxton, Vice Chair ('24)	785-4222	james.thaxton.01@gmail.com
David Forbes, Chair ('25)	333-4329	vtervuren@gmail.com
Did Pershouse ('24)	603-252-1930	Didi.pershouse@gmail.com
Cynthia Shelton ('25)	323-8203	Cynthia.a.shelton@gmail.com
Michael Snow ('24)		msnow@fastmail.com
<b>Police Department</b>		
Stuart Rogers, Patrol Officer	785-2200	stuart.rogers@vermont.gov
Michael Scruggs, Police Chief	785-2200	michael.scruggs@vermont.gov
Judith Powell, Administrative Assistant		judith.powell@vermont.gov
<b>Recreation Advisory Council, 9: 3-year term</b>		
Charlotte Rutledge ('23)		Charlotte284@gmail.com
Nathan Hill ('24)		Natehill187@gmail.com
Andy McGovern ('23)		akmcgovern@gmail.com
Joseph Deffner ('23)		jjdeffner@gmail.com
Stefanie Gulick ('24)		stefanie_dyke@yahoo.com
Stacy Barton, ('25)		stacyabarton@thet.net
Brent Mellen ('25)		b_mellen@hotmail.com
Vacant (2)		
<b>Recreation Coordinator</b>		
Amy Fahey	785-2922	afahey@thetfordvt.gov

<b>Thetford Housing Committee, 5: 3-year term</b> (Formerly Senior & Affordable Housing Committee)		
Sarah Martel ('23)	785-2018	martel71@gmail.com
Pippa Drew ('23)	333-4308	pippa@pippadrew.com
Cathee Clement ('24)	802-359-3436	catherinedaunclement@gmail.com
Melissa Krzal ('26)		Merillin34@gmail.com
Vacant (1)		
<b>Thetford Elder Network, 10: 4-year term</b>		
Jody Biddle, Chair ('24)	785-4508	
Pat Pisano ('25)	785-4831	
Sue Gault, Secretary ('24)	785-2805	
Dale Gephart, Vice-Chair ('25)	333-9748	
Priscilla (Pril) Hall ('23)	222-7885	
Cathy Newbury ('24)	785-3136	
Sue Rump ('23)	785-4029	
Inge Trebitz ('23)	785-2129	
Vacancies (2)		
<b>Town Service Officer: 1-year term</b>		
Jessica Eaton ('23)	333-9491	krash537@hotmail.com
<b>Treasure Island Exploratory Committee, 7: 1-year term</b>		
David Roth, Chair ('23)		
Jim Zien ('23)		
Dale Gephart ('23)		
Ann Jane Kemon ('23)		
Lucas Stepno ('23)		
Doug Tiffi ('23)		
Vacancies (1)		
<b>Tree Warden: 1-year term</b>		
Bill Murphy ('23)	603-790-0743	arborkiller@icloud.com
<b>Tri Town Commission: 3-year term</b>		
Jessica Eaton ('23)	333-9491	krash537@hotmail.com
Melissa Krzal ('23)		merillin34@yahoo.com
David Goodrich ('25)		dgoodrich@thetfordvt.gov
<b>Two Rivers-Ottawaquechee RPC: 1-year term</b>		
Angela McCanna ('23)	333-303	angiemccanna@gmail.com
<b>Upper Valley Ambulance: 1-year term</b>		
David Goodrich ('23)	785-2170	dgoodrich@thetfordvt.gov
<b>Zoning Administrator: 3-year term</b>		
Angela Jones ('25)	785-2922	zoning@thetfordvt.gov

## Marion Betts

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**From:** Stephen Branchflower <stephen@smithandvansant.com> on behalf of Stephen Branchflower  
**Sent:** Wednesday, March 8, 2023 9:35 AM  
**To:** Marion Betts  
**Subject:** Re: Re-Appointment?

Hi Marion,

Yes, I would be happy to.

Thank you,

-Stephen

—  
Stephen Branchflower, AIA  
Smith & Vansant Architects PC  
129 South Main Street, Suite 104  
White River Junction, VT 05001

T: [802.649.5515](tel:802.649.5515) x104

W: <http://www.smithandvansant.com/>

On Wed, Mar 8, 2023 at 9:30 AM Marion Betts <[mbetts@thetfordvt.gov](mailto:mbetts@thetfordvt.gov)> wrote:

Hi Stephen,

You are due to be re-appointed to the Historic Preservation Committee this year. The Selectboard will be having their re-organizational meeting on March 13<sup>th</sup>. Would you be able to let me know whether or not you want to be re-appointed by then?

Thank you,

Martie

*Martie Betts*

Assistant to the Town Clerk/Treasurer and Selectboard

802-785-2922 X120

## Marion Betts

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**From:** Charles N. Cole <Charles.N.Cole@dartmouth.edu> on behalf of Charles N. Cole  
**Sent:** Wednesday, March 8, 2023 10:01 AM  
**To:** nolan riegler; Marion Betts  
**Cc:** Alice Stewart  
**Subject:** Re: TJE Committee Re-Appointments

Hello Martie and Nolan,  
I would like to be reappointed to the Energy Committee.  
Chuck

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**From:** nolan riegler <nolan.riegler@gmail.com>  
**Date:** Wednesday, March 8, 2023 at 9:46 AM  
**To:** Marion Betts <mbetts@thetfordvt.gov>  
**Cc:** Alice Stewart <afstewartvt@gmail.com>, "Charles N. Cole" <Charles.N.Cole@dartmouth.edu>  
**Subject:** Re: TJE Committee Re-Appointments

Yes, I will let you know.

Thanks,  
Nolan

On Wed, Mar 8, 2023 at 9:29 AM Marion Betts <[mbetts@thetfordvt.gov](mailto:mbetts@thetfordvt.gov)> wrote:

Hi Nolan,

Chuck Cole and Alice Stewart are due to be re-appointed to the Energy Committee this year. The Selectboard will be having their re-organizational meeting on March 13<sup>th</sup>. Would you be able to let me know whether or not they want to be re-appointed by then?

Thanks!

Martie

*Martie Betts*

Assistant to the Town Clerk/Treasurer and Selectboard

802-785-2922 X120



## Marion Betts

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**From:** Melissa Krzal <merillin34@yahoo.com> on behalf of Melissa Krzal  
**Sent:** Wednesday, March 8, 2023 9:59 AM  
**To:** mbetts@thetfordvt.gov  
**Subject:** Re: Re-Appointments

I Sent a message to selectboard earlier this week I wasn't interested in renewing. Thanks for asking.

Sent from Yahoo Mail on Android

On Wed, Mar 8, 2023 at 9:39 AM, Marion Betts  
<mbetts@thetfordvt.gov> wrote:

Hi Jessica and Missy,

I'm not sure what is happening with the Tri-Town Commission, as it was recently voted to drop to two members. The Selectboard may want one of their members to be one of the Tri-Town members, so that may drop down to one community member. In any event, are you interested in continuing? Both of your terms are up this year.

Also, Jessica – Town Service Officer again?

Thanks!

Martie

*Martie Betts*

Assistant to the Town Clerk/Treasurer and Selectboard

802-785-2922 X120

## Marion Betts

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**From:** DC Forbes <vtervuren@gmail.com> on behalf of DC Forbes  
**Sent:** Wednesday, March 8, 2023 2:46 PM  
**To:** Marion Betts  
**Subject:** Re: Commission Re-Appointment

Hi Martie,

LRC has indicated that she wishes to be re-appointed; I advised her to send a brief message to the Selectboard as a 'pro forma' step to confirm her wish.

David

On Wed, Mar 8, 2023 at 9:31 AM Marion Betts <[mbetts@thetfordvt.gov](mailto:mbetts@thetfordvt.gov)> wrote:

Hi David,

Liz Ryan Cole is due to be re-appointed to the Planning Commission this year. The Selectboard will be having their re-organizational meeting on March 13<sup>th</sup>. Would you be able to let me know whether or not she wants to be re-appointed by then?

Thank you!

Martie

*Martie Betts*

Assistant to the Town Clerk/Treasurer and Selectboard

802-785-2922 X120

## Marion Betts

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**From:** Jessica Eaton <krash537@hotmail.com> on behalf of Jessica Eaton  
**Sent:** Wednesday, March 8, 2023 2:24 PM  
**To:** Marion Betts; merillin34@yahoo.com  
**Subject:** Re: Re-Appointments

Yes please  
If Missy is very interested go for it!  
Otherwise we can shake out  
Rock/ paper / scissors!  
Jessica

[Get Outlook for iOS](#)

---

**From:** Marion Betts <mbetts@thetfordvt.gov>  
**Sent:** Wednesday, March 8, 2023 9:39:51 AM  
**To:** krash537@hotmail.com <krash537@hotmail.com>; merillin34@yahoo.com <merillin34@yahoo.com>  
**Subject:** Re-Appointments

Hi Jessica and Missy,  
I'm not sure what is happening with the Tri-Town Commission, as it was recently voted to drop to two members. The Selectboard may want one of their members to be one of the Tri-Town members, so that may drop down to one community member. In any event, are you interested in continuing? Both of your terms are up this year.

Also, Jessica – Town Service Officer again?

Thanks!  
Martie

*Martie Betts*  
Assistant to the Town Clerk/Treasurer and Selectboard  
802-785-2922 X120

## Marion Betts

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**From:** Joseph Deffner <jjdeffner@gmail.com> on behalf of Joseph Deffner  
**Sent:** Wednesday, March 8, 2023 7:59 PM  
**To:** Marion Betts  
**Subject:** Re: RAC Re-Appointment

Yes, I would be happy to be reappointed.

Thanks, Martie.

Joe Deffner

On Wed, Mar 8, 2023 at 9:33 AM Marion Betts <[mbetts@thetfordvt.gov](mailto:mbetts@thetfordvt.gov)> wrote:

Charlotte, Andy and Joe,

You are all due to be re-appointed to the Recreation Advisory Council this year. The Selectboard will be having their re-organizational meeting on March 13<sup>th</sup>. Would you be able to let me know whether or not you want to be re-appointed by then?

Thank you,

Martie

*Martie Betts*

Assistant to the Town Clerk/Treasurer and Selectboard

802-785-2922 X120

## Marion Betts

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**From:** Charlotte Rutledge <charlotte284@gmail.com> on behalf of Charlotte Rutledge  
**Sent:** Wednesday, March 8, 2023 8:13 PM  
**To:** Marion Betts  
**Subject:** Re: RAC Re-Appointment

Hi Martie,  
I would like to be reappointed, please.  
Thank you for checking!  
Best,  
Charlotte

On Wed, Mar 8, 2023 at 9:33 AM Marion Betts <[mbetts@thetfordvt.gov](mailto:mbetts@thetfordvt.gov)> wrote:

Charlotte, Andy and Joe,

You are all due to be re-appointed to the Recreation Advisory Council this year. The Selectboard will be having their re-organizational meeting on March 13<sup>th</sup>. Would you be able to let me know whether or not you want to be re-appointed by then?

Thank you,

Martie

*Martie Betts*

Assistant to the Town Clerk/Treasurer and Selectboard

802-785-2922 X120

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Charlotte Rutledge (she/her)  
E-mail: [charlotte284@gmail.com](mailto:charlotte284@gmail.com)  
Newsletter: [Balanced Diet](#)

## Marion Betts

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**From:** Pril Dorman Hall <prilhall@gmail.com> on behalf of Pril Dorman Hall  
**Sent:** Thursday, March 9, 2023 8:34 AM  
**To:** mbetts@thetfordvt.gov  
**Subject:** TEN

Happy to be reappointed to TEN!

Pril

## Marion Betts

---

**From:** Marion Betts <martieb2018@gmail.com> on behalf of Marion Betts  
**Sent:** Thursday, March 9, 2023 10:20 AM  
**To:** Marion Betts  
**Subject:** Fwd: Appointment to TEN for '23-24

Begin forwarded message:

**From:** suzi r <srsuzieb@gmail.com>  
**Date:** March 9, 2023 at 8:47:04 AM EST  
**To:** Martie Betts <martieb2018@gmail.com>  
**Subject: Appointment to TEN for '23-24**

Hi Martie,  
My inclination is to continue with Thetford Elder Network as long as my work is a contribution. Until I can't perform tasks of value to older adults in our town and traditional cultural area, I would be honored to serve another year.  
With thanks,  
Susan Rump

## Marion Betts

---

**From:** Jim McCracken <jmcc211@gmail.com> on behalf of Jim McCracken  
**Sent:** Thursday, March 9, 2023 10:23 AM  
**To:** Marion Betts  
**Subject:** Re: Commission Re-Appointment

Hi Martie,

Janet signed up with the understanding that she would continue for another term so I know she wants to be reappointed. Thanks for being on top of this.

Jim

On Wed, Mar 8, 2023 at 9:26 AM Marion Betts <[mbetts@thetfordvt.gov](mailto:mbetts@thetfordvt.gov)> wrote:

Hi Jim,

Janet Dowell's term with the commission is due to be reappointed. Would you please check to see if she would like to be reappointed, and then send me an email confirming or declining?

Thank you,

Martie

*Martie Betts*

Assistant to the Town Clerk/Treasurer and Selectboard

802-785-2922 X120

--  
Jim McCracken  
33 Amasa Bond Road  
Thetford Center, VT 05075





**Application ID:** DLL - Application - 19242  
**Application for:** Second Class License  
**Category of Business:** Second Class

### Business/ Entity Information

**Business/ Entity Name:** Huggett's Mobil Service, Inc..  
**Business ID:** 0001085

**Business Address:** ,  
,  
**Entity Type:** Business Corporation

**Phone:**  
**Management Type if LLC:**

**Email:**

### People Information

• **Person:**  
Bonnie Avery

**Business Role:** Business Principal  
**Email:** huggetts@aol.com

**Business Address:** 2930 Rte 5,  
East Thetford, Vermont, 05043  
**US Citizen?** Yes

**Phone:**  
**Political Position**

**Name:** Bonnie Avery  
**Office:**  
**Jurisdiction:**

#### Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**  
Toby Huggett

**Business Role:**  
**Email:** tobyhuggett@gmail.com

**Business Address:**



# Town of Thetford Vermont

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

**Selectboard Special Meeting \*Draft\* Minutes**  
**Candidate Forum and Pre-Town Meeting Informational Hearing**  
**Thetford Town Offices**  
**(w/Virtual Attendance Option)**  
Monday, February 27<sup>th</sup>, 2023 6:30 PM

Selectboard members present: Sharon Harkay (Chair), Li Shen (Vice-Chair), Mary Bryant, David Goodrich, Steve Tofel  
Others present: Town Manager Bryan Gazda, Town Clerk/Treasurer Tracy Borst, DPW Foreman Dale Lewis

Sharon Harkay called the meeting to order at 6:30.

**1. Agenda Review**

No changes to the agenda.

**2. Notes from the Selectboard Chair**

Sharon Harkay recognized the passing of Roberta Howard, a previous, long-time Town Clerk and Treasurer, former Town Service Officer, and dedicated public servant. Sharon extended condolences to the family.

**3. Town Manager Report**

UV Bridge hit again.  
LS – insurance premiums.  
BG: Chief Scruggs does have some video.

**4. Public Comment**

No public comment.

**5. Anticipated Adoption of the Interim Municipal Bylaw Amendments**

**Motion** by Li Shen that the Selectboard adopt the amendment to Section 5 of the Zoning bylaw, which deals with accessory dwelling units. VOTE: All in favor (5-0-0). **Motion passed.**

**6. Posting of Roads – Town Highway Road List for Weight Limits Effective March 1<sup>st</sup>, 2023, through May 15<sup>th</sup>, 2023**

**Motion** by David Goodrich to accept the listing of the 2023 Posting of Roads, requesting that the DPW Foreman check into posting Tucker Hill Road. VOTE: All in favor (5-0-0). **Motion passed.**

**7. Warrants and Minutes**

#7.1 \$307.84  
#3.3 \$275.00  
#3.4 \$23,262.59  
#4.2 \$10,728.07



# Town of Thetford Vermont

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

1 projects. He is also interested in making the Treasure Island Exploratory Committee a permanent  
2 committee. Asked the same question by Curtis Richardson, Steve shared the frustration that  
3 Sharon has about how long it takes to get things done. He is also frustrated with the Open  
4 Meeting Law, stating that while it is good in theory, it creates inefficiencies in moving things  
5 forward. As for his greatest success, Steve agreed with Sharon again, saying it was the hiring of  
6 Bryan as the town manager.

7 Curtis – same question.

8 Tracy Borst said she has just wrapped up her 20<sup>th</sup> year as Town Clerk, noting that it has become  
9 quite a career for her. She enjoys opportunities to support the town and her profession across not  
10 only the state, but also New England and across the country.

11 Deecie Denison thinks being the moderator has been a great way for her to serve the town, and  
12 she would encourage people to run in the future.

13 Pril Hall is up for reelection for the Trustees of Trust Funds. There are 3 trustees who administer  
14 the Farm Trust, which was established in the middle of last century. The trust has a substantial  
15 amount of money and is designed to help residents of Thetford in short term financial need. They  
16 also oversee the Library Trust, which awards scholarships to high school students, and the  
17 Cemetery Trust which helps the town maintain their cemeteries. Pril said she hopes that people  
18 will give her their vote.

19

## 20 **7:30 PM – Pre-Town Meeting Informational Hearing**

21 Deecie reminded people that Saturday's meeting is an in-person only Town Meeting. It will  
22 begin with the School Board portion at 9:00 AM.

23 Deecie read each article.

24 Bryan shared information about the budget using a slide show presentation.

25 Curtis Richard asked why Senior Solutions, in Article 11, was a 100% increase over last year.

26 Steve Tofel explained that they were losing a lot of federal funding.

27 Joe Tofel asked Deecie if she would entertain an amendment to combine Articles 8 through 20  
28 into one article. Deecie said she would entertain that motion during the meeting on Saturday.

29 Curtis Richardson asked Steve Tofel for specifics on the one-time projects for ARPA funds.

30 Steve said he did not want the money to fund something that would then require ongoing  
31 funding. Sharon Harkay gave an example of upgrades to the Town Garage or essential  
32 maintenance of Timothy Frost building.

33 Deecie noted that there will not be coffee or food at Town Meeting this year.

34 **Motion** by Steve Tofel to adjourn the Candidate's Forum and Pre-Town Meeting Informational  
35 Hearing at 8:06 PM. VOTE: All in favor (5-0-0). **Motion passed**. Meeting adjourned.

Meeting ID            Topic  
89080661986 Selectboard Regular Meeting

Pre-Town Meeting Hearing  
25 8 Town  
17 attended

2/27/2023

Martie - Selectboar mbetts@thetfordvt.gov  
Selectboard-Town mbetts@thetfordvt.gov  
Tracy Borst Clerk/Treasurer  
Brian Ricker  
Dale Lewis  
Sherry Merrick  
Sue Ricker  
Bryan Gazda  
A/B Guttmacher  
Latham Library  
Barbara DeFelice (Latham Library)  
joseph's iPad  
Angela McCanna  
Marshall Blair  
DC Forbes  
Steven's iPad  
Barb Harrington  
hediparafina  
a jones  
Ginger Wallis  
Pril Hall  
Tom Ward  
Upper Valley Early Childhood Educator Network  
Tammie Hazlett (Upper Valley Early Childhood Educator Network)  
Tim Taylor