

**Thetford Selectboard Meeting Minutes – FINAL  
August 8, 2011**

**Selectboard Draft Agenda**

7:00-7:15 Public Comment

7:15-7:30 Minutes and Warrants

7:30-7:40 Finalize Warning for 250th Celebration Town Meeting

7:40-8:00 Treasurer Update

8:00-8:20 Police Update

8:20-8:30 Tree Warden Choice Consideration

8:30-9:00 Potential Finalization of Zoning Bylaw Draft Language

9:00-9:20 Old Business, including

- Tree and Road Policy research
- Letter re: volunteer fire insurance coverage

9:20-9:30 Other Business, including

- Metal Recycling Reuse

Tig Tillinghast called the meeting to order at 7:03 PM. Meeting adjourned due to lack of a quorum. Meeting resumed at 7:10 PM.

Present: John Bacon (arrived 7:10 PM), Donn Downey, Casey Huling (arrived 7:10 PM), Mike Pomeroy (arrived 7:37 PM), Tig Tillinghast, Denise Froehlich (Selectboard Assistant)

Guests: Jill Graff, Tracy Borst, Jim Lanctot, Jim Masland, Don Fifield, Liora Alschuler, Kevin O'Hara, Peter Blodgett

**Public Comment** - None

**Minutes** – None

**Finalize Warning for 250th Celebration Town Meeting (7:10 PM)**

The Board discussed the format for the upcoming 250<sup>th</sup> Anniversary meeting and possible items for the warning. Tig Tillinghast reviewed the input that he received from Gus Jaccaci. There will be an initial special Selectboard meeting, with 2 warned items regarding trails and local food production that is moderated by the Selectboard. At the conclusion of the special Selectboard meeting, there will be an informal meeting, moderated by a member of the public, to generate discussion on a variety of items. The Board is considering holding a special Town meeting in the future to continue to further discuss issues that are raised by the informal meeting. Tig Tillinghast will formalize the warning for the special Selectboard meeting and will speak with Gus Jaccaci.

Tracy Borst and Jill Graff arrived at 7:39 PM.

**Treasurer Update (7:40 PM)**

Jill Graff brought the payroll change notification form which was signed by the Selectboard. She noted items regarding with the point system that need to be clarified. Letters must also be included with the next payroll informing employees about the specific pay changes. Denise Froehlich and Tig Tillinghast will handle this.

Members of the Board will be meeting tomorrow with the Town's insurance representative, Sperry Wilson, to review health and disability insurance.

Jill and the Board also reviewed the trial balance and clarified several issues including the classification of reappraisal expenses and recreation receipts. Given higher than expected salt and fuel expenses, the Board may consider postponing some discretionary paving projects to remain within budget. Jill also had questions regarding how the Energy Committee handles reimbursements from homeowners for materials provided by the Committee for energy improvement projects. Checks should be made out to the Town of Thetford and sent to the Treasurer's office. Tig Tillinghast will be meeting with the Energy Committee on 8/9 and will discuss this with them.

Jill informed the Board that there is a penalty to nonresidential taxpayers for late homestead filings. This can be an 8% education tax penalty. The appeal process for this penalty is different from the usual tax appeal process and the Selectboard may need to be involved.

Jim Masland arrived at 7:53 PM.

**Town Clerk Update (8:03 PM)**

Tracy Borst needs minutes for the recent special Selectboard meetings. She informed the Board about issues with both the phone lines and alarm system at the Town Hall and the difficulties she has had in getting the problems resolved. She has addressed the phone issue with the company. Some of the problem with the alarm system may be related to the change to a fiber optic system by Hanover dispatch. A service representative from the alarm company is coming to the Town Hall on 8/9 to reprogram the dialer. Tracy will check with Hanover dispatch to see if a 333 number can be used. Tracy also asked about the alarm on the Union Village Bridge. Mike Pomeroy will deal with this.

Jim Lanctot arrived at 8:06 PM. Don Fifield arrived at 8:08 PM. Peter Blodgett arrived at 8:12 PM. Jill Graff and Tracy Borst left the meeting at 8:12 PM.

**Police Update (8:12 PM)**

Chief Lanctot distributed the daily log for the month of July.

There have been several complaints about speed limits being too high on some roads in town, such as Rt. 244. The Board tried unsuccessfully several years ago to have the state lower the speed limits. The Board will place this item on the agenda for a Board meeting in September to solicit public input and Chief Lanctot will compile a list of roads whose speed limits should be reviewed.

The Board and Chief Lanctot discussed staffing issues. There is a fulltime position that is open. Chief Lanctot will place the advertisement for this. An officer is out on short term disability. A letter regarding Family and Medical leave needs to be sent.

Kevin O'Hara and Liora Alschuler arrived at 8:30 PM.

MOTION: Tillinghast/Huling moved to go into Executive Session at 8:33 PM to discuss a personnel issue. Motion passed unanimously.

Denise Froehlich, Jim Masland, Don Fifield, Peter Blodgett, Kevin O'Hara and Liora Alschuler left the meeting.

Out of Executive Session at 8:43 PM. No action taken.

Denise Froehlich, Jim Masland, Don Fifield, Peter Blodgett, Kevin O'Hara and Liora Alschuler returned to the meeting.

Jim Lanctot, Peter Blodgett and John Bacon left the meeting at 8:45 PM.

**Potential Finalization of Zoning Bylaw Draft Language (8:45 PM)**

The Board discussed the Zoning Bylaw draft language with Kevin O'Hara (Planning Commission), Liora Alschuler (Planning Commission), Don Fifield (Fire Chief) and Jim Masland (State Representative). There is consensus between the Selectboard and Planning Committee on the majority of the language. The discussion focused on language regarding the allowable slope for driveways. Kevin O'Hara reviewed the Planning Committee's concerns about the issue. In their review of the zoning bylaws, the PC tried not to change existing policy unless the Town Plan directed them to do so. They wanted to be sure that there was a rationale for any change. The Planning Committee was concerned that the proposed language did not provide a clear standard and unanimously objected to the proposed language regarding steepness of driveways. There was discussion about the fractionalization of natural habitats by long driveways. There was agreement that driveways should allow for safe access by emergency vehicles and extensive discussion of how to best ensure this. There was discussion regarding what would be legally defensible, conditional use permits, discretion, whether to include an absolute maximum slope and what that maximum should be.

Jim Masland left the meeting at 9:25 PM. Don Fifield left the meeting at 10 PM. Kevin O'Hara and Liora Alschuler left the meeting at 10:35 PM.

The Board decided to amend the draft to reflect that driveways shall have a grade of 15% or less over 100 feet and that driveways shorter than 100 feet shall not exceed 15% over their entire length.

The Board also reviewed a letter from Richard Blacklow and believed that his concerns were addressed.

MOTION: Tillinghast/Downing moved/seconded to adopt the draft of the zoning bylaws as amended. Motion passed unanimously.

MOTION: Tillinghast/Downing moved/seconded to schedule a public hearing on the approved draft of the zoning bylaws. Motion passed unanimously.

**Old Business (11:23 PM)**

**Tree and Road Policy Research** - Donn Downey will email information about this to the Board for review.

**Letters:** Drafts of a letter regarding insurance coverage for volunteer firefighters, a letter to the Department of Public Service regarding streetlights and rate changes, and a response to a member of the public regarding the zoning bylaw changes were distributed. The Board will review these and email Tig Tillinghast with any suggested changes.

**Metal Recycling Reuse**

There was a recent issue with an unauthorized person removing scrap metal, which can be sold for profit, from the recycling bins. The town can sell this material to help defray the cost of the recycling center. The Board will address this issue at a future meeting.

**Tree Warden Choice Consideration (11:31 PM)**

The Board discussed candidates for the position of Tree Warden.

MOTION: Pomeroy/Tillinghast moved/seconded to appoint Jay Whitecloud as Tree Warden. Motion passed. (Ayes: Downing, Pomeroy, Tillinghast. Huling abstained.)

**Correspondence:** Mike Pomeroy distributed a letter from Alan May of Better Back Roads with his recommendations regarding the culvert on Sawnee Bean Road.

**Weatherization Incentive Program** – Tig Tillinghast distributed the application form for this program.

**Salary Schedule** – Denise Froehlich will be sure that all of the current information is in the spreadsheet.

**Use of Baseball Field for Fire Department Use (11:40 PM)**

MOTION: Tillinghast/Downey moved/seconded to approve the request by Marilyn Cook for the use of Baseball Field in Post Mill by the Fire Department for Labor Day festivities. Motion passed. (Ayes: Huling, Pomeroy, Tillinghast. Downey abstained.)

**Warrants**

The Board reviewed the warrants.

MOTION: moved/seconded to approve the following warrants:

25.3	\$9,803.13
26.1	\$3,532.16
26.2	\$1,283.68
CC-2011-16	\$337.28

Motion passed unanimously.

Donn Downey made a move to adjourn at 11:45 PM. The motion carried by acclamation.

Respectfully submitted,  
Denise Froehlich