



# Town of Thetford Vermont

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

**Selectboard Regular Meeting \*Draft\* Agenda**  
**Thetford Town Offices**  
**(w/Virtual Attendance Option)**  
Monday, January 5, 2026 7:00 PM

To connect to Zoom via computer: <https://us02web.zoom.us/j/88354391166>

To connect via phone only: +1 (646) 558 8656 | Meeting ID: 883 5439 1166

7:00 PM – Call to Order

1. Agenda review
2. Notes from the Selectboard Chair
3. Town Manager report
  - Social Service Coordinator Update
4. Committee and commission reports
5. Public comment
6. Possible adoption of the Fire Service Agreement with the Thetford Volunteer Fire Department
7. Review and editing of 2025 Selectboard Report for the Town Report
8. Review and editing of the Town Meeting Warning
9. Warrants and minutes
10. Adjourn

# Thetford

## Fire and Emergency Services Agreement

**WHEREAS**, the Town of Thetford, Vermont (“Town”) and the Thetford Volunteer Fire Department, Inc. (“Department”) have previously entered into a Memorandum of Agreement dated May 15, 1995 (“Prior Agreement”) pursuant to which the Department provides certain emergency response services to the Town; and

**WHEREAS**, the Town and the Department wish to amend and restate the terms of the Prior Agreement by entering into this new, superseding Agreement;

**NOW THEREFORE**, on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ the Department and the Town have agreed as follows:

- 1) The Department shall provide the Town with firefighting and emergency services on an annual basis commencing this date. Such services shall be provided as needed and when needed, consistent with the Department’s manpower, equipment, training, and resources.
- 2) The term of this Agreement shall be continuous and may be terminated by either party upon one hundred eighty (180) days’ advance written notice.
- 3) During the term of this Agreement, the Department shall have the right to enter into mutual aid compacts with other municipalities or organizations, provided that fire fighting and emergency services rendered by the Department shall not be impaired.
- 4) As consideration for firefighting and emergency services furnished under this agreement, the Department shall receive from the Town annually a sum of money in the form of a budget appropriation approved by the Town, or in the form of an appropriation out of other funds of the Town under the control of the Town or its legislative body, or a combination of both.
- 5) If this agreement is terminated, the Town will owe a portion of the annual appropriation equal to the portion of the year where services were provided by the Department.
- 6) Nothing in this Agreement shall be construed so as to impose any obligation or liability upon the Town of the payment of any debt incurred by the Department, nor shall the Town be liable in any way for any act, error or omission attributable to the Department.
- 7) The parties hereto reserve the right to modify, clarify and alter the terms of this Agreement, by mutual agreement in writing, from time to time and as circumstances and conditions dictate.

8) This Agreement supersedes and replaces the Prior Agreement and contains the entire agreement between the parties with respect to the subject matter hereof.

Town of Thetford,  
by its Selectboard

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Thetford Volunteer Fire Department, Inc,  
by its Board of Trustees

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# Memorandum of Understanding

## Agreement Regarding Fire Service Data Reporting

The purpose of this Memorandum of Understanding (“MOU”) is to outline a framework for cooperation and efficient exchange of information between the Town of Thetford, Vermont (“Town”) and the Thetford Volunteer Fire Department, Inc. (“TVFD”).

### **I. Mutual Understanding**

TVFD and the Town have entered into a Thetford Fire and Emergency Services Agreement dated 1/5/2026, pursuant to which TVFD provides fire protection and emergency response services to the Town (“Agreement”). The parties desire to, from time to time, to the extent permitted by law and consistent with applicable rules and conventions of medical ethics, periodically exchange information regarding emergency services provided by TVFD to the Town.

The Town understands that information about the services provided by TVFD, including aggregate information about emergency incidents to which TVFD responds, has historically been, and will continue to be, made available at TVFD’s public Board of Trustees meetings.

The Town acknowledges that, while TVFD may pay for software and other solutions designed to facilitate the production of periodic reports, tracking and generating information about its emergency responses is a significant administrative undertaking that requires additional time and effort from TVFD’s volunteers and Chief.

### **II. Cooperation**

The parties intend to further the purposes of this MOU by using their best efforts to take the following steps:

- i. TVFD will provide quarterly reports to the Town Manager with aggregate information regarding the number and nature of emergency incidents to which TVFD responded during the quarter and/or year-to-date, as categorized under the National Emergency Response Information System (“NERIS”). TVFD will also provide a quarterly report with aggregate information regarding the number of TVFD personnel that responded to emergency incidents during such period.
- ii. If the Town desires additional or more frequent information about the services provided by TVFD, the Town Manager may request that information.
- iii. The Town will inform TVFD’s Chief or Board of Trustees of any concerns or complaints received by the Town relating to TVFD or the services it provides, including any such concerns or complaints raised at meetings of the Town’s Selectboard.
- iv. The Town Manager (for the Town) and TVFD’s Chief (for TVFD) will serve as the primary points of contact for all communications hereunder and otherwise in relation to the Agreement.

**III. Execution**

Acknowledged and agreed by the parties as of the date first stated above.

Town of Thetford, Vermont

Thetford Volunteer Fire Department, Inc.

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Brian Story,  
Town Manager

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Teo Sax,  
President

# Manpower Analysis by Incident

## Theftord Volunteer Fire Department

Date Range: From 01/01/2025 to 10/24/2025

Company: All Companies

Incident Type	Incident Count	Number Attended	Average Attended	Total Length (hrs)	Average Length (hrs)	Average Man Hours	Total Man Hours
111-Building fire	6	30	5.00	20.36	3.39	19.13	114.80
131-Passenger vehicle fire	1	3	3.00	0.85	0.85	2.55	2.55
141-Forest, woods or wildland fire	2	8	4.00	4.72	2.36	9.44	18.88
142-Brush or brush-and-grass mixture fire	3	15	5.00	4.78	1.59	8.21	24.64
143-Grass fire	1	3	3.00	0.42	0.42	1.26	1.26
251-Excessive heat, scorch burns with no ignition	1	5	5.00	49.17	49.17	245.85	245.85
300-Rescue, EMS incident, other	1	1	1.00	0.17	0.17	0.17	0.17
311-Medical assist, assist EMS crew	1	1	1.00	1.68	1.68	1.68	1.68
321-EMS call, excluding vehicle accident with injury	181	363	2.01	141.61	0.78	1.74	315.27
322-Motor vehicle accident with injuries	12	37	3.08	20.89	1.74	5.60	67.19
324-Motor vehicle accident with no injuries.	12	30	2.50	8.44	0.70	1.90	22.78
350-Extrication, rescue, other	1	3	3.00	1.55	1.55	4.65	4.65
381-Rescue or EMS standby	2	8	4.00	13.59	6.79	28.16	56.31
411-Gasoline or other flammable liquid spill	2	5	2.50	1.34	0.67	1.63	3.25
412-Gas leak (natural gas or LPG)	6	14	2.33	2.95	0.49	1.28	7.68
424-Carbon monoxide incident	1	3	3.00	0.68	0.68	2.04	2.04
444-Power line down	8	20	2.50	9.53	1.19	4.03	32.21
500-Service Call, other	2	5	2.50	1.34	0.67	1.60	3.20
520-Water problem, other	1	1	1.00	0.32	0.32	0.32	0.32
550-Public service assistance, other	1	2	2.00	0.33	0.33	0.66	0.66
551-Assist police or other governmental agency	3	6	2.00	8.43	2.81	4.66	13.99
553-Public service	1	3	3.00	12.45	12.45	37.35	37.35
561-Unauthorized burning	5	10	2.00	2.73	0.55	1.25	6.24
571-Cover assignment, standby, moveup	1	3	3.00	2.38	2.38	7.14	7.14
611-Dispatched & canceled en route	13	29	2.23	2.74	0.21	0.38	4.98
622-No incident found on arrival at dispatch address	2	5	2.50	0.60	0.30	0.72	1.43
631-Authorized controlled burning	1	5	5.00	0.40	0.40	2.00	2.00
651-Smoke scare, odor of smoke	1	2	2.00	0.43	0.43	0.86	0.86
671-HazMat release investigation w/no HazMat	1	7	7.00	0.58	0.58	4.06	4.06
700-False alarm or false call, other	2	3	1.50	0.44	0.22	0.38	0.76
733-Smoke detector activation due to malfunction	5	12	2.40	4.09	0.82	1.81	9.04
735-Alarm system sounded due to malfunction	1	5	5.00	0.47	0.47	2.35	2.35
736-CO detector activation due to malfunction	1	3	3.00	0.45	0.45	1.35	1.35
743-Smoke detector activation, no fire - unintentional	4	8	2.00	2.32	0.58	1.20	4.80
745-Alarm system activation, no fire - unintentional	8	27	3.38	2.99	0.37	1.18	9.42
746-Carbon monoxide detector activation, no CO	1	5	5.00	0.22	0.22	1.10	1.10
Blank. Incident Type not Entered	0	0	0.00	0.00	0.00		0.00
Total and Averages for all Incident Types	295	690	2.34	326.44	1.11		1032.26

## Selectboard Report for 2025

The Town was able to finally hire the fifth DPW Operator, a position that has been vacant for multiple years. We are very pleased to welcome Collen Brandariz to our road crew.

We are also very pleased to welcome Clay Odell as our new Town Nurse.

Town Accountant Kristie Wadsworth was awarded the level of Certified Vermont Treasurer Advanced Level 1 in September. Congratulations to Kristie.

State education funding continues to impact our municipal budget, and we appreciate the efforts of Town Manager Brian Story to keep the local tax increase as low as possible for 2026.

The Selectboard would like to remind all residents that are negatively impacted by the tax increase that Town taxes may be paid in installments. Please contact Town Treasurer Tracy Borst to set up a schedule of payments if you wish to take advantage of this option.

The Selectboard adopted a new Thetford Sign Ordinance and approved a sign permit application form at the meeting of Oct. 20th.

Significant progress is being made with planning for renovation of the Timothy Frost Building thanks to the tireless efforts of Helen Carter and Karen Brown. Discussion has been expanded to include an overall revitalization plan for the **Village district of Thetford Center**.

The Town is currently working with the new owners of the former Village Store property to expand the existing Town septic system to include that property as well as the Thetford Center Community Association.

Thetford residents can access relevant information on the Town Website by clicking on “Community”, then “Timothy Frost Building”, and finally on Timothy Frost Building Studies”, or click on this link [townofthetford-my.sharepoint.com](https://townofthetford-my.sharepoint.com)

We continue to work toward a solution that would allow the Post Mills Airport to continue to operate without cost or liability to the Town while ensuring that the Town would be able to regain the property should the Airport cease to operate. We are hopeful that the legalities will be worked out and a final plan can be adopted soon.

The former Post Mills Landfill also continues to be on our watch list. The Green Mountain Economic Development Corporation has decided not to take ownership of the property, so we are working to secure a plan for the state to

continue monitoring the site for contamination of water or other environmental concerns.

The Selectboard wishes to thank Stuart Blood for his continuing efforts to ensure the wellbeing of our residents with regard to this matter.

A contract with the White River Council on Aging through the Bugbee Senior Center, and Senior Solutions has been completed for hiring a Town Social Services Coordinator. This contract will take effect at the beginning of 2026, and will have one of their employees work up to ten (10) hours per week assisting Thetford residents in taking advantage of the various Social Service programs available to them.

The Capacity Study is nearly complete, and we expect that DuBois & King Consulting Engineers Inc. will be presenting their recommendations to residents early in 2026.

Preparations for the rebuilding of Tucker Hill road were started with the replacement of 4 culverts. This major project will be completed in phases, starting in the upcoming construction season.

The Town transitioned from mailing Town Reports to all town residents, to mailing Town Reports to those residents who have requested to 'opt in' and continue to receive a printed copy of the Town Report in the mail. This option can be selected by checking the appropriate box on your Tax Bill, or please contact Town Clerk Tracy Borst if you wish to continue receiving a Town Report by mail.

Respectfully submitted,

Thetford Selectboard

Sharon Harkay – Chair, David Goodrich - Vice Chair, David Forbes, Li Shen, Steven Tofel

## 2026 THETFORD TOWN MEETING WARNING

The legal voters of the Town of Thetford, in Orange County in the State of Vermont, are hereby warned to meet in the gymnasium of Thetford Academy, in the Town of Thetford, on Saturday, February 28, 2026 at 9:00 to transact the following business:

- Article 1 To hear the reports of the Town.
- Article 2 Shall the Town authorize payment of real and personal property taxes by physical delivery to the tax collector before 5 pm on Thursday, October 15th, 2026?
- Article 3 Shall the Town raise the sum of \$2,112,947 (two million, one hundred twelve thousand, and nine hundred and forty-seven dollars) of which \$1,538,279 (one million, five hundred thirty-eight thousand, and two hundred seventy-nine dollars) shall be raised by taxes and \$574,668 (five hundred seventy-four thousand and six hundred sixty-eight dollars) by non-tax revenues with \$60,000 (sixty thousand dollars) of that coming from surplus funds for the budgeted expenditures of the Town General Fund?
- Article 4 Shall the Town raise the sum of \$1,696,937 (one million, six hundred ninety-six thousand, and thirty-seven dollars) of which \$1,519,037 (one million, five hundred nineteen, and thirty-seven dollars) shall be raised by taxes and \$177,900 (one hundred seventy-seven thousand and nine hundred dollars) by non-tax revenues for the budgeted expenditures of the Department of Public Works Fund?
- Article 5 Shall the Town raise the sum of \$379,950 (three hundred seventy-nine thousand and nine hundred fifty dollars) as an appropriation to the Thetford Volunteer Fire Dept., Inc.?
- Article 6 Shall the Town raise the sum of \$157,574 (one hundred fifty-seven thousand and five hundred seventy-four dollars) as an appropriation to the Thetford Library Federation?
- Article 7 Shall the Town raise the sum of \$5,250 (five thousand two hundred fifty dollars) as an appropriation to the Lake Fairlee Association whose mission is to protect the health of the lake and its environs?
- Article 8 Shall the Town raise the sum of \$10,000 (ten thousand dollars) as an appropriation to the Community Nurse of Thetford?
- Article 9 Shall the Town raise the sum of \$15,000 (fifteen thousand dollars) as an appropriation to the White River Council on Aging for the purpose of providing services through the Bugbee Senior Center including Meals on Wheels?

- Article 10 Shall the Town raise the sum of \$13,000 (thirteen thousand dollars) as an appropriation to the VNA/VNH to provide visiting nurse and hospice care?
- Article 11 Shall the Town raise the sum of \$4,800 (four thousand eight hundred dollars) as an appropriation to the Tri-Valley Transit (formerly Stagecoach) for the purpose of providing scheduled bus runs as well as door-to-door transportation services?
- Article 12 Shall the Town raise the sum of \$4,266 (four thousand two hundred sixty-six dollars) as an appropriation to the Clara Martin Center for the purpose of providing behavioral health care services?
- Article 13 Shall the Town raise the sum of \$2,900 (two thousand nine hundred dollars) as an appropriation to Senior Solutions for the purpose of providing services and resources for aging in Southeastern Vermont?
- Article 14 Shall the Town raise the sum of \$2,000 (two thousand dollars) as an appropriation to the Special Needs Support Center for the purpose of creating a space where people with disabilities can thrive?
- Article 15 Shall the Town raise the sum of \$1,500 (one thousand five hundred dollars) as an appropriation to The Family Place for the purpose of supporting families with children through a variety of programs?
- Article 16 Shall the Town raise the sum of \$1,388 (thirteen hundred eighty-eight dollars) as an appropriation to the Public Health Council of the Upper Valley for the purpose of providing shared public health initiatives and services within a variety of health networks?
- Article 17 Shall the Town raise the sum of \$1,300 (thirteen hundred dollars) as an appropriation to Safeline for the purpose of providing services to women and children experiencing domestic and sexual violence?
- Article 18 Shall the Town raise the sum of \$1,300 (thirteen hundred dollars) as an appropriation to WISE for the purpose of ending gender-based violence through advocacy, prevention, education, and related services?
- Article 19 Shall the Town raise the sum of \$1,000 (one thousand dollars) as an appropriation to the Mentoring Project of the Upper Valley for the purpose of recruiting and matching adult mentors with youth aged nine to eighteen years of age?

Article 20      Shall the Town raise the sum of \$750 (seven hundred fifty dollars) as an appropriation to the Orange County Parent Child Center for the purpose of providing family support and outreach programming?

Article 21      Shall the Town raise the sum of \$500 (five hundred dollars) as an appropriation to the Orange County Restorative Justice Center for the purpose of addressing legal and conflict issues as well as the needs of harmed parties?

Article 22      To transact any other business of the Town.

The following Article shall be voted on by Australian ballot on Tuesday, March 3, 2026. The Australian balloting will take place from 8:00 a.m.to 7:00 p.m. at the Thetford Town Hall 3910 VT Route 113, Thetford Center, Vermont.

Article 23      To elect Town Officers.

\_\_\_\_\_  
Sharon Harkay (Chair)

\_\_\_\_\_  
David Goodrich (Vice Chair)

\_\_\_\_\_  
David Forbes

\_\_\_\_\_  
Li Shen

\_\_\_\_\_  
Steve Tofel

A true copy, attest:

\_\_\_\_\_  
Tracy Borst, Town Clerk

\_\_\_\_\_  
Date



# Town of Thetford Vermont

3910 Vermont Route 113 • P.O. Box 126 • Thetford Center, VT 05075  
802-785-2922 • [www.thetfordvt.gov](http://www.thetfordvt.gov)

*Selectboard Special Meeting Minutes*

*Thetford Town Offices*

**(w/Virtual Attendance Option)**

Wednesday December 10, 2025, 7:00 PM

To connect to Zoom via computer:

<https://us02web.zoom.us/j/88354391166>

To connect via phone only: +1 (646) 558 8656 8656

Meeting ID: 883 5439 116

• Link to Audio Recording:



[12 10 25 Selectboard Budget Meeting.m4a](#)

**Selectboard members present:**

- Chair Sharon Harkay
- Vice Chair David Goodrich
- Li Shen
- David Forbes
- Steve Tofel

**Present from Town of Thetford:**

- Town Manager, Brian Story
- Town Clerk and Treasurer, Tracy Borst

**Via 'Zoom':**

- Administrative Assistant to the Selectboard, Donna Ransmeier
- Kristie Wadsworth, Town Accountant

**Members of Public Present In Person:**

**Via Zoom:**

- Mike Reiderer
- Joseph's Ipad
- Amy Wright
- Alice Ely
- Stacy Glazer
- Alice Stewart
- Wendy ?
- Mark Bradley
- Mary Monteith
- Pril Hall
- Kevin Golden

1 **7:00 PM – Call to Order**

2 Selectboard Chair Sharon Harkay called the meeting to order at 7:00 PM. {RTS: 00 7:00}

3  
4 **1. Agenda Review**

5 Chair Harkay announced that although one topic of the budget that is being discussed by the Board  
6 tonight is Employee Compensation, that will not be done in open session, and will instead be done in  
7 Executive Session at the end of the meeting. She said that some of the budget figures being discussed on  
8 this topic are likely to change, and that these can be discussed at either the Selectboard’s next regular  
9 meeting or the next special budget meeting on 12/17. She asked her fellow Board members if all agreed to  
10 the Executive Session, and all confirmed that they did.

11  
12 Chair Harkay asked if any other Board members, Town Manager Story, or others had any additional  
13 changes to the agenda, Town Clerk and Treasurer (TCT) Tracy Borst, said, “I came with comments  
14 regarding my budget as it has been submitted in that draft,” and asked Chair Harkay that because of her  
15 announcement that the topic of Employee Compensation would be discussed in Executive Session, she  
16 was wondering if that meant that, “I can’t speak to it [her budget] if it includes compensation?” Chair  
17 Harkay replied, “What I’m saying is that we are no doubt going to be changing a lot of the figures so you  
18 may want to hold off.”

19  
20 TCT Borst said that she “absolutely wanted to share what I’ve prepared,” and went on to say that she, “is  
21 not happy.” She said that if the Board wanted to wait and hear her comments during the time of the  
22 meeting that is designated for her budget, she would wait until then to speak, but that she had not had a  
23 chance to “look at the numbers, yet.”

24  
25 Chair Harkay agreed that TCC Borst could wait to make her comments during the topic discussion of her  
26 budget.

27  
28 **2. Public Comment**

29 Chair Harkay called for any Public Comment on topics not on tonight’s agenda. There was none, so she  
30 asked Town Manager Story to begin the review of the budget topics, as listed.

31  
32 **3. Discussion and Review of Proposed 2026 Thetford Town Budget Sections:**

33 Town Manager Story presented on this topic, and utilized a PowerPoint presentation, which can be found  
34 as part of tonight’s meeting Agenda Packet on the Town website at

35 <https://www.thetfordvt.gov/home/showpublisheddocument/6744/639007985380811413>

36  
37 • **Selectboard and Town Manager**

- 38 ○ Selectboard budget was unchanged from 2024
- 39 ○ In May 2025, The Selectboard Assistant changed from Martie Betts filling this as part of  
40 her regular duties as Assistant Town Clerk, to a part-time position filled by Donna  
41 Ransmeier the budget reflects the change in wages
- 42 ○ Town Manager – TM Story stated that with the knowledge that the Selectboard had not  
43 yet had a chance to review the figures, he had “given myself the kind of prevailing  
44 [salary] increase that we have for other individuals – employees.” He also wanted to  
45 point out that while it appeared that there was a large increase in benefits cost, it was  
46 found that there had been a mistake made in the calculations of the prior year(s), so this  
47 not an inappropriate change, it only reflects a correction to what it should have been and  
48 would be in proportion to the salary.
- 49 ○ TM Story noted that the postage for delinquent taxes reflects an increase in postal rates,  
50 and not really an increase in mailings going out for delinquencies.

- 1           ○ On the line item for “Legal Fees,” he explained that the increase was due to having to  
2 consult the town attorneys more frequently this year and “get some of the more  
3 complicated pending cases we had “off the books.” He said that there is one case  
4 remaining, involving “Allstate,” but that that he does not foresee the Town needing to  
5 spend as much on legal fees in 2026.
- 6           ○ Regarding Town Operations, TM Story commented that the biggest increase for 2026  
7 was for computer support and licensing, largely driven by hardware support. Although  
8 2025 was costly in terms of hardware and network upgrades, including replacement of a  
9 firewall, and updating computers to Windows 11, he feels that 2026 should not see as  
10 many “spikes” in cost outlay, and that hopefully technology spending will “level out” in  
11 the future, as the Town transitions more of its architecture and security to cloud-based  
12 solutions.
- 13           ○ Moving on to Outside Committees, TM Story said that these remain similarly funded to  
14 last year, with one position up for renewal, the Regional Energy Coordinator, that has not  
15 been filled and is thus an estimate. TM Story said the assistance provided by the previous  
16 Regional Energy Coordinator was very helpful to the Town.
- 17
- 18       • ***Town Treasurer (Presented by Tracy Borst, Town Clerk and Treasurer)***
- 19           ○ TCT Borst said that very little has changed for the Treasurer’s budget from last year to  
20 2026. Slight increases are requested for dues, meetings, and travel, and postage, and she  
21 said that these are attributable to increases in prices for postage, mileage costs for travel,  
22 and increases in prices for training, dues, certifications, etc. Things are simply more  
23 expensive, and there are required trainings and meetings for the Treasurer position.
- 24
- 25           ○ TCT Borst wanted to clarify that, from her understanding of Chair Harkay’s comments  
26 made earlier in this meeting, Town employee salaries were going to be discussed later;  
27 however, the comments that she [TCC Borst] would be making would be based, “on the  
28 information that I have been given and the wage increases that have been shared with the  
29 recipients. So, as I prepared to speak to this tonight, I had no reason to understand that  
30 this may change without me speaking to it.”
- 31
- 32           ○ TCT Borst went on to say that, “I am here to respectfully request that you establish a  
33 clear and equitable compensation for full-time elected officials before the next election  
34 cycle. For 2026, the current budget shows that the Town Clerk and Treasurer’s Office  
35 will receive a 4% increase in salaries. Other departments will get at least 6% and up to  
36 16%, in this draft. When I asked about the discrepancy, the only explanation that was  
37 provided was that the budget didn’t support it. That [the budget] specifically did not  
38 support the Town Clerk and Treasurer’s Office being at 6% like the other departments at  
39 the Town Hall, with the exception of the PD [Police Department.] She explained that if  
40 the Town Clerk and Treasurer’s Office received a 6% salary increase, it would mean an  
41 increase to the 2026 budget of \$2,672., “which is less than 1/10<sup>th</sup> of 1% of the Town’s \$2  
42 million general fund budget.”
- 43
- 44           ○ She went on to summarize duties and responsibilities of her position and those of  
45 Assistant Town Clerk/Treasurer Martie Betts and highlighted many of the successful  
46 projects and good work that both accomplish on a daily and long-term basis. She stated  
47 that they “receive consistent, positive feedback, and the volume and quality of the work  
48 reflect performance from us.” She said that there had been discussion about work on a  
49 personnel policy that would address compensation for full-time elected officials, but that  
50 has been completed.
- 51

- 1           ○ TCT Borst concluded her remarks by saying that her current term ends in March 2026,  
2           and nomination petitions are due before that. She asked the Selectboard to consider  
3           “correcting the [salary] increases to a more equitable manner, and set clear compensation  
4           plans before that deadline for the sake of transparency and equity.”  
5  
6           ○ Chair Harkay asked TCT Borst what the exact deadline is for nominations for her  
7           position, and there was some discussion among the Board and TCT Borst about that.  
8           Vice-Chair Goodrich stated that he believes the deadline to be January 26<sup>th</sup>, 2026.  
9  
10          ○ TCT Borst had given a written statement to the Board, from which some of her comments  
11          had been made, and Chair Harkay asked if she would be willing to leave copies with  
12          them to bring into their Executive Session at the end of the meeting. TCT Borst agreed.  
13  
14          • ***Town Clerk and Elections (Presented by Tracy Borst, Town Clerk and Treasurer)***  
15          ○ TCT Borst next went over the Town Clerk and Elections budget items. She stated that  
16          there were not any major changes from last year, other than any changes that might occur  
17          in the wages/salaries line. The line item for “Records” is unchanged.  
18  
19          ○ In considering the Board of Civil Authority and Elections, TCT Borst explained that the  
20          line item had increased because this is a local election year. She said that this line item  
21          would increase more during the presidential election year.  
22  
23          ○ Looking at the salary line item for the Town Clerk’s Office, more discussion ensued  
24          about TCT’s earlier comments regarding her and Martie Bett’s being slated to receive a  
25          4% increase as opposed to all other departments in the Town Hall receiving at least 6%.  
26  
27          ○ Chair Harkay emphasized that all Town employee salary increases were still in process of  
28          being considered, and that she was wondering how TCT Borst had heard that the 4%  
29          increase was a final figure. She said that the Board had wanted to have an Executive  
30          Session to discuss employee compensation after their last regular meeting, but because it  
31          had been a long meeting, an Executive Session was not practical at that time. Chair  
32          Harkay told TCT Borst that since the last Selectboard meeting, she had been “doing a lot  
33          of math,” and that compensation figures were by no means finalized at this time. She  
34          thanked TCT Borst, and assured her that her concerns, as expressed tonight, would be  
35          taken into consideration.  
36  
37          • ***Planning and Zoning***  
38          ○ TM Story presented the Zoning budget first. He said that, as with most other departments,  
39          increases are seen in salaries and postage.  
40          ○ The Planning budget remained stable, and TC Story said that perhaps the Planning  
41          Commission is not “making full use of their line items.” For example, he thought that  
42          perhaps there were some training opportunities in last year’s budget that had not been  
43          utilized.  
44          ○ L. Shen questioned the line item for “Clerical Support” for Planning, and why that line  
45          item had been budgeted in 2025 but not used. TM Story explained that Helen Carter has  
46          recently taken that position. She also asked what the line item “Building Regulation”  
47          was, and TM Story said that “Building Regulation Engineering Services” is a contracted  
48          service that the Town sometimes uses for building inspections.  
49  
50          • ***Listers***

- 1 ○ TM Story noted some increases in line items within the Lister's budget, including  
2 "Salaries," but said that this is largely due to an increase in hours being worked, not pay  
3 raises. Due to the Town's reappraisal in 2025, Lister Sean Boyce's hours were increased  
4 and billed to the Reappraisal Fund. However, in 2026, the reappraisal will be concluded,  
5 and not as much can be billed to the Fund, which increased the 2026 Salaries line item.
- 6 ○ Postage increased dramatically, again due to the reappraisal, and the letters that are sent  
7 as part of it. The rising cost of postal fees also had an impact.
- 8 ○ TM Story said that he watches the Reappraisal Fund closely, and that he and the Town  
9 Accountant do their best to not deplete it, while using it prudently. Once the 2025  
10 Appraisal is done, the Fund will need to be replenished.

- 11
- 12 • **Public Safety**  
13 **(Police Department)**

- 14 ○ TM Story said that 2026 is a new contract year for police employees, which means a  
15 substantial wage increase, and included in the Salaries line item is a potential third, full-  
16 time officer.
- 17 ○ Chair Harkay asked TM Story to explain about the third, full-time position, and he said  
18 that it has been open and posted for some time. A couple of candidates have been  
19 interviewed but not hired. He feels that a more competitive salary will help in attracting  
20 qualified candidates.
- 21 ○ There is a 6% raise allocated for the police department's administrative assistant, who  
22 works approx.. 6 hours per week.
- 23 ○ Chair Harkay asked TM Story to explain about the large decrease seen in the line item  
24 amount allocated for Radio Dispatch. He said that this is being "scaled back," as this  
25 allotment has not been fully spent in recent years, and that moving dispatch services from  
26 VT State Police to Hanover, NH Police dispatch, is being seriously considered. This  
27 would be a cost savings. He also said that there has been savings seen on new radio  
28 equipment purchased at a good price.
- 29 ○ There is an increase in for Radios and Equipment, as some of the police radios require  
30 updating in both the office and in cruisers.
- 31 ○ To offset some of the increases in the Police Department budget, TM Story said that the  
32 department may generate some revenue through contracted service details with other  
33 towns/villages. They are currently working on a contract with West Fairlee.
- 34 ○ TM Story brought the Board's attention to the Police Department Capital Equipment  
35 Fund. It includes a replacement for a Ford F150 truck for the department, but TM Story  
36 said that this will be contingent upon the hiring of a third officer. Vice-Chair Goodrich  
37 voiced concerns about having three police vehicles for a (currently) two-person  
38 department. TM Story explained that he is working on the sale of the Ford F150, but he  
39 feels strongly that each officer should have his/her own assigned cruiser due to the nature  
40 of the policing that they do in the Town, the fact that they are often on a call-out status,  
41 etc. He and Vice-Chair Goodrich agreed that this could be a lengthy discussion, and the  
42 other members of the Board concurred to putting the topic as an agenda item for their  
43 next regular meeting.

- 44 **(Emergency Management – includes Fire Warden, Health Officer, and Animal Control)**

- 45 ○ TM Story stated that there was little change in the Emergency Services budget from last  
46 year. The Board noted that during the year 2023 almost the entire Emergency Services  
47 budget had been spent, and TM Story said that was due to the flooding experienced that  
48 year.

1  
2  
3  
4 • **Appropriations (Organizations/Programs requesting funding from the Town)**

- 5 ○ **Clara Martin Center – requesting level funding of \$4266. (same as 2025)**
- 6 ○ **VNA/VNH – requesting level funding of \$13,000. (same as 2025)**
- 7 ○ **White River Council on Aging – (represented by Mark Bradley) – requesting a 50%**  
8 **increase in funding from \$10,000-15,000.** Mr. Bradley explained that his agency has  
9 seen an 82% increase in the number of Thetford senior residents who are receiving meals  
10 from their “Meals on Wheels” program. They are also anticipating receiving less funding  
11 from Senior Solutions to support their meal programs for 2026, but they do hope to  
12 strengthen their collaboration with Thetford Elder Network
- 13 ○ **The Family Place - (represented by Stephanie Slayton) – requesting a 400%**  
14 **increase in funding from \$300. - \$4000.** Ms. Slayton stated that The Family Place is one  
15 of the 15 Vermont parent-child centers. They provide early intervention services for  
16 children aged 0-3 years. They refer for developmental screening, provide in-home  
17 therapy for children and parents, groups, and assist families with child care placement.  
18 They served approximately 200 Thetford residents in 2025. Their outreach efforts to  
19 Thetford and surrounding areas have increased, as well as the referrals of Thetford  
20 residents to outside professional services such as developmental testing. They have hired  
21 several new in-home therapists that serve the Thetford area.
- 22 ○ **Thetford Community Nurse – (represented by Wendy Cole) – requesting a 25%**  
23 **increase in funding from \$8,000.- \$10,000.** Ms. Cole stated that the Community Nurse  
24 provides free services to any Thetford resident who requests them. They have recently  
25 hired a new RN for the position, Clay Odell, who is on the job, meeting with clients. The  
26 program has been level-funded for many years, despite increasing costs such as gas for  
27 travel, supplies, salary, etc.
- 28 ○ **Orange County Restorative Justice – represented by Kym [last name unknown] and**  
29 **David Goodrich - requesting level funding of \$500. (same as 2025)** Kym stated that  
30 they work with children as young as 11 years to adults, who have become involved in  
31 some way in the criminal justice system.
- 32 ○ **Safeline - represented by Amy Wright - requesting level funding of \$1,300. (same**  
33 **as 2025.)** Ms Wright said that her organization provided services to 31 Thetford  
34 residents in 2025. They provide support and intervention services and advocacy to  
35 victims of domestic and family violence.
- 36 ○ **Orange County Parent Child Center – (represented by Marda [last name unknown]**  
37 **) - requesting level funding of \$750. (same as 2025) –** Marda told the Board that, like  
38 The Family Place, they are one of the 15 Vermont Parent-Child Centers and thus have  
39 similar missions and services. However, they offer some additional services such as play  
40 groups, a specially trained child abuse investigator that assists police in child abuse  
41 investigations, and a nutrition program.
- 42 ○ **Tri-Valley Transit (formerly Stagecoach) – represented by Mike Reiderer and Mary**  
43 **Monteith - requesting level funding of \$4,800. (same as 2025)** Mr. Reiderer and Ms.  
44 Monteith said that in addition to the regular transport routes that Tri-Valley offers, they  
45 now have expanded their services to those who require special medical transport and  
46 have door-to door transportation done by volunteers.
- 47 ○ **WISE – represented by Stacy Glazer – requesting a 225% increase in funding from**  
48 **\$400. - \$1300.** Ms. Glazer clarified that this request really is not what it appears as the  
49 vote at last year’s Town meeting did approve funding of \$1300. This was confirmed by  
50 TM Story and the Selectboard, so the figures will be changed for the Town Report. Ms  
51 Glazer said that her organization directly assisted 8 individuals from Thetford in 2025.

1 However, they provide anonymous services through a domestic violence/sexual assault  
2 hotline, and other supports that are anonymous and confidential, so it is likely that the  
3 number served from the Thetford area is much higher.

- 4 ○ **Senior Solutions – represented by Kevin Golden - requesting a 3.57% increase in**  
5 **funding from - \$2800. - \$2,900.** Mr. Golden explained that Senior Solutions is the Area  
6 Agency on Aging in Southeastern VT., whose mission is to promote the well-being and  
7 dignity of older adults. In 2025, their helpline fielded 61 calls from Thetford residents,  
8 their insurance navigators helped 28 Thetford residents, case managers provided 129  
9 hours of case management services to Thetford elders, and they supported the Meals on  
10 Wheels program. They partner with the Bugbee Center to provide day services for  
11 persons with cognitive decline or other memory disorders.
- 12 ○ **Special Needs Support Center – represented by Alice Stewart - requesting a 67.50%**  
13 **increase in funding from \$1194-\$2,000.** Ms Stewart said that her organization  
14 **supports both adults and children with special needs, with a focus on community**  
15 **programming and integration. They also offer advocacy and family support.**
- 16 ○ **Public Health Council of the Upper Valley – (represented by Alice Ely) - requesting**  
17 **level funding of \$1,388. (same as 2025)** Ms Ely explained that her organization focuses  
18 on public health initiatives such as open free flu vaccine clinics in the area, which were  
19 done in Orford and Bradford, and education. They also support programs, such as the  
20 Community Nurse, in Windsor. They have done a strategic plan recently, and found that  
21 community health education is something in which local people and communities are  
22 interested.
- 23 ○ **HealthHUB - New Program - 2026 - requesting \$1,500.**
- 24 ○ **Mentoring Project of the Upper Valley - New Program 2026 – (represented by Ann**  
25 **Hatch - requesting \$1,500.)** Ms. Hatch states that her program has been in existence for  
26 about 20 years, but brought their services to the Thetford area about 2 years ago. They are  
27 aligned with Rivendell and Orange East School Districts, and all children in the areas  
28 aged 9 and up are allowed to join. The children are matched with an adult mentor with  
29 whom they spend at least 5 hours a month. The child and mentor do community and  
30 educational-type activities. Currently, there is one child/mentor pair from Thetford, but  
31 Ms Hatch hopes to grow the program. Her referrals come from the schools, or are self-  
32 referred by families.
- 33 ○ **Prevent Child Abuse VT - New Program 2026 – requesting \$500.**

#### 34 35 **4. Anticipated Executive Session to Discuss Employee Compensation as Allowed by 1 V.S.A. §** 36 **313(a)(3)**

37 At this time, Chair Harkay stated that the Board would be entering into Executive Session to discussion  
38 budget matters related to employee compensation, as allowed by **1 V.S.A. Subsection 313(a)(3)**

39 Chair Harkay made a “Motion to Suspend the Special Selectboard Meeting and Enter Executive Session  
40 as Allowed by *IVSA Subsection 313A1B*”

41 Chair Harkay asked if there was any discussion on the Motion, and being none, called for an All-in-Favor  
42 Vote

43 All Board Members present voted “In Favor.”

44 **The vote was unanimous. The Motion Passed.**

#### 45 46 **5. Executive Session {00 9:43}**

47 The board agreed on the % increases they discussed for the employees in question and will recommend to  
48 Town Manager Story to put the figures into the budget

49 **The Selectboard consented out of Executive Session at 10:18pm**

#### 50 51 **6. Adjourn {00 10:21}**

1 Chair Harkay called for a Motion to Adjourn.  
2 S Tofel made a “Motion to Adjourn the Special Selectboard (Budget) Meeting of 12/10/2025.”  
3 Chair Harkay asked if there was any discussion on the Motion, and being none, called for an “All in  
4 Favor Vote.”  
5 All Board members voted “In Favor.”  
6 **The vote was unanimous. The Motion Passed.**

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Date 11/17/2025

*1*  
Thetford Selectboard Meeting Minutes



# Town of Thetford Vermont

3910 Vermont Route 113 • P.O. Box 126 • Thetford Center, VT 05075  
802-785-2922 • www.thetfordvt.gov

## *Selectboard Regular Meeting Minutes*

### *Thetford Town Offices*

**(w/Virtual Attendance Option)**

Monday, December 15, 2025, 7:00 PM

To connect to Zoom via computer:

<https://us02web.zoom.us/j/88354391166>

To connect via phone only: +1 (646) 558 8656 8656

Meeting ID: 883 5439 116

• Link to Audio Recording:

[https://us02web.zoom.us/rec/share/7O8Hf8jGWMmp6xBwJtO9PUMxoiIAgC7S0aXVmCTBW\\_AbLS5kUI34OGxG63U4EAMP.da3qVvVc475tK-hT -](https://us02web.zoom.us/rec/share/7O8Hf8jGWMmp6xBwJtO9PUMxoiIAgC7S0aXVmCTBW_AbLS5kUI34OGxG63U4EAMP.da3qVvVc475tK-hT-)

### **Selectboard members present:**

- Chair Sharon Harkay
- Vice Chair David Goodrich
- Li Shen
- David Forbes
- Steve Tofel

### **Present from Town of Thetford:**

- Town Manager Brian Story

#### **Via 'Zoom':**

- Town Clerk, Tracy Borst
- Administrative Assistant to the Selectboard, Donna Ransmeier

### **Members of Public Present In Person:**

- Stuart Blood
- Cynthia Shelton
- Heintz Trebitz
- Henry Nichols
- Duncan Nichols

#### **Via Zoom:**

- Tina Foster
- Sherry Merrick
- Alan Guttmacher
- Carole Petrillo
- M.B.?
- Keith ?

1 **7:01 PM – Call to Order**  
2 Selectboard Chair Sharon Harkay called the meeting to order at 7:01 PM. {RTS: 00 7:01}

3  
4 **1. Agenda Review {00 7:01}**

5 Chair Harkay stated that she would like to add an Executive Session to the end of tonight’s  
6 meeting, “to revisit a decision that we made last Wednesday.” She added, “it is something I  
7 advocated for, that I have had huge second thoughts about and I would like to explain why.” The  
8 other members of the Board agreed to tonight’s Executive Session.

9  
10 **2. Notes from the Selectboard Chair {00 7:03}**

11 Chair Harkay announced that the second budget meeting will be held on this Wednesday,  
12 December 17, at 7:00pm, here at the Town Hall, as well as via ‘Zoom.’

13  
14 She also wanted to remind everyone that nominations for the annual Civic Pride award are still  
15 being taken, with a deadline for nominations of January 23, 2026. She asked that anyone who  
16 submits someone as nominee should also please include a short summary of why they feel that  
17 the person is deserving of the award. The nominations can be submitted to Martie Betts,  
18 Assistant Town Clerk, at her office, or via email, at mbetts@thetfordvtgovt

19  
20 Chair Harkay added that the date for this year’s Town Meeting is February 28, 2026, which is  
21 the last Saturday in February.

22  
23 **3. Town Manager Report {00 7:07}**

24 • **Update on Social Service Coordinator Contract**

25 Town Manager Brian Story stated that there are some on-going negotiations between the Town  
26 and the two agencies who are sub-contracting the Social Services position. Senior Solutions and  
27 The Bugbee Center, who will be providing the person who will fill the position, are negotiating  
28 about some terms of the contract concerning indemnification. Town Manager Story feels that  
29 these terms are important to have in the contract, and are thus it’s worthwhile to come to an  
30 agreement between all parties. He thinks it will not take too much longer for this to happen and  
31 the contract to be ready for final signing.

32  
33 • **Update on Potential Procurement Policy Modification(s)**

34 Town Manager Story said that he had hoped to have an update regarding his efforts to write a  
35 proposed modification to the Town’s Procurement Policy that would include language  
36 concerning Human Rights that had been spoken about at the last Selectboard Meeting. Resident  
37 Henry Nichols had been the primary source of information for the proposed language that might  
38 be added to the policy. Town Manager Story stated that he wanted to let everyone know that his  
39 schedule is such that he probably will not be able to present anything written for review until late  
40 February/early March, 2026. He said he would like to at least have a draft of something, “out for  
41 review” before Town Meeting, “but that’s pretty optimistic.”

42  
43 • **Information on Possible BRELLA Funding for the Post Mills Landfill**

44 Town Manager story said that there had been some “recent conversations about the landfill,” and  
45 obtaining possible BRELLA (Brownfields Reuse and Environmental Liability Limitation  
46 Program) funding, which is a state program that provides assistance for clean-up and “re-

1 purposing” and/or development of old hazardous waste sites. There is a bill currently pending in  
2 the legislature that is important to this funding, and there have been hearings regarding the Post  
3 Mills landfill and repurposing proposals potentially being overseen by the VT Agency of Natural  
4 Resources (ANR.) Town Manager Story thinks that a “next step” would be for the Town to hire  
5 an environmental attorney to more thoroughly investigate the bill and the process, as he says that  
6 it is complex and requires expertise in environmental law.

7  
8 Resident Stuart Blood spoke about this issue and made several points. He later sent an email to  
9 the Board which summarized these points concisely, and, in the interest of accuracy, **these are**  
10 **copied and pasted as follows:**

11 *Update on Post Mills landfill 2025-12-15 submitted by Stuart Blood*

12 *This summary has new information from an email that Rep. Rebecca Holcombe sent to the Town*  
13 *Manager last week. Brian [Story] forwarded it to the Selectboard.*

14  
15 ***Where things stand.***

- 16 • *A Post Closure Plan (PCP) for the landfill is under the jurisdiction of the Solid Waste*  
17 *Management Program and is governed by the Solid Waste Rules. The rules require that a plan*  
18 *be in place but ANR allowed the original plan to lapse three years ago. Putting a new plan in*  
19 *place should be the Town’s highest priority in addressing the situation.*
- 20 • *The BRELLA process is entirely separate. It terminates successfully when a Certificate of*  
21 *Completion is issued to a property owner or a prospective owner. The process is under the*  
22 *jurisdiction of a different program at ANR and is subject to a different rule, the “iRule.”*  
23 *Completion requires that a (prospective) owner implement a Corrective Action Plan (CAP). A*  
24 *solar array appears to be ANR’s priority but it will require BRELLA completion.*
- 25 • *ANR’s rules do not require the BRELLA process to be completed for a PCP to be*  
26 *approved.*
- 27 • *Regardless, ANR hired a consultant to draft a document that includes both a CAP and a*  
28 *PCP.*
- 29 • *That document was delivered by Stone Environmental in May of this year. The PCP*  
30 *describes the ground water monitoring requirements, including which wells will be sampled for*  
31 *which contaminants. That includes sampling for PFAS and another “emergent contaminant”,*  
32 *1,4-dioxane.*
- 33 • *ANR’s Solid Waste rules require post-closure care to continue for a minimum of 30*  
34 *years. It must not end until contaminant levels fall below enforcement levels, which has not*  
35 *happened. The original PCP of 2002 had a term of only 20 years and expired in 2022. The*  
36 *proposed plan would run through 2032 with an estimated cost of about \$50,000 per year.*  
37 *According to Rep. Holcombe, there is about \$100,000 remaining in the settlement fund.*
- 38 • *ANR has taken no action to approve and implement the PCP that it paid to have drafted.*
- 39 • *ANR appears to be tying approval of the PCP to completion of the BRELLA process even*  
40 *though **the two processes are distinct and operate under different sets of rules.** ANR appears*  
41 *unwilling to continue as the party responsible for the landfill.*
- 42 • *Rep. Holcombe’s draft legislation would appropriate \$143,000 to ANR, to be granted to*  
43 *GMEDC to restart the process that it abandoned earlier this year. GMEDC would be*  
44 *“reimbursed” \$43,000 for legal fees that it incurred in its previous role as the administrator of*  
45 *the Barker estate. The remainder would be spent only on tasks to complete BRELLA..*

- 1 • *Since GMEDC withdrew as a prospective owner, no other prospective owner has stepped*  
2 *forward.*
- 3 • *Rep. Holcombe’s email included a lengthy thread of communications among our*  
4 *legislative delegation and a staff attorney. The attorney was “blunt” in his assessment, which*  
5 *was that he doubted any entity would be willing to take ownership of the landfill under the*  
6 *circumstances. He said, “I doubt any attorney or consultant would recommend that.”*
- 7 • *In her email, Rep. Holcombe nonetheless suggested that Thetford take ownership of the*  
8 *landfill “in the transition,” until another owner can be found.*

9  
10 ***Recommendations.***

- 11 • *Town should not take ownership of the landfill*
- 12 • *Town should ask our legislators to for legislation that requires ANR to start*  
13 *implementing the Post Closure Plan that it paid for but has been sitting on for seven months.*
- 14 • *Town should engage a lawyer with expertise in federal and state Brownfield laws.*

15  
16 Following Mr. Blood’s comments made at the meeting, the Board decided that this issue should  
17 be placed on a meeting Agenda at a future meeting to be fully discussed.  
18

19  
20 **4. Committee and Commission Reports {00 7:25}**

21 Chair Harkay called for any Committee and/or Commission Reports.  
22

23 Vice -Chair David Goodrich reported that the Thetford Restorative Justice Committee finished  
24 the framework of training and getting policies and procedures in place, and that most of this had  
25 happened by early September of this year. Shortly thereafter, they received the “go-ahead from  
26 Kim Anderson to start functioning on our own.”  
27

28 As a result of having the necessary framework in place, the Committee has also now gone from  
29 monthly to quarterly meetings, and these will be held in 2026 on the fourth Fridays of the months  
30 of January, April, July, and October. The Committee is continuing to work with a variety of  
31 incidents; Vice Chair Goodrich thinks that they have worked with 9 so far.  
32

33 A new development in how cases are handled at the Attorney General’s office has allowed for  
34 more incidents to be referred to Restorative Justice, so the Committee will likely be getting an  
35 influx of more in the near future. There is a meeting scheduled this Friday with Kim Anderson to  
36 discuss this in further detail.  
37

38 Chair Harkay asked Vice-Chair Goodrich if he would be preparing a summary of the Restorative  
39 Justice Committee’s activities to go into the Town Report, and he replied that the Committee is  
40 planning to do that.  
41

42 **5. Public Comment {00 7:39}**  
43

44 Cynthia Shelton spoke about the planning meetings being held for Thetford’s 250<sup>th</sup> Anniversary.  
45 Their Committee is known as “Thetford VTSQC” She said that there have been some “great  
46 meetings with great turnout and a lot of enthusiasm.” There are events planned for almost every

1 month throughout 2026, and sometimes several in a month. The Committee is hoping that the  
2 Selectboard will come to the events.

3  
4 Ms. Shelton introduced fellow members of the Committee, including Sherry Merrick and Tina  
5 Foster.

6  
7 Ms. Merrick said that Jay Craven, well known VT filmmaker and founder of Catamount Arts in  
8 St. Johnsbury, will be presenting his film, “*Lost Nation*,” at the Martha Rich Theatre at Thetford  
9 Academy. The date is not certain at this time, but it will be either the 17<sup>th</sup> or 18<sup>th</sup> of January.

10  
11 Tina Foster added that Ms. Shelton has created a great website that will feature the upcoming  
12 events, and that everyone on the committee is pleased with the progress that is being made. The  
13 website address is [thetfordvtsqc.weebly.com](http://thetfordvtsqc.weebly.com)

14  
15 Chair Harkay thanked this Committee for their work on this exciting community project but also  
16 asked if they would consider putting up posters or flyers around Town about their upcoming  
17 events, as many residents still don’t have internet access. They agreed to do that.

18  
19 **6. Possible Adoption of the Fire Service Agreement with the Thetford Volunteer Fire**  
20 **Department {00 7:49}**

21 Chair Harkay asked Town Manager Story to speak on this Agenda item as he has been working  
22 on the changes to the Agreement. She stated that there are “two different things that we are  
23 looking at,” and asked that he explain these.

24  
25 Town Manager Story said that in conversations with the Fire Department about making changes  
26 to the Fire Services Agreement earlier this year, all had agreed that the main change would be  
27 that the agreement included more “general emergency services,” as well as “we also wanted to  
28 add a little bit more detail [about] their reporting to us.” He went on to say that consensus had  
29 been reached on the reporting part of the agreement, but work has been continuing the format  
30 and content on the general services part(s). The Fire Department prefers an “Memorandum of  
31 Understanding” format for the services part of the Agreement, and they returned an edited copy  
32 with some preferred changes to Town Manager Story over this weekend, so the copy did not  
33 make it into the packet for tonight’s meeting. He thus provided copies to the Board and to  
34 members of the public who were at the meeting. It was clarified that the changes requested by  
35 the Fire Department were printed in red.

36  
37 The Board reviewed all of the changes and found a couple of minor typing mistakes. They also  
38 asked about the reporting software that will be used, which will be included in the Fire  
39 Department’s budget. The reports generated will be included in the Town Report, and Chair  
40 Harkay added this made her very happy.

41  
42 Town Manager Story said that the changes were “pretty minor,” and “that these are reflective of  
43 what’s going on and how we’ve been doing things.”

44  
45 Resident Cynthia Shelton commented that she is pleased that the Agreement is progressing;  
46 however, she still is not seeing anything “about needing to itemize expenditures.”

1 She wondered if this would be part of the reporting requirement. She said, “There’s no  
2 itemization requirement. If we don’t know what the bookkeeping is about, we don’t know what  
3 they need the money for. There is nothing requiring them to train, or recruit, or even try.” Ms.  
4 Shelton said that [the Fire Department] “had promised at Town Meeting this year that they were  
5 going to hold trainings, and I haven’t seen a single one. I haven’t seen any advertised for the  
6 public.” Chair Harkay answered this, stating that she had witnessed the Fire Department training  
7 “outside in the parking lot several times,” as well as at several other places in Town. Ms. Shelton  
8 responded that she was referring to trainings for the public that address emergency management  
9 skills, or emergency warming or cooling shelters. She went on to say that the Agreement has  
10 nothing in it about annual audits, recruit numbers, or “who owns what equipment, what  
11 property.”

12  
13 Chair Harkay asked Town Manager Story if he could address any of Ms. Shelton’s concerns. He  
14 said that as far as equipment goes, that is addressed in the Fire Department bylaws, which state  
15 that ownership of any equipment reverts to the Department in the event that the Department has  
16 to “shut down.”

17  
18 He did not know about recruitment, and asked Tim McCosker, Fire Department Trustee, who  
19 was present, if he could answer this. Mr McCosker stated that he knows that a couple of new  
20 people have joined recently, and that the process is that if a person is looking to join a volunteer  
21 department, they usually go to that department’s website to find information on how to contact  
22 the department and apply. He added that Firefighter Certification Levels I and II training is  
23 offered at the Hill Street Station for new recruits, and that one of the levels is just completing a  
24 program, with one to start in January, 2026. Vice-Chair Goodrich asked Mr McCosker if he  
25 knew how many people are attending the current class, and he responded that he thought it was,  
26 “about 24 from surrounding towns.”

27  
28 Resident Heintz Trebitz spoke next, saying that he would like to remind everyone that the Fire  
29 Department is supported by taxpayer dollars in the amount of “something like \$375,000.” He  
30 feels that there has been very little accounting in the Town Report by the Fire Department about  
31 how that money is spent, and that the Town website, “is just an empty shell.” He said that he  
32 thinks that for the amount of money that is allotted, “there should be transparent reports.” Mr.  
33 Trebitz also said that the Fire Department’s 2024 budget was not included in the Town Report.  
34 Town Manager Story responded that it had been a printing error, and a supplement was later  
35 provided that contained that information. The Board and Town Manager Story agreed that they  
36 will do everything possible to ensure that there is not a repeat printing error of that sort this year.

37  
38 The discussion then moved to reporting on the different levels of training received by the  
39 firefighters and emergency management services (EMS) personnel, and how that is reported.  
40 Vice Chair Goodrich spoke about one of the EMS workers being verbally accosted about his/her  
41 level of training and pay by a resident, and how perhaps a list of the workers and their training  
42 level and pay might be appropriate as part of the reporting. It was suggested that this could be  
43 done without identifying the worker by name, only by training level.

44  
45 There was further discussion about language in the MOU, including a line that was paraphrased  
46 by Cynthia Shelton as saying that “if [the Fire Department] does not have the manpower or

1 equipment to go to an event, and emergency, they are not obligated to go.” She felt that it was  
2 therefore important to have data about, “what kind of manpower they really do have and what  
3 they are able to attend to.” She cited a recent motor vehicle accident where she believed that the  
4 sole EMS worker to respond was the Fire Chief, which she felt was inadequate.

5  
6 This brought about further discussion about the nature of a fully volunteer fire department and  
7 what can reasonably be expected from volunteers. The topic of the size of the budget was again  
8 brought up, and how it is detailed in the Town Report. Mr McCosker asked if the Town Report  
9 breaks it down as it does for other departments so that the buildings and grounds costs,  
10 sometimes also referred to as “capital funds” are broken out separately from the other line items  
11 of the department’s operations, so that a more accurate picture of what the cost of functional  
12 operations is being given to the taxpayer. There was a comparison made between the budgets  
13 presented by Upper Valley Ambulance and the Fire Department in the Town Report.

14  
15 It was suggested that perhaps there is a lack of trust between the Selectboard and the Fire  
16 Department and/or some residents and the Fire Department. There was both agreement and  
17 disagreement expressed on both sides of this suggestion. It was decided that the Agreement  
18 needs more work, and Town Manager Story will do another draft and put this on again as an  
19 Agenda item at a future Selectboard meeting.

20

21 **7. Town Meeting Planning {00 8:54}**

22 Chair Harkay asked Town Manager Story and Tracy Borst, Town Clerk and Treasurer, to lead  
23 the discussion on this topic.

24 Below is a table of important dates related to Town Meeting, that was prepared by Town  
25 Manager Story for tonight’s meeting packet:

26

Month	Day	Description
December		Email Town Report contributors with 1/5/26 deadline.
December		Confirm Town Meeting location
December	30	Send final notice for Town Report submissions
January	15	Deadline for petitions for Town Meeting articles
January	20	Opening of the warning period for Town Meeting articles
January	26	Nominating petitions due
January	26	Deadline to submit Town Meeting warning to newspaper
January	29	Last day of the warning period
January	30	Town Report draft review
February	2	At Selectboard meeting the Town Report needs to be approved
February	28	Town Meeting
March	3	Australian Ballot voting

27 Town Manager Story and TCC Tracy Borst discussed the various deadlines and details for which  
28 the and the Selectboard members are responsible, regarding Town Meeting and the Town  
29 Report.

1 **8. Update on Post Mills Airport {00 9:09}**

2 Town Manager Story summarized this topic, stating that Tina Foster, Manager of the Post Mills  
3 Airport, had recently sent in a plan for transfer of ownership of the airport to the non-profit  
4 corporation. He has reviewed it, and stated that “it looks good,” and that he will forward it to all  
5 Board members after reviewing it with the Town Attorney.

6 Town Manager Story said that the plan contains information about the non-profit’s expected  
7 revenue and expenses, its plan for sustainability, expected capacity, etc. He stated that the plan is  
8 “pretty simple,” with the Town agreeing to accept ownership of the property, then transferring it  
9 to the non-profit corporation with an expectation that it will continue to operate, or ownership  
10 will revert to the town if it ceases to operate.

11 The Board expressed some concern over any continued liability, but Town Manager Story said  
12 that is a non-issue because the Town will have no ownership unless the non-profit ceases to  
13 operate the airport.

14 Tina Foster, in attendance via *Zoom* said that she had set up and incorporated 501c4 which will  
15 manage the “aviation side of things,” and that will begin in the first quarter of 2026. There will  
16 be an MOU for “the estate side of things.”

17 Town Manager Story will report back to the Selectboard after he speaks with the Town Attorney  
18 but expects that the plan will be acceptable.

19 **9. Warrants and Minutes {00 9:12}**

20 **Warrants:**

21 The Warrants for 12/15/2025, as prepared by Thetford Town Accountant Kristie Wadsworth, are  
22 as follows:

<b>54.1</b>	<b>\$3,050,789.48</b>
<b>31.2</b>	<b>\$9,764.46</b>
<b>32.3</b>	<b>\$14,536.34</b>
<b>25.4</b>	<b>\$31,771.01</b>

23  
24 Chair Harkay asked if there was any discussion on the Warrants.

25 Being none, she called for a Motion.

26 D Forbes made a “Motion to Accept the Warrants of 12/15/2025, as Presented.”

27 Chair Harkay asked if there was any discussion on the Motion. Being none, called for an “All-  
28 in-Favor Vote.”

29 All Board Members present voted “In Favor.”

30 **The vote was unanimous. The Motion Passed.**

31  
32 **Minutes:**

33 The Selectboard Meeting Minutes of 12/01//2025 were reviewed and edited as appropriate, by  
34 the Board

1 Chair Harkay asked if there was any further discussion on the meeting minutes of 12/15/2025.  
2 Being no further discussion, Chair Harkay Made a Motion to Accept the Minutes of 12/15/2025,  
3 as Reviewed and Edited.

4 She called for an “All-in-Favor Vote.”

5 All Board Members present voted “In Favor.”

6 **The vote was unanimous. The Motion Passed.**

7  
8 **10. Anticipated Executive Session to Discuss Personnel Compensation, as Allowed by 1**  
9 **V.S.A. § 313(1)(B) {00 9:35}**

10 Chair Harkay made a “Motion to Suspend the Regular Selectboard Meeting and Enter Executive  
11 Session as Allowed by *IVSA Subsection 313A1B*”

12 Chair Harkay asked if there was any discussion on the Motion, and being none, called for an All-  
13 in-Favor Vote

14 All Board Members present voted “In Favor.”

15 **The vote was unanimous. The Motion Passed.**

16  
17 **11. Executive Session {00 9:43}**

18 The Selectboard left executive session at 9:43 PM.

19 No actions were taken.

20  
21 **12. Adjourn {00 9:47}**

22 Chair Harkay called for a Motion to Adjourn the Meeting at 9:47PM

23 S Tofel Made a Motion to Adjourn the Meeting

24 Chair Harkay asked if there was any discussion on the Motion. Being none, she called for an All-  
25 in-Favor Vote

26 All Board Members present voted “In Favor.”

27 **The vote was unanimous. The Motion passed.**

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Date 09/15/2025

*1*  
Thetford Selectboard Meeting Minutes



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## Town of Thetford Vermont

3910 Vermont Route 113 • P.O. Box 126 • Thetford Center, VT 05075  
802-785-2922 • [www.thetfordvt.gov](http://www.thetfordvt.gov)

### *Selectboard Special (Budget) Meeting Minutes*

#### *Thetford Town Offices*

#### **(w/Virtual Attendance Option)**

Wednesday December 17, 2025, 7:00 PM

To connect to Zoom via computer:

<https://us02web.zoom.us/j/88354391166>

To connect via phone only: +1 (646) 558 8656 8656

Meeting ID: 883 5439 116

- Link to Audio Recording:



[12 17 25 Selectboard Meeting.m4a](#)

#### **Selectboard members present:**

- Chair Sharon Harkay
- Vice Chair David Goodrich
- Li Shen
- David Forbes

Via Zoom:

- Steve Tofel

#### **Present from Town of Thetford:**

- Town Manager, Brian Story
- Jim McCracken, Fire Department Trustee

**Via 'Zoom':**

- Town Clerk and Treasurer, Tracy Borst
- Director of Public Works Department, Dale Lewis
- Cheryl Trudowski, Library Federation Treasurer, Peabody Library, Chairperson, Board of Trustees
- Donna Ransmeier, Administrative Assistant to the Selectboard

#### **Members of Public Present In Person:**

- Pete Tanini, Treasurer, Latham Library

**Via 'Zoom':**

- Tracy Boch

#### **7:01 PM – Call to Order**

Selectboard Chair Sharon Harkay called the meeting to order at 7:01 PM. {RTS: 00 7:00}

#### **1. Agenda Review**

Chair Harkay asked if there were any changes to the Agenda, and Town Manager Story said that while it is not a change, he wanted to explain that the last item that will be presented on the budget is a “summary page” with the total tax rate on it, as well as some organizations such as the Library Federation.

1 Chair Harkay called for any Public Comment on topics not on tonight’s agenda. There was none, so she  
2 asked Town Manager Story to begin the review of the budget topics, as listed.

3  
4 **3. Discussion and Review of Proposed 2026 Thetford Town Budget Sections:**

5 Town Manager Story presented on this topic, and utilized a PowerPoint presentation, which can be found  
6 as part of tonight’s meeting Agenda Packet on the Town website at

7 <https://www.thetfordvt.gov/home/showpublisheddocument/6744/639007985380811413>  
8

9 ○ **Town Hall and Land**

10 Town Manager Story said that although there were not many increases to this budget category, one of the  
11 most significant was under the line item of “Alarm Service,” and this was due to concerns that have been  
12 expressed by Town Hall employees and others who feel that there should be enhanced security features to  
13 protect them while at work. These concerns have, in part, stemmed from other incidents that have  
14 happened in other towns, where security was not adequate to protect town employees from customers or  
15 others who became combative or destructive.

16  
17 He also mentioned the line item “PACIF liability” which is highlighted in yellow because it remains as an  
18 estimated cost.

19  
20 Regarding the Timothy Frost Building, Town Manager Story stated that the changes that are reflected in  
21 this year’s budget have been due to a lot of funds being moved into the Reserve Fund, to which most of  
22 the incurred expenses for the year, have been charged. However, some of the expenses for the building,  
23 such as Planning and Engineering, were attributed to the Town Manager and Selectboard budget.

24  
25 Under “Town Lands,” he stated that there were not many changes, but one cost that would go up “a  
26 little,” was Mowing and Maintenance,” which reflects the higher prices of fuel, equipment, labor, etc. He  
27 is confident, however, that the budgeted amount should be sufficient, and feels that that the Town  
28 cemeteries are similarly covered by their budgeted funds.

29  
30 ○ **Transfer Station**

31 One line item that Town Manager Story wanted o focus on was “Commingled and RRA,” which refers to  
32 the recycling contract, for which final costs will not be known until the end of the year. Thus, fully  
33 accurate projections cannot be made until then. There may also be some fluctuations in the cost of  
34 compensation for employees at the transfer station, due to increased hours.

35  
36 ○ **Fixed Costs**

37 Town Manager Story explained that most of the section regarding “Regional Views and County Taxes”  
38 are also estimates, but that he estimated somewhat high, with the idea of being reasonably confident that  
39 the budget would cover increases. He expects that County Tax will be a bit higher than the latest quote of  
40 10%, but that also is built into the budget.

41 The Social Services Coordinator position is included in the 2026 budget and is expected to start before the  
42 end of this year or early next year, as Town Manager Story expects that the contract with Senior Solutions  
43 and The Bugbee Center to be done within a day or two. Under Real Estate Abatements and Interest on  
44 Loans, Town Manager Story said that he does not expect to see any significant changes, not does he  
45 foresee that the town will incur expenses from unexpected loans.

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○ **Recreation and Treasure Island**

There has been a “decent increase on revenue on the Recreation side this year,” according to Town Manager Story. Chair Harkay asked if this was due to new programs being offered by the Recreation Department and Town Manager Story confirmed this, saying that along with the associated user fees for certain programs and places, these have helped support the financial health of the recreation department.

There was some discussion about games that are held by the Rec Department, and the need for referees. Apparently, there is some free training offered, but still not enough volunteers.

Treasure Island had had various improvements to its grounds this year. Usage was down a bit, which was surprising, considering the weather this summer.

It is not easy to find staff for Treasure Island, as most are part-time and all are seasonal positions. The Treasure Island staff, including lifeguards, gatekeepers, etc., do not get the same pay increase as the rest of the Town employees for 2026, (also due to being seasonal.)

○ **Department of Public Works (DPW)**

Chair Harkay explained that the Town is still waiting for the DPW to select a new union to represent them, before salary negotiations can happen. Town Manager Story said that “there’s no ill will or anything,” and that the lack of a union is beyond the control of the DPW or anyone else, and that a contract will not be in place before the end of the year. Therefore, he put a “placeholder” figure in the budget that is reflective of a “slight increase,” largely to cover the overtime pay that he is sure will happen during winter plowing season.

Town Manager Story told the Board that it is the hope of the DPW to do more of the work on the Town roads themselves rather than hire outside contractors in the coming year(s). This will cut down on costs and provide more work for local people. As the Board is aware, there are plenty of paving and improvement projects coming up for the roads in Town.

It was also explained that Thetford participates with other neighboring towns in an informal type of “mutual aid” cooperative whereby if one town requires an extra truck and driver for a day for a project, one of their operators and trucks will be “loaned out,” at no charge to the town that needs one, and then the converse will happen when Thetford is in similar situation of need. The Capital Fund was discussed.

There was a lengthy discussion about which specific DPW trucks will need to be replaced this year, the monies budgeted for same, and what will be done with the old trucks (traded-in, sold, etc., Town Manager Story showed where margins in the budget were built in for these situation after consultation between him and DPW Director Dale Lewis.

Other increases to the DPW budget included in telecommunications for some new radios. The larger purchases will require voter approval and appropriation.

○ **Revenue**

1 Town Manager Story said that the monies that the Town will receive in 2026 have been estimated to be  
2 close to those received in 2025. There are plans for the Town to generate more income in a couple of  
3 areas, including from the Recycling Center, from an increase in sticker fees, to an increase in zoning  
4 permit price. Town Manager Story also wanted to recognize Town Clerk and Treasurer Tracy Burst,  
5 whom he said has been doing a great job in “aggressively” investing the Town’s fund in higher-interest  
6 bonds, CDs, and funds that are yielding good rates of return. He said that the Town certainly plan to  
7 continue these practices.

8  
9 He explained the Line Item, “Pilot Revenue,” which means payment in lieu of taxes, which, in this case is  
10 describing money that is received from the State for state-owned properties that don’t pay taxes. There is  
11 a modest increase budgeted under that line item.

12  
13 Grants that the DPW has that are in a disbursement phase or will be in that phase in 2026 are included in  
14 revenue. Town Manager Story is also hopeful to receive a State paving grant in 2026. He said that any  
15 grants usually require matching funds from the Town of approximately 20%. Discussion about the  
16 potential paving grants followed, and for how long we might be able to draw on these funds.

17  
18 Next, the discussion turned to the General Fund, which may be used in part to help fund a third officer  
19 position for the Thetford Police Department. There has been an ad for filling this position out for some  
20 time, but no appropriate candidates have been found. From his experience, Town Manager Story felt that  
21 most Thetford residents are in favor of having another full-time officer on the department. Vice -Chair  
22 Goodrich stated that he has felt strongly that the police in Thetford did not need 3 cruisers. Town  
23 Manager Story explained the logic of having three cruisers for three officers – better response times; back  
24 up is more readily available, and it is safer for officers.

25  
26 This led to some discussion about the overall increase in the budget and it was mentioned that the Town  
27 Manager form of town governance was supposed to save money. This year’s budget is up by over 6% and  
28 this seems to conflict with that concept. TM Story explained that perhaps some of the reasons the budget  
29 appears so high under the Administration and Salary line items this year is because of the Town  
30 Accountant position being put under the Selectboard/Town Manager section, and it had not been  
31 heretofore. He is not !00% certain on this, so will double check,

32  
33 It was suggested that perhaps a part of the Town Manager responsibilities was grant writing and that this  
34 could possibly help with sustaining a growing budget. Town Manager Story explained about the costs  
35 associated with grant writing, the matching funds, the costs of hiring an outside grant writer, and that  
36 perhaps some of the municipal associations (Vermont League of Cities and Towns; Northwoods) can help  
37 with grant writing at little or no cost.

#### 38 39 **4. Appropriations (not heard at last week’s budget meeting)**

##### 40 **o The Library Federation**

41 Pete Tanini, Treasurer of The Latham Library, and Cheryl Trudowski, Treasurer of The Library  
42 Federation and Chairman of the Board of the Peabody Memorial Library both spoke. In summary,  
43 they said that Thetford’s three libraries have been working together to form one, non-profit, public  
44 library organization that will support all the current physical buildings and the employees, provide the

1 employees with better wages, benefits, and stability, and continue to serve the residents of Thetford  
2 and the public as they have always done. Their aim is to manage joint library operations more  
3 professionally and efficiently, while preserving the historical background and value of each of the  
4 libraries. To accomplish their goal, they will need legal advice and other support, which will cost  
5 some money, as well as reorganization efforts, as mentioned above, which also require some extra  
6 funding. This is reflected in their 2026 budget increases. They understand that because they did not  
7 appear at last week's budget meeting, the petition process must be followed to get their appropriation  
8 request on the ballot for Town Meeting.

9  
10 Chair Harkay asked Tracy Borst, Town Clerk and Treasurer to explain the petition process to all who  
11 might wish to get an appropriations request on the ballot for Town Meeting. Tracy outlined the  
12 following:

- 13 1. The requesting organization must get a petition form from the Town Clerk's Office, requesting  
14 their appropriation
- 15 2. The organization must gather the signatures of 120 Thetford residents (ages 18 years and over) that  
16 agree with their petition
- 17 3. Once the signatures are gathered, the petition must be returned to the Town Clerk's Office no later  
18 than January 26, 2026.

19  
20 At the end of the meeting, resident Tracy Boch spoke to the Board about the possibility of a hiring a  
21 third police officer. She said that she had attended last year's Town Meeting and had sat with both  
22 Thetford PD officers. Neither had expressed to her the need for a third officer on their department.  
23 She has lived in Thetford for over thirty years and feels that most residents are against a third officer  
24 and that it is an unnecessary cost to taxpayers. She is most definitely opposed and is planning to  
25 attend Town Meeting to speak to the issue.

26  
27 Chair Harkay thanked Ms. Boch for her input and concern.

## 28 29 **5. Adjourn**

30 Chair Harkay asked for a "Motion to Adjourn the Meeting" at 9:23PM.

31 Steve Tofel made a "Motion to Adjourn the Meeting at 9:25 PM.

32 Chair Harkay asked if there was any discussion on the Motion, and being none, called for a "Roll Call  
33 Vote."

- 34 • S Tofel – In Favor
- 35 • Vice-Chair D Goodrich – In Favor
- 36 • L Shen – In Favor
- 37 • D Forbes – In Favor
- 38 • S Harkay – In Favor

39 **All in Favor. The Motion Passed.**

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12/17/2025

Thetford Special Selectboard Meeting Minutes