

**TOWN OF NORWICH**  
**P.O. Box 376**  
**NORWICH, VERMONT 05055-0376**  
**TEL. (802) 649-0127**

**Minutes of the Selectboard Meeting of Tuesday, February 24, 2004 at 6:15 PM**

Members Present: Jack Candon; Linda Cook; Nancy Hoggson; Suzanne Stofflet; Dennis Pavlicek, Town Manager; Tina Moses, Secretary

Also Participating: Watt Alexander, Ed and Joyce Childs, Neil Fulton, Jerry Hickson, Andy Hodgdon, Dennis Kaufman, Jeff Mathias, Alison May, Lyn McGrew, Alison McRee, Frank Olmstead, Henry Scheier, Chief Soares,

- 1) Executive Session- Concerning Listers & possible litigation. Blum opened the meeting at 6:15 pm. Stofflet **moved** to enter into Executive Session and invite the Listers, Town Manager and the Assessor (second Hoggson). The board reconvened into public session at 6:30pm.
- 2) Approval of Agenda – Candon **moved** to approve with changes (second Stofflet). **Motion passed.**
- 3) Public Comments – Hoggson thanked Cook for her years of service to the town and presented her with a floral arrangement.
- 4) Town Manager’s Report – Pavlicek read his report aloud for the audience.
- 5) Finance
  - i) Legal Bills – McKee, Guiliani and Cleveland – Bond Council. Wells and Haveland – personnel issues.
  - ii) Orders on the General Fund – executed in the previous week.
- 6) Childs Easement – approval for execution of our Easement Deed - Frank Olmstead joined the board and reviewed where we are to date on the easement process. Hoggson **moved** to approve the easement deed as presented by Olmstead dated February 20, 2004 consistent with the Private Highway Specifications in place at the time of development and authorize the chair to sign it and any other documents pertaining to it (second Stofflet). **Motion passed.** The town manager was directed to post as per VSA 24 1061.
- 7) Review of the Class 4 Roads Ordinance – Olmstead said that a lot of work was done by the Class Four Road Committee on the issue of a class four-road ordinance and that no action was ever taken to create an ordinance. He said he was concerned that the proposed policy from the committee was never adopted and we are still working on the 1989 town version. This will be added to the Selectboard pending list for future action.
- 8) Request for a three-way stop sign on New Boston/Turnpike Roads. Alexander explained why he feels strongly about the three way stop sign. He would really like the selectboard to authorize a study to be done to determine the need for signage. Soares said he and Hodgdon believe the recommendations of Vtrans should be followed and if additional studies need to be done it could be considered in the future. Childs and Cook agreed. Cook said she believes we should follow the Vtrans recommendations. Fulton said the sign changes with the exception of the Tilden Hill sign could be handled by the Town Manager as the Road Commissioner.
- 9) Review of proposed Parking Ordinance – Linda Cook. Blum asked if the proposed ordinance had been reviewed by local businesses. Soares said yes and then explained the need for the ordinance and how it will work. Fulton said he believes the section pertaining to the Grange parking lot should be amended to read Fire Dept and Grange member parking only. He will take this up with the grange members at their meeting on March 2. He said if adopted all the old ordinances would need to be rescinded and he said he believes the fee schedule should be incorporated in the document itself. Blum suggested questions or changes be forwarded to the Town Manager. Cook thanked Officer Berry and the Chief for their hardwork throughout the entire process.
- 10) Convene as Liquor Control Board for 2004 Liquor Licenses – Carpenter and Main, Norwich

Wine and Spirits, Dan and Whits, Norwich Inn and Alice's Bakery. Candon **moved** to convene as the Liquor Commissioners for the agenda item presented and subsequently reconvene into public session (second Hoggson). Candon **moved** to approve all licenses except Kensington Investments LLC (second Stofflet). **Motion passed.**

11) Correspondence – Hoggson said there was a conference coming about renewable energy and Hoggson **moved** to receive the e-mail announcing it (second Stofflet). **Motion passed.**

12) Selectboard

- a. Tax appeal – Kaufman explained the reason for the tax appeal. Stofflet moved to request a thirty-day extension of the right to appeal the state's decision on the Knapp appeal and file a motion to reconsider the decision of February 2, 2004 (second Candon). Cook said she is not in favor of proceeding. (4-1). **Motion passed.** Cook-No.
- b. Review of audit report for fiscal 03' from Sullivan, Powers – Scheier said the Town Manager has distributed the audit report and the management letter. Candon said it was inexcusable that the report was so late from the auditors. He also asked if replies to the questions as outlined could be presented to the board. Hoggson asked about the stuffer in the Town Report. Scheier said it was a document that the School Board said the state required. Hoggson **moved** to receive the auditors report for fiscal 04' as well as the management letter (second Cook). **Motion passed.**
- c. Appointment to Planning Commission – Blum said we had two applicants and one, Dan French, has withdrawn his application. Hoggson **moved** to appoint Richards to the Planning Commission (second Stofflet). (3-2). **Motion passed.** Candon, Cook-No.
- d. Town Warning – Which board member will speak to which articles – Pavlicek said he will speak to article 4,5, and 21. Cook suggested introducing Emily Bensen to the town at Town Meeting.
- e. Minutes of Selectboard Meeting
  - i. February 10, 2004 – Stofflet **moved** to accept as amended (second Hoggson). **Motion passed.**
- f. Set date for organizational meeting – Wednesday, March 3<sup>rd</sup> at 5:30pm.

Cook **moved** to adjourn at 8:50pm (Second Candon). **Motion passed.**

**Next Regular Meeting – March 9, 2004 at 6:30 PM**

Approved by the Selectboard on \_\_\_\_\_

By, Kristina Moses  
Selectboard Secretary

Liz Blum  
Selectboard Chair

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