

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

**Minutes of the Selectboard Meeting of Wednesday, August 25, 2004 at 6:30 PM**

Members Present: Liz Blum, Chair; Jack Candon; Alison May; Ben Ptashnik; Suzanne Stofflet.  
Chief Stephen Soares, Acting Town Manager; Tina Moses, Secretary.

Also Participating: Elizabeth Adams, Jonathan Brush, Linda Cook, Jonathan Frishtik, Waryne Gerson, Linda Gray, Nancy Hoggson, Nelson Kasfir, Dennis Kaufman, Jill Kearney, Joy Kenseth, Nick Krembs, John Lawe, Margaret Cheney McNally, Sara Reeves, Stuart Richards, Liz Russell, Mary Sachsse, Henry Scheier, Irv Thomae, Geoffrey Vitt

Blum opened the meeting at 6:30pm

- 1) Executive Session held earlier in the day as a separate meeting.
- 2) Approval of Agenda – Ptashnik **moved** to approve with changes (second Stofflet). **Motion passed.**
- 3) Public Comments - None
- 4) Finance
  - a) Electronic Warrants – Blum explained that in an effort to make the warrant signing process more efficient we have been sending them to Selectboard members via e-mail with the signature pages being faxed back to the Finance Office. She said that Roberta Robinson (Finance Officer) is looking for confirmation of this process. The generally agreed with this process but asked that the Acting Town Manager confirm that is legal by contacting VLCT.
  - b) Legal Bills - None
  - c) Orders on the General Fund – process on an off week
- 5) Norwich Board of Health
  - a) Winslow property – John Lawe, Health Officer gave his report on the matter. He said that it appears that Mr. Winslow has contracted with J&S Yard work to do the work of installing the new septic. Lawe was asked by the Selectboard to return to the next Selectboard meeting with an update and progress report.
- 6) Dresden – October 19 bond vote background –Blum welcomed Dr. Gerson to the meeting and introduced him to the group. Gerson explained that Dresden cannot build the schools with the original bond money and that they in fact need an additional 5.5 million dollars. He distributed and reviewed a handout with the board. He further explained that one of the big problems they incurred was the increase in the price of steel. Scheier said the Dresden Finance Committee will meet to discuss whether or not they can support this proposal. Kaufman said even with level funding of the schools our education taxes will increase approximately 22%. Kasfir asked if Dartmouth had been asked again about the original agreement and the gift of land. Cheney said the offer had expired and couldn't be redone. Cheney said there will be upcoming public meetings in both Hanover and Norwich to discuss the bond vote and receive input from residents. Stofflet suggested that the name of the school be changed to Dresden High School.
- 7) Listers
  - a) Errors and Omissions – Kaufman explained the need for the errors and omissions as

presented. He also explained that there is some confusion with a property which appears to be on the boundary with Thetford and Norwich. There is also a point near the Union Village Dam where the boundaries of Norwich, Strafford and Thetford are unclear. The Listers are suggesting joint Selectboard meetings to solve the issues and come up with agreeable points. May **moved** to approve the Errors and Omission's as presented by the Listers in memo dated August 25, 2004 related to parcel #06-037, #20-165 and 20-273 (second Stofflet). **Motion passed.** May **moved** to approve parcel #01-001, #05-051, #03-006, #03-023 and 11-093 (second Candon). **Motion passed.**

8) Conservation Commission

- a) Open Space Priorities Informal Plan – Reeves presented a PowerPoint presentation to the board which explains the Open Space Priorities Informal Plan. This is a joint plan with the Conservation Commission and the Norwich Special Places to conserve special places in town. Copies of the complete document will be available at Tracy Hall and eventually on the website.

9) Draft Municipal Policy from VLCT – Blum asked for questions related to the draft municipal policy. Soares read Robinson's suggested changes. Each board member will forward their suggestions to VLCT individually.

10) Advance Transit

- a) Bus Stop and Shelter – The board showed support for the placement of the bus stop/shelter and suggested Soares move forward with discussions with Advance Transit.

11) Transfer Station

- a) Community Assistance Grant Application – Moses explained that Soares found a grant, which could be used to help create the bunkers for the new proposed glass storage area at the Transfer Station. She said the plan is to invite all surrounding communities to use our site for the disposal of glass during off hours of the Transfer Station. The glass would eventually be crushed and the aggregate could be used by the Highway Department. Ptashnik **moved** to authorize the chair to sign and send the letter to the state (second May). **Motion passed.**

12) Correspondence

- a) Verizon Wireless letters – May **moved** to receive the letters related to Verizon Wireless (second Ptashnik). **Motion passed.** Joy Kenseth said she is very concerned about the placement of the proposed tower. Soares will check and see if there are any ordinances already in place that might relate to this topic.
- b) Stuart Richards letter re: Bicycle hazard – May **moved** to receive (second Candon). **Motion passed.**
- c) EPA designation letter – Candon **moved** to accept (second May). **Motion passed.**
- d) Public Safety Facility Study – Candon **moved** to accept (second May). **Motion passed.**

13) Selectboard

- a) VLCT
  - i) Nomination to the Board of Trustees of VLCT Pacif – no nomination
  - ii) Voting Delegate at the Annual Business Meeting – Candon **moved** to nominate Blum as voting delegate (second Ptashnik). **Motion passed.**
- b) Set budget guidelines – May said she brought this up, as Soares will need a number in which to give department heads as a guide for preparing their budgets. May suggested that we use a CPI of 3.9% for discussion and possible guidance, which would include COLA for employees. Ptashnik said he would like to wait to see what the Finance

Committee will recommend. The board decided to wait for a recommendation from the Finance Committee.

- c) Two meetings each month – Candon believes we should go back to meeting on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday each month starting in September. Ptashnik suggested beginning the change in October. The board will begin meeting again twice a month starting in October on the 13<sup>th</sup> and 27<sup>th</sup> and in November on the 10<sup>th</sup> and 17<sup>th</sup>.
- d) Discussion of employees joining the interview process –The final interviews for Town Manager will be on Tuesday, 8/31. Employees and elected officials will be invited to interview the candidates. Moses will set up a schedule and invite all staff.
- e) Minutes of Selectboard Meeting
  - i) July 28, 2004 – Candon **moved** to approve (second Ptashnik). **Motion passed.**
  - ii) August 9, 2004 – Candon **moved** to approve the minutes of August 9,10,12 as presented (seconded May). **Motion passed.**
- f) Jill Kearney joined the meeting although she was not on the agenda. She explained that the Recreation Council had just met and approved a plan to add more playing fields at Huntley Meadows. This would be funded through private funding of this venture. There was no discussion of when the work would commence.
- g) May **moved** to adjourn (second Candon). **Motion passed.**

**Next Regular Meeting – September 22, 2004 at 6:30 PM**

Approved by the Selectboard on October 13, 2004

By, Kristina Moses  
Selectboard Secretary

Liz Blum  
Selectboard Chair

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