

Minutes of the Selectboard Meeting of Wednesday, May 11, 2005 at 5:30 PM

Members present: Alison May, Chair; Jack Candon; Ed Childs; Gerard Chapdelaine; Stephen Soares, Town Manager; Nancy Kramer, Administrative Assistant

There were about 13 people in the audience.

Also participating: Roger Blake, Phil Dechert, Adele Fulton, Jack Harned, Ralph Hybels, Daniel Johnson, John Lawe, Cheryl Lindberg, Jeffrey Mathias, Lynn McGrew, Stuart Richards, Chief Robinson, Henry Scheier, Chuck Wise.

May opened the meeting at 5:35 pm.

1. 5:30 pm Selectboard/Planning Commission Discuss Issues of Mutual Interest (Discussion). Topics of discussion were as follows:

- a) New Zoning Regulations. The Planning Commission expects to have the final draft of the Zoning Regulations to the Selectboard by September 30<sup>th</sup>. Discussion ensued regarding the procedures involved in the adoption of the new regulations. Also discussed were mixed-use regulations and whether they would be incorporated into the new Zoning Regulations. Johnson gave an update to the board on the results of the charrettes stating that the Planning Commission does not have the final report back from the consultants yet.
- b) Update on Development Review Board (DRB)/Planning Commission (PC). Topics of interest were the expediency of updating zoning and subdivision regulations for the DRB, the "Punch List" being updated monthly and that there is no working comparison of the new and old zoning regulations.
- c) Town Plan update. Johnson stated that there is no set timetable yet. However, Dechert expressed the PC's intent of starting the research by mid fall and completing it by spring. Richards stated that the PC had received about 20 responses to the posted survey. These responses have been forwarded to the Two-Rivers Ottauquechee Regional Commission and the first draft of the Town Survey is expected back by May 13<sup>th</sup>.
- d) 5-Year Capital Budget. There was discussion as to whose responsibility it is to develop a 5-year capital budget. It was agreed that although the PC "may" recommend a 5-year budget, that it is the ultimate responsibility of the Selectboard to approve and adopt such a budget. Soares stated an informal group, grant driven, had been working on a Public Safety Facilities Study. The Selectboard and the PC agreed on the need for capital and operating budgets beyond one year.
- e) Road Management. Mathias initiated a discussion of subdivision regulations as they pertain to access road standards. It was agreed to table this discussion until the PC had pursued it further.

The Planning Commission reminded all that they meet on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesdays of the month at 6:30 pm in Tracy Hall and that the public is welcome to attend.

2. 6:30 pm Approval of Agenda (Action Item). Candon **moved** to approve with one additional item (2<sup>nd</sup> Childs). **Motion passed.**

3. Public Comments (Discussion). Scheier announced that the Lions Club Fair is scheduled for July 8<sup>th</sup> and 9<sup>th</sup> on the green. Scheier also invited the Selectboard to participate in taking turns on the dunk tank. Lindberg reminded all that the Nearly New Sale starts Friday, May 13<sup>th</sup>, at 7:00 pm and will continue throughout the weekend. Blake asked if a date could be set for the pending item Kendall Station Road status.

4. Town Manager's Report (Discussion). Soares thanked Marguerite Bauch for her volunteering to do the Triangle landscaping. Soares expressed his appreciation to Trumbull-Nelson and Jim Odorisio for the timely repairs of Tracy Hall. Soares also thanked Judy Trussell and all the other volunteers for their efforts towards the success of Green Up Day. Soares stated that Neil Fulton conducted a training session Monday night on NIMS (National Incident Management System) for all first responders and key personnel. Soares informed the Selectboard that the Secretary of State in the May opinions stated that emails between Selectboard members discussing Town business are public documents.

5. Finance – Board to Sign Accounts Payable/Warrants (Action Item). After discussion regarding budgeted versus actual revenues on several items, including dog license fees, recreation fees and trash coupons, Childs **moved** (2<sup>nd</sup> Chapdelaine) to approve Check Warrant Reports # 05-39 and 05-40 in the amounts of \$47,697.32 and \$25,000.00, respectively, for the period from 04/28/2005 to 05/11/2005. **Motion passed.**

6. 7:20 pm Appointment with John Lawe Re: Update Comprehensive Economic Development Strategy (CEDS) (Discussion). Lawe, as the Chair of CEDS, spoke briefly about CEDS. Lawe stated that CEDS membership includes 40 towns ranging from Bradford to Springfield. He invited any interested parties to the CEDS Annual Meeting on May 19, 2005 at 5:30 pm in the Bugbee Senior Center in White River Junction.

7. 7:30 pm Appointment with Chuck Wise SVE Contract Re: Corridor Project (Action). Wise gave a brief overview of how the present amended contract with SVE Associates was arrived at. Wise stated that he was pleased by the estimate from SVE and that it was under his expectation of \$25,000. Chapdelaine **moved** (2<sup>nd</sup> by Childs) to approve the Town Manager signing the amended contract. Wise also stated that he would personally take on the discussion of landscaping issues at the public meeting on May 24<sup>th</sup>.

8. Vermont Coalition of Municipalities Resolution (Action). Chapdelaine **moved** (2<sup>nd</sup> Childs) to support the "Grafton" Resolution. After discussion regarding the numbers and language in the resolution, the Selectboard decided to pass the resolution by the Finance Committee for review before making a decision to adopt. Chapdelaine **withdrew** his motion and agreed to bring the resolution back to the Selectboard after review.

9. Select a Representative for the Vermont State Police Community Advisory Board (Action). Soares volunteered to be the Town's representative to the Advisory Board. Childs **moved** (2<sup>nd</sup> Candon) to select Soares to be the Town's representative to the Vermont State Police Community Advisory board. **Motion passed.**

10. First Reading of Proposed Amendments to "Street Vendors" Ordinance (Action). Chief Robinson stated that the main purpose of the amendments to the current ordinance was to limit the hours of operation and to allow for a permit to be revoked at any time. After a limited discussion that included the possible compilation of a "no solicitation list", Soares was charged with starting the process of adopting the amended ordinance.

11. Correspondence

- a) Town Manager Letter/Response Re: Truck Enforcement
- b) Email from Ernie Ciccotelli Re: DRB
- c) Invitation to Annual Meeting of East Central Vermont's Comprehensive Economic Development Strategy Committee
- d) Informational Minutes from Joint Meeting of Norwich School Board and Selectboard

Candon **moved** (2<sup>nd</sup> Chapdelaine) to receive all correspondence. **Motion passed.**

12. Selectboard

- a) Approval of the Minutes of the 4/27/05 meeting (Action Item). Candon **moved** (2<sup>nd</sup> Childs) to approve. **Motion passed.**  
Approval of the Minutes of the 5/3/05 meeting (Action Item). Childs **moved** (2<sup>nd</sup> Chapdelaine) to approve. **Motion passed.** Candon abstained.
- b) Punch List Process. Childs stated that Watt Alexander is moving forward with the process of ensuring better communication between the PC, DRB, Conservation Commission and the Selectboard. Three separate issues have been identified:
  - I. The DRB is struggling with the language in the subdivision regulations regarding open spaces. A subcommittee has been established to address this problem.
  - II. The need to form a committee that would design a training program for being a member of these groups.
  - III. The DRB and PC are taking a look at the long list of technical issues and establishing a subcommittee to address them.

Chapdelaine **moved** (2<sup>nd</sup> Candon) to adjourn. **Motion passed.** Meeting adjourned at 8:10 pm.

Approved by the Selectboard on May 25, 2005.

By Nancy Kramer  
Administrative Assistant

Alison May  
Selectboard Chair

Next Regular Meeting – May 25, 2005 at 6:30 pm

Pending Items:

- 1) Ordinance Regulating Solid Waste “Junkyard Ordinance” (June 8)
- 2) Kendall Station Road Status (Public vs. Private)

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