

Minutes of the Selectboard Meeting of Wednesday, December 21, 2005 at 6:30 PM

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

There were about 8 people in the audience.

Also participating: Phil Dechert, Dennis Kaufman, Jill Kearney, Cheryl Lindberg, Chief Doug Robinson, Roberta Robinson

May opened the meeting at 6:34 pm.

1. Approval of Agenda (Action Item). Candon **moved** to approve with one additional item (2<sup>nd</sup> Childs). **Motion passed.**
2. Public Comments (Discussion). None.
3. Town Manager's Report (Discussion). No report due to the length of the Agenda.
4. Finance – Board to Sign Accounts Payable/Warrants (Action Item). After some discussion, Chapdelaine **moved** (2<sup>nd</sup> Candon) to approve Check Warrant Reports #06-38 and 06-39 in the amounts of \$26,488.15 and \$2,402.00, respectively, for the period from 12/8/2005 to 12/21/2005. **Motion passed.**
5. Listers. Errors and Omissions (Discussion). Chapdelaine **moved** (2<sup>nd</sup> Childs) to approve losses in municipal tax revenue of \$373.52 and \$90.60, to correct the errors and omissions in the assessments of Parcel ID #04-035.100 & #04-035.200, respectively, owned by P. Scott McGee. **Motion passed.**
6. Subdivision Regulations Technical Update (Discussion/Action). Childs **moved** (2<sup>nd</sup> Chapdelaine) to receive the amendments to the Norwich Subdivision as approved by the Norwich Planning Commission on December 8, 2005.

There was a brief discussion in which it was stated that these changes were approved unanimously by the Planning Commission and that the purpose "is to make minor technical and procedural changes in the Norwich Subdivision Regulations" to bring them into compliance with the changes to Chapter 117.

Pursuant to Title 24 VSA Chapter 117 § 4442, Childs **moved** (2<sup>nd</sup> Candon) that the Selectboard set a date and time of January 18, 2006 at 6:45 pm for a public hearing to discuss the proposed changes to the current Norwich Subdivision Regulations.

7. FY07 Budget Work Session (Discussion). May provided the Selectboard with a chart showing statistical analysis of Town Departments with Designated Funds and asked that the Board refer to it during their discussions. Soares stated that the changes in Draft 5 of FY07 budgeted expenditures were highlighted and that they mainly had to do with temporarily changing the COLA to 4%.

The Selectboard reviewed and approved Town Administration, BCA/BOA, Statutory Meetings, Town Clerk, Audit/Finance Committee, Finance Department, General Administration, Planning, DRB, Emergency Management, Tree Warden and the Solid Waste Department budgets.

Kaufman repeated the Listers' request to have their pay increased from \$12.94 an hour to \$17.50. Reasons given were the number of hours spent keeping the Grand List accurate and lack of parity with similar towns (i.e., Woodstock). Kaufman suggested that the necessary funds to accomplish the increase could come out of the Act 60 Reappraisal Designated Fund. The Selectboard requested that the Listers develop a chart showing necessary funding for the Town Reappraisal Designated Fund for their next budget meeting.

Also discussed were a possible increase to the Police Station Designated Fund of \$12,000 to renovate the storage area and the budgeted 6% salary increase for the Recreation Director, both items will be further discussed at the next budget meeting.

The Board asked for information on the Recreation reserve account for the January 4<sup>th</sup> meeting.

The Board also asked Soares to get guidance from the Finance Committee on renaming Designated Funds.

The Board set an extra meeting, for budget purposes only, for January 4, 2006 at 6:30 pm.

8. Personnel Policies (Discussion/Action). Postponed until the January 11, 2006 Selectboard meeting.

9. Financial Policy – First Reading by Selectboard (Discussion). Postponed until the January 11, 2006 Selectboard meeting.

10. Correspondence

a) Kristin Shaw Letter Re: Pet Dog

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

11. Selectboard

a) Approval of the Minutes of the 12/7/05 meeting. Childs **moved** (2<sup>nd</sup> Chapdelaine) to approve. **Motion passed.**

b) Personnel (Executive Session may be Required). The Selectboard determined an Executive Session was not required.

Candon **moved** (2<sup>nd</sup> Chapdelaine) to adjourn. **Motion passed.** Meeting adjourned at 9:22 pm.

Approved by the Selectboard on January 11, 2006.

By Nancy Kramer  
Administrative Assistant

Alison May  
Selectboard Chair

Special Selectboard Meeting – January 4, 2006 at 6:30 PM

Next Regular Meeting – January 11, 2006 at 6:30 PM

Pending Items:

- 1) Zoning Regulations Review
- 2) Private Driveway policy
- 3) Kendall Station Road Status

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