

Minutes of the Selectboard Meeting of Wednesday, July 12, 2006 at 6:00 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 16 people in the audience.

Also participating: Phil Dechert, Neil Fulton, Peter Gregory, Nancy Hoggson, Daniel Johnson, Dennis Kaufman, Karen Kayen, Joseph and Jill Lavin, Cheryl Lindberg, F. J. Manasek, Norman Miller, Chief Robinson, Henry Scheier, Irv Thomae, Paul Tierney

May opened the meeting at 6:00 pm.

1. Litigation (Executive Session may be Required). Pursuant to Title 1 VSA § 313(a)(1), Chapdelaine **moved** (2nd May) to move into Executive Session for the purpose of discussing litigation and to invite Steve Soares and Frank Olmstead to join the session. **Motion passed.** Candon recused himself from the Executive Session.

At 6:33 pm the Selectboard moved into public session. No action was taken as a result of the Executive Session.

2. Approval of Agenda (Action Item). Childs **moved** (2nd Chapdelaine) to approve with two additions to correspondence. **Motion passed.**

3. Public Comments (Discussion). Hoggson inquired about maintenance of the median at the entrance to Norwich. Soares stated that the work will be done soon.

4. Town Manager's Report (Discussion). Bids for the painting of Tracy Hall ranged from \$13,680 to \$16,975 for the exterior and \$30,900 to \$47,960 for the interior. The job is being awarded to Home Partners, who was the low bid, for a total of \$44,580. Childs **moved** (2nd Chapdelaine) to approve the expenditure of \$44,580 to Home Partners from the Tracy Hall Designated Fund for the painting of Tracy Hall. **Motion passed.**

The truck case with Eastman and the Town has been settled. The Corridor Project is working on right of way issues and revisions to the design. The Capital Improvement Planning Committee is meeting on a once every two weeks cycle. Kathy Hoyt and Larry Ufford are new members of the Committee. *Disappearances*, a new film by Jay Craven set during the Great Depression, will be playing in Tracy Hall on August 12th at 7:30 pm. The Tracy Hall gym will be closed for refinishing August 25th through September 7th.

5. Finance – Board to Sign Accounts Payable/Warrants (Action Item). Chapdelaine **moved** (2nd Childs) to approve the General Fund Check Warrant Report #07-02 in the amount of \$39,739.50 for the period from 7/5/2006 to 7/12/2006. **Motion passed.**

6. Requests to Expend Funds from Designated Funds (Discussion/Action Items):

- a) Public Safety Facility Project Request to Expend Funds from Fire Station and Police Station Designated Funds. After requesting that the contract with Black River Design be amended to include trigger points and provision to withdraw from the contract at these points, Childs **moved** (2nd Chapdelaine) to approve the expenditure of \$15,795.00 from the Fire Station and Police Station Designated Funds for the purpose of design services related to the anticipated Public Safety Facility project. **Motion passed.**
- b) Request to Expend Funds from Land Management Council Designated Fund. Chapdelaine **moved** (2nd Childs) to approve the expenditure of \$1,400.00 from the Land Management Council Designated Fund in the month of August on the trails project of building bridges. **Motion passed.**
- c) Request to Expend Funds from Tracy Hall Designated Fund. Childs **moved** (2nd Chapdelaine) to approve the expenditure of \$7,750 to Green Mountain Painting from the Tracy Hall Designated Fund for the refinishing of the gym floor in Tracy Hall. **Motion passed.**

7. Set Tax Rate (Action Item). The total homestead tax rate for the Town of Norwich is down 5.85% from FY06. Karen Kayen, the new Chair of the Finance Committee, stated that the Committee supported the Town tax rate of .4790. Childs **moved** (2nd Chapdelaine) to set the Town Tax Rate for FY07 at .4775, plus the Local Agreement Rate of .0015, for a Total Town Tax Rate of .4790. **Motion passed.**

After setting the tax rate, the Selectboard and Finance Committee members who were present discussed the Highway Department review. Tierney stated that he believes it is a six man, six month project. Scheier suggested that a comprehensive level of service Town survey be done. The Selectboard agreed to table the review for the moment.

8. Appointment with Peter Gregory from Two Rivers-Ottawaquechee Regional Commission (TRORC) Re: Village Designation and Training Opportunity for DRB/PC. Gregory gave a brief description of the Village designation and the application process. Part of this process is review and approval by TRORC of the Town Plan, which Gregory stated has expired in Norwich. One of the benefits of the Designated Village Center is that they receive "priority consideration" in the State's awarding of municipal planning and community development block grants.

Also discussed was training by Dominic Cloud from VLCT, sponsored by TRORC, for the DRB and PC in roles, responsibilities and best practices for effective planning. Soares will handle the coordination with TRORC and VLCT.

9. Development Review Board (DRB) Membership (Discussion/Action Item). Put on hold until the August 23rd Selectboard meeting.

10. Introduce new part-time Norwich Police Officer (Phillip Brunelle). As Mr. Brunelle was working, introductions were postponed.

11. Public Works Mutual Aid Agreement (Discussion/Action Item). On hold until response from VLCT is received and reviewed.

12. Town of Norwich Personnel Policies (Discussion/Action Item). Chapdelaine **moved** (2nd Candon) that the Norwich Selectboard adopt the Town of Norwich Personnel Policies dated July 1, 2006 as presented. **Motion passed.**

13. Liquor License Application for Green Visions, LLC, d/b/a The Norwich Inn (Discussion/Action Item). Candon **moved** (2nd Chapdelaine) that the Selectboard convene as the Norwich Liquor Commission. **Motion passed.**

The new owners of the Norwich Inn, Joseph and Jill Lavin, introduced themselves.

Childs **moved** (2nd Chapdelaine) to approve the liquor license application for Green Visions, LLC d/b/a The Norwich Inn effective August 1, 2006 conditional upon the completion of a successful health inspection on July 26th. **Motion passed.**

Candon **moved** (2nd Childs) to close the Norwich Liquor Commission session and reconvene as the Selectboard meeting. **Motion passed.**

14. Green Mountain Power Corporation (GMP) Petition to Locate Poles, Anchors and Wires on Bragg Hill Road (Action Item). After a brief discussion in which it was stated that this job involved the removal of two poles and the installation of one new pole, all within the Town right-of-way, Chapdelaine **moved** (2nd Childs) to approve GMP's petition to locate poles, anchors and wires on Bragg Hill Road. **Motion passed.**

15. Correspondence

- a) Scott McGee Letter Re: Truck Policies
- b) Norman and Judith Miller Letter Re: Listers. Miller presented five points he would like answered by the Selectboard regarding investigating the change in policy, exact procedures followed, implications and request of a list of all homeowners that the policy affected. May stated that the Listers are elected officials and as such the voters not the Selectboard have control over them.
- c) F. J. Manasek Letter Re: Listers. Manasek spoke about the Listers change in policy on contiguous parcels or dormant subdivisions.
- d) VT Department of Taxes, Fiscal Year 2007 Education Tax Rates Memo
- e) VT Dept. of Forests, Parks & Recreation Letter Re: Stewardship Activities
- f) Letter from Norwich Congregational Church Re: Proposed Boundary Line Adjustment. After a discussion regarding the reason for the request and what it entailed, the Board asked that the boundary line adjustment be placed as an action item on the August 23rd Agenda.
- g) Edward Catherwood Letter Re: Listers
- h) Dean Seibert Memo Re: Norwich Post Office. The Post Office lease expires July 1, 2007 and they would like to stay where they are. Chapdelaine was asked to develop a resolution for the Selectboard to pass at their August 23rd meeting regarding their support of the post office remaining where it is.
- i) Anne Silberfarb Email Re: Entrance to Norwich

Chapdelaine **moved** (2nd Childs) to receive all correspondence. **Motion passed.**

16. Selectboard

- a) Approval of the Minutes of the 6/28/06 meeting. Childs **moved** (2nd Candon) to approve. **Motion passed.**
- b) Set Date for Volunteer Dinner (Action Item). The Volunteer Dinner is scheduled for October 13th at 6 pm.
- c) Real Estate (Executive Session may be Required). Pursuant to Title 1 VSA § 313(a)(2), Candon **moved** (2nd Childs) to enter into Executive Session for the purpose of discussing real estate and to invite Steve Soares and Chief Robinson to join the Session. **Motion passed.**

At 9:10 pm the Selectboard moved back into public session. No action was taken as a result of the Executive Session.

Childs **moved** (2nd Chapdelaine) to adjourn. **Motion passed.** Meeting adjourned at 9:12 pm.

Approved by the Selectboard on August 23, 2006.

By Nancy Kramer
Administrative Assistant

Alison May
Selectboard Chair

Next Regular Meeting – August 23, 2006 at 6:30 PM

Pending Items:

- 1) Zoning Regulations Review
- 2) Kendall Station Road

PLEASE NOTE THAT CATV VIDEO TAPES ALL REGULAR MEETINGS OF THE NORWICH SELECTBOARD. FOR A MORE DETAILED TRANSCRIPTION PLEASE REFER TO THE TAPE. TAPES ARE AVAILABLE ONE WEEK AFTER THE MEETING AT THE NORWICH PUBLIC LIBRARY.