

Minutes of the Selectboard Meeting of Wednesday, October 25, 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 45 people in the audience.

Also participating: April Andrews, John Aubin, Megan Brendel, Ames Byrd, Margaret Cheney, Al Converse, Rob Edson, Neil Fulton, Wayne Gersen, Jim Gorham, Linda Gray, Dennis Kaufman, Cheryl Lindberg, Jim Merkel, Fred Moody, Loretta Pearson, Chief Robinson, Roberta Robinson, Mary Sachsse, Henry Scheier, Robin Shield, Irv Thomae, Mary Turco, Geoffrey Vitt, Stanton Williams

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** (2<sup>nd</sup> May) to move into Executive Session for the purpose of discussing litigation and to invite Steve Soares and Dennis Kaufman to join the session. **Motion passed.**

At 6:39 pm the Selectboard moved into public session. Candon **moved** (2<sup>nd</sup> Chapdelaine) that:

1. Regarding the Gardner Lewis Trust appeal, Parcel No. 11-161.000, - the Selectboard is relying on their appeal to the Director of Property Valuation and Review and is writing the Director to confirm the jurisdiction of the appeal with the Property Valuation and Review; and
2. In the Verizon Wireless, Parcel No. 11-161.100, appeal - the Selectboard will enter a Notice of Appearance pro se - for now.

**Motion passed.**

2. Approval of Agenda. By consensus, the Selectboard approved the Agenda.

3. Public Comments (Discussion). May stated that the Selectboard was distressed about the defacing of the Welcome to Norwich sign and that the Police Department is offering a reward for information leading to the perpetrator.

4. Finance – Board to Sign Accounts Payable/Warrants (Action Item). Childs **moved** (2<sup>nd</sup> Chapdelaine) to approve the General Fund Check Warrant Report #07-24 in the amount of \$211,930.70 for the period from 10/12/2006 to 10/25/2006. **Motion passed.**

Childs **moved** (2<sup>nd</sup> Chapdelaine) to approve the Highway Equipment Fund Check Warrant Report #07-25 in the amount of \$47,543.70 for the period from 10/12/2006 to 10/25/2006. **Motion passed.**

5. Greater Upper Valley Solid Waste District (GUVSWD) Director Presentation Re: Bridge Bond for Access to Proposed Landfill Site (Discussion). Fred Moody gave a brief background of the project stating that over the past 14 years GUVSWD has acquired the land and obtained all the necessary permits to construct the 40-acre landfill. The \$1.5 million bond, which will be voted on November 7<sup>th</sup> at members' local polling places, is to provide funds to build the bridge over Interstate 91 to the landfill site. The bridge will be financed by user fees, not added to property taxes, and the per capita rate for the Town will remain the same. There will be an informational public bond hearing November 1<sup>st</sup> at 7:00 pm in Hartland's Damon Hall. Additional information is available at <http://www.guvswd.org/bridge>.

6. Wayne Gersen, Dresden Superintendent of Schools, Re: Woodchip Boiler Proposal (Discussion). Gersen spoke about the history of the project and the assumptions used. The costs noted in the warning include a necessary upgrade to the current heating system. Gersen stressed that the “viability of this project depends on meeting Vermont’s payback standards at the time of construction.” Many townspeople expressed their concerns with the project. Some of the topics discussed were: the adverse effects of small particulate matter, the effective height needed for the stack to properly disperse emissions, the “real” cost savings and conservation concerns.

There will be an informational public hearing on Wednesday, November 1<sup>st</sup> at 7:00 pm in the multipurpose room of the Marion Cross School. Further information is available at [http://www.sau70.org/this\\_month/Wood\\_boiler.htm](http://www.sau70.org/this_month/Wood_boiler.htm).

8. Selectboard Financial Policy #2 (Undesignated Fund Balance) (Discussion/Action Item). The Policy has been reviewed and recommended by the Norwich Finance Committee at their October 17<sup>th</sup> meeting. The Policy provides for “an undesignated general fund balance of between 8 and 15 percent of general fund operating expenditures” being maintained and that, if the balance falls outside of those parameters, budgeted revenues be changed to maintain that level. After a brief discussion, Candon **moved** (2<sup>nd</sup> Childs) to approve the Selectboard Financial Policy #2, Undesignated Fund Balance, with the understanding that the Policy will be reviewed after a year. **Motion passed.**

9. Public Safety Facility Space Needs (Discussion). As part of the agreement with Black River Design, a written progress report was prepared on the space needs of the Fire and Police Department in order to establish parameters for a schematic design. Neil Fulton went over the details of the plan including shared items such as the lobby, public toilets, an elevator, machine and mechanical rooms, gym and conference/training room. The existing area of the Police Department, with a 30% multiplier, is proposed to go from 2,234 to 6,139. The existing area of the Fire Department, with an 8% multiplier for circulation and a 10% multiplier for walls, is proposed to go from 4,304 to 9,702. After considerable discussion, where it was emphasized that these plans were “going down a road that was not Norwich”, the Selectboard asked the Town Manager to look into what similar size towns have for square footage in their police and fire facilities and to have Black River take one more shot at the space needs.

10. Preliminary Draft FY08 Budget Information (Discussion). Soares stated that this is very preliminary data, consisting of the actual budgets as given to the Town Manager by the Department Heads using the Selectboard’s parameters (4% increase over FY07, level funded and 5% reduction from FY07) and proposed budgets. Childs pointed out that there were math errors in the Tracy Hall budget. There was discussion regarding the one time startup costs for the Fire Chief position included in the Fire Department budget, and that the Selectboard was somewhat disappointed in the budgets presented. Roberta Robinson was asked to provide hard copies of the budget information for Finance Committee members going forward.

7. New Job Description for Highway Administrator – Director of Public Works (Continued Discussion/Action Item). After discussion regarding the buildings and grounds positions, Childs **moved** (2<sup>nd</sup> Chapdelaine) that the Highway Administrator title and job description be changed to Director of Public Works. **Motion passed 3 to 1** (yes – May, Childs, Chapdelaine; no – Candon).

#### 11. Correspondence

- a) TRORC 9/27/06 Minutes
- b) Email from William Boardman Re: Windsor County Budget Process

By consensus, the Selectboard received all correspondence.

#### 12. Selectboard

- a) Approval of the Minutes of the 10/11/06 meeting. Candon **moved** (2<sup>nd</sup> Childs) to approve. **Motion passed.**

- b) Labor Relations and Real Estate (Executive Session may be Required). Pursuant to Title 1 VSA § 313(a)(1)&(2), Candon **moved** (2<sup>nd</sup> Childs) to enter into Executive Session for the purpose of discussing labor relations and real estate and to invite Steve Soares, Neil Fulton and Chief Robinson to join the Session. **Motion passed.**

At 10:20 pm the Selectboard moved back into public session. No action was taken as a result of the Executive Session.

Candon **moved** (2<sup>nd</sup> Childs) to adjourn. **Motion passed.** Meeting adjourned at 10:25 pm.

Approved by the Selectboard on November 8, 2006.

By Nancy Kramer  
Administrative Assistant

Alison May  
Selectboard Chair

Next Regular Meeting – November 8, 2006 at 6:30 PM

Pending Items:

- 1) Zoning Regulations Review
- 2) Continued Municipal Administrative Procedures Act (MAPA) Discussion
- 3) FY08 Budget Workshops with Selectboard

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