

Minutes of the Selectboard Meeting of Tuesday, November 21, 2006 at 6:30 PM

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

There were about 13 people in the audience.

Also participating: April Andrews, Phil Dechert, Nancy Hoggson, Jill Kearney, Cheryl Lindberg, Evelyn Marcus, Chief Robinson, Roberta Robinson, Robin Shield

May opened the meeting at 6:30 pm.

1. Approval of Agenda. By consensus, the Selectboard approved the Agenda.
2. Public Comments (Discussion).
3. Town Manager's Report (Discussion).
4. Finance – Board to Sign Accounts Payable/Warrants (Action Item). Candon **moved** (2nd Chapdelaine) to approve the General Fund Check Warrant Report #07-26 in the amount of \$186,319.78 for the period from 10/26/2006 to 11/8/2006. **Motion passed.**

Childs **moved** (2nd Chapdelaine) to approve the Fire Station Fund Check Warrant Report #07-27 in the amount of \$826.15 for the period from 10/26/2006 to 11/8/2006. **Motion passed.**

6. Requests to Expend Funds from Designated Funds (Action Item). Childs **moved** (2nd Chapdelaine) to approve the payment of \$2,094 to Vermont Hand Carved Signs from the Town Recreation Fund designated for the playground. **Motion passed.**

The new Playground Designated Fund balance will be \$13,800.60.

7. Banner Policy and Highways and Sidewalks Ordinance (Discussion). Soares stated that he believes the language used in the Town of Hanover Banner Policy might be useful for Norwich also. After a brief discussion it was noted that the language used in any potential Town of Norwich policy should be benign and benefit the community as a whole. It was decided that Candon will work with the Town Manager to come up with a proposed policy. The Ordinance on Highways and Sidewalks from the Town of Hanover was also discussed. Dechert and Soares will work together on a possible ordinance for Norwich.

8. Public Safety Facility Space Needs (Continued Discussion). The Town Manager stated that the new space needs shows an approximately 26% reduction over the initial proposed version. Soares also stated that the goal of the committee was to have a design that would be good for a minimum of 25 years and that, at the present time, there are no schematic designs available. Candon appreciates the proposal and the work that has gone into it, but pointed out that we are at the discussion stage on whether to pursue, not on "how big". Ptashnik questioned "what is inadequate about the present facilities". Traffic flow issues at the current location were also brought up. The next step in the contractual process is a schematic design.

9. Ancient Roads Research and Mapping Grant Application. Dechert explained that this was a grant program to fund town researching of ancient roads and gave a brief history of how ancient roads came to be. Dechert stated that \$5,000 was the maximum amount a town could apply for. If, after further investigation, the Town of Norwich decides to not pursue researching and mapping of ancient roads, the money can be returned and/or the application can be withdrawn. Childs **moved** (2nd Chapdelaine) to authorize the Town Manager, as Grant Administrator, to execute and provide all information necessary for the completion of an Ancient Roads Research and Mapping Grant Program Application, to execute the Grant Agreement and such other documents as may be necessary to secure funds, and to administer this Municipality's performance of the provisions of the Grant Agreement. **Motion passed.**

10. FY08 Budget (Discussion). Soares noted that: \$194,000 has been taken out from the first draft, "sustainability of services" will be difficult with the 5% reduction budget and a 36% increase in healthcare has been plugged in for draft #2. Soares also said that in order to reach the Selectboard mandated targets some numbers had to be forced. May said she did not feel that a reduction in hours for the Assistant to the Town Manager would be in the best interests of either the townspeople or the efficient running of the Town Manager's office. She also indicated that the amount budgeted for professional services might need to be higher. Roberta Robinson spoke about the reallocation of the split for the Custodial wages between Tracy Hall and the Police Department being changed from 75/25 to 90/10, which more accurately reflects time spent in each location. Robinson also stated that the pay telephone change had not been factored into draft #2.

The Selectboard requested that reserve fund contributions be taken out of individual departments and listed together separately. The request was also made that any changes in draft #3 be in bold.

11. Correspondence

- a) Copy of Letter to Property Valuation & Review Division Re: Gardner Lewis Trust
- b) Letter from MARCON Corporation Re: Transportation Capital Plan
- c) Letter from Henry Scheier Re: Small Group of Citizens

By consensus, the Selectboard received all correspondence.

12. Selectboard

- a) Approval of the Minutes of the 10/25/06 meeting. Candon **moved** (2nd Childs) to approve. **Motion passed.**

The Selectboard sent its congratulations to our newly elected officials.

Candon **moved** (2nd Childs) to adjourn. **Motion passed.** Meeting adjourned at 9:02 pm.

Approved by the Selectboard on November 21, 2006.

By Nancy Kramer
Administrative Assistant

Alison May
Selectboard Chair

Next Regular Meeting – Tuesday, November 21, 2006 at 6:30 PM

Pending Items:

- 1) Zoning Regulations Review
- 2) FY08 Budget Workshops with Selectboard
- 3) Capital Budget Plan and Report

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