

Minutes of the Selectboard Meeting of Wednesday, March 26, 2008 at 6:30 PM

Members present: Gerard Chapdelaine, Chair; Alison May; Ed Childs; Suzanne Lupien; Sarah Nunan; Stephen Soares, Town Manager; Nancy Kramer, Assistant to the Town Manager.

There were about 27 people in the audience.

Also participating: Liza Bernard, Lucy Gibson, Aimee Goodwin, Daniel Goulet, Jamie Hess, Nancy Hoggson, David Hubbard, Jill Kearney, Stephen Lajoie, Cheryl Lindberg, Don McCabe, Lynn McGrew, Frank Olmstead, Phil Phillips, Robert Pitiger, Sharon Racusin, Chief Robinson, Ann Marie Smith, Demo Sofronas, Stan Williams, Alice Worth.

Chapdelaine opened the meeting at 6:30 pm.

1. Approval of Agenda (Action Item). By consensus, the Selectboard approved the Agenda with one addition.

2. Public Comments (Discussion). Don McCabe gave an update on the Bandstand Committee fundraising project, stating that he is confident their goal of \$50,000 will be reached. McCabe said there is strong sentiment by the Committee to have the bandstand universally accessible. After further comments on the subject from both Committee members and the Board, Chapdelaine asked that this be an agenda item for the April 9th Selectboard meeting.

Phil Phillips initiated a discussion of Selectboard correspondence. The Town of Norwich Selectboard Procedure for Receipt of Correspondence spells out the process and has been put up on the Town website at www.norwich.vt.us.

3. Town Manager's Report (Discussion). The Town Manager has met with Fire Chief Fulton and Turner Luttrell and has received a signed contract from Luttrell. If all conditions of employment are met, Luttrell will start May 12th. Soares also spoke with William O'Neal from the Rockefeller Center at Dartmouth College. O'Neal will have his class doing policy research on traffic and planning for pandemic. There will be written policy briefs from the research shop on this.

Nunan asked if the Town Manager could supply bullet points to the Board, prior to the meeting. By consensus, the Selectboard asked Soares to provide this data going forward.

4. Finance – Board to Sign Accounts Payable/Warrants (Action Item). Childs **moved** (2nd May) to approve Check Warrant Report #08-20 for the period from 3/13/2008 to 3/26/2008 in the amount of \$178,566.14; of which \$176,792.07 is General Fund, \$884.00 is Town Clerk Equipment Fund, \$884.00 is General Administration Equipment Fund and \$6.07 is Corridor Grant Fund. **Motion passed.** Lupien asked if Andy could provide the Board with a comparison analysis of paying for contracted services versus hiring an employee.

- a) Request to Spend Police Cruiser Designated Funds. Chief Robinson explained the process. After a brief discussion, May **moved** (2nd Lupien) to authorize the expenditure of up to \$25,000 from FY09 Police Cruiser Designated Fund for the purchase of a cruiser. **Motion passed.**

5. Town of Norwich Open Positions Interviews/Appointments (Action Item). One applicant was interviewed for Agent to Prosecute (Frank Olmstead). Two applicants were interviewed for Conservation Commission (David Hubbard and Daniel Goulet). One applicant was interviewed for the Finance Committee (Stephen Lajoie). One applicant was interviewed for Grand Juror (Demo Sofronas). One applicant was interviewed for the Recreation Council (Aimee Goodwin). One applicant was interviewed for Trustee of Trust Funds (Robert Pitiger). One applicant (Nancy Hoggson) was interviewed for a one-year appointment to TRORC.

Appointments made were Frank Olmstead as the Agent to Prosecute for a one-year term ending in March, 2009; David Hubbard and William Pierce to the Conservation Commission for four-year terms ending in March, 2012; Daniel Goulet to the Conservation Commission for an unexpired term ending in March, 2011; Stephen Flanders and Stephen Lajoie to the Finance Committee for a one-year term ending in March, 2009; Demo Sofronas as Grand Juror for a one-year term ending March, 2009; Doug Kennedy, Kathy Menard, Aimee Goodwin and Bill Miles to the Recreation Council for three-year terms ending March, 2011; Robert Pitiger as a Trustee of Trust Funds for a one-year term ending March, 2009; and Nancy Hoggson as the TRORC voting representative for a one-year term ending April, 2009.

Auditors, Development Review Board and Planning Commission open positions will be reposted. Interviews for these positions will take place at the April 23rd Selectboard meeting.

6. Appointment with Stan Williams Re: ECFiber Update (Discussion/Action Item). Williams thanked the Selectboard and Town for their decision to move forward with other municipalities to provide a universal broadband communications system. Next steps are for the Board to appoint a representative and alternate to the Governing Board of East Central Vermont Community Fiber and approve the Interlocal Contract (which is nonbinding) before the first meeting of the Board which is April 8th.

May **moved** (2nd Nunan) to appoint Irv Thomae as the representative and Gerry Tolman as the alternate to the Governing Board of East Central Vermont Community Fiber, contingent upon their acceptance. **Motion passed.**

May **moved** (2nd Lupien) that the Town enter into an agreement to share the cost of a due diligence review of the Interlocal Contract with the Town of Sharon and other towns. **Motion passed.**

Nunan **moved** (2nd May) that the Board provisionally approve the Interlocal Contract and authorize the Chair to sign. **Motion passed.**

7. Correspondence (Please go to www.norwich.vt.us, click on Town Offices bullet in left panel, scroll down to Norwich Selectboard section and click on Recent Selectboard Correspondence to view resident correspondence):

a) Nonresident –

1) Letter of Thanks for Town Funding from HCRS (Discussion Item). May **moved** (2nd Lupien) to receive the letter of thanks for Town funding from HCRS. **Motion passed.**

b) Resident -

1) Letter from Alice Worth and Sharon Racusin Re: Development of Norwich Corridor Project and Safety Issues (Discussion Item). May **moved** (2nd Childs) to receive a letter from Alice Worth and Sharon Racusin Re: development of Norwich Corridor Project and safety issues **Motion passed.** Worth spoke about her support for moving forward on the paving project, but that there are serious safety issues regarding McKenna Road that need to be addressed. She is asking the Selectboard to work with Amy Gamble, Agency of Transportation to set up a group to work on this as a separate project along with McKenna Road residents, Chuck Wise and Chief Robinson. The Board directed the Town Manager to pursue this as a high priority item and Nunan volunteered to be a part of the process.

2) Letter from Brion McMullan Re: Proposed Zoning Changes (Discussion Item). Childs **moved** (2nd May) to receive a letter from Brion McMullan Re: proposed zoning changes. **Motion passed.** Letter has been passed on to Phil Dechert to respond to with a copy to the Selectboard.

3) Letter from Geoffrey Vitt Dated 5/19/08 (Discussion Item). May **moved** (2nd Lupien) to receive a letter from Geoffrey Vitt Dated 5/19/08. **Motion passed.** Nunan has spoken with Vitt and his assistant about the information he is looking for. Nunan asked that the Board seriously look into this. This is being reviewed by Town counsel.

- 4) Email from Liza Bernard Re: Corridor Project Concerns and Town Manager's Response (Discussion). May **moved** (2nd Childs) to receive an email from Liza Bernard Re: Corridor Project concerns and Town Manager's response. **Motion passed.** The Town Manager has already answered this email, as indicated.
- 5) Letter from Norwich Transportation Committee Re: Norwich Corridor Project (Discussion). May **moved** (2nd Nunan) to receive a letter from the Norwich Transportation Committee Re: Norwich Corridor Project. **Motion passed.** Gibson is concerned about the current cross walk location at the northwest corner of the green/driveway of Marion Cross School. Smith discussed legitimacy of Corridor Project beyond the edge of Town, sidewalk around the green and two trees being removed as well as confusion as to what the Transportation Committee does. Nunan said she still believes Corridor Project should have been on the warrant. The Selectboard asked Soares to check on any penalties for stopping at the edge of Town. Hess stated the Project should not stop at the edge of Town due to safety issues. Programming issues with the lights at the Route 5 intersection and data collection using real life experiments were also discussed.

8. Selectboard

- a) Approval of the Minutes of the 3/5/08 Meeting (Action Item). May **moved** (2nd Lupien) to approve the minutes of the March 5, 2008 Selectboard meeting. **Motion passed.**
- b) Selectboard Retreat Re: Goals (Discussion/Action Item). Date is set for April 11th at 4:30 pm.
- c) Pending Issues (Discussion/Action Item). Add in Class 1 Road Designation.
- d) Selectboard Calendar (Discussion/Action Item). Approved as is.
- e) Personnel (Executive Session may be Required). Pursuant to Title 1 VSA § 313(a)(3), May **moved** (2nd Lupien) to move into Executive Session for the purpose of discussing personnel and to invite Steve Soares to join the session. **Motion passed.** The Selectboard moved into Executive Session at 9:45 pm.

At 11:04 pm the Selectboard moved into public session. No action was taken as a result of the Executive Session.

Childs **moved** (2nd May) to adjourn. **Motion passed.** Meeting adjourned at 11:05 pm.

Approved by the Selectboard on April 23, 2008.

By Nancy Kramer
Assistant to the Town Manager

Gerard Chapdelaine
Selectboard Chair

Next Regular Meeting – April 9, 2008 at 6:30 PM

Pending Items:

- 1) Revisit the Policy for Treatment of Special Articles on the Town Meeting Warning
- 2) Receipt of Black River Report
- 3) NORCAP/Strategic Planning
- 4) Farrell Farm Road Acceptance as Town Highway
- 5) Debt Management Policy
- 6) Financial Policies Review
- 7) Zoning Regulations
- 8) Kendall Station Road

PLEASE NOTE THAT CATV RECORDS ALL REGULAR MEETINGS OF THE NORWICH SELECTBOARD. FOR A MORE DETAILED TRANSCRIPTION PLEASE REFER TO THE DVD. DVDs ARE AVAILABLE ONE WEEK AFTER AIRING AT THE NORWICH PUBLIC LIBRARY.