

Minutes of the Selectboard Meeting of Wednesday, April 9, 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 20 people in the audience.

Also participating: Betty Barba, Harry Connington, Peter French, Kelly Griggs, Nancy Hoggson, Jennie Hubbard, David Hubbard, Jenny Lamb, Don McCabe, Lynn McGrew, Peg Merrens, Sue Pitiger, Chief Robinson, Demo Sofronas, Liz Tuggle.

Chapdelaine opened the meeting at 6:29 pm.

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

2. Public Comments (Discussion). Chapdelaine on behalf of the Listers reminded townspeople that the HS-122, 2008 (Homestead Declaration and Property Tax Adjustment Claim) needs to be filed annually and is due April 15<sup>th</sup>. You may file online at [www.vermont.gov](http://www.vermont.gov) where there is a link to click on at the bottom right of the home page.

4. Finance – Board to Sign Accounts Payable/Warrants (Action Item). Childs **moved** (2<sup>nd</sup> Lupien) to approve Check Warrant Report #08-21 for the period from 3/27/2008 to 4/9/2008 in the amount of \$78,282.77; which is all General Fund. **Motion passed.**

3. Town Manager's Report (Discussion). Soares briefly went over the highlights of a March 31<sup>st</sup> Expenditure Report the Selectboard had recently received from the Finance Office. The Fire Department is currently showing a surplus due to a Fire Chief not having been hired so far. A discussion followed about encumbering funds from FY08 to purchase a vehicle for the new chief which led to debate about functionality, cost and process. Childs asked the Town Manager to communicate with VLCT as to what other towns use for their chief. In any case, the Board will need to approve the purchase before it happens as "any transfer of funds from a wage line item to purchased services" must be approved by the Selectboard.

Corridor Project: the Town Manager explained the problems regarding moving the proposed new crosswalk on Main Street. Namely, the move to near the driveway of the Marion Cross School which was favored by most of the public who responded. This crosswalk location would interfere with the Historical Society driveway and take away approximately four parking spaces. Curtis Johnson and traffic engineers continue to propose that the crosswalk remain at the southeast corner of the Norwich Square, crossing to the Green near the bandstand. After discussion of right of ways (which belong to the State), bump outs and legality of going beyond what was voted at Town meeting, Childs **moved** (2<sup>nd</sup> May) to instruct the Town Manager to advise Curtis Johnson to strike the crosswalk and the bump out on the west side. **Motion passed.**

5. Request to Spend Conservation Commission Designated Funds (Discussion/Action Item). After a brief discussion, May **moved** (2<sup>nd</sup> Lupien) to approve the release of \$22,000 from the Norwich Conservation Commission Designated Fund to the Upper Valley Land Trust to assist in the permanent protection of 27 acres located along Bragg Hill Road. **Motion passed.** Peg Merrens from the Upper Valley Land Trust thanked the Board for their action.

The new Norwich Conservation Commission Designated Fund balance will be \$82,821.48.

6. Bandstand Project Review (Discussion/Action Item). Packets entitled “The Norwich Bandstand ~ Past, Present Future” were distributed to the Selectboard and the audience. McCabe said that 8 of the 9 Committee members were present at the meeting the previous evening where it was decided to bring the three options to the Board for review. McCabe also stated that the third option (reconstruction) was the most appealing to the Committee.

Pitiger said about 20% of townspeople have sent in donations and that approximately \$39,000 has been raised from private donations so far. Grants are pending from the Bryne Foundation and Mascoma Savings Bank Foundation. Along with pre-existing funds held by the Town, they should have approximately \$56,000 to date.

French provided poster board drawings of the three options which have been placed on the wall of the multipurpose room for public inspection. French then reviewed the three options in detail giving approximate estimates of \$40,000, \$50,000 and \$60,000, respectively.

Preservation Option: would include dropping the deck, a series of steps, retaining original roof system and new material for posts and floor system. Advantages – historically accurate, will look familiar and is the least expensive option. Disadvantages – covered performance area is small, not handicapped accessible and the required maintenance is high.

Restoration Option: has an exterior ramp that wraps around and is concealed, uses composite material for decking and a slab for the foundation. Advantages – familiar look, ADA accessible, improved access in the rear and benches. Disadvantages – maintenance costs are higher and it is slightly unbalanced.

Reconstruction Option: all new construction with an enlarged roof, small beam to support the roof, access and benches identical to Restoration Option, will reproduce the dropped ceiling and use more composite materials. Advantages – larger covered performance area, ADA compliant and maintenance costs are lower. Disadvantages – losing historic/nostalgic landmark and it is the most expensive.

Connington addressed handicapped access issues – making a case for all three options being acceptable. There followed considerable discussion regarding accessibility pros and cons, that it would be an “attractive nuisance for skateboarders”, public input and the need to do it right. French pointed out that with any of the options temporary electrical service would need to be done.

Childs **moved** (2<sup>nd</sup> May) to instruct the Town Manager to have a public hearing on April 30<sup>th</sup> at 6:30 pm to receive public input after which a vote will be taken by the Board. **Motion passed.**

7. Revised Draft Zoning Regulations (Continuing Discussion/Action Item). Due to Zoning Administrator's and Acting Zoning Administrator's absence, postponed until the April 23<sup>rd</sup> Selectboard meeting.

8. Correspondence (Please go to [www.norwich.vt.us](http://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) Memo from TRORC Re: Flood Potential (Discussion Item). May **moved** (2<sup>nd</sup> Lupien) to receive a memo from TRORC Re: flood potential. **Motion passed.** Hubbard passed out an email to the Board on NIMS training. She urged the Selectboard to become proficient in NIMS by completing IS-700: NIMS, An Introduction and ICS-100: Introduction to ICS. This can be done online. May has already completed and recommends that the other Board members complete also.
- 2) Memo from East Central Vermont CEDS Region re: Project Solicitation (Discussion/Action Item). May **moved** (2<sup>nd</sup> Childs) to receive a memo from East Central Vermont CEDS Region re: project solicitation. **Motion passed.**
- 3) Memo from TRORC Re: Comments of Norwich Draft Zoning Regulations (Discussion/Action Item). Due to Zoning Administrator's and Acting Zoning Administrator's absence, postponed until the April 23<sup>rd</sup> Selectboard meeting.

Sofronas updated the Selectboard on the Legion's progress on setting up a Park and Ride at their site. A petition is being circulated for registered Norwich voters only to sign. Advance Transit will ultimately make the decision on providing service to and from the site.

9. Selectboard

- a) Approval of the Minutes of the 3/12/08 Meeting (Action Item). Questions were raised on items 5 and 6 in the March 12<sup>th</sup> minutes. Approval deferred until the April 23<sup>rd</sup> Selectboard meeting.
- b) Pending Items (Discussion/Action Item). This item will be moved up to an agenda item for the April 23<sup>rd</sup> meeting.
- c) Personnel (Executive Session may be Required). Pursuant to Title 1 VSA § 313(a)(3), May **moved** (2<sup>nd</sup> 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 9:12 pm.

At 10:14 pm the Selectboard moved into public session. No action was taken as a result of the Executive Session.

Childs **moved** (2<sup>nd</sup> May) to adjourn. **Motion passed.** Meeting adjourned at 10:15 pm.

Approved by the Selectboard on May 14, 2008.

By Nancy Kramer  
Assistant to the Town Manager

Gerard Chapdelaine  
Selectboard Chair

Special Selectboard Meeting – April 11, 2008 at 4:00 PM

Next Regular Meeting – April 23, 2008 at 6:30 PM

Pending Items:

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

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