

Minutes of the Selectboard Meeting of Wednesday, August 27, 2008 at 5:00 PM

Members present: Gerard Chapdelaine, Chair; Alison May; Ed Childs; Sarah Nunan; Neil Fulton, Acting Town Manager; Nancy Kramer, Assistant to the Town Manager. Absent: Suzanne Lupien (except for 14 d, by phone).

There were about 21 people in the audience.

Also participating: Brooke Adler, Richard Blacklow, Cindy Cook, Anne Day, Pete Fellows, Stephen Flanders, George Fraser, Peter Gregory, Andy Hodgdon, Nancy Hoggson, Ralph Hybels, Jill Kearney, Michael Munson, Cheryl Lindberg, Penny McConnel, Lynn McGrew, Phil Phillips, Sharon Racusin, Chief Robinson, Dean Seibert, Demo Sofronas, Irv Thomae, Suzanne Wallis, Cleta Wheeler, Reeve Williams, Stan Williams.

Chapdelaine opened the meeting at 5:05 pm.

1. Approval of Agenda (Action Item). By consensus, the Selectboard approved the Agenda with two changes.
2. Public Comments (Discussion). None.
3. Town Manager's Report (Discussion). Fulton introduced Stephen Leinoff, the new Fire Chief, to the Board and public. Olde Home Day is September 13th, parade is at 11 a.m. and this year's event theme is "Maskarade Party". Fulton inspected Kendall Station Road and the railroad crossing work should be done by mid-October. The 10A experimental lane closure is on hold until the truck issues resulting from the closure of the Route 4 (Hartford/Lebanon Bridge) have been resolved. The 2009 Municipal Park and Ride Grant Program (Huntley Park & Ride) site visit is scheduled for September 10th 10:15 to 10:35 am. The Beaver Meadow Sidewalk Extension Grant has been filed. If successful, matching funds will come from the Sidewalk Reserve Fund.
4. Finance – Board to Sign Accounts Payable/Warrants (Action Item). After discussion of a couple of items on the warrant, Childs **moved** (2nd May) to approve Check Warrant Report #09-05 for the period from 8/14/2008 to 8/27/2008 in the amount of \$327,965.65; which is all General Fund. **Motion passed.**
5. Request to Spend Police Special Equipment Designated Funds to Replace a Crosswalk Sign (Discussion/Action Item). Chief Robinson explained that the Beaver Meadow Road sign was stolen and attempts by the Department to recover it had been unsuccessful. May **moved** (2nd Childs) to spend up to \$300 from the Police Special Equipment Designated Fund to replace a crosswalk sign. **Motion passed.**

The new Police Special Equipment Designated Fund balance will be approximately \$1,577.22.

6. Listers: Errors and Omissions (Discussion/Action Item). Blacklow was present and fielded any questions the Selectboard had.

May **moved** (2nd Childs) to accept the Listers' Errors and Omissions and decrease the taxable assessment of Parcel 20-255.000 to the 2007 assessment of \$2,800,000 which will result in a loss to the municipal tax revenue of \$2,047.14. **Motion passed.**

May **moved** (2nd Nunan) to accept the Listers' Errors and Omissions and decrease the taxable assessment of Parcel 20-229.000 by \$48,900 to a revised assessment of \$932,500 which will result in a loss to the municipal tax revenue of \$235.21. **Motion passed.**

Chapdelaine asked that future errors and omissions submitted to the Board include calculations.

7. Petition from Carpenter Street Neighborhood Re: Elimination of Parking Spot on Main Street (Discussion/Action Item). George Fraser is against eliminating the parking space due to Dan & Whit's already having lost two parking spaces to Advanced Transit. Childs asked if the space could be limited to compacts only. McGrew is for eliminating the parking space, but asked about changing it to handicap only. Chief Robinson will look into the legality of both options. Fulton suggested arranging for a neighborhood meeting to discuss options. Chapdelaine would like to keep the space if at all possible.

8. Request to Expend Bridge Grant Funds (Discussion/Action Item). Hodgdon is planning on using the funds to pave Union Village to Goodrich Four Corners Roads. Matching funds are already in the approved FY09 budget. Also discussed were current costs and how high they are. Hodgdon prefers to wait until spring and see if costs don't come down some. By consensus, the Board agreed. Paving bids will be put out in the spring.

9. Personnel Policies Updates (Discussion/Action Item). Postponed until September 10th Selectboard meeting.

10. Speed Limit on River Road (Discussion/Action Item). Fulton explained the procedure stating that State standards are specific. Day spoke about changing speeds on Church Street also.

After some further discussion, May **moved** (2nd Childs) to authorize the Town Manager to send a letter to the State Traffic Committee on behalf of the Selectboard requesting a speed limit change on River Road and Church Street. **Motion passed.**

11. Interlocal Contract Adoption (Discussion/Action Item). Chapdelaine attended the last meeting of the East Central Vermont Community Fiber Governing Board and came away personally feeling very comfortable with this contract. Thomae said that this is the final form of the document after review. All towns are required to sign but it does not obligate any Town funds. Stan Williams stated that their next meeting is September 9th, there would be more documents for the Selectboard to sign by the end of September and that the first hook ups are expected to start October, 2009 (not necessarily in Norwich). May thanked Williams for all his work in helping to provide broadband throughout the area. Reeve Williams spoke about this being an exciting thing.

May **moved** (2nd Nunan) that the Selectboard, on behalf of the Town of Norwich, approve the form and content of the Interlocal Contract Definitive Version as of September 8, 2008 presented to this meeting, and that the Chair be authorized to execute and deliver the same. **Motion passed.**

13. 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 Introduction from Vickie Brooks of ACORN (Discussion Item)
- 2) Letter from State of Vermont Re: Class II Roadway Grant (Discussion Item). Discussed with item #8.
- 3) Letter from State of Vermont Re: Town Highway Structures Grant Program (Discussion Item). Discussed with item #8.
- 4) Letter from Peter Gregory (TRORC) Re: FY09 Annual Dues (Discussion Item)

May **moved** (2nd Nunan) to receive a letter of introduction from Vickie Brooks of ACORN, a letter from the State of Vermont re: Class II Roadway Grant, a letter from State of Vermont re: Town Highway Structures Grant Program, and a letter from Peter Gregory (TRORC) re: FY09 annual dues. **Motion passed.**

b) Resident –

- 1) Memo from Norwich Conservation Commission Re: Wildlife Conservation/Zoning Regulations and the New Town Plan (Discussion/Action Item). May **moved** (2nd Childs) to receive a memo from Norwich Conservation Commission re: Wildlife Conservation/Zoning Regulations and the new Town Plan. **Motion passed.** The Board asked that a discussion with the Norwich Conservation Commission be added to the October 8th meeting.
- 2) Email from Betty Barba Re: Interim Town Manager (Discussion Item). May **moved** (2nd Childs) to receive an email from Betty Barba re: Interim Town Manager. **Motion passed.**
- 3) Letter from Lynn McGrew Re: Norwich Draft Zoning Regulations dated August 23, 2007 (Discussion Item). May **moved** (2nd Childs) to receive a letter from Lynn McGrew re: Norwich Draft Zoning Regulations dated August 23, 2007. **Motion passed.** This letter will be added to materials discussed at the 2nd Zoning Hearing on September 24th.

14. Selectboard

- a) Approval of the Minutes of the 7/9/08, 7/23/08 and 8/18/08 Meetings (Action Item). Childs **moved** (2nd Nunan) to approve the minutes of the July 9, 2008, July 23, 2008 and August 18, 2008 Selectboard meetings. **Motion passed.**
- b) Select Voting Delegate for VLCT Annual District Meeting (Discussion/Action Item). Childs **moved** (2nd May) to designate Sarah Nunan as the voting delegate for the Town of Norwich at the 2008 VLCT Annual District Meeting. **Motion passed.**
- c) Appoint Frederick Crawford as Auditor (Discussion/Action Item). May **moved** (2nd Nunan) to appoint Frederick Crawford as Auditor until an election is had. **Motion passed.** Sophia Crawford and Alison May will be assisting with Town Report preparation.
- d) Appointment of Interim Town Manager (Discussion/Action Item). Phillips, Racusin, Hoggson, McGrew, Fraser and Lupien all spoke in favor of hiring David Lewis as a fresh pair of eyes and an excellent choice. Nunan **moved** (2nd Lupien) to appoint David Lewis as Interim Town Manager. **Motion failed 2 to 3** (yes – Lupien and Nunan; no – Chapdelaine, May and Childs).

May and Childs want to stay local and said Department Heads are willing to work with Fulton. Nunan worried about hidden agendas. Chapdelaine spoke about the Board having five options: use Phil Dechert, Trevor Lashua (VLCT), advertising locally, David Lewis or Neil Fulton. Due to the limited time frame, costs involved with hiring Lashua or Lewis and Lewis' unavailability, he feels Fulton is the best choice and will provide a seamless transition. May **moved** (2nd Childs) to appoint Neil Fulton as Interim Town Manager at Stephen Soares daily rate. **Motion passed 3 to 2** (yes – Chapdelaine, Childs and May; no – Lupien and Nunan).

12. 7:30 pm - Appointment with Cindy Cook (Facilitator) Re: Strategic Vision (Discussion/Action Item). Nunan introduced Cook. Cook did a brief overview. Munson spoke about capital budgeting. Level of service was asked about and discussed. Nunan asked about a mission statement. Hybels polled the Planning Commission and they feel the Selectboard should focus on items not in the Town Plan. Hybels also discussed that sections of the Town Plan have been assigned to different members. This information will be put on the Town website when received. Fellows talked about school growth being flat and interest of Norwich residents in transportation and recreation. Items such as a vehicle replacement plan, affordable housing, land acquisition and putting together a toolbox were also discussed. Gregory stated that planning must be consistent with the Town Plan and have public support.

Further minutes of this meeting will be provided by the Facilitator and will be posted and on the Town website.

May **moved** (2nd Childs) to adjourn. **Motion passed**. Meeting adjourned at 9:11 pm.

Approved by the Selectboard on September 10, 2008.

By Nancy Kramer
Assistant to the Town Manager

Gerard Chapdelaine
Selectboard Chair

Next Regular Meeting – September 10, 2008 at 6:30 PM

Pending Items:

- 1) Personnel Policies Updates (9/10/08)
- 2) Strategic Planning Committee Organization
- 3) Zoning Regulations Hearing (9/24/08)
- 4) Ancient Roads (9/10/08)
- 5) Class 1 Road Designation (9/24/08)
- 6) Communications Study
- 7) Department of Public Works Site Planning
- 8) Transportation Capital Program
- 9) Community Communications Outreach

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.