

Minutes of the Selectboard Meeting of Wednesday, September 10, 2008 at 6:30 PM

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

There were about 26 people in the audience.

Also participating: Onita Connington, Phil Dechert, Charles Egbert, Nancy Hoggson, Dennis Kaufman, Cheryl Lindberg, Don McCabe, Lynn McGrew, Norm Miller, Nancy Osgood, Sue Pitiger, Sharon Racusin, Chief Robinson, Karen Ward.

Chapdelaine opened the meeting at 6:32 pm.

1. Approval of Agenda (Action Item). By consensus, the Selectboard approved the Agenda.
2. Public Comments (Discussion). McGrew spoke about making sure people know about public events going on in Tracy Hall. Lupien asked if the Selectboard meeting sign could be redone and put out the day before a meeting with a date. Hoggson asked for and received from Nunan a brief update on the strategic planning discussed at the August 27th Board meeting.
3. Town Manager's Report (Discussion). The second public hearing on the Zoning Regulations will be at 6:00 pm September 24th. Fulton has put teams together to work on the Communications Study, Department of Public Works (DPW) site planning and the exhaust systems for DPW and Fire Station. There have been no further changes at Kendall Station since the August 27th meeting update.

The status of Strategic Planning Committee formation and charge was discussed. By consensus, the Selectboard agreed to put any further action off until a new Town Manager is hired.

4. Finance – Board to Sign Accounts Payable/Warrants (Action Item). After discussion of a couple of items on the warrant, May **moved** (2nd Childs) to approve Check Warrant Report t #09-06 for the period from 8/28/2008 to 9/10/2008 in the amount of \$38,247.70; which is all General Fund. **Motion passed.**
5. Bandstand Committee Update (Discussion). Fulton briefly discussed the three options from the Bandstand Committee and said the Committee is meeting once again. Two models were presented to the Board. A preservation model that came from a consensus of the Preservation Trust of Vermont Committee put together by Ann Cousins and a reconstruction model that came from the Bandstand Committee.

Hoggson thanked the Selectboard, Ann Cousins and the Trust Committee for their work on the preservation model. Hoggson introduced Charles Egbert, the Architect from the Trust Committee, and Egbert reviewed the particulars of that model. The present bandstand would be refurbished from the floor up and made ADA accessible.

McCabe presented the reconstruction model which was done on the same scale as the preservation model. It is ADA accessible, the seats are built into the stage, roof has same pitch, composite materials are used for lower maintenance, stage is 30% larger and covered. It would be all new construction.

Items discussed were: nailing down the costs for both models, using flagstone, composite materials, possible loss of playground space and consulting with the Norwich School Board, what needs to be spent on ADA and what surface type they require for the path, what land is the Town's and what belongs to the School, drawing costs, form versus function, Corridor Project impacts and the development of a checklist for what needs to be done.

Fulton read the Board's 5/28/08 motion regarding an advisory article for the November 4th Town Meeting. After some discussion, by consensus the Selectboard decided to put off a special town meeting.

9. Ancient Roads (Discussion). Fulton said there are lots of interested parties. Dechert gave the background that back in the 1700's various roads were legally laid out, stopped being used and were never declassified. The Town can choose to do a "mass discontinuance" until July 1, 2009 or identify unidentified corridors over a seven year process that ends in 2015. Unidentified corridors are roads not on Town maps and roads that are not obviously being used. The Town has a grant of \$5,000 to do research that expires in July, 2009. Dechert recommends setting up a Town Manager committee of interested people to do research. Fulton will develop a charge for the September 24th Board meeting.

6. Police Chief's Contract (Discussion/Action Item). Fulton explained that Soares signed the contract without needed Selectboard authorization. He recommends the Board authorize him to sign a contract. After some discussion, Childs **moved** (2nd May) to authorize the Interim Town Manager to sign the Police Chief Employment Agreement effective July 1, 2008. **Motion passed.**

7. Personnel Policies Updates (Discussion/Action Item). Kramer walked the Selectboard through the changes to the Policies. Fulton went over wage changes for Public Works Director, Fire Chief and Police Chief. After discussion, May **moved** (2nd Lupien) that the Norwich Selectboard amend the Town of Norwich Personnel Policies as presented. **Motion passed.** It was agreed that tracked changes would be provided for the Board going forward.

8. Update on Ledyard Bank Parking Space (Discussion). Chief Robinson said he had a meeting September 9th at 6:00 pm with all interested parties. The consensus of the group was to remove the parking space. George Fraser did not attend, but indicated he was not opposed if it was for public safety reasons. Fulton will bring a revised Parking Ordinance to the September 24th Selectboard meeting.

10. 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 from Green Mountain RSVP Re: FY09 Annual Dues (Discussion Item). Childs **moved** (2nd May) to receive a letter from Green Mountain RSVP re: FY09 annual dues. **Motion passed.**

11. Selectboard

- a) Approval of the Minutes of the 8/27/08 Meeting (Action Item). May **moved** (2nd Childs) to approve the minutes of the August 27, 2008 Selectboard meeting. **Motion passed.**
- b) FY10 Budget Review Process. Fulton is working on a budget memo for the Board. He has asked the Finance Officer to prepare a spreadsheet that will show what the Department Heads requested, Town Manager recommends and Selectboard recommends. Fulton recommends Chart of Accounts reforms, but not for this budget season. By consensus, the Selectboard agreed to have an all day budget session. Fulton will pursue and revise the Selectboard calendar accordingly. Fulton will also work on scheduling outside agencies for one evening.

May **moved** (2nd Lupien) to adjourn. **Motion passed.** Meeting adjourned at 9:22 pm.

Approved by the Selectboard on September 24, 2008.

By Nancy Kramer
Assistant to the Town Manager

Gerard Chapdelaine
Selectboard Chair

Next Regular Meeting – September 24, 2008 at 6:00 PM

Pending Items:

- 1) Strategic Planning Committee Organization
- 2) Zoning Regulations Hearing (9/24/08)
- 3) Class 1 Road Designation (9/24/08)
- 4) Communications Study
- 5) Department of Public Works Site Planning
- 6) Transportation Capital Program
- 7) 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.