

Minutes of the Selectboard Meeting of Tuesday, October 7, 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 25 people in the audience.

Also participating: David Bibeau, Onita Connington, Phil Dechert, Chris Healy, Nancy Hoggson, David Hubbard, Daniel Johnson, Dennis Kaufman, Jill Kearney, Craig Layne, Don McCabe, Lynn McGrew, Norm Miller, Chief Robinson, Ann Seibert, Karen Ward.

Chapdelaine opened the meeting at 6:31 pm.

1. Approval of Agenda (Action Item). By consensus, the Selectboard approved the Agenda.
2. Public Comments (Discussion). Chapdelaine announced that he would be enforcing the three minute rule in accordance with the Selectboard's Rules of Conduct.

May said the annual Volunteer Pot Luck Supper is scheduled for October 24th at 6 pm in Tracy Hall. Peter Webster, our new Town Manager, will be present.

3. Town Manager's Report (Discussion). The Town Manager and Roberta Robinson are in the process of preparing the FY10 budget and summary document. The Town has received notification of three grant awards: \$15,000 Safety Improvement Grant for Union Village Road to replace guard rails, \$175,000 Paving Grant to continue paving Union Village Road and a \$4,500 Park and Ride Grant for the Huntley parking lot. The Fire Department is offering free wood heat inspections due to the increased use of wood heating. Department Head reports for the month of September were provided.

Lupien stated that she has been talking to the Town Treasurer about setting up a trust fund for fuel assistance at Mascoma Bank.

4. Finance – Board to Sign Accounts Payable/Warrants (Action Item). May **moved** (2nd Nunan) to approve Check Warrant Report #09-8 for the period from 9/25/2008 to 10/7/2008 in the amount of \$67,006.08; of which \$66,491.08 is General Fund and \$515.00 is Bandstand Fund. **Motion passed.**

5. Recreation Council Interviews/Appointments (Discussion/Action Item). Kearney explained that the Council has two openings due to Doug Kennedy resigning and Kathy Menard's term ending. Kearney said that Ann Greenwald is the new President. Both candidates were interviewed by the Board. After thanking Bibeau and Healy for applying, Lupien **moved** (2nd Nunan) to appoint David Bibeau and Chris Healy to the Norwich Recreation Council for three-year terms ending in March, 2011. **Motion passed.**

6. Errors & Omissions (Discussion/Action Item). Kaufman briefly explained after which Childs **moved** (2nd May) to accept the Listers' Errors and Omissions and increase the taxable assessment of Parcel 12-013.000 to \$47,500 which will represent a change in value of \$20,700 and will therefore represent an increase in the annual PILOT. **Motion passed.**

7. Bandstand – Update/Discussion. Fulton went over the current four options: Preservation Option A-1, which would preserve the structure as it exists today and would not be accessible; Rehabilitation Option A-2, based on the recommendations in the Keefe report; New Construction Option B-1, the Peter French design; and New Construction Option B-2, Egbert X-B design. The last three options are all accessible. Fulton believes there is support for one of the new construction options from the Bandstand Committee.

Selectboard positions on the bandstand were discussed. Lupien and Nunan still would like a vote by the townspeople, taking the position that this would be a more representative decision. Childs and May would prefer the Board to vote on the choices and they are ready to vote.

Several Bandstand Committee members spoke. Their consensus was for Option B-1. The Committee feels their work is done, asks that the Selectboard take care in their decision making and that they give due consideration to the interior protected ramp on Option B-1.

ADA standards were also discussed and it was noted that the bandstand does not have to have a ramp, but 20% of construction costs need to be devoted to accessibility.

After further discussion, May **moved** (2nd Childs) that the Selectboard vote on the bandstand choices at their October 22nd meeting. **Motion passed 3 to 2** (yes – Chapdelaine, Childs and May; no – Lupien and Nunan).

8. Appointment with Conservation Commission Re: Memo on Wildlife Conservation, Zoning Regulations and Town Plan (Discussion). Layne explained that the Conservation Commission is working with the Linking Lands Alliance, a multi-town consortium, on the creation of regional maps showing wildlife habitats and travel corridors. Another aspect of this examination is a town-by-town assessment of people's outdoor values. To that end, the Conservation Commission is holding a Community Values Forum Monday, October 20th in the Tracy Hall multipurpose room at 7:00 pm. Maps of the Commission's work so far were posted on the bulletin board to share with the Board and public.

Vermont Forest Legacy projects; private land management plans; State databases and field visits; and Norwich current use acreage were also discussed.

9. Norwich Corridor and VTrans 2009 Paving Project (Discussion/Action Item). Fulton went over the two issues raised by Curtis Johnson of VTrans: (1) the width of the sidewalk along the west side of the Green and (2) the potential loss of nine parking spaces at the Episcopal Church. After laying out the proposed Right-of-Way use in the field, it has been determined that a five foot sidewalk can be constructed next to the Green with a low probability of damage to the trees that are not going to be removed. Likewise, it was determined that eight parking spaces could be constructed in front of the Episcopal Church with a five foot construction easement.

May **moved** (2nd Nunan) to authorize the Town Manager to negotiate a construction easement with the St. Barnabas Church to allow the construction of a sidewalk along Main Street in front of their property. **Motion passed.**

There was some discussion regarding a crosswalk on Main Street at Elm Street. The Selectboard decided to let their previous decision to not have one stand. Fulton also went over available monies for the Project and cost estimates.

11. Set date for Public Hearing on Norwich Zoning Regulations (Discussion/Action Item). Dechert went over the proposed motions and explained that the current Regulations expire October 18, 2008. Nunan stated that she would like the Board to replace Section 3.13 with the August 23, 2007 version now and work hard on defining wildlife corridors, etc. After some discussion, Nunan **moved** (2nd Lupien) to warn a public hearing to hear comments on the October 15, 2008 Draft of the Norwich Zoning Regulations. The October 15, 2008 Draft of the Norwich Zoning Regulations shall be the same as the May 23, 2008 Draft with the changes listed in the September 12, 2008 document "Recommended Changes to May 21, 2008 Draft" and replacing Section 3.13 with the August 23, 2007 version of Section 3.13. The hearing shall be warned on October 15, 2008 for a public hearing on November 12, 2008. **Motion failed 2 to 2** (yes – Lupien and Nunan; no – May and Childs). Chapdelaine abstained.

Daniel Johnson, Planning Commission Chair, said that the Planning Commission supports using the September 30, 2008 version of Section 3.13 and that the Commission has done due diligence on the subject.

Childs believes it should be the Selectboard's goal to give the Development Review Board specific guidelines.

McGrew asked if VLCT could be used to help develop these guidelines.

After further discussion, May **moved** (2nd Childs) to warn a public hearing to hear comments on the October 15, 2008 Draft of the Norwich Zoning Regulations. The October 15, 2008 Draft of the Norwich Zoning Regulations shall be the same as the May 23, 2008 Draft with the changes listed in the September 12, 2008 document "Recommended Changes to May 21, 2008 Draft" and replacing Section 3.13 with the September 30, 2008 version of Section 3.13. The hearing shall be warned on October 15, 2008 for a public hearing on November 12, 2008. **Motion passed 3 to 2** (yes – Chapdelaine, Childs and May; no – Lupien and Nunan).

10. Hogback Road Speed Limit (Discussion). Fulton explained the two methods for setting speed limits: a traffic study with other factors being considered or an alternative method for unpaved town highways adopted in 1999 by the Legislature that uses neighborhood character, abutting land use, bicycle and pedestrian use and physical characteristics of the highways. Fulton said that the Vermont Agency of Transportation's Traffic and Safety Division does not recommend setting speed limits on Class 3 gravel roads and that the majority of drivers travel at prudent speeds. Chapdelaine asked if a public meeting could be set up to discuss with the residents of Hogback Road. After some discussion, the Board agreed by consensus to use the 1999 criteria in developing recommendations for use on setting speed limits and asked for a public meeting with residents to be conducted.

12. 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) Resident –

- 1) Email from Stuart Richards Re: Affordable Housing, Environment and Growth (Discussion Item). Childs **moved** (2nd Lupien) to receive an email from Stuart Richards re: affordable housing, environment and growth. **Motion passed.**

13. Selectboard

a) Approval of the Minutes of the 9/24/08 Meeting (Action Item). Childs **moved** (2nd Lupien) to approve the minutes of the September 24, 2008 Selectboard meeting.

Motion passed.

b) Amendment to Town Manager Employment Agreement (Discussion/Action Item). After discussing the start date change to November 5, 2008, Childs **moved** (2nd May) to authorize the Selectboard Chair to sign the amendment to the Town Manager Employment Agreement. **Motion passed.**

Childs **moved** (2nd Lupien) to adjourn. **Motion passed.** Meeting adjourned at 9:08 pm.

Approved by the Selectboard on October 22, 2008.

By Nancy Kramer
Assistant to the Town Manager

Gerard Chapdelaine
Selectboard Chair

Next Regular Meeting – October 22, 2008 at 6:30 PM

Pending Items:

- 1) Strategic Planning Committee Organization
- 2) Class 1 Road Designation
- 3) Communications Study
- 4) Department of Public Works Site Planning
- 5) Transportation Capital Program
- 6) Community Communications Outreach
- 7) Vehicle Acquisition and Replacement Policy
- 8) Municipal Enforcement of the VT Fire Prevention and Building Code

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