

Minutes of the Selectboard Meeting of Wednesday, October 22, 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 39 people in the audience.

Also participating: Jeff Doyle, Chad Finer, Nancy Hoggson, Dennis Kaufman, Cheryl Lindberg, Dianne Norton, Sue Pitiger, Demo Sofronas, Stan Williams.

Chapdelaine opened the meeting at 6:30 pm.

1. Approval of Agenda (Action Item). By consensus, the Selectboard approved the Agenda with two changes.
2. Public Comments (Discussion). May reminded people of this Friday's Volunteer Pot Luck Supper.
3. Town Manager's Report (Discussion). The FY10 draft budget will be distributed to the Selectboard on November 7th. The Town Manager and Finance Officer are meeting this week with Department Heads to go over their initial budget submissions. A 3% COLA increase in salaries is being used for the 1st draft. Chief Leinoff is looking into changing LEPC membership to more closely align with our regional partnership with TRORC. Chief Leinoff has met with the Norwich Business Council to discuss the Town taking over enforcement of State codes. This would not apply to owner occupied single family dwellings. The securing of construction easements with St. Barnabas Church has been completed. The Safe Routes to School kickoff meeting will be November 7th here at Tracy Hall. A Utility Permit application has been sent in to the State regarding the experimental lane closure on 10A. Hartford Sign Co. has agreed to do repairs on the Welcome to Norwich Sign free of charge. The Board asked that a letter be sent thanking them when complete. RFPs for consulting services for the communications study, Public Works site master plan and code and regulation compliance for the Public Works, Police and Fire facilities are being prepared for Peter Webster.

Nunan asked if the all day Department Head budget meeting on November 19th could be changed to two sessions going from 4:30 pm until 7:30 pm. By consensus, the Selectboard asked the Town Manager to make the change.

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 #09-09 for the period from 10/09/2008 to 10/22/2008 in the amount of \$189,592.35; which is all General Fund. **Motion passed.**

4 a). Request to Spend Designated Funds (Discussion/Action Item). Fulton explained that he has sent a memo out to all Department Heads reminding them of the requirement for prior Town Manager and Selectboard approval before any use of a Designated Fund.

After a brief discussion, Nunan **moved** (2nd May) motion to approve the payment of \$1,702.92 from the Town Pool Fund for maintenance work already performed at the Dam. **Motion passed.**

The new Town Pool Designated Fund balance will be \$10,770.

5. Request for an Allocation of Town's Borrowing Capacity from The Family Place for VEDA Financing (Discussion/Action Item). Norton said The Family Place is trying to expand to accommodate increased requests for services and a shortage of space and parking. She also stated that this request is just for the Norwich portion of the project. Fulton explained the process stating that he has spoken with bond counsel and the Town has no liability.

After some further discussion, Childs **moved** (2nd May) to authorize the Chair to sign a Bond Allocation Agreement between the Town of Norwich and the Vermont Economic Development Authority allowing the issuance of \$194,960 in revenue bonds to The Family Place under Section 265(b)(3)(B) of the Internal Revenue Code. **Motion passed.**

6. ECFiber Resolution Authorizing Execution of Agreements (Discussion/Action Item). Fulton stated that this is an important document that needs to be executed and returned to ECFiber by no later than midnight October 24th. The draft Town Meeting article was discussed which states: "Shall the Town's share of the annual Rental Payment under East Central Vermont Community Fiber Master Lease Agreement dated December 1, 2008 be appropriated and paid out of revenues and other funds allocated to the Town from the operation of the ECF telecommunication system?" Williams said that this is not a municipal bond and that \$106 million is the maximum amount needed and he hopes it will come in for less. Chapdelaine attended both meetings and feels extremely comfortable with going ahead with the project.

May **moved** (2nd Childs) to approve and adopt the resolution authorizing agreements and the execution and delivery thereof for the making of certain capital improvements through the issuance of not to exceed \$106,000,000 East Central Vermont Community Fiber Certificates of Participation Series 2008. **Motion passed.**

7. Bandstand Options Vote (Discussion/Action Item). May **moved** (2nd Childs) to receive 12 emails regarding the bandstand. **Motion passed.** Lupien said she believes there are still unanswered liability questions, zoning issues and that the townspeople need to decide. Lupien asked for the issue to be tabled until all questions were answered there was no second.

May stated she has looked at the rebuilds carefully and believes Option B-2 diminishes the space available to the school children. Pitiger reminded the Board that Option B-2 has no model, no cost estimates and requires exterior landscaping.

May **moved** (2nd Childs) to authorize the Town Manager to use monies from the Bandstand Designated Fund for the restoration of the Bandstand based on Option B-1. **Motion failed 2 to 3** (yes – Childs and May; no – Chapdelaine, Lupien and Nunan).

After further discussion, Childs **moved** (2nd May) to authorize the Town Manager to use monies from the Bandstand Designated Fund for the restoration of the Bandstand based on Option B-2. **Motion passed 4 to 0** (yes – Childs, May, Chapdelaine and Nunan). Lupien abstained.

8. Review of Response Activity on Police Services Committee's Recommendations (Discussion). Finer spoke about problems getting the Committee together due to the fact the Chair has left the community. Finer would still like to do an assessment report.

After some further discussion, Childs **moved** (2nd May) that the Board and Committee set a date 90 days from today to receive their assessment report. **Motion passed.**

9. Review of Response Activity on Town Governance Committee's Recommendations (Discussion). Likewise, May **moved** (2nd Nunan) that the Board and Committee set a date 90 days from today to receive their assessment report. **Motion passed.**

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 SEVCA Re: Town Contribution, Minutes of 6/5/08 GUVSWD Meeting and TRORC 9/24/08 Minutes. Nunan **moved** (2nd May) to receive a letter from SEVCA re: Town contribution, minutes of 6/5/08 GUVSWD meeting and TRORC 9/24/08 minutes. **Motion passed.**

b) Resident –

1) Letter from David Hubbard Re: Current Use Program – Total Acreage (Discussion). May **moved** (2nd Nunan) to receive a letter from David Hubbard re: Current Use Program – total acreage. **Motion passed.** Kaufman said about 70% of Norwich land is at least temporarily protected.

11. Selectboard

- a) Approval of the Minutes of the 10/7/08 Meeting (Action Item). Childs **moved** (2nd May) to approve the minutes of the October 7, 2008 Selectboard meeting. **Motion passed.**
- b) Pending Items (Discussion/Action Item). After some discussion, the Selectboard by consensus decided to table setting dates until after Peter Webster has started as Town Manager.
- c) Resolution Opposing Proposed \$3 Million Cuts in Local Highway Aid (Discussion/Action Item). Fulton explained that this is an opportunity for the Board to weigh in on the proposed cuts. After some discussion, Nunan **moved** (2nd May) motion to authorize the Chair to sign a resolution opposing the proposed cuts in funding for local highway aid programs. **Motion passed.**
- d) Town Manager's Car (Discussion Item). Fulton said that he is proposing no money in the FY10 budget for the car and the process of selling the car is a Town Manager decision. Fulton will provide the Selectboard with the Kelly Blue Book value.

May **moved** (2nd Nunan) to adjourn. **Motion passed.** Meeting adjourned at 8:11 pm.

Approved by the Selectboard on November 12, 2008.

By Nancy Kramer
Assistant to the Town Manager

Gerard Chapdelaine
Selectboard Chair

Next Regular Meeting – November 12, 2008 at 6:00 PM

Pending Items:

- 1) Zoning Regulations Hearing (11/12/08)
- 2) Strategic Planning Committee Organization
- 3) Class 1 Road Designation
- 4) Communications Study
- 5) Department of Public Works Site Planning
- 6) Transportation Capital Program
- 7) Community Communications Outreach
- 8) Vehicle Acquisition and Replacement Policy
- 9) Municipal Enforcement of the VT Fire Prevention and Building Code

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