

Minutes of the Special Selectboard Meeting of Wednesday, November 24, 2008
at 4:30 PM

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

There were about 12 people in the audience.

Also participating: Richard Blacklow, Al Converse, Phil Dechert, Dennis Kaufman, Jill Kearney, Steve LaJoie, Cheryl Lindberg, Bonnie Munday, Harry Roberts, Roberta Robinson, Demo Sofronas, Steve Wheelock.

Chapdelaine opened the meeting at 4:30 pm.

1. 2nd Budget Work Session with Department Heads (Discussion/Action Item):

a) 4:30 pm – Town Clerk/BCA/Statutory Meetings -

Town Clerk - Items discussed were: amount budgeted for record restoration being reduced, fishing and hunting license revenue and telephone expense.

Statutory Meetings – Items discussed were: postage and printing costs.

c) 5:45 pm – Planning Department/DRB - Budget is up .34%. Items discussed were: assistant hours, new computer for Dechert, planning grants and anticipated grant money.

b) 5:00 pm – Lister Department – Budget is up 3.05%. Items discussed were: additional requests in their proposed 6.12% increased budget, appraisal time, office equipment, tax mapping, CLA, BCA prep time, stipends, future assessing plans, increasing transparency and SIGMA software.

d) 6:00 pm – Recreation Department – Budget is up 1.62%. Items discussed were: projected revenues, web-based registration system, Norwich pool maintenance, Town Pool designated fund contribution, recreation field care, equipment, fees, scholarships, grants and Marion Cross School rental fees.

e) 6:30 pm – Town Administration/General Administration/Tracy Hall -

Town Administration - Items discussed were: dues/meetings/education expense, employee incentive pay and compensation study.

General Administration - Items discussed were: server maintenance, equipment designated fund and website support.

Tracy Hall - Budget is up 2.1%. Items discussed were: repairs and maintenance, electricity and building supplies.

Roberts again spoke about reducing budgets and being proactive in these critical and unique times. It was pointed out that the Finance Committee had suggested the 3% increase goal.

Nunan **moved** (2nd May) to adjourn. **Motion passed.** Meeting adjourned at 7:22 pm.

Approved by the Selectboard on December 10, 2008.

By Nancy Kramer
Assistant to the Town Manager

Gerard Chapdelaine
Selectboard Chair

Next Regular Meeting – November 25, 2008 at 6:30 PM

Special Selectboard Meeting – December 3, 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

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.