

Minutes of the Selectboard Meeting of Wednesday, May 13, 2009 at 6:30 PM

Members present: Sarah Nunan, Chair; Ed Childs; Suzanne Lupien; Sharon Racusin; Roger Blake; Pete Webster, Town Manager; Nancy Kramer, Assistant to the Town Manager.

There were about 25 people in the audience.

Also participating: Alan Berolzheimer, Liz Blum, Gerard Chapdelaine, Phil Dechert, David Goodrich, Andy Hodgdon, John Hurd, Dennis Kaufman, Cheryl Lindberg, Alison May, Don McCabe, Brion McMullan, Norman Miller, Fred Moody, Demo Sofronas, Karen Ward, Bill Willey.

Nunan opened the meeting at 6:31 pm. Nunan stated that “based on the excellent presentation by the VLCT last week and the questions asked by the public and press, the whole Selectboard would like to make the following statement: We, the Board, would like to state publicly that we support the Town Manager form of government and our current Town Manager”.

1. Approval of Agenda (Action Item). By consensus, the Selectboard approved the Agenda.
2. Follow Up from Last Meeting (Discussion/Action Item). None.
3. Public Comments (Discussion). None.
4. Town Manager’s Report (Discussion). Webster said he met with the Finance and Energy Committees. At this point, Berolzheimer gave an update on their grant application. The Energy Committee has received a \$5,000 grant and is planning on hiring consultants to assess sites in Town. There will be an article in the next Norwich Happenings on this subject. Berolzheimer also answered questions from the Board and citizens. The Town Manager attended a Fire District luncheon. The new bandstand construction is going well. Delinquent tax letters have gone out. Webster held his last “Cracker Barrel” session at the Norwich Inn. He has met with Blake to bring him up to date on the Bragg Hill litigation. The Town Manager is working on combining Olde Home Day and the Norwich cookout on September 12th. Personnel evaluations have been started. He has also met with a Rod Roofing representative to discuss problems with the slate roof on Tracy Hall. Other committee meetings attended were: Landfill Advisory Committee, Norwich Business Council and Greater Upper Valley Solid Waste District. Webster announced that there has been a rash of burglaries in the Upper Valley and asked that citizens report to the Police Department any strange vans spotted.

The Norwich Memorial Day parade is scheduled for May 24th at noon, starting at the American Legion Post and ending at the Green.

5. Finance – Board to Sign Accounts Payable/Warrants (Action Item). Childs **moved** (2nd Lupien) to approve Check Warrant Report #09-23 for the period from 4/23/2009 to 5/13/2009 in the amount of \$82,285.31; of which \$81,518.59 is General Fund, \$403.75 is Land Management Council Fund and \$362.97 is Bandstand Fund. **Motion passed.**
6. Request to Expend Designated Funds from Highway Equipment Fund (Discussion/Action Item). Hodgdon explained he is replacing a 1993 truck as part of his equipment replacement schedule. After a brief discussion of, among other things, trading in versus selling, Blake **moved** (2nd Childs) to approve the use of \$110,139 for a new cab and chassis and \$28,573 for the dump body and equipment from the FY10 Highway Equipment Designated Fund. **Motion passed.**

The new Highway Equipment Designated Fund balance will be approximately \$46,956.88.

7. Appointment with Fred Moody and John Hurd of Greater Upper Valley Solid Waste Management District (Discussion). Moody spoke about the organization and what it does in general. He also went over the history of the new landfill which is slated for a 2010 finish. When completed, the new landfill should be good for 40-50 years. Hurd discussed the specific Norwich events and what he does at the Transfer Station. Hurd is also working with Marion Cross School 5th graders on a recycling program.

Blum thanked them both for all they do for Norwich and the other towns. Racusin asked if an educational event on consumption and purchasing could be scheduled for Norwich. Webster said he would like to see the Vermont towns become independent of the Lebanon landfill.

An electronics recycling event will be held at the Norwich Transfer Station on July 25th, 9 am to noon. The computers, TVs and electronics event at the Montshire Museum is scheduled for September 12th, 9 am to noon. Further information is available on the Town website under Transfer Station and at www.guvswd.org.

8. Two Zoning amendments (Discussion/Action Item). Dechert went over the amendments explaining that once the public hearing is warned the amended Zoning Regulations would take effect for up to 150 days. Goodrich went over his personal history with the Norwich Full Gospel Voice Church property.

After some discussion, Childs **moved** (2nd Lupien) that the Selectboard warn a public hearing to hear comments on the April 16, 2009 Draft of two amendments to the Norwich Zoning Regulations. Amendment A – Proposed boundary change of Village Residential I Zoning District. Amendment B – Add “Adaptive Re-use” as a Conditional Use in the Primary Protection Area of the Aquifer Protection Overlay District. The hearing shall be warned on May 19, 2009 for a public hearing on June 10, 2009. **Motion passed.**

9. Old Bandstand Roof (Discussion). Webster said he believes the Town has four choices with the old bandstand roof: take it to the landfill, give it away to another town, give it to an interested Norwich resident or use in a Town park. The Town Manager feels Foley Park would be a good choice. Racusin spoke about Foley Park being a hard place to supervise children. Also mentioned was the lack of parking. Miller was prepared to further discuss this option, but was asked by the Selectboard to defer to another time.

Lupien wants the Board to find a way to be public about this decision making process and said the final decision should go before the voters. Nunan would like the Selectboard to work hard to avoid lobbying for one position or another. The Board also discussed the possibility of developing a policy on renovations/reuse of Town buildings.

At this point Miller said to save the date for "Aging in Place," a Virtual Retirement Community (like Beacon Hill Village and others), which will hold its first information session at the Norwich Public Library on Thursday, May 21, at 4:00 pm. For more information call Judy Miller at 649-5296 or email norman.n.miller@dartmouth.edu.

Ward spoke about the Norwich Women's Club's policy of donating funds for Town projects and their grant award process. The Board asked if she would get this information in writing to the Town Manager.

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) Resident –

- a) Email from Kelly Griggs Re: Fiscal Responsibility. Lupien **moved** (2nd Racusin) to receive an email from Kelly Griggs Re: Fiscal Responsibility. **Motion passed.** Nunan has discussed this email with Griggs and he will email Webster his questions on the Bandstand.
- b) Email from Don McCabe Re: Correspondence Policy. Childs **moved** (2nd Lupien) to receive an email from Don McCabe re: Correspondence Policy. **Motion passed.** Nunan summarized.
- c) Letter from Norman Miller Re: Town's Correspondence Policy. Childs **moved** (2nd Lupien) to receive a letter from Norman Miller re: Town's Correspondence Policy. **Motion passed.** Nunan summarized.
- d) Email from Onita Connington Re: Wednesday Night Meeting with VLCT. Childs **moved** (2nd Lupien) to receive an email from Onita Connington re: Wednesday night meeting with VLCT. **Motion passed.** Racusin summarized.

b) Nonresident –

- a) TRORC 3/25/09 Minutes, Letters from TRORC Re: Representative and Alternate Appointments and Annual CEDS Meeting Agenda. Childs **moved** (2nd Lupien) to receive TRORC 3/25/09 minutes, letters from TRORC re: Representative and Alternate appointments and annual CEDS meeting agenda. **Motion passed.** Racusin summarized.

14. Selectboard

- a) Correspondence Policy. The Board discussed possibly developing a checklist for follow up, having correspondence go to the Town Manager to review and the time allotted to receiving correspondence. The Selectboard by consensus left the Policy as is for now.
- b) Approval of the Minutes of the 4/15/09 and 4/22/09 Meetings. Lupien **moved** (2nd Racusin) to approve the minutes of the April 15, 2009 and April 22, 2009 Selectboard meetings. **Motion passed.**
- c) Establishing Agenda and Date for Lister Roundtable. Childs said our lawyer for the case has urged the Board to wait until after the litigation is settled to have the roundtable. Barlow from VLCT concurs. Webster does not think it is a wise thing for one board to review another. He would prefer the Listers explain what they do. Chapdelaine wants to have a roundtable after the litigation is settled. Lupien spoke about tabling the roundtable indefinitely. Racusin is in favor of going forward with it. The Listers were asked if they could supply the Selectboard with a list of next reappraisals. Kaufman said the Listers will shortly be sending out letters of notification. Kaufman believes there may be a resolution reasonably soon to the litigation. After much discussion, Childs **moved** (2nd Blake) that the Board defer the Lister Roundtable discussion to after the litigation is resolved. **Motion passed 3 to 2** (yes – Childs, Lupien and Blake; no – Nunan and Racusin).

- d) Approval of One-Year Union Contract. Webster recommends approving the contract. Union employees will get a 3% wage increase, the same as other Town employees, and will begin contributing to the health plan as of July 1. Nunan thanked the Town Manager for his work on the contract. Racusin **moved** (2nd Childs) to approve the one-year Agreement between the Town of Norwich and A.F.S.C.M.E. Council 93, Local 3797, AFL-CIO Chapter 6 representing all Police Officers and the Administrative Secretary in the Norwich Police Department, excluding the Chief of Police, and Public Works Equipment Operators. **Motion passed.**
- e) Electronic Selectboard Packets on Website. Racusin went over the basics. She says it can be done off location using Google Docs, but she has worked with this and does not recommend. Racusin will get more information on this and bring it back to the Board.
- f) Code of Conduct for Town Officials. Racusin spoke about many towns having such a policy. After discussion of templates and the possibility of having a roundtable on policies, the Selectboard agreed by consensus to work on developing such a policy.
- g) Accept Letter of Resignation from Marie Elise Young and Post Opening. Childs **moved** (2nd Lupien) to accept a letter of resignation from Marie Elise Young, with thanks for her services, and post the position. **Motion passed.**

Childs **moved** (2nd Lupien) to adjourn. **Motion passed.** Meeting adjourned at 9:07 pm.

Approved by the Selectboard on May 27, 2009.

By Nancy Kramer
Assistant to the Town Manager

Sarah Nunan
Selectboard Chair

Next Regular Meeting – May 27, 2009 at 6:30 PM

Pending Items:

- 1) Vehicle Acquisition and Replacement Policy/NORCAP Report/Strategic Planning
- 2) Strategic Planning Committee Organization
- 3) Municipal Enforcement of the VT Fire Prevention and Building Code
- 4) Class 1 Road Designation
- 5) Norwich Open Meeting Policy (5/27/09)
- 6) Town Report FY09
- 7) Listening Posts
- 8) Old Bandstand Roof
- 9) Lister Roundtable
- 10) Electronic Selectboard Packets on Website
- 11) Code of Conduct for Town Officials/Employees

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.