

Minutes of the Selectboard Meeting of Wednesday, September 9, 2009 at 6:30 PM

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

There were about 21 people in the audience.

Also participating: Nancy Boone, Phil Dechert, Jim Gold, Alma Gray, Andy Hodgdon, Nancy Hoggson, Dennis Kaufman, Cheryl Lindberg, Matt Osborn, Diane McInerney, Robert Mitchell, Phil Phillips, Chief Robinson.

Nunan opened the meeting at 6:32 pm.

1. Approval of Agenda (Action Item). By consensus, the Selectboard approved the Agenda.
2. Follow Up from Last Meeting (Discussion/Action Item). The Board received information from Steve Flanders on behalf of the Norwich Finance Committee regarding five-year Town budget comparisons. Flanders was thanked for his efforts. Also received was a graph from Neil Fulton regarding Town and School Tax Rates. Childs feels that some items, like fuel and health insurance expenses, should be removed from the budgets because they inflate the budgets unfairly. Webster has spoken with Department Heads and they will supply their own analysis along with their FY11 budgets. Racusin gave an update on the Route 132 and Union Village island. She and Lupien rode with Hardy through the intersection and concluded the project needs to be revisited. Childs spoke about giving it some time and then reviewing. Webster said the decision was a management decision and read a statement from Mario Dupigny, Senior Traffic Operations Engineer for the State of Vermont, who has visited the site and found no design issues. After some discussion, Nunan asked that this item be put on the September 23rd agenda with a time frame. The letter to the Norwich School Board signed by the Chair and the Town Manager regarding a 5% budget decrease for FY11 has gone out. Gerry Tolman has requested more time on the Town boundaries issue in order to properly address it. Blake mentioned that this is a long standing issue.
3. Public Comments (Discussion). Phillips was following up on Lupien's question from the last meeting regarding the lost parking spaces and who authorized the changes. After much discussion, it was brought out that this was a State decision. Hoggson reminded people of the Historical Society's Antique Show Saturday, September 12th. Hoggson also spoke about her disapproval of the School charging fees for the Green and parking now. There was some discussion of access to the Green for vehicles now. Racusin said the storm drains are a hazard for bikers at present. The bandstand dedication is Saturday, September 12th at 12:15 pm. At 10:00 am Saturday, September 12th there will be a rededication of the Vietnam War Memorial.
6. Certified Local Government Program (Discussion/Possible Action Item). Hoggson said the Norwich Historical Society supports the Town of Norwich becoming a Certified Local Government (CLG) and then introduced Nancy Boone, Deputy State Historic Preservation Officer. Boone said that the first step in the process is to establish a historic preservation commission with certain responsibilities by enactment of an ordinance. The commission would consist of three to nine members appointed by the legislative body. All members must have a "demonstrated interest, competence or knowledge in historic preservation" and the majority should be Norwich residents. Their job is to create and maintain a system for the survey and inventory of historic properties. Currently there are 13 CLGs in Vermont. The Vermont Division for Historic Preservation passes at least 10% of its annual federal appropriation to the CLGs to support locally initiated preservation projects. McInerney spoke about some of the local projects that are annually 60% funded by the Preservation. There is a match involved. The summary of CLG municipal funding through FY08 was \$936,622. Osborn talked about Hartford's experiences in particular. Hartford has been a CLG since

1993. Osborn said it has been a positive experience for Hartford and that they appropriate \$2,000 annually for their commission's use. Hoggson talked about the historic district needing an update, wanting to explore another historic district and that grant eligibility is helped by being a CLG. Childs would like Planning Commission input. Dechert said the concept is in the Town Plan and would work with the right people. Funding would need to be provided. Dechert will bring this before the Planning Commission Thursday, September 10th.

After further discussion, Blake **moved** (2nd Racusin) to start the process of moving forward with becoming a CLG and to begin working on the required ordinance. **Motion passed 3 to 1** (yes – Blake, Racusin and Nunan; no – Childs).

Webster will work on a draft ordinance for the September 23rd meeting. More information on this subject can be found at www.historicvermont.org/programs/clg.html.

4. Town Manager's Report (Discussion). The bandstand will be ready for the dedication Saturday. The paving project is coming together also. The experimental lane closure configuration has been approved by the State. The final top course should be down in 7-10 days. Racusin said thank you to all who worked on this project. Webster particularly thanked Hodgdon for all he has done for this project and the bandstand.

5. Finance – Board to Sign Accounts Payable/Warrants (Action Item). After discussion of two items, Childs **moved** (2nd Racusin) to approve Check Warrant Report #10-05 for the period from 8/27/2009 to 9/09/2009 in the amount of \$93,032.80; of which \$90,732.10 is General Fund, \$61.70 is Solar Project Fund and \$2,239.00 is Corridor Grant Fund. **Motion passed**. Webster will speak with Kearney about a cheaper replacement for the doggie bags.

7. Designated Fund for Grants (Discussion/Action Item). Webster went over the reasons for doing this including the outside auditors and Norwich Finance Committee's recommendations. The Finance Officer would like permission to do this in the current fiscal year. Dechert agrees with this and thinks Section 3, paragraph 3.3 of the Selectboard Financial Policy #1 could be amended to accommodate. Webster will work on the wording for the September 23rd meeting.

8. Review of Rental of Tracy Hall Policy (Discussion/Possible Action Item). Chief Robinson spoke about the Police Department turning out lights and locking doors at Tracy Hall. After some discussion, the Selectboard agreed to look at the fees being charged during this year's budget process. The Board also asked for some analysis of expenses versus revenues.

9. 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) #9 a). Email from Robert Leaton Re: Town Budget. Childs **moved** (2nd Racusin) to receive an email from Robert Leaton. **Motion passed**. Nunan summarized.
- 2) #9 b). Letter from Harland Hoisington Re: Reigning in the Town Budget. Childs **moved** (2nd Racusin) to receive a letter from Harland Hoisington re: reigning in the Town budget. **Motion passed**. Nunan summarized. There was a brief discussion regarding all Board correspondence being a public document. Webster will ask Kearney to speak with Hoisington regarding his Recreation budget comments.
- 3) #9 e). Letter from Dan Weintraub Re: Our Economic Future. Childs **moved** (2nd Blake) to receive a letter from Dan Weintraub re: our economic future. **Motion passed**. Nunan summarized.

- b) Nonresident –
- 1) #9 c) and d). Letter of Thanks from Green Mountain RSVP and Letter from Windsor County Partners Re: Town's Support. Childs **moved** (2nd Blake) to receive a letter of thanks from Green Mountain RSVP and a letter from Windsor County Partners re: Town's support. **Motion passed**. Nunan summarized.

10. Selectboard

- a) Approval of the Minutes of the 8/26/09 Meeting. Childs **moved** (2nd Racusin) to approve the minutes of the August 26, 2009 Selectboard meeting. **Motion passed**.
- b) Review and Prioritize Pending Items. After discussion, the Board prioritized the items as listed below and dropped Strategic Planning Committee Organization, No Through Union Village Road and AED at Huntley Meadow. Racusin will draft a code of conduct policy for the September 23rd meeting.
- c) Selectboard Liaison to Town Commissions, Councils, Boards and Committees. Racusin believes it would be a good idea. Childs spoke about Selectboard members voluntarily attending meetings of their choice and feels there is no need for an assigned liaison. After a brief discussion of time constraints, the Board decided by consensus to leave things as is.

Blake **moved** (2nd Childs) to adjourn. **Motion passed**. Meeting adjourned at 8:51 pm.

Approved by the Selectboard on September 23, 2009.

By Nancy Kramer
Assistant to the Town Manager

Sarah Nunan
Selectboard Chair

Next Regular Meeting – September 23, 2009 at 6:30 PM

Pending Items:

- 1) Town Report FY09
- 2) Vehicle Acquisition and Replacement Policy/NORCAP Report/Strategic Planning
- 3) Municipal Enforcement of the VT Fire Prevention and Building Code
- 4) Electronic Selectboard Packets on Website (9/23/09)
- 5) Code of Conduct for Town Officials/Employees (10/14/09)
- 6) Listening Posts/ Bulletin Board at Transfer Station for Outreach
- 7) "Aging in Place" (10/14/09)
- 8) Class 1 Road Designation (10/28/09)
- 9) Town Boundaries
- 10) Lister Roundtable

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.