

Minutes of the Selectboard Meeting of Tuesday, November 10, 2009 at 6:00 PM

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

There were about 22 people in the audience.

Also participating: Clay Adams, Jake Blum, Phil Dechert, Steve Flanders, Jim Gold, Andy Hodgdon, Alison May, Don McCabe, Bonnie Munday, Miriam Richards, Stuart Richards, Roberta Robinson, Henry Scheier, Dan Weintraub.

Nunan opened the meeting at 6:02 pm.

1. Approval of Agenda (Action Item). By consensus, the Selectboard approved the Agenda.
2. Follow Up from Last Meeting (Discussion/Action Item). Questions from Church Street Residents on Class 1 Takeover – The Board has received questions from Lee Michaelides and Linda Kelley. Anyone wishing a copy should contact Kramer at manager-assistant@norwich.vt.us. This will be an agenda item for the November 24th Selectboard meeting.

Union Village Island Alterations – Nunan asked the Board for their thoughts on how to proceed. Lupien would like further public discussion. Childs has looked at the intersection and said that speed is the real challenge. Childs would like to let it stay as is for awhile and then have a follow-up public meeting. Blake spoke about the positive changes the State has made in response to citizen concerns and would also like to give it a few months before making any more changes. Gold still questions the signage and timing but appreciates the changes that have been made. After further discussion, the Selectboard postponed making a decision on this until Racusin was present.

Open Meeting Law - Nunan said that it was the Board's intent that the electronic distribution of agendas and minutes match the Statutes. Agendas at least 24 hours before a meeting and minutes within five days. Childs spoke about the additional pressure this puts on volunteers. Both Miriam and Stuart Richards believe the State law is pretty clear and relatively simple to follow. After much discussion, the Selectboard deferred making any changes in their policy to another date.

3. Public Comments (Discussion/Possible Action Item). Weintraub again spoke of the difficult economy and reiterated his support of a 5% budget cut. Flanders asked if the Board had reviewed the revised Norwich budget history he emailed. The Selectboard thanked him for his work. The memo and spreadsheets are on the Town website under Finance Committee. Richards is also in favor of a budget cut. Lupien said there is a skit/pot luck event being organized by Miller at Tracy Hall on December 18th. Blake talked about the wood splitting event last Saturday organized by Blum where the new shed was nearly filled. There was also some discussion of further anchoring the shed.

6. Request to Expend Designated Funds from Land Management Council Fund for Consulting Forester Ad (Discussion/Action Item). Adams explained that these funds come from timber harvests. Adams also asked for an additional \$100 for the shed.

After some discussion of the shed and setting minimum levels for designated fund requests, Racusin **moved** (2nd Childs) to approve the use of up to \$75 for an advertisement for a Norwich Consulting Forester and \$100 for the roof on the shed from the Land Management Council Designated Fund. **Motion passed.**

The new Land Management Council Designated Fund balance will be approximately \$5,570.

4. Town Manager's Report (Discussion). Webster has been involved in numerous meetings detailed in his Town Manager's Report which can be found on the Town website under Town Manager. Union contract negotiations have started for the contract that expires June 30, 2010. King Arthur Flour hopes to expand their operations and has met with Webster, Hunter Rieseberg and Dechert regarding expansion of the Hartford Waste Treatment Plant sewer line to their site.

5. Finance – Board to Sign Accounts Payable/Warrants (Action Item). After discussion of a couple of items, Childs **moved** (2nd Blake) to approve Check Warrant Report #10-09 for the period from 10/30/2009 to 11/13/2009 in the amount of \$99,886.31; of which \$99,488.81 is General Fund and \$397.50 is Corridor Grant Fund. **Motion passed.**

7. Request to Expend Designated Funds from Solid Waste Fund for a New Trash Compactor and Relocation/Installation of Old Compactor (Discussion/Action Item). Webster went over the details and was thanked by the Board for his executive summary.

After a brief discussion, Racusin **moved** (2nd Lupien) to approve the use of \$25,077.20 for a new trash compactor and relocation and installation of the old compactor from the Solid Waste Designated Fund. **Motion passed.**

The new Solid Waste Designated Fund balance will be approximately \$4,859.

8. 1st Budget Work Session with Department Heads (Discussion/Action Item). Webster thanked Dechert for the IT setup and Department Heads for their hard work. Webster also thanked Roberta Robinson, Fulton and Kramer for their efforts in putting the budget binders together. The proposed FY11 budget contains two budgets: one reflecting a 5% decrease in spending from FY10 that results in an 8.26% decrease and one for level services that results in a 2.67% decrease. The 8.26% decrease budget contains no salary increases and the 2.67% decrease budget has a 1% salary increase. The paving grant line has been eliminated and the five-year bond payment has ended. Also of note are the reduced hours of the Fire Chief and employee health insurance changes.

Public Works Department – Hodgdon has come in with a budget of -9.79% and 0.78%, respectively, for the 5% reduction and level services. Webster went over his proposed five-year paving plan. This would involve a separately warned article and would help the Town to stick with the suggested paving in the MARCON Report. Other items discussed were paving costs and designated fund contributions.

Tree Warden – The two budgets are -5% and 0.00%. Items discussed were storm damage and working in conjunction with Hodgdon.

Town Clerk/BCA/BOA/Statutory Meetings – The Town Clerk's budgets are -14.29% and -13.88%. The Town Clerk's Assistant hours have been reduced. Also discussed was record restoration.

Town Administration – Webster's two proposed budgets are -6.44% and -1.50%. Professional services and health care costs were discussed.

General Administration – Both budgets went up 0.86%.

Tracy Hall - Webster's two proposed budgets are -0.09% and 8.99%. Designated funds and the heating system at Tracy Hall were discussed.

Audit/Finance Department – Robinson's two proposed budget are -5.23% and 0.63%. Robinson has reduced her Assistant's wages, professional services, advertising and printing to achieve the 5% reduction. Robinson believes these cuts would hurt her tax collection abilities.

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), b) and c). Selectboard Reorganization Emails, Email from Don McCabe Re: Selectboard Meetings and Email from Brooke Adler Re: Adherence to Selectboard Meeting Agendas. Childs **moved** (2nd Lupien) to receive the Selectboard reorganization emails, an email from Don McCabe re: Selectboard meetings and an email from Brooke Adler re: adherence to Selectboard meeting agendas. **Motion passed.** Nunan summarized. There was discussion about the importance of the fire truck decision and the lack of information supplied to the Board.

10. Selectboard

- a) Approval of the Minutes of the 10/28/09 Meeting. Childs **moved** (2nd Lupien) to approve the minutes of the October 28, 2009 Selectboard meeting. **Motion passed.**
- b) Review Follow-Up Items. Board needs to answer questions received regarding Class 1 road designated.
- c) Blake read the sentence from the October 28th minutes stating that the Route 132 and Union Village intersection would be an agenda item for the November 24th meeting.

Blake **moved** (2nd Lupien) to adjourn. **Motion passed.** Meeting adjourned at 8:32 pm.

Approved by the Selectboard on November 24, 2009.

By Nancy Kramer
Assistant to the Town Manager

Sarah Nunan
Selectboard Chair

Next Regular Meeting – November 24, 2009 at 6:00 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) Code of Conduct for Town Officials/Employees
- 5) Listening Posts/ Bulletin Board at Transfer Station for Outreach
- 6) Class 1 Road Designation (11/24/09)
- 7) Town Boundaries
- 8) Lister Roundtable
- 9) Ownership of Foley Park
- 10) Open Meeting Policy

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.