

Minutes of the Selectboard Meeting of Wednesday, February 10, 2010 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 15 people in the audience.

Also participating: Liz Blum, Phil Brunelle, Nancy Hoggson, Dennis Kaufman, Steve Leinoff, Cheryl Lindberg, Alison May, Brion McMullan, Chief Robinson.

Nunan opened the meeting at 6:30 pm.

1. Approval of Agenda (Action Item). By consensus, the Selectboard approved the Agenda with one change.
2. Follow Up from Last Meeting (Discussion/Action Item). The letter for Chuck Rataj was passed around and signed.
3. Public Comments (Discussion). Kaufman again reminded people that the HS-122 (Homestead Declaration and Property Tax Adjustment Claim) needs to be filed annually and is due April 15<sup>th</sup>. You may file online at [www.vermont.gov](http://www.vermont.gov) where there is a link to click on at the bottom of the page. The form should be mailed to: Vermont Department of Taxes, 133 State Street, Montpelier, VT 05633-1401. After February 12<sup>th</sup> when Town taxes are due, a sandwich board will be put up for the HS-122 due date.
4. Town Manager's Report (Discussion). Webster said the Town will need a moderator for Town Meeting as Warren Thayer will not be available. Webster is working on becoming more familiar with the NORCAP Report stating the numbers in the Report need updating. The Town Manager has contacted a couple of companies regarding a wage survey for the Town's employees. Union negotiations are completed. The Bandstand has been decorated with a Christo-like exhibit by the third grade French class.

The Board asked Webster to follow up on roundtable zero tolerance for alcohol policy, updated numbers from GUVSWD and a timeline for Ancient Roads.

5. Finance – Board to Sign Accounts Payable/Warrants (Action Item). After discussion of two items, Childs **moved** (2<sup>nd</sup> Lupien) to approve Check Warrant Report #10-15 for the period from 1/28/2010 to 2/10/2010 in the amount of \$1,604,697.32; of which \$1,600,136.35 is General Fund and \$4,560.97 is Highway Garage Fund. **Motion passed.**
6. Appointment of Melvin Biggs to Prudential Committee (Discussion/Action Item). McMullan explained that an administrative error had been made and thus Biggs had not been appointed at the Fire District Annual Meeting. After a brief discussion, Blake **moved** (2<sup>nd</sup> Racusin) to appoint Melvin Biggs to the Prudential Committee until the next duly warned District Meeting. **Motion passed.**
7. Fire Department Capital Purchase/Aerial Ladder Truck (Discussion/Action Item). Webster is supportive of the Department's decision to purchase the Quint. Leinoff went over the details of the Quint while Brunelle showed slides of the various features. The vehicle is a 1991 Quint from the Middle Hope New York Volunteer Fire Department. The asking price is \$200,000 which is the lowest of the trucks that are presently available. Some equipment will come with the truck. The truck is in excellent condition, has only 13,000 miles and has been certified annually. Leinoff discussed the five functions of a Quint and answered questions regarding the specifications on the spreadsheets. Nunan questioned whether this was the right time to purchase such a vehicle and Racusin concurred. Lupien supports the purchase due to the current aerial truck not being functional or safe.

Childs and Blake agreed with Lupien. There was a brief discussion regarding the age of the fleet. Childs **moved** (2<sup>nd</sup> Lupien) to approve the use of \$206,000 to purchase and equip a used Quint ladder truck from the Fire Apparatus Designated Fund. **Motion passed 4 to 1** (yes – Childs, Lupien, Racusin and Blake; no – Nunan).

The new Fire Apparatus Designated Fund balance will be approximately \$61,072.

8. Request to Expend Designated Funds from Fire Equipment Fund to Purchase Pagers (Discussion/Action Item). Leinoff explained that the Department needs to replace the pagers due to a change in FCC narrow-band regulations. 80% of the base cost is being funded by a State grant. Leinoff was asked if this would fix the dead spots in Town and it will not. The Communications Study and narrow band regulations were briefly discussed.

Racusin **moved** (2<sup>nd</sup> Lupien) to approve the use of \$13,544 for the purchase of 28 pagers and related equipment from the Fire Equipment Designated Fund and to place \$9,643.20 back into that Designated Fund following reimbursement from the State of Vermont. **Motion passed.**

The new Fire Equipment Designated Fund balance will be approximately \$41,138.

8. a) Foley Park. Blake has located a 1963 map from the State, showing Foley Park in red, that looks like the State owns the Park. If the Town wished to take over the Park, the State would need a letter of intent from the Town. It was noted that the Town is maintaining the Park. After some discussion, the Selectboard agreed to place this item on the February 24<sup>th</sup> agenda for further follow up.

9. Approval of Revised 12/16/09 Minutes (Discussion/Action Item). Racusin read the following: "Childs advised his understanding that three members of the Selectboard had met with Stuart Richards after adjournment of the Selectboard meeting on December 2, 2009. He inquired as to what was discussed. In answer to a query from the Chair, he noted his understanding that the Chair, Blake and Racusin were present. The Chair thanked Childs for raising the concern, but no one present remembered the topic(s) discussed. Blake noted that he was conversing with other people in the room. Childs reminded the Board that such discussions could be considered a violation of the open meeting law and encouraged increased care in the future." Lupien **moved** (2<sup>nd</sup> Childs) to approve the minutes of the December 16, 2009 Selectboard meeting as revised. **Motion passed.**

Racusin stated, for the record, that no such meeting occurred. Child's statement in public on December 16<sup>th</sup> was a serious indictment of three Board members, which has for at least one month caused some very unnecessary friction. Racusin feels this could have been handled so much better by simply approaching any of the three Selectboard members about his concerns. Childs responded by reminding Board members that he had consistently promoted approval of the minutes as originally drafted. Blake said he was disappointed by the whole process.

10. Norwich Volunteer Network Website (Discussion/Possible Action Item). Racusin went over the highlights of the website which is designed to have neighbors helping each other. Contact information provided will be posted around Town but not used for anything else. Lupien feels that this effort needs coordination and suggested contacting Cornish for information on their efforts. Blake briefly discussed the neighborhoods he has provided for the website. Racusin will follow up on this and it will be added to pending items.

11. Correspondence (Please go to [www.norwich.vt.us](http://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) #11 a). Memo from TRORC Re: Transportation Capital Projects Prioritization. Blake **moved** (2<sup>nd</sup> Lupien) to receive a memo from TRORC re: Transportation Capital Projects prioritization. **Motion passed.** Nunan briefly explained.

12. Selectboard

- a) Approval of the Minutes of the 1/11/10, 1/20/10, 1/22/10 and 1/27/10 Meetings. Childs **moved** (2<sup>nd</sup> Blake) to approve the minutes of the January 11, 2010, January 20, 2010, January 22, 2010 and January 27, 2010 Selectboard meetings. **Motion passed.**
- b) Set Date for Appropriation Requests Roundtable. After some discussion, the Board asked Webster to do some research on this and deferred the roundtable until March.
- c) Review Follow-Up Items. The Selectboard reviewed follow-up items.
- d) Labor Relations Agreements (Executive Session may be Required). Pursuant to Title 1 VSA § 313(a)(1), Childs **moved** (2<sup>nd</sup> Lupien) to enter into Executive Session for the purpose of discussing labor relations agreements and to invite Pete Webster and Chief Robinson to join the Session. **Motion passed.** The Selectboard moved into Executive Session at 8:13 pm.

At 8:30 pm the Selectboard moved into public session. Childs **moved** (2<sup>nd</sup> Racusin) to authorize the Town Manager to enter into a tentative agreement with the bargaining unit dated February 10, 2010. **Motion passed.**

Blake **moved** (2<sup>nd</sup> Racusin) to adjourn. **Motion passed.** Meeting adjourned at 8:32 pm.

Approved by the Selectboard on March 10, 2010.

By Nancy Kramer  
Assistant to the Town Manager

Sarah Nunan  
Selectboard Chair

Next Regular Meeting – February 24, 2010 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) Code of Conduct for Town Officials/Employees
- 5) Listening Posts
- 6) Town Boundaries
- 7) Lister Roundtable
- 8) Ownership of Foley Park
- 9) Norwich Volunteer Network
- 10) Appropriation Roundtable

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