

Minutes of the Selectboard Meeting of Wednesday, June 9, 2010 at 6:30 PM

Members present: Roger Blake, Chair; Ed Childs; Suzanne Lupien; Sharon Racusin; Uwe Bagnato; Neil Fulton, Acting Town Manager; Nancy Kramer, Assistant to the Town Manager.  
Absent: Pete Webster, Town Manager.

There were about 23 people in the audience.

Also participating: Ken Cadow, George Clark, Linda Cook, Andy Hodgdon, Nancy Hoggson, Dennis Kaufman, Cheryl Lindberg, Alison May, Brion McMullan, Bill Miles, Steve Miller, Sarah Reeves, Stuart Richards, Henry Scheier.

Blake opened the meeting at 6:30 pm.

1. Approval of Agenda (Action Item). Bagnato **moved** (2<sup>nd</sup> Racusin) to approve the Agenda.  
**Motion passed.**

2. Follow Up from Last Meeting (Discussion/Possible Action Item) – Goal Setting and Setting Dates for Pending Items (Discussion/Action Item). Goal Setting – After some discussion regarding the process, the Selectboard agreed by consensus to submit up to three goals to the Town Manager's Office by Thursday, June 17<sup>th</sup> to be discussed and prioritized at the June 23<sup>rd</sup> meeting. Pending Items – Fulton said an update of the NORCAP Report should be available with the next week or two. The status of the Vehicle Acquisition and Replacement Policy was questioned. The Board asked for an update from Chief Leinoff on item #2. Childs is looking for feedback on item #3. Racusin's revisions submitted earlier will be resent out to the Selectboard. Dechert is still working on item #7. Item #9 will be on the August 18<sup>th</sup> agenda. Pending Items will be prioritized at the June 23<sup>rd</sup> meeting.

The Selectboard also asked that personal and financial interest be defined in the previously adopted Conflict of Interest Policy and be presented at their June 23<sup>rd</sup> meeting.

3. Public Comments (Discussion). Fulton gave a GUVSWD update. There will be a bond vote before the ten member towns on August 24<sup>th</sup> to retire the final debt to Twin State Sand and Gravel. The Act 250 permit has been extended until July 15, 2013. The decision to develop the first cell has been put off. McMullan supports a yes vote on August 24<sup>th</sup>. McMullan suggests the Selectboard condition their support upon a promise from the Board of Directors to not move to open the landfill without voter approval. Scheier said the Norwich Fair will be held July 9-11 on the Green. There is a new ride vendor and more new rides. There will be fireworks and of course the dunk tank. Richards once again urged settlement of the Bragg Hill lawsuit. Bagnato inquired about having a joint meeting between the Norwich School Board and Selectboard to discuss common items of interest. Minutes of previous meetings will be shared with the Board.

4. Town Manager's Report (Discussion). Webster had asked that Kearney and the Recreation Council be thanked for the Kevin Pearce Welcome Home event last Saturday. The Town Manager, Hodgdon, members of the Transportation Committee and residents of the area have met twice and are working on making safety improvements between Moore Lane and the Norwich Pool for pedestrians and bicyclists. Webster is working on a draft junk ordinance based on the Middlebury ordinance for the Selectboard's July 7<sup>th</sup> meeting.

At this point in the meeting the possible purchase of a \$19,000 truck for winter contracted services was taken up. Over ten years Hodgdon has estimated a savings of approximately \$146,000 to the Town if this truck is purchased. Childs has gone through the Town financial policies and believes the Board can authorize this purchase. Childs also spoke with Garrett Baxter of VLCT and he too says it is a legitimate budget expenditure. Racusin would prefer the purchase be put off until it can be properly budgeted for. Fulton said reserve funds can be used but that \$15,000 would need to be added to the Highway Equipment Fund for FY12. Blake supports the purchase as it is practical to save money where we can. It was also discussed that this purchase would not mean the elimination of all contracted services, that FY11 budgeted winter contracted services expenses would be greatly reduced and those funds would not be used for other purposes.

5. Finance – Board to Sign Accounts Payable/Warrants (Action Item). After some further discussion, Childs **moved** (2<sup>nd</sup> Bagnato) to approve Check Warrant Report #10-23 for the period from 5/27/2010 to 6/9/2010 in the amount of \$53,445.05; of which \$34,032.43 is General Fund, \$19,000.00 is Highway Equipment Fund and \$412.62 is Fire Apparatus Fund. **Motion passed 3 to 2** (yes – Childs, Bagnato and Blake; no – Lupien and Racusin).

6. **7:00 pm** – Appointment with Jake Blum Re: Trees (Discussion). Postponed until the July 7<sup>th</sup> meeting.

7. **7:15 pm** – The Norwich Jail (Discussion/Action Item). Hoggson said the Historical Society was contacted by Hodgdon to see if they had any interest in the jail when the Orange County Sheriff asked if the Town would donate the jail to the Tunbridge World's Fair. The Department of Public Works will provide the labor for the restoration and the Historical Society will cover the cost of all materials. Once restored the Jail will be moved to the Barn at the Lewis House. After some discussion, Racusin **moved** (2<sup>nd</sup> Lupien) to approve the transfer of the Jail from the Town to the Norwich Historical Society when restoration work is completed. **Motion passed.**

8. RFP for Professional Consulting Services for Public Works Site Plan (Discussion). Fulton said the Selectboard set the Public Works/Solid Waste Site Use Plan as one of their top three priorities at their June 27, 2007 meeting. Fulton estimates the cost of the site plan at somewhere between \$10-20,000. Racusin questioned the solar project being part of the site plan. There was also some discussion regarding the number of buildings and over-the-bank recycling bins.

9. Programmatic Budget Presentations (Discussion/Possible Action Item). This type of presentation is to help clarify line items in the budget and to share the thought process involved. After some discussion, the Board asked for more information on this from the Town Manager before coming back to the Selectboard.

10. 37 Campbell Flats Road Property (Discussion/Possible Action Item). Reeves said that the purchase of this property is not an Alison May or Ben Ptashnik issue. The group soliciting donations is in agreement that the Town should withdraw if Ptashnik or his representative is at the auction. Clark spoke about the property being a rich area biologically and he urges the Board to accept the property. Cadow spoke about some concerns with opening the property up to the public. After considerable discussion:

Bagnato **moved** (2<sup>nd</sup> Lupien) that it is the intent of the Selectboard that the Town will not offer a bid on the 37 Campbell Flats Road property at the auction if the prior owner, or his agent, plans to bid on the property and that a Town committee will be established including representation from the neighborhood, Conservation Commission, Vermont River Conservancy and other interested parties to develop a management plan for using the property as a passive nature preserve. **Motion passed.**

Childs **moved** (2<sup>nd</sup> Bagnato) that the Selectboard request that the Town Manager use available resources to assess the risks of the 37 Campbell Flats Road property being contaminated. **Motion passed.**

Bagnato **moved** (2<sup>nd</sup> Lupien) to approve the acceptance of gifts and private donations for the purchase of the 37 Campbell Flats Road property and to place such funds in the Conservation Commission Fund in accordance with Selectboard Financial Policy #3. **Motion passed.**

Childs **moved** (2<sup>nd</sup> Lupien) that the Selectboard authorize the Town Manager to appoint a person to bid at the foreclosure auction for the 37 Campbell Flats Road property on June 23<sup>rd</sup> on behalf of the Town in an amount not to exceed \$35,000 plus the amount of private donations received by the date of the auction. **Motion passed.**

Childs **moved** (2<sup>nd</sup> Lupien) that the Selectboard approve the withdrawal of \$10,000 from the Conservation Commission Fund towards the purchase of the property at 37 Campbell Flats Road and authorize the payment to Lobe & Fortin. **Motion passed.**

Childs **moved** (2<sup>nd</sup> Bagnato) to approve the withdrawal of up to \$25,000 from the Conservation Commission Fund towards the purchase of the property at 37 Campbell Flats Road and authorize the payment to Lobe & Fortin. **Motion passed.**

Bagnato **moved** (2<sup>nd</sup> Lupien) to approve the withdrawal from the Conservation Commission Fund of an amount equal to all private donations received towards the purchase of the property at 37 Campbell Flats Road and authorize the payment to Lobe & Fortin. **Motion passed.**

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) and b). Annual CEDS Meeting Notice and Memo from TRORC Re: Summary of Challenges for Change and Next Steps. Racusin **moved** (2<sup>nd</sup> Lupien) to receive the annual CEDS meeting notice and memo from TRORC re: summary of challenges for change and next steps. **Motion passed.** Blake briefly reviewed.

b) Resident –

1) #11 c). Email from Stuart Richards Re: King Arthur Flour. Racusin **moved** (2<sup>nd</sup> Childs) to receive an email from Stuart Richards re: King Arthur Flour. **Motion passed.** Richards is concerned about the requested 10,000 gallons of additional sewer capacity and questions whether this growth is right for Norwich. Childs said the 10,000 gallons are for both the Norwich and Hartford facilities and is part of a 15-year growth plan.

2) #11 d). Notice of Thanks from the Norwich Historical Society. Childs **moved** (2<sup>nd</sup> Bagnato) to receive a notice of thanks from the Norwich Historical Society. **Motion passed.** Blake reviewed.

- 3) #11 e). Memo from Town Clerk Re: Unlicensed Dogs. Childs **moved** (2<sup>nd</sup> Racusin) to receive a memo from the Town Clerk re: unlicensed dogs. **Motion passed.** Blake reviewed. Memo will be passed along to the Police Department for follow up.

12. Selectboard

- a) Approval of the Minutes of the 5/26/10 and 5/28/10 Meetings. After a brief discussion, Childs **moved** (2<sup>nd</sup> Lupien) to approve the minutes of the May 26, 2010, as amended, and May 28, 2010 Selectboard meetings. **Motion passed.**
- b) Template for Analysis of Project/Acquisition (Discussion/Possible Action Item). Childs feels it would be beneficial to have the NORCAP Committee take a look at the form. Kaufman questioned if there were going to be certain dollar amounts involved. After some discussion, the Board asked that the Town Manager, perhaps with input from the NORCAP Committee, provide feedback before the next meeting and that this be on the agenda again for June 23<sup>rd</sup>.
- c) Reappoint Sharon Racusin to Advance Transit Board of Directors (Action Item). After a brief discussion, Childs **moved** (2<sup>nd</sup> Bagnato) reappoint Sharon Racusin to the Advance Transit Board of Directors for a term beginning June 24, 2010 and ending June 23, 2013. **Motion passed.**

Childs **moved** (2<sup>nd</sup> Bagnato) to adjourn. **Motion passed.** Meeting adjourned at 9:40 pm.

Approved by the Selectboard on June 23, 2010.

By Nancy Kramer  
Assistant to the Town Manager

Roger Blake  
Selectboard Chair

Next Regular Meeting – June 23, 2010 at 6:30 PM

Pending Items:

- 1) Vehicle Acquisition and Replacement Policy/NORCAP Report/Strategic Planning
- 2) Municipal Enforcement of the VT Fire Prevention and Building Code
- 3) Code of Conduct for Town Officials
- 4) Listening Posts
- 5) Town Boundaries
- 6) Lister Roundtable
- 7) Ownership of Foley Park
- 8) Norwich Volunteer Network
- 9) Appropriation Roundtable (8/18/10)

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.