

Minutes of the Selectboard Meeting of Wednesday, June 23, 2010 at 6:30 PM

Members present: Roger Blake, Chair; Ed Childs; Suzanne Lupien; Sharon Racusin (by phone); Uwe Bagnato; Pete Webster, Town Manager; Nancy Kramer, Assistant to the Town Manager.

There were about 13 people in the audience.

Also participating: Steve Flanders, Neil Fulton, Tom Gray, Nancy Hoggson, Ralph Hybels, Daniel Johnson, Cheryl Lindberg, Sue Pitiger, Harry Roberts, Jim Ryan, Richard Stucker, Dan Weintraub.

Blake opened the meeting at 6:30 pm.

1. Approval of Agenda (Action Item). Bagnato **moved** (2nd Lupien) 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). After some discussion, the Selectboard agreed that Blake would summarize the goals and come up with an action plan that the Board will review at their July 7th meeting. Racusin noted that all Selectboard members were in agreement that the effectiveness of meetings needs to improve.
3. Public Comments (Discussion). Weintraub spoke about the Obama administrations massive infusion of debt, a 10% contraction in the GDP and reducing spending with no scapegoats like the schools. Weintraub would like to see a community based effort for every cut. What constitutes a valid public comment was discussed briefly. It was agreed that public comments are for items not on the agenda.
4. Town Manager's Report (Discussion). No auction took place on Campbell Flats Road. A nominee profile of the three candidates for the Board of Trustees of the Vermont Municipal Employees' Retirement System will be emailed to the Selectboard. The Board will get back to Webster with their recommendations. The Town Manager thanked the Norwich Women's Club for their grants this year. Webster has been reviewing the Melendy property management plan and would like to set up a formal agreement between Killdeer Farm and the Town. It was suggested that the Town Manager might get in contact with the Upper Valley Land Trust regarding the agreement. Webster has been meeting with Chuck Wise, Bob Chamberlin and Hodgdon to discuss a sidewalk on Montshire Road to 10A. Lucy Gibson has also been involved. Webster has received a quote of \$56,000 to do 600 feet of asphalt sidewalk with granite curbing. The Montshire Museum will put \$20,000 towards the sidewalk if done this summer. Webster suggested encumbering \$8,000 of the FY11 Public Work's Department leftover budget. It is possible that the school may also contribute towards the project. Racusin would like to see the crosswalk addressed first. The Town will apply for a grant for the crosswalk but that process will take two to three years. The consensus of those present at the sidewalk meeting was to do the sidewalk now. The Dresden fields have been looked at as another potential site for the Solar Project. The Communications Study is ongoing. The Norwich Police Department has received a \$6,000 grant from the Governor's Highway Safety Program. A second speed monitoring sign has been ordered and will be mounted on a utility pole on Beaver Meadow Road as one is

heading into town. The Fire District is looking to transfer ownership of two sections of sidewalk to the Town after improvements. One from Koch Road to the Turnpike Road intersection and one from the Turnpike Road intersection to Huntley Field. Webster read Hodgdon's memo on the subject. After some discussion, this item was tabled until the July 7th Selectboard meeting where Brion McMullan will answer further questions. Lindberg spoke about the Parsonage assessment changes and questions the Lister Department's commercial property appraisals. Setting the tax rate was briefly discussed. The Town should have numbers from the State regarding the education tax rates by June 30th.

6. **7:00 pm** – Appointment with Jim Ryan, DEC Watershed Coordinator Re: Class 4 Road Erosion Inventory and Restoration Project (Discussion). Ryan said that White River Partnership, Vermont Youth Conservation Corps (VYCC), Northern Vermont Resource Conservation & Development Council and Vermont Department of Environmental Conservations are working together on these projects. Project partners assessed 75 Class 4 roads and identified 26 priority roads in need of erosion control work. Two of the selected roads are Sue Spaulding and Burton Woods Roads in Norwich. The objective is to reduce sedimentation entering waterways. Water bars are being considered for Burton Woods Road. VYCC crews will start work at the end of July. Project partners are looking for Town of Norwich support for this project. Questions were asked about ditching, drainage and road usage. Ryan said ditching is done in accordance with Vermont Better Backroads Manual standards. Ryan also offered assistance to the Town in applying for a Better Backroads grant.

5. Finance – Board to Sign Accounts Payable/Warrants (Action Item). Childs **moved** (2nd Lupien) to approve Check Warrant Report #10-24 for the period from 6/10/2010 to 6/23/2010 in the amount of \$68,932.96; of which \$67,498.96 is General Fund, \$1,134 is Bandstand Fund and \$300.00 is Fire Apparatus Fund. **Motion passed.** Childs **moved** (2nd Lupien) to approve Check Warrant Report #10-25 for the period from 6/24/2010 to 6/24/2010 in the amount of \$331,345.00; all of which is General Fund. **Motion passed.** Childs **moved** (2nd Bagnato) to approve Check Warrant Report #11-01 for the period from 7/1/2010 to 7/1/2010 in the amount of \$139,136.61; all of which is General Fund. **Motion passed.**

There was a brief discussion of year end funds. Lindberg said the monies due the Town from the schools should be coming back by Friday.

7. Norwich Women's Club Request Re: Tracy Hall Alcoholic Beverages Prohibition (Discussion/Action Item). Pitiger said the Women's Club is asking permission to serve wine at the opening reception the night before Floribunda. The Club is planning to have a silent auction that night and they will serve homemade hors d'oeuvres to accompany the wine. The Women's Club has spoken to the Liquor Commission and they will issue a permit if the Selectboard approves their request. Maple Street Catering will be responsible for supplying and dispensing the wine and will carry adequate insurance. Pitiger has talked with nine surrounding towns who have a no alcohol policy and six of the nine have allowed exceptions. Floribunda has had decreasing revenues and all profits from Floribunda go to community grants. With this event, the Women's Club is hoping to maximize profits and thereby increase the funds available for community grants.

After a brief discussion, Bagnato **moved** (2nd Childs) to approve an exception to the no alcohol at Tracy Hall policy in connection with next year's Norwich Women's Club spring event. **Motion passed.**

8. Finance Committee – Budget Goals and Objectives. Lindberg presented the range of Norwich Finance Committee (NFC) opinions from the minutes of their May and June meetings. The NFC is in favor of maintaining the current level of services. Flanders would like to see a cost breakout of maintaining those services. More NFC involvement in the budget process was discussed. It was agreed that periodic joint meetings with the NFC would be considered.

9. Programmatic Budget Presentations (Discussion/Possible Action Item). Webster says this process is an effort to make the budget presentation clearer to the public and he is happy to implement. Flanders reinforced the process as getting the story behind the budget.

10. Norwich Finance Committee Recommendations for Town Support of Nonprofit Organizations (Discussion). The NFC has put forth five rationales as a guideline for approving appropriations for nonprofit organizations. The NFC would like to see organizations receiving 25% of their total funding from Town appropriations have a Selectboard appointee on their governing board. Hoggson questioned whether Historical Society and Library funding fall under "and facilities".

11. Revised Conflict of Interest Policy (Discussion/Action Item). Bagnato asked if all agenda items could be accompanied with a background or context explanation. After discussion of some changes, Childs **moved** (2nd Lupien) to approve the amended revised Town of Norwich, Vermont Conflict of Interest Policy. **Motion passed.**

12. 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) Nonresident –

1) #12 b). TRORC 5/26/10 Meeting Minutes. Lupien **moved** (2nd Bagnato) to receive TRORC 5/26/10 meeting minutes. **Motion passed.** Blake briefly reviewed.

b) Resident –

1) #12 a). Memo from Norwich Planning Commission Re: King Arthur Flour Sewer Line. Childs **moved** (2nd Bagnato) to receive a memo from the Norwich Planning Commission re: King Arthur Flour sewer line. **Motion passed.** Blake read the memo. Five of seven members of the Planning Commission were present in support of the continued and expanded presence of King Arthur Flour. The Planning Commission would like the Board to enter into a dialog with the Town of Hartford regarding sewer future intentions, capacities and infrastructure. They recommend that a subcommittee be set up consisting of two Planning Commission members, two Selectboard members and the Town Manager. If a subcommittee is formed, Racusin would like to be a part of it. After further discussion, Childs **moved** (2nd Bagnato) that the Selectboard authorize the Town Manager and Selectboard Chair to establish a meeting with the Town of Hartford to discuss these matters. **Motion passed 4 to 1** (yes – Childs, Bagnato, Blake and Lupien; no – Racusin).

- 2) #12 c). Email from Garrett Baxter (VLCT) Re: Surplus Highway Funds. Lupien **moved** (2nd Bagnato) to receive an email from Garrett Baxter (VLCT) re: surplus highway funds. **Motion passed.** Blake reviewed. Racusin asked about Childs' initiating email to Baxter and was informed that Childs had called Baxter.

On another issue, Childs asked if Racusin's email to the State regarding signage issues on VT 10A could be resent as he does not remember receiving it.

13. Selectboard

- a) Approval of the Minutes of the 6/9/10 Meeting. Childs **moved** (2nd Lupien) to approve the minutes of the June 9, 2010 Selectboard meeting. **Motion passed.**
- b) Approval of Letter to Norwich School Board (Discussion/Action Item). Lupien **moved** (2nd Childs) to approve the letter to the Norwich School Board. **Motion passed.**

Lupien **moved** (2nd Bagnato) to adjourn. **Motion passed.** Meeting adjourned at 8:36 pm.

Approved by the Selectboard on July 7, 2010.

By Nancy Kramer
Assistant to the Town Manager

Roger Blake
Selectboard Chair

Next Regular Meeting – July 7, 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.