

Minutes of the Selectboard Meeting of Tuesday, September 7, 2010 at 6:30 PM

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

There were 7 people in the audience.

Also participating: Neil Fulton, Cheryl Lindberg, Norm Miller, Chief Robinson.

Blake opened the meeting at 6:35 pm.

1. Approval of Agenda (Action Item). By consensus, the Selectboard approved the Agenda.
3. Public Comments (Discussion). Bagnato is interested in organizing a planning committee for the Town of Norwich's 250th anniversary on July 4, 2011. He will draft an email asking for volunteers. There is a group planning regional events which Nancy Hoggson has been attending. It was mentioned that Norwich has not budgeted any money for this event. Olde Home Day is Saturday, September 11th. The Norwich Antique show is also Saturday from 10:00 am until 4:00 pm at the Norwich Historical Society.
4. Town Manager's Report (Discussion). The Communication Study is ongoing with the goal of 95% coverage. Fulton explained the different coverage needs for Police, Fire and Public Works. Bagnato is concerned about the cost estimates. Racusin read Fulton's comments regarding what neighboring towns are doing to improve coverage. The new speed monitoring device has been installed on Beaver Meadow Road and has already received positive comments. Huntley Field #1 work is about half done. The steps will be replaced utilizing a ten man crew from the Southeast State Correctional Facility. Nancy Hoggson was thanked for recommending the use of this crew to the Town. The Recreation Department working with the Recreation Council has set up online registration and payment for Fall Recreation Programs. Paving of Union Village Road should begin shortly. Also being resurfaced are Old Coach Road, Hazen Street, Cliff Street, Trumbull Lane and parts of Koch Road. The Parsonage vote will be September 14th 7:00 am until 7:00 pm. The Town-wide mailing went out Friday, September 3rd.
2. Follow Up from Last Meeting (Discussion/Possible Action Item) – Selectboard FY12 Budget Guidelines (Discussion/Action Item). Lindberg, speaking for the Finance Committee, said they supported the same guidelines this year as adopted last year, a budget keeping current level of services and a budget showing a 5% reduction for each department. Webster stated the 5% reduction would not be an easy task considering cuts made in this year's budget. Bagnato is not just looking at the numbers but the impact on services in terms of outcomes. Webster assured the Selectboard that narratives would accompany this year's budget presentations. Also discussed were required services, costs the Town has no control over and the Town history of reduced tax rates.
5. Finance – Board to Sign Accounts Payable/Warrants (Action Item). After discussion of the Northeast Waste Services bills and differences in the dummy and final warrant, Racusin **moved** (2nd Bagnato) to approve Check Warrant Report #11-06 for the period from 8/13/2010 to 9/8/2010 in the amount of \$2,524,203.67; all of which is General Fund. **Motion passed.**

6. Request to Expend up to \$35,650 from Police Cruiser Designated Fund to Replace 4x4 Ford Explorer (Discussion/Action Item). Robinson said he is soliciting bids as per the Financial Management Policy. He plans to reuse equipment from the current vehicle. The vehicle warranty now is for seven years which is the estimated length of service time for this vehicle.

After some discussion, Racusin **moved** (2nd Bagnato) to approve the use of up to \$35,650 from the Police Cruiser Designated Fund to Replace the 4x4 Ford Explorer. **Motion passed.**

The new Police Cruiser Fund balance will be approximately \$35.

7. Request to Expend \$700 from Police Special Equipment Designated Fund for Cross Walk Signs (Discussion/Action Item). Robinson is looking to replace one sign that can no longer be refurbished and another that was stolen and never replaced.

After some discussion, Bagnato **moved** (2nd Racusin) to approve the use of \$700 from Police Special Equipment Designated Fund for Cross Walk Signs. **Motion passed.**

The new Police Special Equipment Fund balance will be approximately \$9,651.

8. Personnel Policies Updates (Discussion/Action Item). Webster explained that these changes are a housekeeping formality. The two main changes are the addition of the previously approved Code of Ethics Policy and the deletion of merit pay. The Safety Policy needs to be readopted each year by the current Board as part of the VLCT Leader Program.

Bagnato **moved** (2nd Racusin) that the Norwich Selectboard readopt the Safety Policy Mission Statement as presented. **Motion passed.**

Bagnato **moved** (2nd Blake) that the Norwich Selectboard amend the Town of Norwich Personnel Policies as presented. **Motion passed.**

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). Petition from Residents of Academy Road. Racusin **moved** (2nd Bagnato) to receive a petition from residents of Academy Road. **Motion passed.** Robinson explained that a speed study needs to be done in order to change the speed limit. Speed studies are a good size project and the department would need some time to do it. The Police Department has increased their presence on the road and tickets have been written. After some discussion, Webster was asked to contact the petitioners regarding their requests 1-3 and 5, and to let them know the cost of a speed monitoring device.
- 2) #9 b). Email from Anne Day Re: Meeting with Norwich School Board. Bagnato **moved** (2nd Racusin) to receive an email from Anne Day re: meeting with Norwich School Board. **Motion passed.** Bagnato will contact Day to set up a meeting to discuss an agenda for the joint meeting.
- 3) #9 c). Letter from Sheila Paget Re: Possible Relocation of Police Department to Parsonage. Racusin **moved** (2nd Bagnato) to receive a letter from Sheila Paget re: possible relocation of Police Department to Parsonage. **Motion passed.** Blake reviewed.

- 4) #9 d). Resignation of Robert Mitchell from Finance Committee Letter. Bagnato **moved** (2nd Racusin) to receive the resignation of Robert Mitchell from Finance Committee letter. **Motion passed**. A letter of thanks will be sent and the open position will be advertised.

At this point Miller, who had missed public comments, spoke about the sidewalk by Montshire that was not approved by the Board at their July 7th meeting. Miller believes there is public support for this sidewalk which would encourage hiking and biking. There are private individuals willing to help if needed. Racusin explained that her "sidewalk to nowhere" comment was not in reference to the Montshire Museum but to Route 10A. Bagnato had questions about the sidewalk's use, why it wasn't in the budget and its priority. The problems/dangers of crossing Route 10A were also discussed. This issue will be an agenda item at some point.

10. Selectboard

- a) Approval of the Minutes of the 8/11/10 and 8/18/10 Meetings. Bagnato **moved** (2nd Racusin) to approve the minutes of the August 11, 2010 and August 18, 2010 Selectboard meetings. **Motion passed**.

Racusin **moved** (2nd Bagnato) to adjourn. **Motion passed**. Meeting adjourned at 8:16 pm.

Approved by the Selectboard on September 22, 2010.

By Nancy Kramer
Assistant to the Town Manager

Roger Blake
Selectboard Chair

Next Regular Meeting – September 22, 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

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.