

Minutes of the Selectboard Meeting of Wednesday, October 13, 2010 at 6:30 PM

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

There were about 25 people in the audience.

Also participating: Jean Astley, Linda Cook, Andy Hodgdon, Nancy Hoggson, Dennis Kaufman, Steve Leinoff, Cheryl Lindberg, Alison May, Chief Robinson, Ann Sargent.

Blake opened the meeting at 6:30 pm.

1. Approval of Agenda (Action Item). By consensus, the Selectboard approved the Agenda.
2. Follow Up Review (Discussion/Possible Action Item) – Set Priorities and/or Agenda Dates for Bagnato's and Racusin's Listed Items. Bagnato and Racusin each went over the follow up items they had suggested. Long-range planning, Code of Conduct Policy for Town Manager and Selectboard, pending items, junk ordinance, meeting with the Norwich School Board and Selectboard goals were discussed. The Board asked that the Code of Conduct Policy be put on the agenda for October 27th; that the Chair and Town Manager review pending items, get their status and date and that a special Selectboard meeting be scheduled for November 3rd to go over goals. The Board also agreed by consensus that follow up and pending items should be one list.
3. Public Comments (Discussion). Racusin spoke about a suggestion from Peter Brink to purchase a preservation easement from the Norwich Congregational Church that would include a long-term lease of parking spaces. After some discussion, Hoggson suggested following up with Brink which Blake will do.
4. Town Manager's Report (Discussion). Webster participated in the 9th Annual Renewable Energy Vermont Conference sharing Norwich's efforts to date on the solar project. Ongoing paving projects should be completed this week and this will exhaust Hodgdon's paving budget for FY11. Ben Trussell's job duties have been reorganized in an effort to maximize his position. The Huntley Field project has been completed. FY12 budgets are due from Department Heads Friday, October 15th. The Town Manager attended the annual VLCT Town Fair as the Town's voting delegate.

Dechert and Paul Donahue have determined that Foley Park was sold to the State of Vermont by Timothy Lyford on December 28, 1966. Dechert will contact VTrans to obtain any additional records of agreements between the Town and State. Webster suggested that maybe it could be part of the 10A transfer to the Town that has not concluded yet.

Kaufman said the Listers and Assessor are working on a RFP for the Town-wide reappraisal. The Selectboard will have a draft of this RFP for their October 27th meeting. The Listers and Assessor are also working on a second RFP for software. There was some discussion of the software at this point. The effort is to have a Town-wide reappraisal completed for the 2012 Grant List at the earliest.

5. Finance – Board to Sign Accounts Payable/Warrants (Action Item). After discussion of several items, Racusin **moved** (2nd Lupien) to approve Check Warrant Report #11-08 for the period from 9/23/2010 to 10/13/2010 in the amount of \$202,003.76; of which \$165,728.89 is General Fund, \$11,296.01 is Recreation Facilities Fund, \$3,172.40 is Land Management Council Fund, \$20,672 is Police Cruiser Fund, \$481.72 is Police Special Equipment Fund and \$652.74 is Fire Apparatus Fund.

6. Request to Expend up to \$28,800 from Fire Station Designated Fund for Roof Repairs (Discussion/Action Item). Webster said the money for these repairs is included in the FY11 budget. Leinoff spoke about the poor insulation and the continuing ice damage. The goal is to increase the R-Value to at least 30, currently it is a 3. Astley questioned why a standing seam roof was not being considered. Ice guards, membranes, structural concerns, windows, drainage, an addition, waiting for the report from the Capital Facilities Planning and Budgeting Committee and temporary fixes were discussed. Leinoff believes the building will serve the Town for many years with an addition. After some further discussion, it was agreed that the Selectboard will tour the Fire House and Police Station before their next meeting and revisit this agenda item on October 27th.

7. Request to Expend \$2,061.02 from Solid Waste Designated Fund for Mandatory Electrical Work on New Trash Compactor (Discussion/Action Item). This invoice was for work done in June to install the new trash compactor but not billed until September. After a brief discussion, Childs **moved** (2nd Racusin) to approve the use of \$2,061.02 from the Solid Waste Designated Fund for mandatory electrical work on the new trash compactor. **Motion passed.** After the vote, Bagnato commented that the Board should be approving requests like this before the work is done not after. Lindberg questioned whether this was an operating expense and if it should be posted back to FY10.

The new Solid Waste Designated Fund balance will be \$7,561.98.

8. Capital Planning and Budget Advisory Committee (Discussion/Action Item). Webster spoke about the need to create a committee that has the trust of the Town. A nine member Town resident only committee made up of a Selectboard member, the Town Manager, a Finance Committee member, a Planning Committee member and five others is being suggested. After some discussion about doing the appointments at the November 3rd meeting and the draft charge, the Board decided by consensus to put the charge on the October 27th agenda for further review.

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) Nonresident –

- 1) #9 a). Receive Gift from Norwich England. Lupien **moved** (2nd Bagnato) to receive a gift from Norwich England. **Motion passed.** Lupien shared the contents with those present and agreed to draft a reply to Norwich England.
- 2) #9 b). Thank You Letter from SEVCA. Lupien **moved** (2nd Bagnato) to receive a thank you letter from SEVCA. **Motion passed.**
- 3) #9 c). Email from Dan Weintraub Re: Preparing for Uncertain Economic Future. Lupien **moved** (2nd Childs) to receive an email from Dan Weintraub re: preparing for uncertain economic future. **Motion passed.**
- 4) #9 e). Thank You Letter from Windsor County Partners. Childs **moved** (2nd Lupien) to receive a thank you letter from Windsor County Partners. **Motion passed.**

b) Resident –

- 1) #9 d). Letter to Webster from John Ring Re: Dangerous Situation on River Road. Lupien **moved** (2nd Bagnato) to receive a letter to Webster from John Ring re: dangerous situation on River Road. **Motion passed.** Webster reviewed. Speed limits and asking people to slow down were discussed. Sargent suggested contacting the Dean of Students at Dartmouth as many of the joggers, etc. at sundown are students. Webster agreed to do so.
- 2) #9 f). Email from Cheryl Lindberg Re: Conservation Commission Gift, Volunteer Appreciation Cake and Funds for Tree Replacement at Foley Park. Bagnato **moved** (2nd Lupien) to receive an email from Cheryl Lindberg re: Conservation Commission gift, volunteer appreciation cake and funds for tree replacement at Foley Park. **Motion passed.**

10. Selectboard

- a) Approval of the Minutes of the 9/22/10 Meeting. Lupien **moved** (2nd Racusin) to approve the minutes of the September 22, 2010 Selectboard meeting. **Motion passed.**

At this point Racusin asked if a discussion about the Town's representative to the Upper Valley Transportation Management Association could be placed on the October 27th agenda. She thanks Dechert for filling in but would like to see a Norwich resident be selected.

Racusin **moved** (2nd Blake) to adjourn. **Motion passed.** Meeting adjourned at 8:45 pm.

Approved by the Selectboard on October 27, 2010.

By Nancy Kramer
Assistant to the Town Manager

Roger Blake
Selectboard Chair

Next Regular Meeting – October 27, 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

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