

Minutes of the Selectboard Meeting of Wednesday, August 10, 2011 at 6:00 PM

Members present: Ed Childs, Chair; Roger Blake; Christopher Ashley; Steve Flanders; Linda Cook; Pete Webster, Town Manager

There were about 25 people in the audience.

Also participating: Planning Commission Members: Dan Johnson, Chair, Richard Stucker, Ralph Hybels, Jeff Goodrich, Tom Gray, Phil Dechert, Planning and Zoning Director.

Chairman Childs called the meeting to order at 6:03 pm.

1. Town Plan Hearing—Childs explained that this was the first of at least two public hearings into the draft Town Plan update, and proceeded to turn the meeting over to Phil Dechert. Phil explained the process that leads to the adoption of an updated Town Plan, and opened the meeting to the public. Approximately eight residents spoke on the following issues: the mention of the possibility of sewers, the Appalachian Trail, the current educational funding formula and how it impacts the local budget, the issues surrounding more affordable and work-force housing. Childs thanked the public for their input, then thanked the Planning Commission for their hard work. The commission received a nice round of applause for their efforts. Ashley **moved**, 2nd Flanders, to close the hearing at 6:43 pm. **Motion passed.**
2. Approval of Agenda—no changes.
3. Public Comments—Stuart Richards requested to enter a letter into the record concerning the Town Plan, which was accepted.
4. Town Manager's Report—Webster announced that the latest financial report, covering the period of July 1, 2010 thru June 30, 2011 had just been completed by Finance Director Robinson. With all bills in and paid for that fiscal year, revenues were up .65% over budgeted revenues (\$25,281.48) and expenditures were below expectations (\$120,067.83 below the budget of \$3,912,371.00, or 3.1% below budget). Webster complimented all department heads for staying on track with their individual budgets despite a difficult Vermont winter, with only the Tracy Hall and Police Department budgets overspending. He specifically mentioned the Public Works Department, which under spent its budget by 4.1% despite the frequent call-outs for numerous storms.

Webster reported that the change from Hartford Dispatch to Hanover Dispatch went smoothly, starting with the Aug. 1 implementation, giving special credit to Neil Fulton for facilitating this change. He also noted that the radio coverage should be better, with the added benefit of additional cost savings to the town.

Webster has met with Anne Day of the Norwich School Board and the new Superintendent, Frank Bass, to discuss issues of mutual interest.

Webster mentioned the ongoing work of the DPW committee, and the additional workload it has created for Andy Hodgdon from the various requests for information. The first meeting of the Lister Review Committee has been held, with Peter Milliken being appointed as chair. They have created two subcommittees to look into (1) Grand List maintenance, and (2) departmental operations.

Webster mentioned the recent meeting of the committee that is organizing the AT Community event, honoring Norwich for its great support of the AT. That event will be dovetailed with the Norwich Night at the Montshire Museum on Sunday, Sept. 18th. There will be an AT Family Hiking Day event, with a group hike down from the trailhead at Cossingham Road to the green, where there will be a ceremony to name Norwich an official "AT Community",

followed by the town-wide cookout and free use of the Montshire Museum facilities, compliments of David Goudy and his staff.

5. Finance—Board to Sign Accounts Payable/Warrants (Action Item) Blake **moved** (2nd Ashley) to approve Check Warrant Report # 12-4 for General Fund for the period from 7/28/11 to 8/10/11 in the amount of \$75,430.46. **Motion passed.** Blake **moved**, (2nd Flanders), to approve Check Warrant Report #12-4 for the Tracy Hall Fund for the period from 7/28/11 to 8/10/11 in the amount of \$8,396.00. **Motion passed.**

6. Request to Expend Designated Funds from Highway Equipment Fund to Replace Truck #8 (Discussion/Action Item)—a brief discussion ensued concerning the need to replace Truck #8 and the designated fund for the replacement vehicle. Cook **moved**, (2nd Flanders), to withdraw a sum not to exceed \$150,000 from the Highway Equipment Fund for the purchase of a truck to replace Truck #8, in compliance with the proposed Vehicle Acquisition Policy, (paragraph 3.2 of Step 1). **Motion passed.**

7. Update on Electronic Recycling at Transfer Station (Discussion Item)—Andy Hodgdon gave a brief presentation concerning costs, expenses and permits and how it relates to the new electronic recycling regulations. Webster emphasized that this should be a net revenue enhancer to the recycling operations.

8. Fire District July 25th Meeting Discussion—Childs, Blake and Webster gave a brief summary of their meeting with the Fire District, which centered around the proposal for the town to take over ownership and maintenance of the remaining sidewalks the Fire District owns. Jonathan Vincent, chair of the Prudential Committee, spoke briefly representing the Prudential Committee, addressing the primary concern of that committee, namely providing quality water service, upgrading old (1922) water mains, and stated the committee's goal of divesting their responsibility for sidewalk construction/maintenance.

9. Lions Club Request to Discuss Future Funding of Fireworks—Rob Sabatelle of the Lions Club came before the board to discuss the history of the fair and the club's involvement, including the 25 years of sponsorship of a Saturday night fireworks display that runs about \$3,000 in costs. The club currently nets about \$9,000 from the fair, less the cost of the fireworks, and this cuts into their ability to make significant contributions to their charitable organizations they support. The club is looking for some monetary support from the town, possibly the Norwich Women's Club, in defraying this expense. Flanders suggested the Lions Club consider applying for an appropriation article in the next Town Warning.

10. Errors and Omissions (Discussion/Action Item)—Jonathan Vincent explained that several parcels were incorrectly listed or assessed during the 2011 final Grand List, and these corrections require approval from the Selectboard. The four parcels are the Root District Game Club (11-058.010), the Upper Valley Community Grange #34 (20-211.000), 495 Tigertown Road (Parcel 09-052.000) and 1285 Union Village Road (05-077.000). Blake **moved** (2nd Flanders) to approve the E & O changes to the Grand List. **Motion passed.**

11. Request from Norwich Women's Club to Serve Alcohol at Spring Event (Discussion/Action Item)—Webster explained that none of the club's leadership was available to speak this evening, but he described the success of their last event where the board had approved alcohol, and the great success they had enjoyed due to that change. After a brief discussion, with Cook expressing her desire to table the motion until the board's next meeting so they could review the entire alcohol policy, Ashley **moved** (2nd Blake) to approve the request from the Norwich Women's Club to serve alcohol at their March Floribunda fundraising event. **Motion passed 4 to 1** (yes-Childs, Blake, Ashley, and Flanders; no—Cook).

Cook then **moved** to reconsider the previous motion. This **motion died** for lack of a second.

12. Selectboard

- a) Approval of the Minutes of the 7/27/11 Meeting—tabled

- b) Review of Pending Items—a brief discussion ensued about various pending items, whether some could be deleted, such as town boundaries, PACE, etc.
- c) Review of Next Agenda—a brief discussion ensued involving the next public hearing for the Town Plan (30-120 days from draft being filed with Selectboard), discussion of the budget development with the new format being employed for one department, reviewing alcohol policy for Bandstand and Tracy Hall, further sidewalk discussions involving Andy Hodgdon and Brion McMullen, and further discussion of the procedures for appropriations requests.
- d) Personnel—there was no Executive Session.

Approved by the Selectboard on August 24, 2011.

By Pete Webster
Town Manager

Edwin Childs
Selectboard Chair

Next Regular Meeting---August 24, 2011 at 6:30 PM

Pending Items:

- 1) **Review Policy for Response to Appeals of DRB Decision**
- 2) **Review Appropriation Request Policy**
- 3) **Update Finance Committee Statement of Purpose**
- 4) **Review of Town Plan Document (continuing from 8/10/11)**
- 5) **Budget Development**
- 6) **Strategic Planning**
- 7) **Develop Email Policy**
- 8) **Tour of Fire/Police Facilities**
- 9) **Tour of DPW Facilities**
- 10) **Review Recommendations for Facilities Improvements at the Fire/Police Facility**
- 11) **Evaluate Report from Capital Facilities Planning and Budgeting Committee (9/27/11)**
- 12) **Evaluate Report from Committee to Evaluate Public Works Department (9/27/11)**
- 13) **State of Vermont PACE Initiative**
- 14) **Town Boundaries**

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