

Minutes of the Selectboard Meeting of Wednesday, April 24, 2013 at 6:30 PM

Members present:, Christopher Ashley; Ed Childs; Linda Cook; Keith Moran; Neil Fulton, Town Manager; Nancy Kramer, Assistant to the Town Manager. Absent: Stephen Flanders.

There were about 10 people in the audience.

Also participating: Watt Alexander, John Carroll, Phil Dechert, Jeff Goodrich, Craig Layne, Nancy LaRowe, Bonnie Munday, Stanley Teeter.

Cook opened the meeting at 6:30 pm.

1. Approval of Agenda (Action Item). Fulton let the Selectboard know that Frank Olmstead and Jeffrey Lubell had withdrawn their applications to the Conservation Commission and Planning Commission, respectively. Afterwards, by consensus, the Selectboard approved the Agenda.
2. Public Comments. None.
3. Town Manager's Report (Discussion). Fulton said he has got the Town of Norwich cost for the tower down to approximately \$405,000. The 248a permitting process is the critical path. If all goes well with this process the tower should be operational in December of this year. The bond term needs to be set and this is on the agenda for tonight. The bond debt is 25% of the Greater Upper Valley Solid Waste Management District (GUVSWD) budget. There is a regional effort going on to reduce household hazardous waste (HHW) and have a permanent location for disposal of HHW. The GUVSWD Board of Supervisors is working on coming up with alternative uses for its 175 acre site. Four alternatives are to: sell the property, mothball the property, alternative uses such as composting of organics, construction and demolition materials or to open a landfill. As of January 1, 2014, the Town of Norwich is required to purchase health insurance for its employees through the Vermont Exchange. The Town will have to elect in October of this year what plan they are going with and what % of a specific plan or dollar amount they will contribute to it. Every employee on the insurance will have to elect which plan they want in November. Right now there are two carriers BCBS and MVP. Vermont is ahead of other states in having their exchange ready. Fulton expects to have an informational meeting for all employees in the next two weeks. VLCT will also be doing regional meetings and Fulton has asked for one to be held either in Norwich or Hartford. The Town Manager suggested that Selectboard members might want to attend that meeting once it is set up. There followed some discussion of the regional effort to reduce wastes going into streams.
4. Finance – Board to Sign Accounts Payable/Warrants (Action Item). Ashley **moved** (2<sup>nd</sup> Childs) to approve Check Warrant Report #13-33 for General Fund in the amount of \$96,227.49, for Police Cruiser Fund in the amount of \$314, for Fire Apparatus Fund in the amount of \$2.10 and for Communications Construction Fund in the amount of \$2,178 for the period from 4/11/13 to 4/24/13. **Motion passed.**
5. Town of Norwich Open Positions Interviews/Appointments (Action Item). Candidates present and interviewed were: John Carroll, Craig Layne, Nancy LaRowe, Bonnie Munday and Stanley Teeter. Teeter invited Selectboard members to attend a DRB meeting and also said he is the self-appointed sprinkler proponent. There followed some discussion of mandating sprinklers in new construction. Afterwards, Childs **moved** (2<sup>nd</sup> Moran) to reappoint Craig Layne and Norman Miller to the Conservation Commission for four-year terms ending in March, 2017, to recommend

reappointment of Bonnie Munday as the Town Deputy Health Officer for the three-year period from June 1, 2013 through May 31, 2016, to reappoint George Loveland and Stanley Teeter to the Development Review Board for three-year terms ending in April, 2016, to reappoint John Carroll as an alternate to the Development Review Board for a three-year term ending in April, 2016, to appoint William Flynn and Nancy LaRowe to the Planning Commission for four-year terms ending in April, 2017 and to reappoint Cheryl Herrmann to the Historic Preservation Commission for a three-year term ending in March, 2016. **Motion passed.**

6. Town of Norwich Subdivision Regulations Amendments (Discussion/Action Item). Fulton said no written questions have been submitted by the Selectboard. He then asked Dechert to review the changes from the current regulations. Dechert said that many of the changes were related to process and are based on ten years' experience working with the regulations. Major changes include: elimination of different review criteria for minor and major subdivisions, pre-application meetings are now with staff instead of the DRB, intermediate plan reviews are no longer required for subdivisions over 4 lots but are optional, maximum density for a lot travels with the property and the order of some tables has been switched. Goodrich reviewed the changes in Section 3.3(D) Protection of Natural, Scenic and Cultural Resources. Goodrich said the Commission has gone through the wording carefully looking closely at what are the real environmental concerns. Questions were asked regarding: density formulas used for septic systems, ridge line development, private road and shared driveways, notice requirements being changed to abutters within 250 feet rather than 500 only and the grandfather clause on subdivisions. Fulton asked Moran's question from the April 10<sup>th</sup> meeting regarding hearing each Planning Commission member's thoughts on the changes. Goodrich said there was certainly plenty of discussion but in the end all votes were unanimous. Afterwards, Ashley **moved** (2<sup>nd</sup> Childs) to notice the First Public Hearing on the Town of Norwich Subdivision Regulations as amended for May 22, 2013. **Motion passed.**

7. Certificate of Public Good for Communications Tower Process (Discussion). Fulton briefly reviewed Alexander's email about the dangers of opening the door to other commercial towers being built in Norwich with the 248a process. Alexander suggested that the Town's retained council be asked to protect the Town against another tower being built. Fulton said that part of the 248a process is giving notice to the regional and Norwich Planning Commissions and that they will be careful to protect the Town. The Selectboard will be part of the process also. Dechert said the tower will definitely comply with regulations and that it is clearly a community-owned tower for public safety purposes and very different from a cell tower. Dechert also pointed out that the Town Plan cannot be changed to disallow other towers at this point and that as long as 248a exists firms will go that route. The 248a permitting process expires in 2014. There was some discussion about the tower meeting Norwich Zoning Regulations and the time table for the process. Fulton concluded that this was a unique facility for unique purposes.

8. Term of \$275,000 General Obligation Bond (Discussion/Action Item). Fulton provided the Selectboard with a one page informational sheet that showed the current remaining amounts to be paid on the Tracy Hall bond; bond costs over 10, 15 and 20 years and lease costs over five years; annual costs and tax rate impact of various bond terms and tax impacts of various tax rates per \$100,000 and \$400,000. After reviewing the data on the sheet Fulton concluded that the rule of thumb is to go for the shortest term possible that can be afforded on the bond. If everything goes as planned the Town should see the money in August. The Board discussed bond terms, future bond issues including the possibility of a bond vote for public safety facilities in 2015 and current debt. Afterwards, Ashley **moved** (2<sup>nd</sup> Childs) to set the term for the \$275,000 General Obligation Bond at 10 years. **Motion passed.**

9. Correspondence (Please go to [www.norwich.vt.us](http://www.norwich.vt.us), click on Boards & Committees from the blue banner, click on Selectboard and click on Recent Selectboard Correspondence in the middle section to view resident correspondence):

a) Resident –

- 1) #9 a). Email from Kathy Cadow Parsonnet Re: Hate Crimes in Norwich. Childs **moved** (2<sup>nd</sup> Moran) to receive an email from Kathy Cadow Parsonnet re: hate crimes in Norwich. **Motion passed.** Fulton said two Selectboard members had come to his office to review the materials. Flanders drafted a response to Parsonnet which Ashley read. All Board members signed the letter. Cook said it was good to have the response in their packets.

10. Selectboard

- a) Approval of the Minutes of the 3/27/13 Meeting. After some discussion, Cook **moved** (2<sup>nd</sup> Ashley) to postpone approval of the March 27<sup>th</sup> minutes until the Board's May 8<sup>th</sup> meeting. **Motion passed.**
- b) Between Meeting Communications (Discussion). After a brief discussion, Childs **moved** (2<sup>nd</sup> Ashley) to defer this discussion until the Board's May 8<sup>th</sup> meeting. **Motion passed.**
- c) FY13 Goals Status (Discussion). Flanders had provided an update of the status of Selectboard and Town Administration goals for the packet. Fulton talked about developing an outline for the ordinance codification process stating that some ordinances go back 25 years and some are outdated. There was discussion of hiring a firm to do the codification. Also discussed were the capital facilities process, updating the Personnel Policies and the status of the Town Pool.
- d) Review of Next Agendas (Discussion/Possible Action Item). Items on the next agenda will include records conservation, 3/27/13 minutes, between meeting communications, liaisons to committees and an Executive Session to discuss personnel.

Ashley **moved** (2<sup>nd</sup> Moran) to adjourn. **Motion passed.** Meeting adjourned at 8:24 pm.

Approved by the Selectboard on May 22, 2013.

By Nancy Kramer  
Assistant to the Town Manager

Stephen N. Flanders  
Selectboard Chair

Next Regular Meeting – May 8, 2013 at 6:30 PM

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