

Minutes of the Selectboard Meeting of Wednesday, June 11, 2014 at 6:30 PM

Members present: Christopher Ashley, Chair; Linda Cook; Steve Flanders; Dan Goulet; Keith Moran; Neil Fulton, Town Manager; Nancy Kramer, Assistant to the Town Manager.

There were about 20 people in the audience.

Also participating: Colleen Barr, Kevin DeRosa, Milton Frye, Bruce Genereaux, Lucy Gibson, Jeff Goodrich, Andy Hodgdon, Cheryl Lindberg, Kathy Parsonnet, Roberta Robinson, Jennifer Roby, Ann Seibert, Dean Seibert, Robin Shield, Cynthia Stuart.

Ashley opened the meeting at 6:30 pm.

1. Approval of Agenda (Action Item). The Selectboard, by consensus, approved the Agenda.
2. Public Comments. Ashley briefly reviewed the rules and indicated people would have two minutes to speak. Ashley also reminded people to wait for the item on the agenda.
3. Town Manager's Report (Discussion). The Town Manager's Report in the packet covers April and May. Heavy usage of Huntley Meadows has led to parking issues. Ways to more efficiently use and/or expand the existing parking area are being investigated. Attached to this report are documents from ANR summarizing some of the requirements of Act 148 and an implementation timeline. The letter from ANR regarding the Town Pool is attached to this report. Fulton is meeting with the Pool consultant Friday to discuss and an extension for Pool repairs has been asked for. Some of the changes for Act 143 , Open Meetings legislation, include more restrictions on Executive Sessions, posting on the Town website of agendas and minutes and changes to an agenda being the first item of business. Fulton also attached a memorandum to his report regarding an update on the status of capital planning for maintaining the Town's fixed infrastructure. A sign inventory using a Better Back Roads Grant is planned for 2014. The Police Department changed to a newer more efficient CAD/RMS system that is housed at Hartford Dispatch. The Police Chief in Thetford resigned and their Selectboard asked the Town of Norwich for assistance with supervision. Doug Robinson has been working with Thetford on this. Fulton, Leinoff, Robinson and Hodgdon met with a representative from VT Clean Cities Coalition to discuss fleet efficiencies. 242 Change of Appraisal Notices were mailed out and 31 grievances were filed. BCBS has filed for a 9.8% increase in premiums. The Town estimated an increase of 6% for the FY15 budget.
4. a) Finance – Board to Sign Accounts Payable/Warrants (Action Item). Flanders **moved** (2nd Moran) to approve Check Warrant Report #14-28 for General Fund in the amount of \$35,940.40, for Police Station Fund in the amount of \$2,000, for Fire Station Fund in the amount of \$2,000 and for Long Term Facility Study Fund in the amount of \$2,000 for the period from 5/29/14 to 6/11/14. **Motion passed.**
5. Norwich Banking Services (Discussion/Possible Action Item). Kevin DeRosa and Cynthia Stuart from Ledyard Bank were present and introduced. The Town received four proposals to provide banking services. The chart in Fulton's memo to the Selectboard gives an overview of the key elements in the proposals. Both Ledyard and Mascoma have local offices and were interviewed by Fulton and Robinson. Both banks offered to collateralize deposited monies by limiting the amount of money in their bank to the amount that is fully insured by the FDIC. ICS funds would manage the rest. Ledyard's proposal provides that funds invested through the ICS

would earn a minimum of 0.25%. Mascoma would not match that rate and estimated a rate of 0.05%. Lindberg pointed out that the checking account earnings credit of 1.5% with Mascoma is higher than Ledyard is offering and that this is important. Stuart said that it is important to choose a local bank and that the 0.25% is at the lowest point it will be. Fulton said he had run the numbers for both Ledyard and Mascoma with an example and Ledyard came out two times better. Fulton is recommending that Ledyard provide banking services for the Town for the next three years starting in July. Moran **moved** (2nd Cook) to authorize the Treasurer to invest and reinvest Town monies in Ledyard National Bank. **Motion passed.**

4. b) Treasurer's Quarterly Investment Report (Discussion Item). Ashley thanked Lindberg for the report. Lindberg said the reports have not been done for several years and it reconciles with the Town records.

6. Main Street Paving Project (Discussion/Possible Action Item). Fulton walked through the drawings on the wall in the multipurpose room saying the paving was initially planned for 2012. Fulton said there was a lot of concern from the public forum for no changes in one section. Fulton would like to see the road stabilized. Fulton said he needs guidance from the Selectboard on what to do soon. Gibson, representing a group of concerned people, said that they feel this is an opportunity to think about what Main Street should be like and urged the Selectboard to put the project on hold until more input is received. Comments included: curbing, no curbing just grass, the impact on the corridor, considering priorities and keeping it simple. Fulton strongly recommends that the Town cold plane and repave at least the main section not exceeding the confines of the current pavement. Fulton also commented that the deterioration of the road is significant, that delaying maintenance means the cost will go up and that cold patches are not an efficient use of personnel and are hard to plow. After further discussion, Flanders **moved** (2nd Ashley) that the Town pave from Church Street to Beaver Meadow according to the plan and repave existing only from Hazen Street to Koch Road. **Motion failed 2 to 3** (yes – Ashley and Flanders; no – Cook, Goulet and Moran). There followed discussion regarding next steps, reinstating the Transportation Committee and timeline for paving. Afterwards, Moran **moved** (2nd Flanders) to setup a second public forum for June 18th at 7:00 pm. **Motion passed.** Fulton will go out for bids on paving minus Main Street and reserve \$120,000.

7. Fire, Police and Public Works Facilities. a) Review of Programs for the Facilities (Discussion/Possible Action Item). The Selectboard had a discussion of the proposed 120 foot space for a future assistant's office in the Department of Public Works program. The next meeting of the Capital Facilities Committee is scheduled for June 20th at the Fire Station at 8:00 am. b) Bread Loaf Architectural and Estimating Services Proposal for Existing Fire, Police and Public Works Facilities Code Deficiencies (Discussion/Possible Action Item). Bread Loaf turned in an estimate of \$11,196 which did not include a review of the existing structure by a structural engineer. Cook said she does not agree with this proposal. c) Review of Preliminary Answers to Questions from May 14 and May 28 Selectboard Meetings (Discussion). Fulton has responded to most of the Selectboard questions. Cook stated that she does not agree that Q1 has been answered. Fulton was asked to have Q4 posted again. Q10 awaits a Selectboard decision. Cook suggested construction trailers for Q11. Fulton reviewed the latest options from Bread Loaf for Q12.

8. Review of RFP for Codification of Ordinances (Discussion). Fulton said he should have a recommendation to the Selectboard for their August 27th meeting. Fulton spoke about it not being a complicated process, that it will come back to the Selectboard for adoption and will be paid for

out of professional services. Fulton reviewed briefly the process for bringing the Town's current ordinances up to code.

9. Review Draft Appropriation Policy (Discussion/Possible Action Item). Ashley said that he and Flanders have been working on this with the outside agencies and would like to have the revised Policy adopted in August. Cook asked if all Statutes would be included in the new Policy and was told they would be. Ashley reviewed which agencies have not responded.

10. Long-Range Strategic Planning - Next Steps for Quality of Community (Discussion/Possible Action Item). This item was put off until the next agenda due to the lateness of the hour.

11. Correspondence (Please go to 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) #11 a), b) and c). Email from Jeff Goodrich Re: Main Street Paving Project, Letter from Leonard Brown Re: White River Council on Aging Appropriation and Email from Brian Livingston Re: Fire and Police Facility. Cook **moved** (2nd Flanders) to receive an email from Jeff Goodrich re: Main Street Paving Project, a letter from Leonard Brown re: White River Council on Aging Appropriation and an email from Brian Livingston re: Fire and Police Facility. **Motion passed.** Ashley read Livingston's email.

12. Selectboard

a) Review of Next Agendas (Discussion/Possible Action Item). Changes in the Open Meeting law, possible setup of a transportation advisory committee, the Main Street paving project, next steps in strategic planning, a joint meeting with the Capital Facilities Committee and an Executive Session to update the Selectboard on possible real estate acquisition will be items on the next agenda.

Moran **moved** (2nd Goulet) to adjourn. **Motion passed.** Meeting adjourned at 9:39 pm.

Approved by the Selectboard on August 27, 2014.

By Nancy Kramer
Assistant to the Town Manager

Christopher Ashley
Selectboard Chair

Next Regular Meeting – June 25, 2014 at 6:30 PM

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