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OFFICE OF THE TOWN MANAGER

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TO: SELECTBOARD  
FROM: NEIL FULTON  
SUBJECT: OCTOBER 2015 MONTHLY REPORT  
DATE: NOVEMBER 6, 2015

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This is the Town Manager's Report for October 2015. Department specific monthly reports are attached.

**General**

- The preparation of a proposed FY17 budget was the major effort for October. The budget binder will be distributed to the Selectboard on November 6, 2015.
- The Energy Committee is working with Dan & Whit's on the possibility of installing an EV charging station at their location. A grant application for funds to build the facility has been submitted to the Division for Community Planning and Revitalization of the Department of Housing and Community Development.

**Projects**

- Norwich Pool
  - On October 20, 2015 we received notification from ANR that they had denied our request for a Stream Alteration Permit to replace the dam and create an impoundment for swimming. If the decision is to be appealed the appeal needs to be filed by November 19, 2015. Nate Stearns, our attorney, estimates the cost of initial filing and preparation of a Statement of Questions at about \$1,500. We have currently spent approximately \$85,007 on engineering, environmental and legal costs. Filing an appeal of the denial would preserve the opportunity for determining the cost and possibility of seeking expedited mediation to see if there is any possibility of obtaining a permit from ANR. The estimated cost of taking the appeal through the full Environmental Court process, including hiring of additional experts, would be approximately \$100,000.
  - In the alternative, as I mentioned at the last regular Selectboard meeting, there is the possibility of seeking approval of an alternative project. We may request the approval of an alternate project from FEMA if we determine that the public welfare would not best be served by either restoring the pool dam or by restoring the function of the pool dam. Attached is the FEMA guidance on funding for alternate projects.
  - If the Selectboard decides to not appeal the permit denial and instead seeks approval of an alternate project my recommendation is that consideration be first given to removing the remainder of the dam, which may be considered an

attractive nuisance, and restoring a stream cross section similar to the upstream and downstream sections and creating a small park. The remainder of the monies could then be used for other projects consistent with the FEMA guidance.

- Safe Routes to School
  - The ROW section of AOT has approved the necessary easement and moving forward with negotiation and obtaining signatures.
  - The ROW plans will now be recorded and design plans updated.
- Facilities
  - Six proposals have been received in response to the RFP for obtaining prices for architectural/cost estimating services for improvements to the police and fire facilities. The Selectboard has scheduled a meeting for November 4, 2015 to begin the process of reviewing the proposals.
  - Discussions continued with two design-build firms to obtain budget estimates for improvements to the Public Works facilities based on the RFI.

#### **Assessor**

- The final large mailer as part of the three year cyclical reappraisal process has been sent. Inspections are being scheduled.

#### **Finance Department**

- Delinquent taxes at the end of October were \$111,687. This compares to \$96,042 at the same time last year.
- There is \$79,670 outstanding on the first installment of the FY16 property taxes.

#### **Fire Department and Emergency Management**

- In conjunction with Fire Prevention Week the Department provided public fire safety education at the Marion Cross School and childcare facilities.
- The Norwich Support Team and Department members served approximately 600 people during the annual Halloween open house.
- Captain Chad Poston has accepted a position with FEMA and will serve on an Incident Management Assistance Team (IMAT) team. Chad and Firefighter Theresa Poston-Moore are moving to Missouri. They were very active members of the Department. Chad also served as the Emergency Management Coordinator.

#### **Planning and Zoning**

- Continued to work on an implementation plan for Route 5 South/River Road Planning Study. Focused on compliance with state "anti-sprawl" guidelines and Act 250 criteria.
- Researched legal status of Illsley Road. There is some interest in converting the Class 4 Road to a legal trail.

#### **Police Department**

- Seven of the 123 calls for service were outside of the officer's normal work schedule.

- During the October "Drug Take Back" day Norwich police collected over 14 pounds of unwanted medication which was disposed of by the DEA.

#### **Public Works Department**

- The funds from the AOT paving grant for the paving of Route 132 have been expended. Segment 2 of Route 132 had some very low spots caused by heavy trucking of material by the EPA's copper mine project. These spots have been shimmed to bring the road back up to grade.

#### **Recreation**

- The annual Halloween Celebration at the Norwich Inn on Saturday, October 31 had an amazing turn-out. The Norwich Inn provided an unending stream of fresh delicious cookies and hot chocolate for families to enjoy.
- The Adult programs have 18 in the fitness programs and approximately 30 in the Yoga classes.
- The second and final Middle School XC home meet had approximately 70 runners participating. It has now become a tradition for the Hanover High School XC team to run over the bridge to our Green to warm up the team, and then cheer them on.



# FEMA

## DISASTER ASSISTANCE POLICY

DAP9525.13

### I. TITLE: **Alternate Projects**

II. DATE: AUG 22 2008

### III. PURPOSE:

This policy provides guidance on allowable uses and limitations of alternate project funds when restoration of the original damaged facility is not in the best interest of the public.

### IV. SCOPE AND AUDIENCE:

The policy is applicable to all major disasters declared on or after the date of publication of this policy. It is intended for personnel involved in the administration of the Public Assistance Program.

### V. AUTHORITY:

Section 406(c) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act), 42 U.S.C. 5172(c), and 44 Code of Federal Regulations (CFR) §206.203(d), 44 CFR §206.204, and 44 CFR §206.226.

### VI. BACKGROUND:

When an applicant determines that the public welfare would not be best served by restoring a damaged facility or its function, the applicant may request approval of an alternate project from FEMA through the Grantee. Applicants receive Federal funding based on a percentage of the Federal cost share of the Federal estimate of the cost of repairing, restoring, reconstructing, or replacing the facility. Section 609 of the Security and Accountability For Every Port Act of 2006 (SAFE) (P.L. 109-347) amended section 406 (c)(1) of the Stafford Act by changing the contribution for alternate projects for public facilities from 75 to 90 percent of the Federal share of the eligible costs. 42 U.S.C. 406(c)(1)(A). There was no change to the contribution of 75 percent of the Federal share for alternate projects for Private Non-Profit facilities. 42 U.S.C. 406(c)(2)(A).

An "alternate project" is different from an "improved project." An improved project restores the facility and maintains its function or maintains the function in another existing or new facility. See 44 CFR 206.203(d)(1). Conversely, the application of eligible funding to repair or expand other public facilities, or construct a new-use facility, or purchase capital equipment or perform hazard mitigation measures unrelated to the original facility, would be considered



# FEMA

## DISASTER ASSISTANCE POLICY

DAP9525.13

alternate projects. Section 206.203(d)(2) of Title 44 CFR describes the basic requirements for alternate projects. This policy discusses applications of the regulation.

### VII. POLICY:

The following policy guidelines provide detail on alternate project funding uses and limitations.

A. The applicant may request approval of an alternate project from FEMA through the Grantee when an applicant determines that the public welfare would not be best served by either restoring a damaged facility or by restoring the function of a damaged facility. Either one of the two conditions must be met. See 44 CFR 206.203(d)(2).

B. The proposed alternate project must be a permanent project that benefits the general public. See 44 CFR 206.203(d)(2).

C. A damaged facility whose repair costs were used for an approved alternate project may be eligible for future Public Assistance funding provided that the Applicant funded and performed the repairs to the original damaged facility.

D. Funds may be used to repair or expand other selected facilities, to construct new facilities, purchase equipment, or to fund hazard mitigation measures in accordance with other provisions of this policy.

E. FEMA expects the proposed alternate project to serve the same general area that was being served by the originally funded project.

F. The FEMA Regional Administrator must approve all alternate projects prior to the start of construction. See 44 CFR 206.203(d)(2)(v).

G. The proposal must include a description of the project, including the project location, an estimate of costs, a schedule of work, including a starting date for work, and a targeted completion date, and the necessary assurances to document compliance with special requirements, including, but not limited to floodplain management, environmental review, hazard mitigation, protection of wetlands, and insurance. 44 CFR 206.203(d)(2)(v). Historic and any other legal considerations should also be identified. The applicant should identify the source of funding for projects when the cost estimate for the alternate project is greater than the eligible alternate project funding.



# FEMA

## DISASTER ASSISTANCE POLICY

DAP9525.13

H. Alternate projects must be completed based on existing regulatory time frames established in 44 CFR 206.204. The Region can approve time extensions under extenuating circumstances.

I. Funding for alternate projects:

1. Public facilities. Eligible costs for Public facilities are 90% of the approved Federal share of the project estimate of eligible repair/replacement costs of the damaged facility or the actual fixed cost of completing the alternate project(s), whichever is less. The appropriate Federal cost share will then be applied to the lesser amount.

Basic Calculation:

\$100,000 – Project Estimate of Eligible Damage

\_\_\_\_ x.75 – % of Federal Cost Share

\$ 75,000 – New Project Amount

\_\_\_\_ x.90 – of Federal Cost Share

\$ 67,500 – Maximum Grant Amount

Applicant must spend at least \$75,000 on the approved alternate project to receive \$67,500. The Federal grant is capped at this amount.

If the applicant spends less than the new project amount, then the Federal cost share would be 75% of the actual amount spent.

2. Private non-profit facilities (PNP). Eligible costs for PNPs are 75% of the approved Federal share of the project estimate of eligible repair/replacement costs of the damaged facility or the actual fixed cost of completing the alternate project(s), whichever is less. The appropriate Federal share will then be applied to the lesser amount.

Basic Calculation:

\$100,000 – Project Estimate of Eligible Damage

\_\_\_\_ x.75 – % of Federal Cost Share

\$ 75,000 – New Project Amount

\_\_\_\_ x.75 – of Federal Cost Share

\$ 56,250 – Maximum Grant Amount

Applicant must spend at least \$75,000 on the approved alternate project to receive \$56,250. The Federal grant is capped at this amount.

If the applicant spends less than the new project amount, then the Federal cost share would be 75% of the actual amount spent.



# FEMA

## DISASTER ASSISTANCE POLICY

DAP9525.13

In both cases, the eligible repair/replacement costs include the costs of meeting the requirements of 44 CFR 206.226. Projects must also meet the basic requirements outlined in 44 CFR 206.203(d)(2).

**J. Mitigation Projects:** The types of mitigation projects that may be approved for alternate project funds are very broad. The following guidelines are provided:

1. Mitigation measures may mitigate potential damages to a facility that would be eligible for funding under section 406 of the Stafford Act. However, the funding cannot duplicate any other mitigation funding.

2. Mitigation measures may be of the same type as would be eligible for funding under section 404 of the Stafford Act (the Hazard Mitigation Grant Program), if they meet a need for:

a. Governmental services and functions in the area affected by the major disaster, in the case of government applicants, (Stafford Act, section 406(c)(1)(B)(iii)), or

b. Eligible PNP's services and functions in the area affected by the major disaster (Stafford Act, section 406(c)(2)(B)(iii)).

3. The mitigation measure does not have to mitigate the same type of damage that was caused by the disaster and does not have to be for the same type of disaster.

**K. Multiple Use of the Funds:** Alternate project funds from a single project do not have to be used on a single project. Alternate project funds from multiple projects may be pooled or divided.

1. Alternate project funds can be divided and used on multiple projects to repair, expand, mitigate, or construct a facility that would be an eligible facility under the Public Assistance Program. (Stafford Act, section 406(c)(1)(B), (2)(B)).

2. Alternate project funds may be used across all permanent work categories (such as expanding an existing building or replacing a sewer line). Some potentially eligible examples include:

a. Upgrading a substandard undamaged road that is subject to repeated flooding, in order to better serve the general public and reduce the repetitive flood damage.

b. Upgrading a facility to mitigate future disaster damage whether or not the facility was damaged by the event. Upgrades might range from something as simple as hurricane clips or bracing, to a large project.



# FEMA

## DISASTER ASSISTANCE POLICY

DAP9525.13

c. Relocating, as a mitigation measure, undamaged facilities such as roads and utilities that are subject to repetitive damage.

d. Demolishing an outdated maintenance building (non-emergency work) and using the funds to construct a new water treatment plant at the same location.

e. Abandoning a county bridge and using the funds to build a new county maintenance shop.

f. Increasing the capacity of a new building. For example, adding a wing to an existing building being repaired.

g. Using funds eligible to repair a transportation administration building to acquire and renovate a building to serve as a school for the arts.

h. Purchasing pieces of equipment (such as scientific equipment, telecommunications switches, fire trucks, vehicles, etc.) that exceed \$5,000 per unit, and have a useful life of a year or more.

L. Insurance must be obtained and maintained on vehicles, buildings and building contents in an amount equal to the alternate project funding. See 44 CFR 206.203(d)(2)(v).

M. In accordance with applicable standards of safety, a facility that is not repaired, replaced, or sold must be rendered safe and secure or demolished. See 44 CFR Part 206, Subpart M.

N. Limitations: Ineligible Uses of Alternate Funds:

1. Repayment of debts.
2. Meeting budget shortfalls.
3. Creating a new community plan that extends beyond the alternate project building (e.g., a new master plan for a school, university, or hospital campus).
4. Landscaping projects.
5. The purchase of supplies, furniture, and equipment costing less than \$5,000 per unit (considered an operating expense).



# FEMA

## DISASTER ASSISTANCE POLICY

DAP9525.13

6. The funds may not be used to pay the non-federal share of any project, nor any operating expenses. See 44 CFR 206.203(d)(2)(v).

7. Construction of a facility that would not be eligible for Public Assistance Program funding in a subsequent disaster.

8. Buy-outs ( i.e., acquisition of property for open space as a mitigation measure).

O. The value, or anticipated fair market value, of salvaged materials from the original facility (less the estimated costs necessary to demolish the facility, grade the site, or make the facility safe and secure) should be an adjustment on the Project Worksheet (PW) that has been written for the repair of the original project. Regardless of what the applicant decides to do with the original project after accepting the alternate funding option, the salvage issue should be resolved in the original PW.

P. Alternate Projects must satisfy compliance review requirements as established by 44 CFR Parts 9 and 10 and all other applicable Federal environmental and historic preservation requirements. In accordance with Section VII of this policy, an applicant must ensure that the original damaged facility does not create an imminent and substantial endangerment to human health or the environment like causing the release of hazardous pollutants or becoming a hazard to human health, safety and welfare in a future flooding event. The decision of the applicant regarding the future status of the original facility, including abandonment or applicant-funded demolition, is not a major Federal action under the National Environmental Policy Act (NEPA), an undertaking under Section 106 of National Historic Preservation Act (NHPA), or a Federal action under the Section 7 Interagency Coordination requirements of the Endangered Species Act (ESA) and does not require independent environmental and historic preservation compliance review by FEMA. However, the applicant is legally and financially responsible for compliance with any other applicable Federal, State, Tribal, or local requirements, including responding to and mitigating for releases of hazardous pollutants.

Q. The proposed alternate project is subject to FEMA environmental and historic preservation review. FEMA will be responsible for the administrative costs for conducting the environmental and historic preservation review and assessments. The applicant will be responsible for the costs of implementing any mitigation/treatment measures or costs associated with the alternate project at the new site.

R. The applicant must provide FEMA any information concerning the planned action(s) for the original site as soon as such plans are available. In the event that plans for the original site are available and reasonably likely to be implemented FEMA may require the applicant to



# FEMA

## DISASTER ASSISTANCE POLICY

consult with agencies including the State Historic Preservation Officer or Tribal Historic Preservation Officer (SHPO/THPO), Fish and Wildlife Service, National Marine Fisheries, or U.S. Army Corps of Engineers as condition for the approval of the alternate project to identify if the planned action will adversely affect a protected historic or environmental resource. The applicant must consider the agency's recommended measures to avoid, minimize, treat, or otherwise address any adverse impacts to the identified resource. The applicant will be responsible for all costs associated with implementing these measures.

S. Any action of the applicant using FEMA funds at the original site, such as demolition, is an undertaking under Section 106 of NHPA, a major Federal action under NEPA, and a Federal action under the Section 7 Interagency Coordination requirements of ESA and requires FEMA's environmental and historic preservation review before it can begin. FEMA may evaluate the alternate project and the action at the original site separately if they have independent utility, the approval of one action does not foreclose alternatives for the other, and the approval of one action does not justify or commit FEMA to the other action.

**VIII. RESPONSIBLE OFFICE:** Disaster Assistance Directorate (Public Assistance Division).

**IX. SUPERSESSION:** This policy supersedes Recovery Policy 9525.13, Alternate Projects, published July 31, 2001 and any other previous guidance on this subject.

**X. REVIEW DATE:** Three years from date of publication.

A handwritten signature in red ink, appearing to read "Carlos J. Castillo", written over a horizontal line.

Carlos J. Castillo  
Assistant Administrator  
Disaster Assistance Directorate

Town of Norwich  
Assessors' Office  
P.O. Box 376 <> Norwich, VT 05055-0376  
(802) 649 1419 x110  
assessing-clerk@norwich.vt.us

## Monthly Report – October 2015

- (1) The Assessor and Clerk prepared and mailed out letters to the approximately 412 owners of improved property on Tax Maps 16 and 20 explaining the procedure for the inspection of these properties. Postings were also made to the Norwich Listserv and World List encouraging property owners to read the notice carefully and contact the Office if they have questions. These property inspections are a part of the 3-year cyclical inspection process that will culminate in the 2016 Townwide reappraisal.
- (2) The Office has scheduled a significant number of inspection appointments as a result of this mailer, and the Assessor began performing these inspections.
- (3) The Listers met and heard the continuation of an appeal of a penalty for a late-filed homestead declaration and rendered a decision.
- (4) The Listers reviewed a proposal from New England Municipal Consultants for continuation of assessing services from FY17 through FY19, including a possible Townwide reappraisal in FY19.
- (5) The Listers reviewed the draft FY17 Lister-Assessor budget. The Clerk met with the Town Manager and Finance Director on the subject.
- (6) At the request of the Lister Chair, the Clerk continued gathering information for the FY15 Town Report.

Respectfully submitted,

Jonathan Bynum  
Assessing Clerk

On behalf of

William Krajeski  
Assessor  
Town of Norwich

TOWN OF NORWICH  
FINANCE OFFICE  
PO BOX 376  
NORWICH, VERMONT 05055-0376

rrobinson@norwich.vt.us  
802-649-1419 ext 105

November 2, 2015

TO: Neil Fulton, Town Manager

FROM: Roberta Robinson, Finance Director

RE: Monthly Report for October 2015

- Delinquent Tax Collections through October were \$ 1,446. This makes delinquent taxes due at the end of October \$ 111,687. Penalty collected was \$ 116 and interest \$ 2,123 for delinquent and current year taxes. Last year at this time delinquent taxes due were \$ 92,042.
- Current year tax collections for 15-16 show \$ 79,670 of the first payment still outstanding at the end of October. Current year tax payments made during October were \$ 16,359.
- The 15-16 tax reconciliation to date shows the following:

BCA & State Board Changes (1)	( 2,433.)
Current Use (3)	( 88.)
HS-122 Homestead (16)	28,862.

Net Change    \$26,341

Late Filing Homestead Penalty \$ 14,823 included in above figures under homestead.



# Norwich Fire Department

11 Firehouse Lane

P.O. Box 376

Norwich, VT 05055-0376

Phone: 802-649-1133

Chief: Stephen Leinoff

[sleinoff@norwich.vt.us](mailto:sleinoff@norwich.vt.us) Fax: 802-649-1775

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To: Neil Fulton, Town Manager  
From: Stephen Leinoff, Chief  
Subject: Fire Department and Emergency Management Monthly Reports  
Date: November 2, 2015

## ***Fire and FAST Department***

This year's fire prevention week slogan was, "Hear the Beep Where You Sleep; Every Bedroom Needs a Working Smoke Alarm". We provided public fire safety education at the Marion Cross School, childcare centers and during our Halloween open house. The Norwich Support Team and our members served approximately 600 people during our annual Halloween open house.



*Lieutenant Peter Griggs and Firefighter Poston-Moore with students at the Marion Cross School during fire prevention week.*

Captain Chad Poston and Firefighter Theresa Poston-Moore are moving to Missouri. Chad and Theresa were extremely active, responding to alarms, providing training, and performing behind the scenes activities. Michael DuCharme was appointed as a call firefighter.

The boiler failed early in October. The service technician was able to get it running but reported it was in extremely bad condition and he almost "red tagged" it and said that there is no point in trying to fix it again if it fails. The installation of a new boiler is scheduled for November 4<sup>th</sup>.

We submitted a budget proposal to the Town Manager and reviewed the responses to our request for proposals for a public safety administration building.

## **Training**

FAST Squad training was on diabetic emergencies. Fire Department training was on fire and rescue procedures for hybrid/electrical vehicle and chimney fire operations.

## **Incidents**

We assisted the police department searching for a missing-uninjured hiker on Turnpike RD. A Vermont State Police K-9 unit and the Hanover Fire Department helped in the search.

<i>Call Types</i>	<i>Month</i>	<i>Year to Date</i>	<i>Prior Year to Date</i>
Structure Fires	1	8	6
Vehicle Fires	0	3	0
Wildland Fire	0	8	2
Other Fires	0	0	0
Medical	7	64	76
Vehicle Crashes	2	22	24
Hazardous			
Conditions no fire	0	19	15
Service Calls	2	16	18
Good Intent Calls	1	27	24
False Alarms	4	37	23
Other	0	0	0
<b>Total</b>	<b>17</b>	<b>209</b>	<b>188</b>

## ***Emergency Management***

A lightning strike damaged equipment at the radio communications tower. The equipment is repaired and we will submit an insurance claim for the damage (approximately \$1,500).

# **TOWN OF NORWICH ZONING & PLANNING**

November 2, 2015

## **October 2015 Monthly Report – Director of Planning & Zoning**

1. Planning Commission
  - Reviewed long-term work schedule for zoning and town plan revisions to be completed by end of 2015.
  - Continued to work on an implementation plan for Route 5 South/River Road Planning Study. Focused on compliance with state “anti-sprawl” guidelines and Act 250 criteria.
2. DRB
  - The DRB did not meet in October
  - Prepared for and warned November 5 subdivision hearing.
3. Zoning Administrator – Activities included:
  - Meetings with landowners on future development plans, permits, and hearings.
  - Site visits and office visits regarding permit applications, permit research for properties to be sold, and inspections of possible violations.
4. Other
  - Researched legal status Illsley Road and options to change status.
    - Site visit with landowner
  - Follow-up Smart Commute Survey on Norwich List.
  - Scheduled “Advanced Transit Bus Stop Community Open House” for November 17, 5PM to 7PM in Tracy Hall. Opportunity to share thoughts on improving bus stops on all AT Routes.

Phil Dechert



# NORWICH POLICE DEPARTMENT



CHIEF OF POLICE  
DOUGLAS A. ROBINSON

P.O. Box 311 ~ 10 Hazen Street ~ Norwich VT 05055 ~ 802-649-1460 ~ FAX 802-649-1775 ~ E-MAIL drobinso@dps.state.vt.us

Neil Fulton  
Town Manager  
Tracy Hall // 300 Main St.  
Norwich, Vermont 05055

November 2, 2015

RE: October 2015 Monthly Report

Neil;

As you requested, here are some of the monthly stats of the Police Department from the month of October 2015.

Norwich Officers responded to 123 incidents during the month of September, and of those calls seven (7) were outside the officers work schedule meaning officers responded seven (7) times to calls during off duty hours.

Norwich Police Department participates the National "Drug Take Back" days. Area Law Enforcement have stations where you can drop off your old, unused, expired, unwanted medications for proper disposal. The most recent Drug Take Back day Norwich collected over 14 lbs. of unwanted medication which was disposed of by the DEA.

Norwich officers participate in the MCS bike to school days. The most recent was on October 6 which was another great success. Dozens of bicycles, unicycles, scooters, runners and walkers all participated and were led down Main Street from Huntley Meadow to MCS. We are looking forward to the spring bike to school day.

Norwich Officers participated in the first annual Windsor County Sex Offender Registry Sweep. There are approximately 110 registered sex offenders in Windsor County, the organized sweep was to confirm residences and that the offenders are complying with any conditions and are not violating any probation conditions.

Norwich officers participated in the Halloween party at the Norwich Inn by helping the little goblins safely cross the street from the Inn. Officers also handed out over 250 glow sticks to those that attended the Norwich Inn costume party.

## ACTIVITY

<b>CALL TYPES</b>	<b>October 2015</b>	<b>2015 YEAR TO DATE</b>	<b>PREVIOUS YEAR</b>
Burglaries	1	8	6
Vehicles Crashes	2	56	88
Intrusion Alarms	10	64	58
Frauds	2	27	32
One arrest for Simple Assault and Disorderly Conduct. The arrest was the result of an investigation of two family members fighting on Main Street. The aggressor was cited to appear in court at a later date.			

- |                                 |            |
|---------------------------------|------------|
| 1. Over Time Hours              | 68.5 hours |
| 2. Sick Time Hours              | 8 hours    |
| 3. Vac/Hol/Per Time Hours       | 16 hours   |
| 4. Part Time Officer Hours      | 19 hours   |
| 5. Total #of calls responded to | 123 calls  |
| 6. Training Hours               | 16 hours   |
| 7. Grant Funded Hours           | 13 hours   |

Respectfully;

**D.A.R.**

Douglas A. Robinson  
Chief of Police



**TOWN OF NORWICH**  
**DEPARTMENT OF PUBLIC WORKS**  
26 New Boston Road  
Norwich, VT 05055  
802-649-2209 Fax: 802-296-0060  
[Ahodgdon@norwich.vt.us](mailto:Ahodgdon@norwich.vt.us)

To: Neil Fulton, Town Manager  
From: Andy Hodgdon, Public Works Director  
Subject: Public Works Monthly Report  
Date: October 31, 2015

Part of this month's report will come from an excel program that provides statistics for all Public Works functions.

Paving Grant Projects:

The funds from the VT AOT paving grant for the paving of Route 132 have been expended. Segment 2 of Route 132 had some very low spots caused by heavy trucking of material by the EPA's copper mine project. These spots have been shimmed to bring the road back up to grade. Segment 2 will need to be repaved within the next couple of years. Sections 1 and 3 have been completed.

Personnel:

Bob Barden had surgery on Monday, October 26<sup>th</sup> and will be out for 3-6 months. A temporary replacement will be hired to cover the winter months.

Pending Projects:

- We are currently out to bid for contracted snowplowing and sanding.
- We will soon be going out to bid for the repairs on Bridge 42
- There is still more roadside mowing to be completed before winter.

# NORWICH RECREATION DEPARTMENT

Jill Kearney Niles - Director

649-1419; Ext. 109

[Recreation@norwich.vt.us](mailto:Recreation@norwich.vt.us)

## OCTOBER 2015 Monthly Report

### Recreation Program Update:

Our Youth Basketball Plus brochure was completed and on-line registration was opened. Besides Basketball it includes Late Fall Youth Yoga, Teen/Tween Fitness as well as a new Holiday Art Gift-Making Workshop. Our Adult programs are also gaining steam as the weather chills with 18 in our Fitness programs and approximately 30 in Yoga classes. Table Tennis and Kung Fu continue with a new Adult Fitness session starting up, also.

Observing all of our K - 6<sup>th</sup> grade soccer teams in action was one of my highlights this month. We had excellent coaches and all participants, as well as the coaches, appeared to be having a great time. Approximately two thirds of the entire MC School population took part in our Soccer program. October concluded our fall Lacrosse and Middle School Cross-Country (XC) Running programs. We hosted our second and final Middle School XC home meet with approximately 70 runners participating. It has now become a tradition for the Hanover High School XC team to run over the bridge to our Green to warm up our team, and then cheer them on. Many of the HS runners have gone through our program and were excited to contribute back, serving as wonderful mentors.

### Meetings & Professional Development:

I attended our monthly Recreation Council meeting. The Annual Vermont Conference on Recreation, organized by the Vermont Recreation & Parks Association (VRPA) was extremely worthwhile. The speakers were inspiring and the sessions informative and applicable. From Designing Multi-use Trails to Race Management, Recreation Apps and Programming from Zero to Sixty; the sessions were all great. I held my annual Basketball Coaches' orientation meeting in late October with many return veteran coaches. We have a wonderful and dedicated crew on board for the season ahead.

### Events:

Our annual Halloween Celebration at the Norwich Inn on Saturday had an amazing turn-out. The Norwich Inn owners, Jill & Joe Lavin were fabulous hosts as usual, providing an unending stream of fresh delicious cookies and hot chocolate for families to enjoy. We had apple bobbing, a swinging donut hole game, a big leaf pile to jump in, face-painting, apple cider and giant bubbles. We thank our volunteers, Marguerite and Sophie Dunn, Laura Duncan, Brian Tompkins, as well as the whole staff of the Norwich Inn. Incredible photographer Lars Blackmore once again did an amazing job documenting this year's event. I hope you enjoy seeing what Lars captured @ <http://gallery.ameridane.org/Projects/Norwich-Halloween-2015/>

### Facilities:

Working with all the groups who rent space at Huntley Meadow we were able to avoid overflow parking issues. Creative, coordinated scheduling as well as making folks aware of the problem with a request to carpool or walk/bike, did the trick. The challenge will continue in the spring which is always the busiest season.

### Budget:

I prepared my Recreation budget for the upcoming fiscal year and Neil, Roberta and I met to streamline it. I hope you will all support it.

Respectfully submitted by,

Jill