

TOWN OF NORWICH  
P.O. Box 376  
NORWICH, VERMONT 05055-0376  
TEL. (802) 649-1419 Ext. 101 or 102

**Agenda for the Selectboard Meeting of Wednesday, January 27, 2016 at 6:15 PM**  
(Times Are Approximate)

- 1) 6:15 pm - Litigation (Executive Session May be Required) (Action Anticipated)
- 2) **6:30 pm** - Approval of Agenda (Action Item) 2 minutes
- 3) Public Comments (Discussion) 10 minutes
- 4) Town Manager's Report (Discussion) 10 minutes
- 5) Finance – Board to Sign Accounts Payable/Warrants (Action Item) 5 minutes
- 6) SRTS – Church Street Sidewalk Project (Discussion/Possible Action Item) 10 minutes
- 7) Norwich Conservation Commission Request to Spend \$3,635 from the Conservation Commission Reserve Fund to Pay an Invoice from Excavations Unlimited for Materials to be Used for Gile Mountain Trail (Discussion/Possible Action Item) 5 minutes
- 8) Norwich Conservation Commission Request to Spend \$30,000 from the Conservation Commission Reserve Fund to assist in the Proposed Conservation Easement on the Sullivan Farmland (Discussion/Possible Action Item) 5 minutes
- 9) Illsley Road Bridge (Discussion) 10 minutes
- 10) Town Clerk's Compensation (Discussion/Possible Action Item) 5 minutes
- 11) FY17 Budget (Discussion/Action Item) 10 minutes
  - a) Alternate Project Funding
- 12) Town Meeting Warning (Discussion/Action Item) 10 minutes
- 13) Capital Facilities (Discussion/Possible Action Item) 15 minutes
- 14) Review of Banner Policy (Discussion/Possible Action Item) 10 minutes
- 15) Correspondence (Discussion/Possible Action Item) 5 minutes
  - a) Memo from Nate Stearns Re: Norwich Pool Dam, Stream Alteration Permit Application Post Mortem
- 16) Selectboard
  - a) Approval of the Minutes of the 1/6/16 Selectboard Meeting (Action Item) 5 minutes
  - b) Review of Next Agendas (Discussion/Possible Action Item) 5 minutes

**Next Regular Meeting – February 10, 2016 at 6:30 PM**

***To receive email notices of Selectboard meetings and hearings, agendas, minutes and other notices, send an email to [manager-assistant@norwich.vt.us](mailto:manager-assistant@norwich.vt.us) requesting to be placed on the Town Email List.***

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
ARC	ARC MECHANICAL CONTRACTOR	12/31/15	TH--BOILER MAINTENANCE 77625	01-5-706103.00 HEATING	1538.68	-----	--/--/--
BAYSTATE	BAY STATE ELEVATOR CO.	01/01/16	TH--ELEV MAINT JAN 16 407167	01-5-706107.00 ELEVATOR MAINTENANCE	228.65	-----	--/--/--
BB	BB CHAIN INC	01/14/16	HWY--TIRE CHAIN LINKS 6793	01-5-703403.00 PARTS & SUPPLIES	1046.30	2916	01/27/16
BCBS	BLUE CROSS/BLUE SHIELD OF	01/06/16	HEALTH INSURANCE FEB 16 FEB 16	01-5-005123.00 HEALTH INSUR	803.84	2917	01/27/16
BCBS	BLUE CROSS/BLUE SHIELD OF	01/06/16	HEALTH INSURANCE FEB 16 FEB 16	01-5-100123.00 HEALTH INS	1989.84	2917	01/27/16
BCBS	BLUE CROSS/BLUE SHIELD OF	01/06/16	HEALTH INSURANCE FEB 16 FEB 16	01-5-200123.00 HEALTH INS	484.82	2917	01/27/16
BCBS	BLUE CROSS/BLUE SHIELD OF	01/06/16	HEALTH INSURANCE FEB 16 FEB 16	01-5-300123.00 HEALTH INS	290.89	2917	01/27/16
BCBS	BLUE CROSS/BLUE SHIELD OF	01/06/16	HEALTH INSURANCE FEB 16 FEB 16	01-5-350123.00 HEALTH INS	1313.26	2917	01/27/16
BCBS	BLUE CROSS/BLUE SHIELD OF	01/06/16	HEALTH INSURANCE FEB 16 FEB 16	01-5-425123.00 HEALTH INS	506.32	2917	01/27/16
BCBS	BLUE CROSS/BLUE SHIELD OF	01/06/16	HEALTH INSURANCE FEB 16 FEB 16	01-5-704123.00 HEALTH INSURANCE	1483.52	2917	01/27/16
BCBS	BLUE CROSS/BLUE SHIELD OF	01/06/16	HEALTH INSURANCE FEB 16 FEB 16	01-5-500123.00 HEALTH INS	5604.88	2917	01/27/16
BCBS	BLUE CROSS/BLUE SHIELD OF	01/06/16	HEALTH INSURANCE FEB 16 FEB 16	01-5-703123.00 HEALTH INSUR	8002.11	2917	01/27/16
BROWN	CHARLIE BROWN'S	01/04/16	CEMCOM--TRIMMER MAINT 2461002	01-5-675430.00 REPAIRS & MAINT.	180.66	2918	01/27/16
CANON	CANON SOLUTIONS AMERICA,	12/29/15	GADMIN--COPIERS Q'RTLY 4017900763	01-5-275620.00 PHOTOCOPIER	333.63	2919	01/27/16
CASELLA	CASELLA WASTE SERVICES	01/02/16	SW--DEC 15 RECYCLING 0227190	01-5-705305.00 RECYCLING	2893.43	-----	--/--/--
CASELLA	CASELLA WASTE SERVICES	01/02/16	SW--DEC 15 TRASH FEES 0227191	01-5-705303.00 MUNICIPAL SOLID WASTE	4737.30	-----	--/--/--
CCBA	CARTER COMMUNITY BUILDING	01/21/16	REC--UVRA 2016 DUES JAN 2016	01-5-425160.00 DUES/MTGS/EDUC	50.00	2920	01/27/16
CED	CONSOLIDATED ELECTRICAL D	12/22/15	FD--RETURN CREDIT 9433-264453	01-5-555422.00 FIRE TOOLS & EQUIPMENT	-60.60	-----	--/--/--
CED	CONSOLIDATED ELECTRICAL D	01/11/16	TH--ELECTRICAL SUPPLIES 9433-714794	01-5-706113.00 REPAIRS & MAINTENANCE	60.60	-----	--/--/--
CED	CONSOLIDATED ELECTRICAL D	01/12/16	TH--ELECTRICAL SUPPLIES 9433-716057	01-5-706113.00 REPAIRS & MAINTENANCE	50.65	-----	--/--/--
CHILDSUPP	OFFICE OF CHILD SUPPORT	01/19/16	CHILD SUPP PEND 1-16-16 PEND1-16-16	01-2-001115.00 CHILD SUPPORT PAYABLE	244.92	2914	01/20/16
COMCAST	COMCAST	01/06/16	GADMIN--FIXED IP 1/6/16 #1	01-5-275632.00 SERVER MAINTENANCE	19.95	2921	01/27/16
COMCAST	COMCAST	01/06/16	FD--FIXED IP 1/6/16 #2	01-5-550235.00 TELEPHONE & INTERNET	34.90	2921	01/27/16
COTT	COTT SYSTEMS INC	02/01/16	TC--FEB 16 HOSTING 107798	01-5-100613.00 SOFTWARE	225.00	-----	--/--/--
CRYSTAL	CRYSTAL ROCK, LLC	12/31/15	SW--EQUIP RENTAL 12/31/15	01-5-705515.00 ADMINISTRATION	24.00	-----	--/--/--

11:41 am

Check Warrant Report # 16-17 Current Prior Next FY Invoices For Fund (General)

RRobinson

All Invoices For Check Acct 01(General) 01/20/16 To 01/27/16

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
D&W	12/07/15	DAN & WHIT'S GENERAL STOR PL--HARDWARE 4606526	01-5-350610.00 OFFICE SUPPLIES	16.78	2922	01/27/16
D&W	12/08/15	DAN & WHIT'S GENERAL STOR TH--CARPET CLEANER RENTAL 4606732	01-5-706113.00 REPAIRS & MAINTENANCE	48.98	2922	01/27/16
D&W	12/17/15	DAN & WHIT'S GENERAL STOR FD--HARDWARE 4616237	01-5-550301.00 SUPPLIES	5.35	2922	01/27/16
D&W	12/17/15	DAN & WHIT'S GENERAL STOR REC--CAROL SING GIFTS 4616486	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	33.97	2922	01/27/16
DESMEULES	01/05/16	DESMEULES OLMSTEAD & OSTL TADMIN--KATUCKI LAWSUIT 59830	01-5-005300.00 PROFESS SERV	300.00	2923	01/27/16
DIGITALLY	10/19/15	DIGITAL ALLY, INC. PD--TRANSMISSION MODULE 1081011	01-5-500304.00 CRUISER VIDEO EQUIP	215.00	2924	01/27/16
DIMMICK	12/29/15	DIMMICK WASTEWATER SERVIC SW--PORT-A-POT NOV/DEC15 24056	01-5-705500.00 PURCHASED SERVICES	180.00	2925	01/27/16
EARTHLINK	01/10/16	EARTHLINK BUSINESS DEC 15 TELEPHONE 1/10/16	01-5-005531.00 ADMIN TELEPHONE	37.93	2926	01/27/16
EARTHLINK	01/10/16	EARTHLINK BUSINESS DEC 15 TELEPHONE 1/10/16	01-5-100531.00 TELEPHONE	37.94	2926	01/27/16
EARTHLINK	01/10/16	EARTHLINK BUSINESS DEC 15 TELEPHONE 1/10/16	01-5-200531.00 TELEPHONE	37.94	2926	01/27/16
EARTHLINK	01/10/16	EARTHLINK BUSINESS DEC 15 TELEPHONE 1/10/16	01-5-275531.00 TELEPHONE	60.53	2926	01/27/16
EARTHLINK	01/10/16	EARTHLINK BUSINESS DEC 15 TELEPHONE 1/10/16	01-5-300531.00 TELEPHONE	37.94	2926	01/27/16
EARTHLINK	01/10/16	EARTHLINK BUSINESS DEC 15 TELEPHONE 1/10/16	01-5-350531.00 TELEPHONE	37.94	2926	01/27/16
EARTHLINK	01/10/16	EARTHLINK BUSINESS DEC 15 TELEPHONE 1/10/16	01-5-425127.00 TELEPHONE	37.94	2926	01/27/16
EARTHLINK	01/10/16	EARTHLINK BUSINESS DEC 15 TELEPHONE 1/10/16	01-5-475238.00 ADMIN TELEPHONE	209.87	2926	01/27/16
EARTHLINK	01/10/16	EARTHLINK BUSINESS DEC 15 TELEPHONE 1/10/16	01-5-550235.00 TELEPHONE & INTERNET	31.67	2926	01/27/16
EARTHLINK	01/10/16	EARTHLINK BUSINESS DEC 15 TELEPHONE 1/10/16	01-5-705505.00 TELEPHONE	35.48	2926	01/27/16
EARTHLINK	01/10/16	EARTHLINK BUSINESS DEC 15 TELEPHONE 1/10/16	01-5-703505.00 TELEPHONE	51.99	2926	01/27/16
ECONO	01/11/16	ECONO SIGNS, LLC HWY--STREET SIGN 10-926574	01-5-703217.00 SIGNS	54.16	2927	01/27/16
EVANSMOTO	01/05/16	EVANS GROUP, INC. HWY--460.0 GALS BIODIESEL 576429	01-5-703405.00 PETROLEUM PRODUCTS	767.65	-----	--/--/--
EVANSMOTO	01/11/16	EVANS GROUP, INC. HWY--425.0 GALS BIODIESEL 576866	01-5-703405.00 PETROLEUM PRODUCTS	674.61	-----	--/--/--
EYEMED	01/07/16	COMBINED INSURANCE CO OF JAN 16 VISION INSURANCE 8422228	01-2-001126.00 VISION SERV PLAN-PAYROLL	165.54	2928	01/27/16
FREIGHTNH	01/07/16	FREIGHTLINER OF NEW HAMPS HWY--TRK#10 AIR VALVE LP240060	01-5-703403.00 PARTS & SUPPLIES	62.85	2929	01/27/16
FREIGHTNH	01/14/16	FREIGHTLINER OF NEW HAMPS HWY--TRK#8 ANTENNAE LP240343	01-5-703403.00 PARTS & SUPPLIES	34.23	2929	01/27/16
GIRARD	01/12/16	JOHN GIRARD SR REC--B'BALL OFFICIATING 1/12/16	01-5-425214.00 REFERREE/UMPIRE	336.00	2930	01/27/16

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
GMPC	12/31/15	PD--BEAVER MEADOW SIGN 24966DEC15	01-5-500204.00 SPEED SIGNS	4.02	2931	01/27/16
GMPC	12/31/15	TH--BANDSTAND 95726DEC15	01-5-706115.00 BANDSTAND & SIGN ELECTRIC	41.12	2931	01/27/16
GOODWIN	01/21/16	REC--TWEEN & ADULT FITNESS 1/21/16	01-5-425200.00 INSTRUCTOR FEE	119.00	2932	01/27/16
GRAYLIN	01/13/16	ENECOM--COLLECTION BOXES 1/13/16	01-2-002108.00 ENERGY COMM. GRANT LIABI	11.37	-----	--/--/--
GREATWEST	01/21/16	DEFERRED COMP JAN 16 JAN 16	01-2-001116.00 DEFERRED COMPENSATION	2394.68	2933	01/27/16
GREATWEST	01/21/16	DEFERRED COMP JAN 16 JAN 16	01-2-001116.10 ROTH PLAN 457	1030.00	2933	01/27/16
HANOVERRE	01/21/16	REC--TOURNEY ENTRY FEE 1/21/16	01-5-425216.00 ENTRY FEE	65.00	2934	01/27/16
HARTFORD	12/31/15	PD--DISPATCH JAN-MAR 16 7123	01-5-500536.00 DISPATCH SERVICES	11828.50	-----	--/--/--
HAUN	02/01/16	HWY--CYLINDER LEASE 0890469	01-5-703401.00 OUTSIDE REPAIRS	134.55	-----	--/--/--
HAUN	01/01/16	HWY--CYLINDER RENTAL N703486	01-5-703401.00 OUTSIDE REPAIRS	7.79	-----	--/--/--
HAYNES	01/08/16	REC--TABLE TENNIS 1/8/16	01-5-425200.00 INSTRUCTOR FEE	158.00	2935	01/27/16
IRVINGOIL	01/08/16	HWY--612.7 GALS PROPANE 524879	01-5-703503.00 PROPANE	790.38	-----	--/--/--
LAWSON	12/30/15	HWY--FITTINGS 9303789990	01-5-703403.00 PARTS & SUPPLIES	215.21	2936	01/27/16
LINCOLN	01/09/16	FEB 16 LIFE & DISABILITY FEB 16	01-5-005124.00 DISABILITY/LIFE INSUR	141.33	-----	--/--/--
LINCOLN	01/09/16	FEB 16 LIFE & DISABILITY FEB 16	01-5-100124.00 DISABILITY/LIFE INS	111.12	-----	--/--/--
LINCOLN	01/09/16	FEB 16 LIFE & DISABILITY FEB 16	01-5-200124.00 DISABILITY/LIFE INS	95.85	-----	--/--/--
LINCOLN	01/09/16	FEB 16 LIFE & DISABILITY FEB 16	01-5-300124.00 DISABILITY/LIFE INSURANCE	19.40	-----	--/--/--
LINCOLN	01/09/16	FEB 16 LIFE & DISABILITY FEB 16	01-5-350124.00 DISABILITY/LIFE INS	61.10	-----	--/--/--
LINCOLN	01/09/16	FEB 16 LIFE & DISABILITY FEB 16	01-5-425124.00 DISABILITY/LIFE INSUR	70.06	-----	--/--/--
LINCOLN	01/09/16	FEB 16 LIFE & DISABILITY FEB 16	01-5-704124.00 DISABILITY/LIFE	75.36	-----	--/--/--
LINCOLN	01/09/16	FEB 16 LIFE & DISABILITY FEB 16	01-5-500124.00 DISABILITY/LIFE INS	271.97	-----	--/--/--
LINCOLN	01/09/16	FEB 16 LIFE & DISABILITY FEB 16	01-5-555124.00 DISABILITY/LIFE INSURANCE	68.16	-----	--/--/--
LINCOLN	01/09/16	FEB 16 LIFE & DISABILITY FEB 16	01-5-703124.00 DISABILITY/LIFE	364.04	-----	--/--/--
MAYO	01/12/16	REC--B'BALL OFFICIATING 1/12/16	01-5-425214.00 REFERREE/UMPIRE	240.00	2937	01/27/16
MIS1	01/19/16	ESCROW OVERPAYMENT 1/19/16	01-2-001148.00 TAX OVERPAYMENTS	230.00	2938	01/27/16

All Invoices For Check Acct 01(General) 01/20/16 To 01/27/16

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
MIS2	01/12/16	CENTRAL EQUIPMENT OF CNY, HWY--HOLDER NOZZLES 1/12/16	01-5-703403.00 PARTS & SUPPLIES	27.26	2939	01/27/16
MIS3	01/20/16	SHEILAH RAHFIELD REC--CIRCUS CAMP REFUND 1/20/16	01-4-000355.00 RECREATION FEES	375.00	2940	01/27/16
MORTON	12/30/15	MORTON SALT DPW--64.01 TONS SALT 5400950311	01-5-703201.00 SALT & CHEMICALS	4314.92	2941	01/27/16
MORTON	01/05/16	MORTON SALT DPW--64.70 TONS SALT 5400953681	01-5-703201.00 SALT & CHEMICALS	4361.43	2941	01/27/16
MORTON	01/06/16	MORTON SALT DPW--33.41 TONS SALT 5400954901	01-5-703201.00 SALT & CHEMICALS	2252.17	2941	01/27/16
NORHISTOR	01/11/16	NORWICH HISTORICAL SOCIET 2ND QTR FY16 APPROPR 1/11/16	01-5-800315.00 NORWICH HISTORICAL SOC.	2000.00	-----	--/--/--
NORNURSE	01/14/16	NORTHERN NURSERIES B&G--PRUNING SUPPLIES 062200005631	01-5-704413.00 TOOLS	245.00	2942	01/27/16
NORSOLAR	12/15/15	NORWICH SOLAR PROJECT I, PD/TH/SW/FD--SOLAR DEC 15 DEC 15	01-5-500204.00 SPEED SIGNS	82.14	-----	--/--/--
NORSOLAR	12/15/15	NORWICH SOLAR PROJECT I, PD/TH/SW/FD--SOLAR DEC 15 DEC 15	01-5-706115.00 BANDSTAND & SIGN ELECTRIC	51.34	-----	--/--/--
NORSOLAR	12/15/15	NORWICH SOLAR PROJECT I, PD/TH/SW/FD--SOLAR DEC 15 DEC 15	01-5-705501.00 ELECTRICITY	78.72	-----	--/--/--
NORSOLAR	12/15/15	NORWICH SOLAR PROJECT I, PD/TH/SW/FD--SOLAR DEC 15 DEC 15	01-5-475233.00 ELECTRICITY	203.63	-----	--/--/--
NORSOLAR	12/15/15	NORWICH SOLAR PROJECT I, PD/TH/SW/FD--SOLAR DEC 15 DEC 15	01-5-550233.00 ELECTRICITY	109.64	-----	--/--/--
NORSOLAR	01/15/16	NORWICH SOLAR PROJECT I, PD/TH/SW/FD--SOLAR JAN 16 JAN 16	01-5-500204.00 SPEED SIGNS	82.14	-----	--/--/--
NORSOLAR	01/15/16	NORWICH SOLAR PROJECT I, PD/TH/SW/FD--SOLAR JAN 16 JAN 16	01-5-706115.00 BANDSTAND & SIGN ELECTRIC	51.34	-----	--/--/--
NORSOLAR	01/15/16	NORWICH SOLAR PROJECT I, PD/TH/SW/FD--SOLAR JAN 16 JAN 16	01-5-705501.00 ELECTRICITY	78.72	-----	--/--/--
NORSOLAR	01/15/16	NORWICH SOLAR PROJECT I, PD/TH/SW/FD--SOLAR JAN 16 JAN 16	01-5-475233.00 ELECTRICITY	203.63	-----	--/--/--
NORSOLAR	01/15/16	NORWICH SOLAR PROJECT I, PD/TH/SW/FD--SOLAR JAN 16 JAN 16	01-5-550233.00 ELECTRICITY	109.64	-----	--/--/--
PBA	01/21/16	NEW ENGLAND PBA, INC JAN 16 UNION DUES JAN 16	01-2-001117.00 UNION DUES PAYABLE	344.00	-----	--/--/--
PETESTIRE	01/05/16	PETE'S TIRE BARNS, INC FD--TIRE REPAIR 243062	01-5-555528.00 FIRE TRK R & M	42.50	2943	01/27/16
PIKE	12/22/15	PIKE INDUSTRIES INC HWY--7.18 TNS EROS STN 850213	01-5-703207.00 GRAVEL & STONE	71.80	-----	--/--/--
PIKE	01/12/16	PIKE INDUSTRIES INC HWY--8.38 TNS MANU SAND 851531	01-5-703203.00 SAND	131.99	-----	--/--/--
PIKE	01/12/16	PIKE INDUSTRIES INC HWY--40.87 TNS MANU SAND 851607	01-5-703203.00 SAND	643.70	-----	--/--/--
PUTTERMAN	01/08/16	M. PUTTERMAN & CO LLC TH--GYM FLOOR TAPE 0188406-IN	01-5-706109.00 BUILDING SUPPLIES	140.31	-----	--/--/--
QUILL	01/13/16	QUILL CORPORATION GAD/TAD--PAPER, PENS 2292718	01-5-275610.00 OFFICE SUPPLIES	114.28	-----	--/--/--
QUILL	01/13/16	QUILL CORPORATION GAD/TAD--PAPER, PENS 2292718	01-5-005610.00 OFFICE SUPPLIES	19.26	-----	--/--/--

01/22/16  
11:41 am

Town of Norwich Accounts Payable  
Check Warrant Report # 16-17 Current Prior Next FY Invoices For Fund (General)  
All Invoices For Check Acct 01(General) 01/20/16 To 01/27/16

Page 5 of 7  
RRobinson

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
REDPMA	01/20/16	MARGARET C REDPATH REC--SNOWSHOE INSTRUCT 1/12/16	01-5-425200.00 INSTRUCTOR FEE	535.50	2944	01/27/16
RICHARDSO	01/09/16	TAD RICHARDSON GADMIN--COMPUTER INSTALL 1143	01-5-275632.00 SERVER MAINTENANCE	312.75	-----	--/--/--
SOLAFLECT	12/15/15	SOLAFLECT SOLAR PARK I, L TH/HWY--SOLAR DEC 2015 DEC 15	01-5-706101.00 ELECTRICITY	783.60	-----	--/--/--
SOLAFLECT	12/15/15	SOLAFLECT SOLAR PARK I, L TH/HWY--SOLAR DEC 2015 DEC 15	01-5-703501.00 ELECTRICITY	64.53	-----	--/--/--
SOLAFLECT	01/15/16	SOLAFLECT SOLAR PARK I, L TH/HWY--SOLAR JAN 2016 JAN 16	01-5-706101.00 ELECTRICITY	783.60	-----	--/--/--
SOLAFLECT	01/15/16	SOLAFLECT SOLAR PARK I, L TH/HWY--SOLAR JAN 2016 JAN 16	01-5-703501.00 ELECTRICITY	64.53	-----	--/--/--
SOUTHWORT	12/14/15	SOUTHWORTH-MILTON, INC. HWY--GRADER REPAIR INV115279#2	01-5-703401.00 OUTSIDE REPAIRS	384.90	2945	01/27/16
SOVERNET	01/15/16	SOVERNET, INC. DEC 15--JAN 16 LONG DISTAN 3593918	01-5-005531.00 ADMIN TELEPHONE	9.42	2946	01/27/16
SOVERNET	01/15/16	SOVERNET, INC. DEC 15--JAN 16 LONG DISTAN 3593918	01-5-100531.00 TELEPHONE	0.55	2946	01/27/16
SOVERNET	01/15/16	SOVERNET, INC. DEC 15--JAN 16 LONG DISTAN 3593918	01-5-200531.00 TELEPHONE	0.89	2946	01/27/16
SOVERNET	01/15/16	SOVERNET, INC. DEC 15--JAN 16 LONG DISTAN 3593918	01-5-275531.00 TELEPHONE	2.06	2946	01/27/16
SOVERNET	01/15/16	SOVERNET, INC. DEC 15--JAN 16 LONG DISTAN 3593918	01-5-300531.00 TELEPHONE	2.39	2946	01/27/16
SOVERNET	01/15/16	SOVERNET, INC. DEC 15--JAN 16 LONG DISTAN 3593918	01-5-350531.00 TELEPHONE	2.49	2946	01/27/16
SOVERNET	01/15/16	SOVERNET, INC. DEC 15--JAN 16 LONG DISTAN 3593918	01-5-425127.00 TELEPHONE	4.22	2946	01/27/16
SOVERNET	01/15/16	SOVERNET, INC. DEC 15--JAN 16 LONG DISTAN 3593918	01-5-475238.00 ADMIN TELEPHONE	15.18	2946	01/27/16
SOVERNET	01/15/16	SOVERNET, INC. DEC 15--JAN 16 LONG DISTAN 3593918	01-5-550235.00 TELEPHONE & INTERNET	1.85	2946	01/27/16
SOVERNET	01/15/16	SOVERNET, INC. DEC 15--JAN 16 LONG DISTAN 3593918	01-5-705505.00 TELEPHONE	0.43	2946	01/27/16
SOVERNET	01/15/16	SOVERNET, INC. DEC 15--JAN 16 LONG DISTAN 3593918	01-5-703505.00 TELEPHONE	15.79	2946	01/27/16
STAPLES.	01/04/16	STAPLES CREDIT PLAN B&G--TIMECARDS 3212545001	01-5-704403.00 PARTS & SUPPLIES	9.19	2947	01/27/16
STAPLES.	01/11/16	STAPLES CREDIT PLAN SW--INK CARTRIDGES 3573193001	01-5-705515.00 ADMINISTRATION	34.19	2947	01/27/16
UNIFIRST	11/09/15	UNIFIRST CORPORATION TH--PURELL MACHINE RENTAL 035 3951792	01-5-706109.00 BUILDING SUPPLIES	15.16	-----	--/--/--
UNIFIRST	01/04/16	UNIFIRST CORPORATION DPW-UNIFORMS & SUPPLIES 035 3970656	01-5-703311.00 UNIFORMS	116.01	-----	--/--/--
UNIFIRST	01/04/16	UNIFIRST CORPORATION DPW-UNIFORMS & SUPPLIES 035 3970656	01-5-703507.00 SUPPLIES	2.00	-----	--/--/--
UNIFIRST	01/04/16	UNIFIRST CORPORATION DPW-UNIFORMS & SUPPLIES 035 3970656	01-5-703515.00 ADMINISTRATION	13.60	-----	--/--/--
UNIFIRST	01/04/16	UNIFIRST CORPORATION DPW-UNIFORMS & SUPPLIES 035 3970656	01-5-704311.00 UNIFORMS	32.34	-----	--/--/--

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
UNIFIRST	01/11/16	DPW-UNIFORMS & SUPPLIES 035 3973043	01-5-703311.00 UNIFORMS	182.70	-----	--/--/--
UNIFIRST	01/11/16	DPW-UNIFORMS & SUPPLIES 035 3973043	01-5-703507.00 SUPPLIES	2.00	-----	--/--/--
UNIFIRST	01/11/16	DPW-UNIFORMS & SUPPLIES 035 3973043	01-5-703515.00 ADMINISTRATION	13.60	-----	--/--/--
UNIFIRST	01/11/16	DPW-UNIFORMS & SUPPLIES 035 3973043	01-5-704311.00 UNIFORMS	28.20	-----	--/--/--
VALLEYNEW	12/26/15	HWY--CLASSIFIED 01244729	01-5-703515.00 ADMINISTRATION	149.75	2948	01/27/16
VALLEYNEW	12/12/15	TADMIN--CLASSIFIED 01244900	01-5-005540.00 ADVERTISING	104.83	2948	01/27/16
VALLEYNEW	12/23/15	TADMIN--CLASSIFIED 01245231	01-5-005540.00 ADVERTISING	17.97	2948	01/27/16
VMERSDC	01/19/16	TM/FD/FIN/ASS--RETIREMENT PEND1-16-16	01-2-001112.00 VMERS DEF CONTRB PAY	441.72	2915	01/20/16
VMERSDC	01/19/16	TM/FD/FIN/ASS--RETIREMENT PEND1-16-16	01-5-005126.00 VT RETIREMENT	236.99	2915	01/20/16
VMERSDC	01/19/16	TM/FD/FIN/ASS--RETIREMENT PEND1-16-16	01-5-555125.00 VT RETIREMENT	130.29	2915	01/20/16
VMERSDC	01/19/16	TM/FD/FIN/ASS--RETIREMENT PEND1-16-16	01-5-200126.00 VT RETIREMENT	53.43	2915	01/20/16
VMERSDC	01/19/16	TM/FD/FIN/ASS--RETIREMENT PEND1-16-16	01-5-300126.00 VT RETIREMENT	32.06	2915	01/20/16
VMERS	01/21/16	JAN 2016 RETIREMENT JAN 16	01-5-005126.00 VT RETIREMENT	272.98	2949	01/27/16
VMERS	01/21/16	JAN 2016 RETIREMENT JAN 16	01-5-100126.00 VT RETIREMENT	414.53	2949	01/27/16
VMERS	01/21/16	JAN 2016 RETIREMENT JAN 16	01-5-200126.00 VT RETIREMENT	272.37	2949	01/27/16
VMERS	01/21/16	JAN 2016 RETIREMENT JAN 16	01-5-350126.00 VT RETIREMENT	267.03	2949	01/27/16
VMERS	01/21/16	JAN 2016 RETIREMENT JAN 16	01-5-425126.00 VT RETIREMENT	272.37	2949	01/27/16
VMERS	01/21/16	JAN 2016 RETIREMENT JAN 16	01-5-500126.00 VT RETIREMENT	178.20	2949	01/27/16
VMERS	01/21/16	JAN 2016 RETIREMENT JAN 16	01-5-703126.00 RETIREMENT	1435.32	2949	01/27/16
VMERS	01/21/16	JAN 2016 RETIREMENT JAN 16	01-5-704126.00 RETIREMENT	361.41	2949	01/27/16
VMERS	01/21/16	JAN 2016 RETIREMENT JAN 16	01-5-500126.00 VT RETIREMENT	1233.13	2949	01/27/16
VMERS	01/21/16	JAN 2016 RETIREMENT JAN 16	01-2-001111.00 VEMRS GRP B PAYABLE	3079.43	2949	01/27/16
VMERS	01/21/16	JAN 2016 RETIREMENT JAN 16	01-2-001113.00 VEMRS GRP C PAYABLE	1700.87	2949	01/27/16
VTFRAN	01/05/16	4TH QTR 15 FRANCHISE TAX 1/5/16	01-5-705517.00 VERMONT FRANCHISE TAX	571.54	2950	01/27/16
VTHEALTH	01/14/16	TC--ENGRAVED PAPER 1/14/2016	01-5-100209.00 VITAL STATISTICS	2.50	2951	01/27/16

01/22/16  
11:41 am

Town of Norwich Accounts Payable  
Check Warrant Report # 16-17 Current Prior Next FY Invoices For Fund (General)  
All Invoices For Check Acct 01(General) 01/20/16 To 01/27/16

Page 7 of 7  
RRobinson

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
WBMASON	01/07/16	TH--BUILDING SUPPLIES I31261751	01-5-706109.00 BUILDING SUPPLIES	377.99	-----	--/--/--
ZEE	01/06/16	HWY/SW--MED KIT SUPPLIES 0113668720	01-5-703507.00 SUPPLIES	211.15	-----	--/--/--
ZEE	01/06/16	HWY/SW--MED KIT SUPPLIES 0113668720	01-5-705515.00 ADMINISTRATION	56.15	-----	--/--/--
Report Total				85590.09	=====	=====

To the Treasurer of Town of Norwich, We hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ \*\*\*\*85,590.09  
Let this be your order for the payments of these amounts.

FINANCE DIRECTOR   
Roberta Robinson

TOWN MANAGER: \_\_\_\_\_  
Neil Fulton, Town Manager

SELECTBOARD:

\_\_\_\_\_  
Christopher Ashley      Linda Cook  
Chair

\_\_\_\_\_  
Stephen Flanders

\_\_\_\_\_  
Dan Goulet

\_\_\_\_\_  
Mary Layton



To: Norwich Select Board  
From: Norwich Conservation Commission  
Date: January 20, 2016

Re: Norwich Conservation Trust Fund- Bridge Loan

The Trails Committee has requested a bridge loan of \$3635 to pay an invoice from Excavations Unlimited for materials to be utilized in the rehabilitation of the Gile Mountain Trail, one of Norwich's premier and most utilized trails. This material was ordered to get a head start on next year's work.

Fund raising has come up short, which occasions this request. The Trails Committee is working on several grants and will continue their fund raising efforts, \$6000 having been raised to date. They have agreed not to incur any additional expenses until this bridge loan is retired.

The Conservation Commission has approved this request and requests approval from the Select Board. It appears to be within the purview of the Trust Funds charter particularly due to the short-term nature.

Documentation will be handled by submitting the invoice for payment.

*William  
Treasurer*



January 18, 2016

Norwich Conservation Commission  
Norwich, VT

From: Nick Krembs  
Norwich Trails Committee

Request for a bridge loan from the Conservation Fund to pay an invoice for material transportation up to Gile Mtn. Trail restoration worksites.

The Trails Committee is conducting a fundraising campaign to raise \$25,000 with which to complete the trail hardening project in progress on Gile Mtn. this year. We have received \$6000 to date. Initial positive responses from prospective donors in October inspired my confidence to order the material required to finish the work and transport it up hill to the building sites during good weather this fall. This will enable us to get started building in early summer, an improvement over past seasons.

Donations are slow coming in and I have an invoice due for material transportation that our Gile Mountain Trail Fund cannot pay at this time. The amount is \$3635. I request that the Conservation Commission agree to a bridge loan from its Conservation Fund to pay this invoice to Excavations Unlimited, a material hauling contractor. This amount will be reimbursed to the Conservation Fund as soon as new donations are received. This spring we will be asking more prospects (foundations and private individuals) to contribute to the Gile Mtn. Trail rebuilding.

This bridge loan was suggested by Neil Fulton as a viable way to pay the invoice in a timely manner. He thinks it is a simple and transparent bookkeeping procedure to pay the invoice and to make the reimbursement transfer.

I thank you for your consideration of this request and I ask you to approve it at the January 19, 2016 meeting.

Nick Krembs  
Trails Committee of the Norwich Conservation Commission

To: Norwich Select Board  
From: Norwich Conservation Commission  
Date: January 20, 201  
Re: Norwich Conservation Trust Fund- Sullivan Farmland Parcel

The Upper Valley Land Trust has requested a grant of \$30,000 to assist in the proposed conservation easement on the Sullivan farmland that is to be purchased Nancy Larowe. This is to assist in the total acquisition cost of \$268,000, \$105,000 to be covered by a federal grant (USDA) with a similar matching state grant due to its importance in preserving farmland in Vermont. The Planning Commission supports this "enthusiastically" as does the Two Rivers-Ottawquechee Regional Commission.

This grant will be consistent with prior such grants such as one recently for the Siegler Property. The Conservation Commission supports this request and recommends approval by the Select Board.

The Conservation Trust Fund currently has a balance of \$183,000.

*W. Pierce,  
Treasurer*

To: Members of the Norwich Conservation Commission

From: The Upper Valley Land Trust  
Peg Merrens, Vice President, Conservation

Date: 15 January 2016

Re: Request for assistance from the Town Conservation Trust Fund to Assist with Protection of Sullivan Property to be purchased by Hogwash Farm

The Upper Valley Land Trust (UVLT) respectfully submits this application to the Norwich Conservation Commission for funding from the Norwich Conservation Fund to support the conservation of a 60± acre property on Goodrich Four Corners and Town Farm Roads in Norwich. The property is owned by Peggy Sullivan and farmed by Nancy LaRowe of Hogwash Farm. A grant from the Conservation Commission is greatly needed to match and leverage a pending grant from the Vermont Housing and Conservation Board (VHCB) and to leverage additional dollars raised in the community.

Project Description: Peggy Sullivan is preparing to sell her farmland in Norwich but before she does so, she wishes to ensure that the property remains undeveloped and available for farming in the future. In order to achieve this goal, Peggy has been in discussions with Nancy LaRowe, who currently hays the premises, and who owns and operates Hogwash Farm.

Over the last several months, Peggy and Nancy have been working with the Upper Valley Land Trust to coordinate a transaction that will protect the land and facilitate its transfer to Hogwash Farm. With the help of state and federal partners, the Upper Valley Land Trust will purchase a conservation easement on the property, lowering the land value to allow Nancy and Hogwash Farm to purchase the land and gain more of a foothold in the Norwich Farming community.

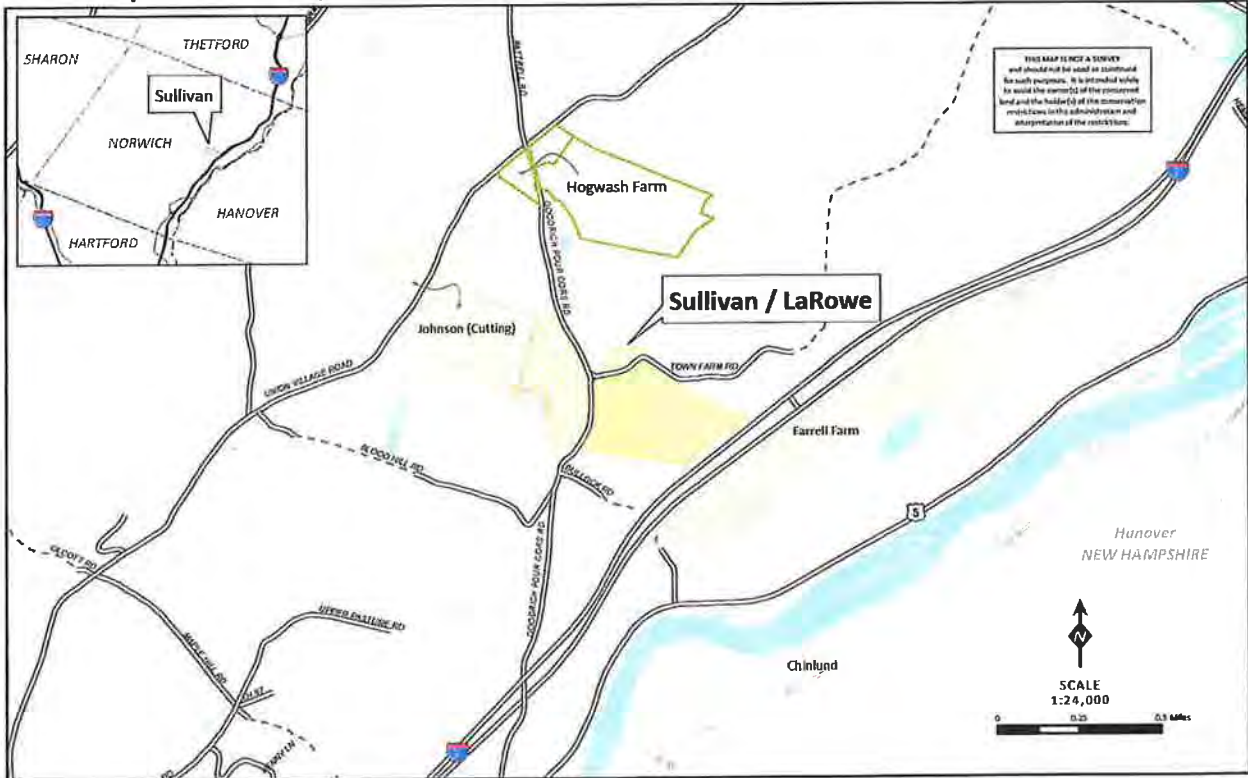
The project encompasses 60± acres of rolling scenic land, roughly half of which acres are open and used for productive hayland. In addition to growing hay, Nancy has plans to reestablish a pasture along Goodrich Four Corners Road and to place a hoop house or two off of Town Farm Road beyond the existing barn/home as a means of diversifying her meat CSA during the winter. The remaining portion of the property consists of forestland which will remain in current use. The land features almost 26 acres of prime soils and has over 2000 feet of frontage at the intersection of Town Farm and Goodrich Four Corners Roads.

The Sullivan property lies just east of the Cutting Johnson property conserved with UVLT in 1994, and is located west of the 1989 UVLT conserved Farrell Farm, separated only by Interstate-91. An application for federal grant funding was submitted and approved in September and a state grant application is pending final review in early February.

Public Benefits: The protection of the Sullivan property is consistent with the Norwich Town Plan, adopted December 14, 2011. The Town Plan encourages the protection of productive agricultural land, to “encourage and strengthen agricultural industries” and the “preservation of prime agricultural soils.” The parcel includes important farming soils and has been used for agricultural purposes for many years. Conservation protections will ensure the property remains available for agriculture in the future, supporting local food and opportunities for those who grow or produce it. In addition, the preservation of scenic productive farmland is an important way to maintain Vermont’s scenic character important to citizens and visitors to the

Road Map - SULLIVAN / LAROWE PROPERTY - Norwich, VT

VHCB - Farmland Application  
July 2015



Data Sources: Property configuration is based on digital tax parcel data available from VGI for Norwich (2008); Road and Hydrology obtained from VGI; Conserved Property data from UVLT; Black & White Ortho Imagery (2012) from VGI WMS; Map Coordinate System: VT SPCS, NAD 83, m; ArcMap File: Sullivan\_RoadMap\_July2015.mxd; Map created: July 2015 (AMB)

MAP FEATURES

- Subject Property
- Excluded Area
- UVLT Conservation Easements
- Public Roads & Highways
- Class IV Roads



*To facilitate farmland transfer*

July 21, 2015

Vermont Housing and Conservation Board  
c/o the Upper Valley Land Trust  
19 Buck Road  
Hanover, NH 03755

**RE: Sullivan Farmland/Hogwash Conservation Project, Norwich, VT**

Dear Members of the Vermont Housing and Conservation Board:

This letter is being written in support of the proposed conservation easement on the Sullivan Farmland in the town of Norwich. This conservation project is wholly consistent with the Two Rivers-Ottawaquechee Regional Plan in supporting agricultural lands, the agricultural economy, open space scenic resources, and the on-going vitality of viability of farming throughout the region. The proposed project includes:

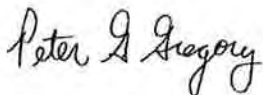
- Scenic farmland, which will be protected from competing non-agricultural uses. Preserving productive land is crucial to maintain Vermont's scenic character that appeals to residents and visitors alike;
- A crucial property supporting the agricultural operation of Hogwash Farm, a producer of a variety of meat products, with an economic reach far beyond the region;
- A key parcel in our functioning working lands with undeniable value to the Town of Norwich and region as a whole as open space.

The proposed conservation of the Sullivan Farmland will help further the following TRORC Regional Plan goals:

- Encourage the conservation, wise use and management of the region's agricultural and forestry resources, to maintain its environmental integrity, and to protect its unique and fragile natural features.
- Protect the region's rural agricultural character, scenic landscape, and recreational resources.
- Create and maintain an environment (physical, social, regulatory, and fiscal) that encourages entrepreneurship in agricultural and forestry activities, including those which add value to the region's agricultural and forestry products.
- Sustain agriculture and forestry in those areas of the region where they are predominant land uses, and where soils, and other conditions enable them to remain economically viable.

Two Rivers-Ottawaquechee Regional Commission fully supports the efforts of the Upper Valley Land Trust to help conserve working farmland throughout the region from the future impacts of subdivision, development, and other uses that may inhibit agricultural activities or otherwise degrade significant natural resource values in the region. Thank you for your time and consideration in reading this, and we sincerely hope that you move to support the conservation efforts for the Sullivan Farmland for the benefit of all residents in the TRORC region.

Sincerely,



Peter G. Gregory, AICP  
Executive Director, TRORC

128 King Farm Rd.  
Woodstock, VT 05091  
**802-457-3188**  
**trorc.org**

William B. Emmons, III, Chair  
Peter G. Gregory, AICP, Executive Director

**TOWN OF NORWICH  
PLANNING COMMISSION  
P.O. BOX 376  
NORWICH, VERMONT 05055**

July 27, 2015

Peg Merrens  
Vice President, Conservation  
Upper Valley Land Trust  
19 Buck Road  
Hanover, NH 03755

RE: Sullivan Farmland / Hogwash Conservation Project

Dear Ms. Merrens,

The Norwich Planning Commission reviewed the proposed project to conserve the so-called "Sullivan Farmland Parcel" at the intersection of Goodrich Four Corners and Town Farm Roads at its July 23<sup>rd</sup> meeting. The parcel, that includes important farm land with agricultural soils, has been used for agricultural purposes for many years, is easily accessible, and is adjacent to other open farm land. The proposed project complies with the current Norwich Town Plan, adopted December 14, 2011, encouraging the protection of productive agricultural land, to "encourage and strengthen agricultural industries" and the "preservation of prime agricultural soils and viable tracts of productive farm land" [pages 12-12 and 11-20 respectively]. The conservation of the "Sullivan Farmland Parcel" is also consistent with the goals of the Two Rivers-Ottawaquechee Regional Plan.

The Planning Commission enthusiastically supports this conservation project. The Sullivan property is a key part of the historical agricultural landscape in Norwich and its protection will retain its availability for farming in the future.

Sincerely,



Phil Dechert, Clerk

For the Norwich Planning Commission



**Property Tax Impact Comparisions**

	<b>Town Expenditures*</b>	<b>Tax Rate</b>	<b>Delta FY17/FY16</b>	<b>Per \$100,000</b>	<b>Per \$400,000</b>
<b>FY16</b>	\$4,222,828	\$0.4701			
<b>FY17</b>					
<b>Original</b>	\$4,265,159	\$0.4730	0.63%	\$2.95	\$11.80
<b>Revised</b>	\$4,327,993	\$0.4835	2.85%	\$13.39	\$53.56
<b>PS A/E Services - \$17,000</b>		\$0.0024		\$2.43	\$9.74
<b>PW Addition - \$27,000</b>		\$0.0039		\$3.87	\$15.46

**Notes**

\*Not including outside agency appropriations



Possible FY17 Budget Changes

Item	Draft Budget	Possible Changes	Delta	Tax Impact 0.5284
VLCT Membership	4,628	4,705	77	0.0000
GUVSWMD	44,000	40,968	(3,032)	(0.0004)
Health Insurance	301,970	288,123	(13,847)	(0.0020)
Workers' Compensation Insurance	57,036	73,026	15,990	0.0023
Fire Department Workers' Compensation	28,964	44,000	15,036	0.0022
Property & Causality Insurance	80,200	82,500	2,300	0.0003
<b>Total Change</b>			<b>16,447</b>	<b>0.0024</b>
Town Garage Repairs				
New Membrane Roof	0	40,500	40,500	0.0058
Structural Repairs	0	15,000	15,000	0.0021
Use Garage Reserve Fund	0	(19,040)	(19,040)	(0.0027)
Sidewalk Reserve Fund	0	10,000	10,000	0.0014
Increase Coupon Cost to \$35/10 (In Budget Revenue Estimate)	10,000	0	10,000	0.0014
<b>Total Change</b>			<b>46,460</b>	<b>0.0067</b>

## Alternate Projects

The following are the funds that are available to pay the local share of the Alternate Projects.

Fund	Balance		Proposed		Total
	12/31/2015	FY16 Budget	FY17 Budget	FY17 Budget	
Special Appropriation for TS Irene	59,563	0	0	0	59,563
Bridge Reserve Fund*	124,012	17,500	35,000		176,512
Highway Garage Reserve Fund	18,534	0	36,460		54,994
Long Term Facility Study Reserve Fund	18,899	0	0		18,899
Town Pool Reserve Fund	27,113	0	0		27,113
Notes					
1/2 of FY16 Appropriation					

The following are the estimated local costs – not expected to be covered by the State of Vermont or FEMA.

Item	Project	Total Cost	Local Share	Notes
1	Engineering Costs	83,532	83,532	VEMHS made a progress payment of 28,165 towards the engineering costs which they may request be returned.
2	Pool Cleanup	13,670	2,597	
3	PW Addition	432,968	82,264	
4	Route 132 Culvert	126,700	30,127	

### 1 – Engineering Costs and Funding

Item	Amount	Notes
<b>Engineering Costs</b>	83,532	
<b>Source of Funds</b>		
Special Appropriation for TS Irene	(59,563)	
Town Pool Fund	(24,516)	After deduction for Pool Cleanup
<b>Remaining Funds</b>	546	

### 2 – Pool Cleanup Costs and Funding

Item	Amount
<b>Pool Cleanup - Local Share</b>	2,597
<b>Source of Funds</b>	
Town Pool Fund	(2,597)
<b>Remaining Funds</b>	0

### 3 – Public Works Addition Costs and Funding

Item	Amount
<b>Local Match Needed</b>	82,264
<b>Source of Funds</b>	
Garage Reserve Fund	18,534
Draft FY17 Budget Amount Added to Reserve Fund	(36,460)
<b>Remaining Funds</b>	(64,338)

### 4 – Route 132 Culvert Costs and Funding

Item	Amount
<b>Route 132 Culvert - Local Share</b>	30,127
<b>Source of Funds</b>	
Bridge Reserve Fund	(30,127)
<b>Remaining Funds</b>	0

**TOWN OF NORWICH, VERMONT AND  
NORWICH TOWN SCHOOL DISTRICT  
WARNING OF ANNUAL MEETING, MARCH 1, 2016**

The legal voters of the Town of Norwich, Vermont and the Norwich Town School District are hereby notified and warned to meet in Tracy Memorial Hall, Norwich, Vermont at 7:00 pm on Monday, February 29, 2016, to transact business not requiring a vote by Australian ballot. Voting for Town Officers and for all articles on the Warning will be by Australian ballot. The polls will be open Tuesday, March 1, 2016 from 7:00 am to 7:00 pm.

This meeting is called to determine if the Town will:

**Article 1.** Elect a Moderator of the Town and School District meeting for one year.

**Article 2.** Elect Town and School District Officers for terms starting in 2016.

**Article 3.** Hear and act on the reports of the Officers of the Town and Town School District.

**Article 4.** Shall the voters of the Town of Norwich approve a gross spending General Town Budget of \$4,327,993 plus state and federal grants and gifts consistent with budgeted programs for the period July 1, 2016 to June 30, 2017?

**Article 5.** Shall the voters of the Town of Norwich appropriate \$17,000 to the Long Term Facility Study Reserve Fund, which has a current balance of \$18,889, to fund Public Safety Facility Architectural/Engineering Services which are estimated to cost \$35,000 to be available upon passage of this Article?

**Article 6.** Shall the voters of the Town of Norwich appropriate \$27,000 to the Highway Garage Reserve Fund, which has a current balance of \$18,534, for a portion of the estimated local share of \$82,264 for a \$432,968 addition to the Public Works Garage to be available upon passage of this Article?

**Article 7.** Shall the voters of the Town of Norwich advise the Selectboard to use Federal and State monies that were initially allocated for replacement of the Pool Dam, which was not permitted by the Agency of Natural Resources, for Alternate Projects such as removal of the remnants of the Pool dam, an addition to the existing Public Works building and replacement of a culvert on VT Route 132 near Bowen Hill Road?

**Article 8.** Shall the voters of the Town of Norwich appropriate \$12,860 to Advance Transit to be used to help cover operating costs and providing matching funds for grants, such amount being reasonably necessary for the support of providing public transportation services to benefit Town residents?

**Article 9.** Shall the voters of the Town of Norwich appropriate \$3,000 to Good Beginnings to be used for those operating expenses that are reasonably necessary for the support of programs to benefit Norwich residents?

**Article 10.** Shall the voters of the Town of Norwich appropriate \$500 to the Green Mountain RSVP & Volunteer Center of Windsor County to develop opportunities for people age 55 and older to positively impact the quality of life in the community through volunteer service, such amount being reasonably necessary for the support of programs to benefit Town residents?

**Article 11.** Shall the voters of the Town of Norwich appropriate \$2,500 to Headrest to be used for operation of the hotline, such amount being reasonably necessary for the support of Norwich callers using the 24-hour hotline?

**Article 12.** Shall the voters of the Town of Norwich appropriate \$1,500 to the Norwich American Legion, to be used for the Legion's Memorial Day observance, such amount being reasonably necessary to provide a dignified event honoring those Town residents who gave all?

**Article 13.** Shall the voters of the Town of Norwich appropriate \$15,000 to the Cemetery Commission under 18 VSA § 5361 to supplement the interest from the Perpetual Care Trust Fund for maintenance of the Town Cemeteries?

**Article 14.** Shall the voters of the Town of Norwich appropriate \$4,348 to The Child Care Center of Norwich to be used for income sensitive scholarships to Norwich children, such amount being reasonably necessary for the support of programs to benefit Town residents?

**Article 15.** Shall the voters of the Town of Norwich appropriate \$8,000 to the Norwich Historical Society and Community Center to support those programs that support the celebration of historic events, such amount being reasonably necessary for the support of programs to benefit Town residents?

**Article 16.** Shall the voters of the Town of Norwich appropriate \$3,000 to the Norwich Lions Club to be used to underwrite the fireworks for the Norwich Fair in celebration of the 254<sup>th</sup> year of the Town's Charter?

**Article 17.** Shall the voters of the Town of Norwich appropriate \$265,000 to the Norwich Public Library Association, to be used for the operating expenses of the Library?

**Article 18.** Shall the voters of the Town of Norwich appropriate \$3,750 to SEVCA (Southeastern Vermont Community Action) to be used for emergency needs, referral to and assistance with accessing needed services, financial counseling and food and nutrition education, such amount being reasonably necessary for the support of programs to benefit Town residents?

**Article 19.** Shall the voters of the Town of Norwich appropriate \$6,000 to The Family Place to be used for general program support, such amount being reasonably necessary for the support of programs such as direct service through early intervention, child care payment assistance, healthy baby visits, reach up, welcome baby, parent education, playgroups and other services to benefit Norwich residents and their children?

**Article 20.** Shall the voters of the Town of Norwich appropriate \$2,000 to the Upper Valley Trails Alliance to be used for trail planning and work, such amount being reasonably necessary for the support of programs to benefit Town residents?

**Article 21.** Shall the voters of the Town of Norwich appropriate \$15,600 to the Visiting Nurse Association & Hospice of VT and NH to help support the home health, maternal and child health and hospice care provided in patients' homes and in community settings, such amount being reasonably necessary for the support of programs to benefit Town residents?

**Article 22.** Shall the voters of the Town of Norwich appropriate \$5,300 to the White River Council on Aging to be used for home delivered meals, transport and social services, such amount being reasonably necessary for the support of programs to benefit senior citizen Town residents?

**Article 23.** Shall the voters of the Town of Norwich appropriate \$1,000 to Windsor County Partners to be used for mentoring youth, such amount being reasonably necessary for the support of programs to benefit Town youth?

**Article 24.** Shall the voters of the Town of Norwich appropriate \$2,500 to WISE (Women's Information Service) to be used to support WISE's crisis intervention and support services and prevention education, such amount being reasonably necessary for the support of programs to benefit Town residents?

**Article 25.** Shall the voters of the Town of Norwich appropriate \$3,000 to Youth-In-Action to be used for those operating expenses that are reasonably necessary for the support of programs to benefit Norwich residents?

**Article 26.** Vote a five-year extension of the exemption from property taxes previously granted to The University Grange under the provisions of 32 VSA § 3840.

**Article 27.** Vote a five-year extension of the exemption from property taxes previously granted to the Root District Game Club under the provisions of 32 VSA § 3840.

**Article 28.** Vote a five-year extension of the exemption from property taxes previously granted to the Beaver Meadow Union Chapel under the provisions of 32 VSA § 3840.

**Article 29.** Pursuant to 24 VSA § 2741(a)&(c) and 32 VSA § 3832(7), vote to renew and extend for five years the property tax exemption agreements between the Town of Norwich and the Norwich Fire District for two parcels of land owned by the Norwich Fire District, parcel #1 being approximately 350 acres lying southwest of Beaver Meadow Road and adjacent to Charles Brown Brook and parcel #2 being approximately 567 acres lying along Beaver Meadow Road and Tucker Hill Road; to exempt these lands from property tax and to keep in place the deeds conveying the development and recreation rights on said lands to the Town of Norwich, under which deeds the Norwich Fire District retained forestry and water rights. These development and recreation rights will revert to the Norwich Fire

District if the tax exemptions are revoked, or if they are not extended by renewal when required.

**Article 30.** Shall the voters of the Town of Norwich require that taxes be paid in U.S. funds in two installments? The first installment will be due and accepted at the Town of Norwich Finance Office on or before 4:30 pm August 12, 2016 and the balance will be due at the same location on or before 4:30 pm February 10, 2017. An official United States Post Office postmark/cancellation (not a postage machine date) will determine the payment date for all mailed payments. Interest on overdue taxes will be charged at 1% per month for the first three months and 1½% per month thereafter. All delinquent taxes will be subject to an 8% collection fee in accordance with Vermont Statutes after February 10, 2017.

**Article 31.** Transact any other business that may legally come before the annual Norwich Town Meeting.

**Article 32.** Authorize the Board of School Directors to borrow money by issuance of bonds or notes not in excess of anticipated revenues for the next fiscal year in accordance with the provisions of 16 VSA § 562(9).

**Article 33.** Shall the voters of the Norwich Town School District determine and fix the salaries of the School Board members in the sum of \$500 each per year in accordance with the provisions of 16 VSA § 562(5)?

**Article 34.** Shall the voters of the Norwich Town School District approve the School Board to expend \$\_\_\_\_\_ which is the amount the School Board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$\_\_\_\_ per equalized pupil. This projected spending per equalized pupil is \_\_\_\_\_% higher/lower than spending for the current year.

**Article 35.** Transact any other business that may legally come before the annual meeting of the Norwich Town School Board.

**Norwich Selectboard**

**Norwich School Board**

\_\_\_\_\_  
Christopher Ashley

\_\_\_\_\_  
Justin Campfield

\_\_\_\_\_  
Linda Cook

\_\_\_\_\_  
Thomas Candon

\_\_\_\_\_  
Stephen Flanders

\_\_\_\_\_  
Kelley Hersey

\_\_\_\_\_  
Dan Goulet

\_\_\_\_\_  
James Mackall

\_\_\_\_\_  
Mary Layton

\_\_\_\_\_  
Neil Odell

## **Voter Information**

**Registration:** To be eligible to vote in this election, people must register to vote and applications to the checklist must be received by the Town Clerk by 4:30 pm on Wednesday, February 24, 2016.

**Absentee Ballots:** All requests for absentee voter ballots must be made prior to 4:30 pm on Monday, February 29, 2016. There are three ways you may vote by absentee ballot:

1. Voters may vote in person in the Town Clerk's Office. 17 VSA § 2537.
2. Ballots may be delivered by teams of Justices of the Peace to voters who are absent due to illness or physical disability. The Town Clerk must receive notice no later than three days in advance. 17 VSA § 2538.
3. Ballots may be mailed to absent voters if a valid application has been filed with the Town Clerk. 17 VSA § 2539.

**Curbside Voting:** Election Officials are permitted "to carry a ballot to a handicapped or elderly person in order to permit that person to mark his ballot while in a motor vehicle adjacent to the polling place." 17 VSA § 2502(b).

**Tracy Hall** is handicapped accessible. Any person needing additional assistance should contact the Town Clerk at least four days before Town Meeting.

TO: Norwich Selectboard; Neil Fulton, Norwich Town Manager  
FROM: Nate Stearns, Esq.  
RE: Norwich Pool Dam, Stream Alteration Permit Application post mortem  
DATE: January 20, 2016

---

This memorandum was prepared in response to a memorandum submitted to the Norwich Selectboard by Mary Layton, dated November 23, 2015, in which Ms. Layton states that she sees the application for a stream alteration permit as a “colossal failure” and asks for an explanation of the application process.

The Town of Norwich (“Norwich”) engaged me to assist in the preparation of an application for a Stream Alteration permit pursuant to 10 V.S.A. § 1023 for the reconstruction of the Norwich pool dam. I began working on the project in February 2015. At the time I joined the project team, Norwich had already decided to seek permits to rebuild the dam and had assembled a team including the engineering firm of Dubois and King and the environmental consulting firm Aquatec. Dubois and King had prepared draft engineering plans, and Aquatec had completed some investigation of the potential impact of the rebuilt dam on fish life and wildlife. The project team had been in discussions with the Vermont Agency of Natural Resources (“ANR”) for over a year, and had received two rounds of feedback from ANR in the form of letters dated June 3, 2014, and December 12, 2014 (copies attached).

The initial feedback from ANR in its June 3, 2014, letter was somewhat positive. In that letter, ANR stated that ANR “has preliminarily found that your project meets the criteria of 10 V.S.A. § 1023(a)(1), (3), and (4).” That letter also indicated, however, that ANR had concerns about the project’s impact on fish life and wildlife under 10 V.S.A. 1023(a)(2).

Notwithstanding some initially encouraging feedback, Neil Fulton and the project team expressed concerns throughout the process that given statements by ANR employees that their personal beliefs predisposed them to disfavor any dams a permit denial was likely. Accordingly, the project team designed a project and prepared an application that they believed satisfied the statutory and regulatory requirements and also addressed the specific feedback received from ANR staff in the ANR letters and during in-person meetings. To address the applicable criteria and ANR feedback, the project team designed a unique structure that included a 24 foot removable stop log structure that would only be closed for 10 weeks of the year, and detailed procedures to minimize environmental impacts. The project was also designed in accordance with national dam safety standards, and was engineered to withstand a 500 year flood event.

The statutory criteria for a stream alteration permit are set forth in 10 V.S.A. § 1023(a), which provides as follows:



Upon receipt of an application, the Secretary shall cause an investigation of the proposed change to be made. Prior to making a decision, a written report shall be made by the Secretary concerning the effect of the proposed change on the watercourse. The permit shall be granted, subject to such conditions determined to be warranted, if it appears that the change:

- (1) will not adversely affect the public safety by increasing flood or fluvial erosion hazards;
- (2) will not significantly damage fish life or wildlife;
- (3) will not significantly damage the rights of riparian owners; and
- (4) in case of any waters designated by the Secretary as outstanding resource waters, will not adversely affect the values sought to be protected by designation.

ANR has implemented regulations that govern the review of stream alteration permit applications, at Vermont Environmental Rule 27, Vermont Stream Alteration Rule, and the Vermont Supreme Court case of *In re Town of Groton*, 172 Vt. 578 (2001) further discusses the proper application of the statutory standards. The ANR regulations provide, in relevant part, as follows:

Subchapter 4 – Investigation; Standards for the Issuance of Stream Alteration Permits and Authorization for Stream Alterations under a General Permit that Do Not Qualify as Protective Measures Necessary to Address Next-Flood Threats or Emergencies

§27-401 Investigation

- (a) Upon receipt of an application for a stream alteration permit or a report of a proposed stream alteration requiring the Secretary's authorization, the Secretary shall investigate the proposed stream alteration to determine whether it complies with this Rule and applicable statutes (10 V.S.A. § 1023(a)).
- (b) The Secretary shall issue a written decision on proposed stream alterations that addresses the effect of the proposal on the watercourse (10 V.S.A. § 1023(a)).

§27-402 Standards for the Issuance of Stream Alteration Permits and Authorization for Stream Alterations under a General Permit that Do Not Qualify as Protective Measures Necessary to Address Next-Flood Threats or Emergencies

(a) As provided by 10 V.S.A. § 1023(a), an individual stream alteration permit or authorization under a stream alteration general permit shall be granted, subject to such conditions determined to be warranted by the Secretary, if the Secretary concludes that the change:

1. Will not adversely affect the public safety by increasing flood or fluvial erosion hazards;
2. Will not significantly damage fish life or wildlife;
3. Will not significantly damage the rights of riparian owners; and
4. In the case of any waters designated as outstanding resource waters under 10 V.S.A. § 1424a, will not adversely affect the values sought to be protected by the designation.

(b) In determining whether or not a proposed activity meets the criteria for permit issuance in 10 V.S.A. § 1023(a), the Secretary shall apply the following performance standards:

1. Equilibrium Standard a. An activity shall not change the physical integrity of the stream in a manner that departs from, further departs from, or impedes the attainment of the channel width, depth, meander pattern, and longitudinal slope associated with the stream processes and equilibrium conditions as they occur naturally in a given reach of stream. b. The equilibrium standard is met when it can be shown that, following the stream alteration, the water flow, sediment, and woody debris produced by the watershed will be transported by the stream channel in such a manner that the stream maintains its dimension, general pattern, and slope with no unnatural aggrading (raising) or degrading (lowering) of the channel bed elevation along the longitudinal stream bed profile.

2. Connectivity Standard a. An activity shall not change physical stream forms or alter local channel hydraulics, natural streambank stability, or floodplain connectivity in a manner such that changes in the erosion or deposition of instream materials results in localized changes to or disconnects within the horizontal alignment of streambanks or the vertical profile of the streambed. A person shall not, unless authorized by the Secretary, change the course, current, or cross-section of a watercourse so as to create a physical obstruction or velocity barrier to the movement of aquatic organisms or change the vertical stream bed profile in a manner that impedes the movement of aquatic organisms.

c. A person shall not establish, construct, or maintain a berm in a flood hazard area or river corridor, as defined in this Rule, unless authorized as an emergency protective measure as prescribed in Subchapter 7 of this Rule.

To the extent ANR determines that a permit application does not provide sufficient information to make a decision on issuance or denial of a permit, ANR's Regulations provide as follows:

The Secretary may require an applicant to submit additional information that the Secretary considers necessary in order to make a decision on the issuance or denial of an individual permit. The Secretary may deny the individual permit if the requested information is not provided within 60 days of the Secretary's request."

In addition to the Stream Alteration Regulations, ANR is also required to manage all waters in Vermont to attain the Vermont Water Quality Standards ("VWQS"), which set forth specific criteria that must be met for any project that requires a stream alteration permit. The VWQS standards applicable to the project include, among others, standards related to Temperature, Hydrology (flow requirements), and Biological criteria.

Norwich's application provided information that addressed the statutory and regulatory criteria, including the Stream Alteration Regulations and the VWQS. To address the possibility that ANR nevertheless deemed the application lacking of sufficient information, Norwich's application cover letter stated "[p]lease let me know as soon as possible if you require any additional information to process the Application." In telephone conversations with ANR staff, Neil Fulton reiterated the request that ANR ask for additional information prior to issuing a

permit denial. Rather than ask for additional information, however, ANR simply denied the permit.

ANR did offer Norwich the ability to submit additional information, but it came with ANR's denial. The denial started the 30 day appeal clock running, and essentially turned a blind eye to ANR's regulations that allow them to ask for additional information prior to denial and allow 60 days to submit that information. ANR's denial also ignored Norwich's requests that ANR seek additional information rather than deny the permit. ANR's denial letter also ignored much of the information contained in Norwich's application. Examples of ANR's willful disregard of the content in the permit application include the following:

1. Hydrology: The application included a calculation of minimum required base flows (or conservation flows) and included a procedure to ensure that base flows would be maintained. ANR's denial letter stated, without any analysis, that "the application fails to demonstrate that conservation flows will be maintained at all times during the summer period."

The application also included detailed procedures for filling and draining the pool, including procedures to prevent fish stranding and mortality. ANR's denial letter stated, without any analysis, that "the proposed operation of the project during fill and draining activities, fails to demonstrate that substantial aquatic habitats will not be dewatered resulting in the likelihood of stranding and associated mortality of aquatic species."

2. Temperature: The application included temperature data collected by Aquatec at the site of the old Fire District Dam on Charles Brown Brook. The application also included a detailed hydraulic analysis of the temperature impact of the pool on the water in Charles Brown Brook. Based on this information, the application concluded that the project would meet the criteria for Temperature impact in the VWQS. Notwithstanding this analysis, ANR stated that "the Applicant's temperature modeling is inconsistent with empirical studies of similar situations in Vermont and elsewhere." ANR's did not support its assertion with a citation of any such studies. Important in understanding the lack of analysis in ANR's response, it is our understanding that ANR disregard the hydraulic calculations of the project team's licensed professional engineers, even though no licensed engineers reviewed the application on behalf of ANR.

In addition, ANR further supported its denial by reference to standardless criteria that are not included in the statutory or regulatory requirements. Because these criteria are un-written and have no standards, it would have been difficult and inordinately expensive for Norwich to anticipate and address every non-regulatory issue that ANR might ultimately cite as a basis for denial. A review of ANR's stated reasons for denials on these standardless and non-regulatory

criteria demonstrates that in denying the permit ANR completely discounted the evidence presented by the project team, without citing any support for ANR's positions.

1. Aquatic Organism Passage: The town discussed aquatic organism passage at length with ANR in the pre-application stage. ANR expressed concerns that a fish ladder would cause more harm than good by discharging warmer surface water and raising the downstream temperature. Norwich's fish biologist reviewed fish census data from Charles Brown Brook as well as published studies of fish migration patterns, and concluded that given the size of fish present in CBB the project without a fish ladder would not significantly damage fish life because studies have demonstrated that fish of the size present in CBB do not move more than 67m during summer months.

ANR stated that the conclusion of Norwich's biologist was contrary to un-named and un-cited empirical studies (even though Norwich's biologist cited the studies he relied on), but ANR did not offer any analysis of whether their interpretation would result in significant damage to fish life.

2. Loss/Degradation of Riverine Habitat: ANR cited numerous possible impacts of the dam, but never tied their analysis to the actual statutory and regulatory criteria that asks whether the project will "significantly damage fish life or wildlife." (Emphasis added). ANR's analysis cited conditions within the 340 foot long impoundment area, but ignored the question of whether those impacts would cause significant damage to the ecosystem overall. This was a key element of the *Groton* decision, which discussed the fact that the impact of that dam would cause a significant impact on the entire Wells River.

In summary, and in hindsight, Norwich presented an application that addressed the statutory and regulatory criteria. Unfortunately, ANR, in exercising the discretion to which it was legally entitled to exercise, denied the application. ANR did not agree with the information presented in the application and did not grant the permit. A review of the denial letter demonstrates that ANR did not fully support its reasons for denial, but there is no support to suggest that the project team breached any standards or prepared a patently inadequate application.

DRAFT Minutes of the Special Selectboard Meeting of Wednesday, January 6, 2016 at 6:30 PM

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

There were 5 people in the audience.

Also participating: Andy Hodgdon, Suzanne Lupien.

Cook opened the meeting at 6:30 pm.

1. FEMA Alternate Projects Proposals (Discussion/Possible Action Item). Fulton said the Town has developed proposals and received bids for 3 projects: the Pool Dam cleanup, the Public Works addition and the Route 132 culvert. Fulton reviewed lowest bids and each alternate project paperwork. Fulton's goal is to submit requests for alternate projects to FEMA by January 15<sup>th</sup>. After discussion, it was agreed that the Selectboard would review the proposals, Fulton would work on updates to the proposals and a decision would be made at the Selectboard's January 13<sup>th</sup> meeting.

2. Review of Proposal Clarifications – Public Safety Facilities (Discussion/Possible Action Item). Black River Design, Maclay Architects, UK Architects and Jay White, Architect all responded to the 12 questions and their responses were included in the packet. After Selectboard discussion and public comment, it was agreed by consensus to invite Black River, UK and White to a special meeting of the Selectboard on January 20<sup>th</sup>. Fulton suggested 30 minutes for each with a 10 minute presentation.

Flanders **moved** (2<sup>nd</sup> Layton) to adjourn. **Motion passed.** Meeting adjourned at 8:07 pm.

Approved by the Selectboard on \_\_\_\_\_.

By Nancy Kramer  
Assistant to the Town Manager

Linda Cook  
Selectboard Chair

Next Regular Meeting – January 13, 2016 at 6:30 PM

PLEASE NOTE THAT CATV RECORDS ALL REGULAR MEETINGS OF THE NORWICH SELECTBOARD.