

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 Tuesday, November 10, 2015 at 6:30 PM
(Times Are Approximate)

- 1) Approval of Agenda (Action Item) 2 minutes
- 2) Town Manager Contract (Executive Session May be Required)
- 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) Norwich Pool Permit Denial Appeal (Executive Session May be Required)
(Discussion/Action Item) 15 minutes
- 7) Alternative Projects for the FEMA Funds from the Dam Project (Discussion/Possible
Action Item) 10 minutes
- 8) Budget Overview (Discussion/Possible Action Item) 60 minutes
- 9) Capital Facilities – Review Questions for Firms Responding to RFP (Discussion/Possible
Action Item) 15 minutes
- 10) Town Manager Authority under 24 VSA § 1236 (4) Opinion from Attorney John Klesch
(Discussion/Possible Action Item) 10 minutes
- 11) Selectboard
 - a) Approval of the Minutes of the 10/14/15 and 10/28/15 Selectboard Meetings (Action
Item) 5 minutes
 - b) Review of Next Agendas (Discussion/Possible Action Item) 5 minutes
 - c) Town Manager Evaluation (Executive Session May be Required)

Special Selectboard Meeting – November 18, 2015 at 6:00 PM

Next Regular Meeting – November 24, 2015 at 6:00 PM

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

MEMORANDUM

TO: NORWICH SELECTBOARD
FROM: MARY DRAKE LAYTON
SUBJECT: QUESTIONS FOR LEGAL COUNSEL RE: TM CONTRACT
DATE: OCTOBER 20. 2015
CC: TOWN MANAGER

These are the questions I had in mind for legal counsel in reference to clarifying the terms of Town Manager Neil Fulton's current contract.

- Is there documentary evidence of a binding legal agreement between the current Town Manager and the Town?
- If so, what are the specific provisions of that agreement?
- Is there documentary evidence to support the specific contract terms this Town Manager asserts are currently in effect between himself and the Town?
- Is the Town Manager an "at will" employee of the Town?
- Does Nelson v Town of St. Johnsbury —
http://info.libraries.vermont.gov/supct/current/op2013-386.html#_ftn1 — alter that "at will" status?
- Specifically, doesn't paragraph 9 of that decision limit the Nelson holding to those instances where there is an "absence of a contract between the manager and the town"?

Nancy Kramer

From: Christopher Ashley <c.ashley.sb@gmail.com>
Sent: Tuesday, November 03, 2015 1:55 PM
To: Linda Cook; Stephen Flanders; Dan Goulet; Mary Layton (marydayton@gmail.com); Nancy Kramer; Neil Fulton
Subject: My input for the attorney

Linda,

I put a hard copy of this in your mail box at Tracy Hall today.

To: Norwich Selectboard
From: Christopher Ashley
Re: Questions for a Labor Attorney
November 3, 2015

I would appreciate a written legal opinion to answer these questions:

1. What are the duties, roles, and responsibilities of the Selectboard if it enters into contract negotiations with the Town Manager?
2. Is there a legal difference between a written contract and the current situation in Norwich where the Town Manager's working conditions and salary have been set by Selectboard action and the Town's Employment Policies?
3. We received an opinion from Paul Gillies on April 29, 2015 regarding a town manager's authority to supervise the construction process on municipal building projects versus a vote to form a committee to supervise the construction, under 24 VSA 1236(4). Is this opinion correct; if not, what is your opinion on this question?

--

Christopher Ashley
Norwich Selectboard

Please note that any response or reply to this electronic message may be subject to disclosure as a public record under the Vermont Public Records Act.

MEMORANDUM

TO: NORWICH SELECTBOARD
FROM: STEPHEN N. FLANDERS
SUBJECT: TOWN MANAGER CURRENT TERMS OF EMPLOYMENT
DATE: NOVEMBER 5, 2015
CC: TOWN MANAGER

Norwich Selectboard members appear to be unsure of what the current terms of employment are for our current town manager, Neil Fulton.

Fulton was appointed to be town manager with the following motion from April 11, 2012:

Flanders **moved** (2nd Childs) to appoint Neil Fulton as Town Manager, effective immediately and at will, with the same compensation and benefits now provided as Interim Town Manager with a salary increase from \$77,250 to \$95,000 effective July 1, 2012. **Motion passed.**

Note that the term “at will” was not based on advice from counsel and has no weight to supersede state law. This means that the appointee has a duty to exercise the powers and perform the responsibilities of the Town Manager as provided by Chapter 37 of Title 24 of Vermont Statutes Annotated and such other powers and duties as may be provided for under Vermont law and that the Selectboard is bound by 24 VSA § 1233 and the Nelson-Saint Johnsbury decision, when it comes to removal of an incumbent town manager.

In addition here is what I understand the selectboard-approved compensation and benefits to be:

1 COMPENSATION

- 1.1 The Employee receives a salary, based on the selectboard-approved Grade and Step Plan for the Town of Norwich. As of 1 July 2015, he was receiving pay at the Grade 25, Step G level.
- 1.2 Additionally, the Employee receives compensation, in lieu of health insurance at the level, which he would be eligible for a two person plan, if the town were to purchase health insurance.
- 1.3 The Employee receives step increases according to the same schedule as other town employees, based on a satisfactory or better performance, as of the previous performance review. Since the Selectboard should intervene early at any sign of less-than-satisfactory performance, the absence of a timely performance review must be construed as a finding of at least satisfactory performance.

2 FULL TIME

- 2.1 The Employee shall devote all his time and effort to the performance of his duties as Town Manager. The Town shall provide Employee with reasonable time off from normal duties as compensation for extended office hours and evening meetings. The Town shall not be responsible for payment of any compensatory time and there shall be no accumulation of such time.

3 RETIREMENT

- 3.1 As required by Vermont law Employee shall participate in the Vermont Municipal Employees Retirement System (VMERS) Plan B. At the Employee sole discretion this may be the VMERS Defined Contribution Plan.

4 VACATION

- 4.1 Employee shall be entitled to five weeks (25 Days) of vacation each employment year. Such vacation shall accrue and be available to EMPLOYEE at the rate of 1.25 weeks per quarter, except that Employee shall accrue the first two quarters of vacation time (12.5 days) at the start of employment. Employee agrees not to take more than two weeks at any one time without the prior consent of the Selectboard.
- 4.2 A maximum of five weeks of unused vacation time may accrue in a fiscal year. Any vacation time which would otherwise accrue, but which would cause the total available vacation time to exceed five weeks in a fiscal year, shall be lost

5 LIFE INSURANCE

- 5.1 The Town shall provide, at its expense, a life insurance policy for Employee in the same amount as provided to other salaried town employees.

6 AUTOMOBILE

- 6.1 The Town shall pay Employee a vehicle allowance of \$3,600 per year made payable in monthly installments of \$300 and paid in the first pay period of each month. Employee shall be responsible for all repairs, maintenance, insurance, registration, loan or lease payments, gasoline, oil and other lubricants for his/her vehicle.

7 SICK LEAVE

- 7.1 Employee shall be credited with seven days of sick leave upon commencement of this agreement and then be entitled to accrue sick leave as provided in the Town's Personnel Policies.
- 7.2 Accumulated sick leave lapses on termination or retirement and may not be taken as a monetary benefit.

8 PROFESSIONAL DUES AND CONFERENCES

- 8.1 Employee shall be reimbursed for all professional membership dues and the cost of attending national, regional, state and local professional association conferences

and meetings of the International City Management Association, Vermont Town and City Management Association and the Vermont League of Cities and Towns.

- 8.2 The Town shall budget and pay for the cost of such memberships, conference fees, registrations, meals and reasonable travel expenses. Employee shall pay the cost for the attendance of his spouse.

9 BUSINESS EXPENSE

- 9.1 The Town shall reimburse Employee for all reasonable employment-related expenses, including but not limited to meals, telephone calls, parking fees, tolls, civic club memberships, and subscriptions.

OFFICE OF THE TOWN MANAGER

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

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

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



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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.



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DISASTER ASSISTANCE POLICY

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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.



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DISASTER ASSISTANCE POLICY

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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.



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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).



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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



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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 black 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 Listserve 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 Fax: 802-649-1775

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.

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.



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

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 4th.

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
Total	17	209	188

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 Iilsley 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

CALL TYPES	October 2015	2015 YEAR TO DATE	PREVIOUS YEAR
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

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 26th 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

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 - 6th 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

11/06/15

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All Invoices For Check Acct 01(General) 10/30/15 To 11/10/15

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
ADVANCE	10/22/15	ADVANCE TRANSIT INC FY16 APPROPRIATION 10/22/15	01-5-800352.00 ADVANCE TRANSIT	12547.08	-----	--/--/--
APD	10/08/15	ALICE PECK DAY MEMORIAL H FD--PRE-EMP PHYSICAL X2 097115	01-5-500501.00 ADMINISTRATION	117.37	2621	11/10/15
APD	10/08/15	ALICE PECK DAY MEMORIAL H FD--PRE-EMP PHYSICAL X2 097115	01-5-555636.00 OSHA COMPLIANCE	117.37	2621	11/10/15
BERGERON	10/16/15	BERGERONS LAWN SVC & LAND CONCOM--PEISCH MOWING 16590	01-5-650635.00 MILT FRYE NATURE AREA	1120.00	-----	--/--/--
BROWN	10/26/15	CHARLIE BROWN'S FD--GENERATOR FILTERS 37015	01-5-555530.00 EQUIPMENT MAINTENANCE	32.85	2622	11/10/15
BUSINESS	10/23/15	BUSINESS CARD REC--CONFERENCE HOTEL ATTIT--10/15	01-5-425160.00 DUES/MTGS/EDUC	146.25	2623	11/10/15
CASELLA	10/01/15	CASELLA WASTE SERVICES SW--SEPT 15 RECYCLING 0207819	01-5-705305.00 RECYCLING	2199.81	-----	--/--/--
CASELLA	10/01/15	CASELLA WASTE SERVICES SW--SEPT 15 TRASH FEES 0207820	01-5-705303.00 MUNICIPAL SOLID WASTE	3814.26	-----	--/--/--
CED	10/15/15	CONSOLIDATED ELECTRICAL D TH--BALLASTS 9433-709911	01-5-706113.00 REPAIRS & MAINTENANCE	157.00	-----	--/--/--
CENSUPPLY	10/20/15	PLUMBERS' SUPPLY COMPANY TH--DRAIN CLEANER 13141508-00	01-5-706109.00 BUILDING SUPPLIES	39.73	2624	11/10/15
CHILDSUPP	11/06/15	OFFICE OF CHILD SUPPORT CHILD SUPPORTPPEND11/7/15 PPEND11/7/15	01-2-001115.00 CHILD SUPPORT PAYABLE	244.92	2625	11/10/15
CRICKET'S	09/24/15	CRICKET'S PAINT & AUTO PA HWY--AIR HOSE COUPLERS 629526	01-5-703403.00 PARTS & SUPPLIES	33.80	2626	11/10/15
CRICKET'S	10/07/15	CRICKET'S PAINT & AUTO PA HWY--COTTER PINS 630548	01-5-703403.00 PARTS & SUPPLIES	194.00	2626	11/10/15
CRICKET'S	10/21/15	CRICKET'S PAINT & AUTO PA HWY/B&G--EXHAUST FLUID 631851	01-5-703405.00 PETROLEUM PRODUCTS	65.92	2626	11/10/15
CRICKET'S	10/21/15	CRICKET'S PAINT & AUTO PA HWY/B&G--EXHAUST FLUID 631851	01-5-704405.00 PETROLEUM PRODUCTS	65.92	2626	11/10/15
D&W	10/02/15	DAN & WHIT'S GENERAL STOR FD--HARDWARE 453241	01-5-555422.00 FIRE TOOLS & EQUIPMENT	7.16	2627	11/10/15
D&W	10/09/15	DAN & WHIT'S GENERAL STOR CONCOM--TOOL HANDLE 4546624	01-5-650630.00 TRAILS	12.99	2627	11/10/15
D&W	10/11/15	DAN & WHIT'S GENERAL STOR FD--COMPRESSED AIR 4548420	01-5-555422.00 FIRE TOOLS & EQUIPMENT	13.98	2627	11/10/15
D&W	10/14/15	DAN & WHIT'S GENERAL STOR REC--PRODUCE 4552426	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	8.99	2627	11/10/15
D&W	10/15/15	DAN & WHIT'S GENERAL STOR FD--SMOKE DETECTOR 4553336	01-5-555619.00 FIRE PREV BOOKS & MATERIA	19.99	2627	11/10/15
D&W	10/27/15	DAN & WHIT'S GENERAL STOR CEMCOM--GAS 4566000	01-5-675430.00 REPAIRS & MAINT.	30.00	2627	11/10/15
D&W	10/29/15	DAN & WHIT'S GENERAL STOR FD--KEYS CUT 4568672	01-5-555422.00 FIRE TOOLS & EQUIPMENT	6.00	2627	11/10/15
D&W	10/31/15	DAN & WHIT'S GENERAL STOR REC--HALLOWEEN CIDER 4570650	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	31.41	2627	11/10/15
D&W	10/31/15	DAN & WHIT'S GENERAL STOR REC--HALLOWEEN CIDER 4570773	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	6.98	2627	11/10/15
DEADRIVER	10/06/15	DEAD RIVER COMPANY FD--30.0 GALS #2 FUEL 78457	01-5-550234.00 HEATING	73.32	2628	11/10/15

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DEADRIVER DEAD RIVER COMPANY	10/06/15	TH--115.1 GALS #2 FUEL 84262	01-5-706103.00 HEATING	281.29	2628	11/10/15
DESMEULES DESMEULES OLMSTEAD & OSTL	11/03/15	TADMIN--KATUCKI LAWSUIT 59632	01-5-005300.00 PROFESS SERV	30.00	2629	11/10/15
DESMEULES DESMEULES OLMSTEAD & OSTL	11/03/15	TADMIN--MISC LEGAL 59633	01-5-005300.00 PROFESS SERV	120.00	2629	11/10/15
DULTMEIER DULTMEIER SALES, LLC	10/05/15	HWY--ROADWATCH SYSTEM 3136245	01-5-703403.00 PARTS & SUPPLIES	739.44	2631	11/10/15
EVANSMOTO EVANS GROUP, INC.	10/19/15	HWY--401.0 GALS DIESEL 571135	01-5-703405.00 PETROLEUM PRODUCTS	708.21	-----	--/--/--
EVANSMOTO EVANS GROUP, INC.	11/03/15	820.0 GALS REG UNLEADED 572165	01-1-004102.00 PREPAID EXPENSES	1641.68	-----	--/--/--
EYEMED COMBINED INSURANCE CO OF	11/05/15	VISION INS--NOV 2015 7462202	01-2-001126.00 VISION SERV PLAN-PAYROLL	172.28	2632	11/10/15
FAMILY THE FAMILY PLACE	10/30/15	FY16 1ST QTR APPROP 3847	01-5-800350.00 THE FAMILY PLACE	1000.00	-----	--/--/--
FASTENAL FASTENAL	10/21/15	SW--LITTER GRABBERS NHWS59908	01-5-705413.00 SMALL EQUIPMENT	29.35	-----	--/--/--
FIRESOFT XEROX BUSINESS SERVICES L	10/22/15	FD--SOFTWARE SUPPORT 1203981	01-5-555534.00 SOFTWARE MAINTENANCE	675.00	2633	11/10/15
FOGGS FOGG'S HARDWARE AND BUILD	09/15/15	PD--SHELVING MATERIALS 751627	01-5-475302.00 REPAIRS & MAINT	75.34	2634	11/10/15
FOGGS FOGG'S HARDWARE AND BUILD	09/28/15	HWY--SHOP HOSE 752768	01-5-703507.00 SUPPLIES	39.47	2634	11/10/15
FOGGS FOGG'S HARDWARE AND BUILD	09/29/15	HWY--CLEANING SUPPLIES 752863	01-5-703507.00 SUPPLIES	18.46	2634	11/10/15
FOGGS FOGG'S HARDWARE AND BUILD	09/30/15	PD--PAINTING SUPPLIES 752973	01-5-475302.00 REPAIRS & MAINT	76.73	2634	11/10/15
FOGGS FOGG'S HARDWARE AND BUILD	10/06/15	HWY--BIN ROOF MATERIALS 753455	01-5-703215.00 OTHER PROJECTS	193.43	2634	11/10/15
FOGGS FOGG'S HARDWARE AND BUILD	10/06/15	HWY--BIN ROOF MATERIALS 753487	01-5-703215.00 OTHER PROJECTS	24.99	2634	11/10/15
FOGGS FOGG'S HARDWARE AND BUILD	10/07/15	HWY--BIN ROOF MATERIALS 753591	01-5-703215.00 OTHER PROJECTS	20.96	2634	11/10/15
FOGGS FOGG'S HARDWARE AND BUILD	10/08/15	PD--TANK BASE CONCRETE 753698	01-5-475302.00 REPAIRS & MAINT	57.48	2634	11/10/15
FOGGS FOGG'S HARDWARE AND BUILD	10/08/15	PD--VELCRO 753712	01-5-500306.00 CRUISER MAINT	13.97	2634	11/10/15
FOGGS FOGG'S HARDWARE AND BUILD	10/09/15	PD--RETURN CREDIT 753840	01-5-475302.00 REPAIRS & MAINT	-19.16	2634	11/10/15
FOGGS FOGG'S HARDWARE AND BUILD	10/14/15	TH--CABLE TIES 754193	01-5-706113.00 REPAIRS & MAINTENANCE	2.99	2634	11/10/15
FOGGS FOGG'S HARDWARE AND BUILD	10/15/15	TH--LALLY COLUMNS 754311	01-5-706113.00 REPAIRS & MAINTENANCE	58.82	2634	11/10/15
FOGGS FOGG'S HARDWARE AND BUILD	10/19/15	HWY--SAND SHED SCREWS 754485	01-5-703511.00 REPAIRS & MAINTENANCE	11.97	2634	11/10/15
FOGGS FOGG'S HARDWARE AND BUILD	10/20/15	TH--SEPTIC TREATMENT 754605	01-5-706109.00 BUILDING SUPPLIES	6.99	2634	11/10/15
FOGGS FOGG'S HARDWARE AND BUILD	10/22/15	REC--PAINTING SUPPLIES 754946	01-5-425330.00 REPAIRS & MAINT	57.72	2634	11/10/15

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FOGGS	FOGG'S HARDWARE AND BUILD	10/23/15 PD--PLUMBING SUPPLIES	01-5-475302.00	6.98	2634	11/10/15
		755076	REPAIRS & MAINT			
FREIGHTNH	FREIGHTLINER OF NEW HAMPS	10/23/15 HWY--TRK #8 PARTS	01-5-703403.00	88.52	2636	11/10/15
		LP237248	PARTS & SUPPLIES			
GEORGE	MICHELE GEORGE	11/04/15 REC--YOGA INSTRUCTION	01-5-425200.00	1586.20	-----	--/--/--
		11/4/15	INSTRUCTOR FEE			
GIRARD	JOHN GIRARD SR	10/29/15 REC--SOCCER OFFICIATING	01-5-425214.00	462.00	2637	11/10/15
		10/29/15	REFERREE/UMPIRE			
GMPC	GREEN MOUNTAIN POWER CORP	10/28/15 DPW--STREET LIGHTS	01-5-703307.00	870.80	2638	11/10/15
		24926OCT15	STREETLIGHTS			
GMPC	GREEN MOUNTAIN POWER CORP	10/27/15 TOWER POWER OCT 15	01-5-575233.00	17.44	2638	11/10/15
		350667OCT15	TOWER POWER			
GOODWIN	AIMEE J GOODWIN	11/04/15 REC--PERS TRAINING INSTR	01-5-425200.00	707.00	2639	11/10/15
		11/4/15	INSTRUCTOR FEE			
GOODWIN	AIMEE J GOODWIN	11/04/15 REC--TEEN FITNESS	01-5-425200.00	196.00	2639	11/10/15
		11/4/15 #2	INSTRUCTOR FEE			
GRAINGER	W.W. GRAINGER, INC.	10/14/15 PD--PADDLE STOP SIGNS	01-5-500202.00	181.87	-----	--/--/--
		9867500960	COMMUNITY RELATNS			
GREATWEST	GREAT-WEST TRUST COMPANY,	10/30/15 DEFERRED COMP OCT 15	01-2-001116.10	1030.00	2640	11/10/15
		OCT 15	ROTH PLAN 457			
GREATWEST	GREAT-WEST TRUST COMPANY,	10/30/15 DEFERRED COMP OCT 15	01-2-001116.00	2394.68	2640	11/10/15
		OCT 15	DEFERRED COMPENSATION			
GREENUPVT	GREEN UP VERMONT	10/24/15 SW--DONATION	01-5-705515.00	200.00	2641	11/10/15
		10/24/15	ADMINISTRATION			
GURMAN	GLENN GURMAN	10/29/15 REC--KUNG FU INSTRUCTION	01-5-425200.00	852.00	2642	11/10/15
		10/29/15	INSTRUCTOR FEE			
GURMAN	GLENN GURMAN	11/02/15 STATE CREDIT REFUND	01-2-001148.00	236.95	2643	11/10/15
		11/2/15	TAX OVERPAYMENTS			
HAYES	HAYES & WINDISH PC	10/28/15 TADMIN--LAKE TAX APPEAL	01-5-005300.00	75.00	2645	11/10/15
		36552	PROFESS SERV			
HENRYDOUG	DOUGLAS M. HENRY	10/23/15 CONCOM--GILE TRAIL GRAVEL	01-5-650640.00	1260.00	2646	11/10/15
		10/23/15	GILE MT			
HERMITWOO	HERMIT WOODS TRAILBUILDER	10/09/15 CONCOM--GILE MTN TRAIL	01-5-650725.00	2362.50	2647	11/10/15
		10061	GRANT			
HOMEDEPOT	HOME DEPOT CREDIT SERVICE	10/22/15 FD--SAFETY VESTS, ETC.	01-5-555422.00	42.85	2648	11/10/15
		9593525	FIRE TOOLS & EQUIPMENT			
HOMEDEPOT	HOME DEPOT CREDIT SERVICE	10/22/15 FD--COMPRESSED AIR	01-5-555422.00	13.96	2648	11/10/15
		9593528	FIRE TOOLS & EQUIPMENT			
IRVINGOIL	IRVING ENERGY DISTRIB. &	10/17/15 FD--BURNER REPAIRS	01-5-550330.00	1052.02	-----	--/--/--
		36961	REPAIR & MAINTENANCE EXPN			
IRVINGOIL	IRVING ENERGY DISTRIB. &	10/21/15 HWY--94.4 GALS PROPANE	01-5-703503.00	122.16	-----	--/--/--
		654406	PROPANE			
LAWSON	LAWSON PRODUCTS, INC.	09/22/15 HWY--FACE SHIELD	01-5-703403.00	75.74	2649	11/10/15
		9303571687	PARTS & SUPPLIES			
LEAGUESPO	LEAGUE SPORTS SERVICES, L	11/02/15 REC--OCT 15 REG FEES	01-5-425218.00	154.35	-----	--/--/--
		177615	REGISTRATION FEES			
LHS	LHS ASSOCIATES, INC.	11/21/15 STMTG--ACCVOTE BATTERY	01-5-050650.00	37.00	-----	--/--/--
		48676	VOTING MACHINE			
MAYER	MAYER & MAYER	10/30/15 OCT 15 JUDGEMENT ORDER	01-2-001120.00	50.00	2650	11/10/15
		OCT 15	EMPLOYEE JUDGEMENT ORDER			

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MIS1	10/30/15	KUSTOM SIGNALS, INC. PD--ANTENNA CABLES 10/27/15	01-5-500308.00 CRUISER SUPPLIES	81.00	2651	11/10/15
MIS2	11/02/15	NANCY H DEAN STATE CREDIT REFUND 11/2/15	01-2-001148.00 TAX OVERPAYMENTS	506.25	2652	11/10/15
MIS3	11/02/15	JACQUELINE ALLEN STATE CREDIT REFUND 11/2/15	01-2-001148.00 TAX OVERPAYMENTS	786.46	2653	11/10/15
MIS4	11/02/15	IAIN WALLIS STATE CREDIT REFUND 11/2/15	01-2-001148.00 TAX OVERPAYMENTS	1478.85	2654	11/10/15
NORFIREDI	10/15/15	NORWICH FIRE DISTRICT CEMCOM--WATER 7/15-10/15 11130-10/15	01-5-675232.00 WATER	121.00	2655	11/10/15
NORFIREDI	10/15/15	NORWICH FIRE DISTRICT TH--WATER 7/15-10/15 30070-10/15	01-5-706100.00 WATER USAGE	111.00	2655	11/10/15
NORFIREDI	10/15/15	NORWICH FIRE DISTRICT FD--WATER 715-9/15 40090-10/15	01-5-550232.00 WATER USAGE	225.80	2655	11/10/15
NORFIREDI	10/15/15	NORWICH FIRE DISTRICT PD--7/15 TO 10/15 WATER 40130-10/15	01-5-475232.00 WATER USAGE	71.00	2655	11/10/15
NORFIREDI	10/15/15	NORWICH FIRE DISTRICT REC--WATER 7/15-10/15 51160-10/15	01-5-425332.00 WATER USAGE	121.00	2655	11/10/15
NORHISTOR	11/05/15	NORWICH HISTORICAL SOCIET 1ST QTR FY16 APPROP 11/5/15	01-5-800315.00 NORWICH HISTORICAL SOC.	2000.00	-----	--/--/--
NORSCHOOL	10/15/15	NORWICH SCHOOL DISTRICT REC--SAU RENTAL FY16 1/2 10/15/15	01-5-425219.00 M.CROSS SCHOOL RENTAL FEE	6615.00	2656	11/10/15
NORSOLAR	10/22/15	NORWICH SOLAR PROJECT I, PD/TH/SW/FD--SOLAR OCT 15 OCT 15	01-5-705501.00 ELECTRICITY	78.72	-----	--/--/--
NORSOLAR	10/22/15	NORWICH SOLAR PROJECT I, PD/TH/SW/FD--SOLAR OCT 15 OCT 15	01-5-550233.00 ELECTRICITY	109.64	-----	--/--/--
NORSOLAR	10/22/15	NORWICH SOLAR PROJECT I, PD/TH/SW/FD--SOLAR OCT 15 OCT 15	01-5-500204.00 SPEED SIGNS	82.14	-----	--/--/--
NORSOLAR	10/22/15	NORWICH SOLAR PROJECT I, PD/TH/SW/FD--SOLAR OCT 15 OCT 15	01-5-706115.00 BANDSTAND & SIGN ELECTRIC	51.34	-----	--/--/--
NORSOLAR	10/22/15	NORWICH SOLAR PROJECT I, PD/TH/SW/FD--SOLAR OCT 15 OCT 15	01-5-475233.00 ELECTRICITY	203.63	-----	--/--/--
OLDCITY	10/14/15	OLD CITY TREE SERVICE, LL HWY--STUMP GRINDING 706	01-5-703315.00 OTHER PROJECTS	600.00	2657	11/10/15
PBA	10/30/15	NEW ENGLAND PBA, INC OCT 15 UNION DUES OCT 15	01-2-001117.00 UNION DUES PAYABLE	366.00	-----	--/--/--
PIKE	10/16/15	PIKE INDUSTRIES INC HWY--9.47 TNS RAP 838654	01-5-703211.00 ASPHALT PRODUCTS	119.32	-----	--/--/--
PIKE	10/16/15	PIKE INDUSTRIES INC HWY--21.97 TNS RAP 838658	01-5-703211.00 ASPHALT PRODUCTS	375.69	-----	--/--/--
PIKE	10/20/15	PIKE INDUSTRIES INC HWY--65.45 TNS RAP 838955	01-5-703211.00 ASPHALT PRODUCTS	1119.21	-----	--/--/--
PIKE	10/20/15	PIKE INDUSTRIES INC HWY--27.59 TNS CRSHD STNE 839327	01-5-703207.00 GRAVEL & STONE	220.72	-----	--/--/--
POWERPROD	10/07/15	POWER PRODUCTS SYSTEMS LL EMMT--PD/FD GEN MAINT 0996971	01-5-575620.00 EMERG GEN MAINT	262.30	-----	--/--/--
POWERPROD	10/07/15	POWER PRODUCTS SYSTEMS LL EMMT--TOWER GEN MAINT 0996972	01-5-575620.00 EMERG GEN MAINT	246.30	-----	--/--/--
POWERPROD	10/08/15	POWER PRODUCTS SYSTEMS LL EMMT--TH GEN MAINT 0997106	01-5-575620.00 EMERG GEN MAINT	377.25	-----	--/--/--

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Check Warrant Report # 16-12 Current Prior Next FY Invoices For Fund (General)

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All Invoices For Check Acct 01(General) 10/30/15 To 11/10/15

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
POWERPROD	POWER PRODUCTS SYSTEMS LL	10/08/15	EMMT--DPW GEN MAINT 0997107	01-5-575620.00 EMERG GEN MAINT	379.00	-----	--/--/--
RANDY	RANDY'S SUNOCO	10/02/15	HWY/PD--CAR WASHES 560	01-5-703401.00 OUTSIDE REPAIRS	39.00	2658	11/10/15
RANDY	RANDY'S SUNOCO	10/02/15	HWY/PD--CAR WASHES 560	01-5-500306.00 CRUISER MAINT	29.00	2658	11/10/15
REYNOLDS	REYNOLDS & SON INC	10/09/15	SW--APPLIANCE DOLLY 3261039	01-5-705403.00 PARTS & SUPPLIES	525.05	-----	--/--/--
REYNOLDS	REYNOLDS & SON INC	10/09/15	SW--RAINSUITS 3261040	01-5-705311.00 UNIFORMS	63.14	-----	--/--/--
RICHARDSO	TAD RICHARDSON	11/01/15	GADMIN--SERVER MAINT 1089	01-5-275632.00 SERVER MAINTENANCE	562.50	-----	--/--/--
SABIL	SABIL & SONS INC	10/09/15	HWY--TRK#4 U BOLTS, BATTS 25623	01-5-703403.00 PARTS & SUPPLIES	120.16	2659	11/10/15
SABIL	SABIL & SONS INC	10/13/15	HWY--TRK #5 WHEEL GUARDS 25644	01-5-703403.00 PARTS & SUPPLIES	53.70	2659	11/10/15
SABIL	SABIL & SONS INC	10/24/15	HWY--LED LIGHTS 25743	01-5-703403.00 PARTS & SUPPLIES	64.10	2659	11/10/15
SAFETYKLE	SAFETY-KLEEN SYSTEMS, INC	10/08/15	DPW--SOLVENT 68214971	01-5-703515.00 ADMINISTRATION	325.20	2660	11/10/15
SANEL	SANEL AUTO PARTS INC	10/19/15	HWY--TRK #4 AIR DRYER 05MM0917	01-5-703403.00 PARTS & SUPPLIES	409.99	2661	11/10/15
SANEL	SANEL AUTO PARTS INC	10/21/15	HWY--CORE RETURN 05MN3537	01-5-703403.00 PARTS & SUPPLIES	-160.00	2661	11/10/15
SANEL	SANEL AUTO PARTS INC	10/22/15	FD--FILTER 05MO2758	01-5-555530.00 EQUIPMENT MAINTENANCE	11.63	2661	11/10/15
SANEL	SANEL AUTO PARTS INC	10/23/15	FD--BATTERY 05MP0597	01-5-555530.00 EQUIPMENT MAINTENANCE	42.39	2661	11/10/15
SANEL	SANEL AUTO PARTS INC	10/23/15	FD--BATTERY RETURN 05MP4042	01-5-555530.00 EQUIPMENT MAINTENANCE	-42.39	2661	11/10/15
SANEL	SANEL AUTO PARTS INC	10/23/15	FD--BATTERY 05MP4061	01-5-555530.00 EQUIPMENT MAINTENANCE	64.11	2661	11/10/15
SOLAFLECT	SOLAFLECT SOLAR PARK I, L	10/22/15	TH/HWY--SOLAR OCT 2015 OCT 15	01-5-706101.00 ELECTRICITY	783.60	-----	--/--/--
SOLAFLECT	SOLAFLECT SOLAR PARK I, L	10/22/15	TH/HWY--SOLAR OCT 2015 OCT 15	01-5-703501.00 ELECTRICITY	64.53	-----	--/--/--
SOUTHWORT	SOUTHWORTH-MILTON, INC.	07/13/15	HWY--BILLING CORRECTION 0074839	01-5-703403.00 PARTS & SUPPLIES	238.00	2662	11/10/15
SPRINGFEN	SPRINGFIELD FENCE CO, INC	10/14/15	TH--CHAIN-LINK FENCE 81125	01-5-706113.00 REPAIRS & MAINTENANCE	3075.00	2673	11/10/15
STAPLELNK	STAPLES BUSINESS ADVANTAG	10/03/15	PD/GAD/FIN/ASS--SUPPLIES 8036206869	01-5-300610.00 OFFICE SUPPLIES	3.25	2663	11/10/15
STAPLELNK	STAPLES BUSINESS ADVANTAG	10/03/15	PD/GAD/FIN/ASS--SUPPLIES 8036206869	01-5-275610.00 OFFICE SUPPLIES	9.20	2663	11/10/15
STAPLELNK	STAPLES BUSINESS ADVANTAG	10/03/15	PD/GAD/FIN/ASS--SUPPLIES 8036206869	01-5-200610.00 OFFICE SUPPLIES	2.31	2663	11/10/15
STAPLELNK	STAPLES BUSINESS ADVANTAG	10/03/15	PD/GAD/FIN/ASS--SUPPLIES 8036206869	01-5-500501.00 ADMINISTRATION	15.34	2663	11/10/15
STAPLELNK	STAPLES BUSINESS ADVANTAG	10/17/15	FIN--CALCULATOR ETC. 8036403759	01-5-200611.00 OFFICE EQUIPMENT	44.99	2663	11/10/15

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All Invoices For Check Acct 01(General) 10/30/15 To 11/10/15

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
STAPLELNK	STAPLES BUSINESS ADVANTAG	10/17/15	FIN--CALCULATOR ETC. 8036403759	01-5-200610.00 OFFICE SUPPLIES	2.90	2663	11/10/15
STAPLELNK	STAPLES BUSINESS ADVANTAG	10/24/15	PD--PRINTER, CLOCK 8036490824	01-5-500501.00 ADMINISTRATION	99.90	2663	11/10/15
STAPLES.	STAPLES CREDIT PLAN	10/30/15	FD--SUPPLIES 55451	01-5-550301.00 SUPPLIES	13.49	2664	11/10/15
STAPLES.	STAPLES CREDIT PLAN	10/30/15	FD--SUPPLIES 55451	01-5-555614.00 RECRUITMENT	17.98	2664	11/10/15
TOTALTREE	TOTALLY TREES	10/19/15	HWY--TREE CUTTING 10/19/15	01-5-703309.00 TREE CUTTING & REMOVAL	720.00	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	09/28/15	DPW-UNIFORMS & SUPPLIES 035 3937674	01-5-703311.00 UNIFORMS	116.01	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	09/28/15	DPW-UNIFORMS & SUPPLIES 035 3937674	01-5-704311.00 UNIFORMS	32.34	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	09/28/15	DPW-UNIFORMS & SUPPLIES 035 3937674	01-5-703515.00 ADMINISTRATION	13.60	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	09/28/15	DPW-UNIFORMS & SUPPLIES 035 3937674	01-5-703507.00 SUPPLIES	11.49	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	10/05/15	DPW-UNIFORMS & SUPPLIES 035 3939944	01-5-703311.00 UNIFORMS	116.01	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	10/05/15	DPW-UNIFORMS & SUPPLIES 035 3939944	01-5-704311.00 UNIFORMS	32.34	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	10/05/15	DPW-UNIFORMS & SUPPLIES 035 3939944	01-5-703515.00 ADMINISTRATION	11.00	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	10/05/15	DPW-UNIFORMS & SUPPLIES 035 3939944	01-5-703507.00 SUPPLIES	2.49	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	10/12/15	DPW-UNIFORMS & SUPPLIES 035 3942241	01-5-703515.00 ADMINISTRATION	13.60	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	10/12/15	DPW-UNIFORMS & SUPPLIES 035 3942241	01-5-704311.00 UNIFORMS	32.34	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	10/12/15	DPW-UNIFORMS & SUPPLIES 035 3942241	01-5-703507.00 SUPPLIES	2.49	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	10/12/15	DPW-UNIFORMS & SUPPLIES 035 3942241	01-5-703311.00 UNIFORMS	116.01	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	10/19/15	DPW-UNIFORMS & SUPPLIES 035 3944522	01-5-703515.00 ADMINISTRATION	13.60	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	10/19/15	DPW-UNIFORMS & SUPPLIES 035 3944522	01-5-704311.00 UNIFORMS	32.34	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	10/19/15	DPW-UNIFORMS & SUPPLIES 035 3944522	01-5-703311.00 UNIFORMS	116.01	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	10/19/15	DPW-UNIFORMS & SUPPLIES 035 3944522	01-5-703507.00 SUPPLIES	2.49	-----	--/--/--
UVTRAILS	UPPER VALLEY TRAILS ALLIA	11/02/15	CONCOM--GILE MTN TRAIL 11/2/15	01-5-650725.00 GRANT	280.00	2665	11/10/15
VLCT	VERMONT LEAGUE OF CITIES	10/30/15	PL--WORKSHOP 2015-16914	01-5-350615.00 DUES/MTGS/EDUC	70.00	2666	11/10/15
VLCTPACIF	VLCT PROP & CASUALTY INTE	10/23/15	WORKERS COMP INS FIRE DPT 15ARADJ1383	01-5-800520.00 WORKER'S COMP INS	470.00	2667	11/10/15
VMCTA	VT MUNICIPAL CLERKS & TRE	11/03/15	TAD/TC--ANN MEMBERSHIP 2015-16	01-5-005615.00 DUES/MTS/EDUC	20.00	2668	11/10/15

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All Invoices For Check Acct 01(General) 10/30/15 To 11/10/15

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
VMCTA	VT MUNICIPAL CLERKS & TRE	11/03/15	TAD/TC--ANN MEMBERSHIP 2015-16	01-5-100615.00 DUES/MTGS/EDUC	55.00	2668	11/10/15
VMERS	VMERS DB	10/30/15	OCT 2015 RETIREMENT OCT 15	01-5-703126.00 RETIREMENT	1282.67	2669	11/10/15
VMERS	VMERS DB	10/30/15	OCT 2015 RETIREMENT OCT 15	01-5-500126.00 VT RETIREMENT	1558.76	2669	11/10/15
VMERS	VMERS DB	10/30/15	OCT 2015 RETIREMENT OCT 15	01-5-005126.00 VT RETIREMENT	198.53	2669	11/10/15
VMERS	VMERS DB	10/30/15	OCT 2015 RETIREMENT OCT 15	01-5-500126.00 VT RETIREMENT	178.20	2669	11/10/15
VMERS	VMERS DB	10/30/15	OCT 2015 RETIREMENT OCT 15	01-5-704126.00 RETIREMENT	418.49	2669	11/10/15
VMERS	VMERS DB	10/30/15	OCT 2015 RETIREMENT OCT 15	01-5-100126.00 VT RETIREMENT	425.03	2669	11/10/15
VMERS	VMERS DB	10/30/15	OCT 2015 RETIREMENT OCT 15	01-5-200126.00 VT RETIREMENT	267.03	2669	11/10/15
VMERS	VMERS DB	10/30/15	OCT 2015 RETIREMENT OCT 15	01-2-001113.00 VEMRS GRP C PAYABLE	2160.39	2669	11/10/15
VMERS	VMERS DB	10/30/15	OCT 2015 RETIREMENT OCT 15	01-5-425126.00 VT RETIREMENT	272.37	2669	11/10/15
VMERS	VMERS DB	10/30/15	OCT 2015 RETIREMENT OCT 15	01-2-001111.00 VEMRS GRP B PAYABLE	2933.30	2669	11/10/15
VMERS	VMERS DB	10/30/15	OCT 2015 RETIREMENT OCT 15	01-5-350126.00 VT RETIREMENT	267.03	2669	11/10/15
VTFRAN	VERMONT DEPT. OF TAXES	10/13/15	3RD QTR 15 FRANCHISE TAX 10/13/15	01-5-705517.00 VERMONT FRANCHISE TAX	819.32	2670	11/10/15
WRPC	SWISH WHITE RIVER LTD	10/07/15	HWY--BATHROOM SUPPLIES W070781/S	01-5-703507.00 SUPPLIES	45.32	-----	--/--/--
WRPC	SWISH WHITE RIVER LTD	10/20/15	TH--DRAIN OPENER W074237/S	01-5-706109.00 BUILDING SUPPLIES	72.00	-----	--/--/--
YOUNG	MARK YOUNG	10/23/15	TAX OVERPAYMENT 10/23/15	01-2-001148.00 TAX OVERPAYMENTS	67.01	2671	11/10/15

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All Invoices For Check Acct 01(General) 10/30/15 To 11/10/15

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RRobinson

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
Report Total				77651.83		

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 \$ ****77,651.83

Let this be your order for the payments of these amounts.

FINANCE DIRECTOR


Roberta Robinson

TOWN MANAGER:

Neil Fulton

SELECTBOARD:

Christopher Ashley

Linda Cook
Chair

Stephen Flanders

Dan Goulet

Mary Layton

11/06/15

Town of Norwich Accounts Payable

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Check Warrant Report # 16-12 Current Prior Next FY Invoices For Fund (RECREATION SCHOLARSHIPS)

RRobinson

All Invoices For Check Acct 01(General) 10/30/15 To 11/10/15

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
DRESDENSC DRESDEN SCHOOL DISTRICT	10/29/15	REC--SCHOLARSHIP GYM FEES 10/29/15	40-5-425248.00 SCHOLARSHIPS	40.00	2630	11/10/15
DRESDENSC DRESDEN SCHOOL DISTRICT	10/29/15	REC--SCHOLARSHIP GYM FEES 10/29/15 #2	40-5-425248.00 SCHOLARSHIPS	40.00	2630	11/10/15
HANOVERRE HANOVER RECREATION	10/29/15	REC--B'BALL SCHOLARSHIP 10/29/15	40-5-425248.00 SCHOLARSHIPS	60.00	2644	11/10/15
HANOVERRE HANOVER RECREATION	10/29/15	REC--B'BALL SCHOLARSHIP 10/29/15 #2	40-5-425248.00 SCHOLARSHIPS	60.00	2644	11/10/15
Report Total				200.00		

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 \$ *****200.00

Let this be your order for the payments of these amounts.

FINANCE DIRECTOR


 Roberta Robinson

TOWN MANAGER:

Neil Fulton

SELECTBOARD:

Christopher Ashley

Linda Cook
Chair

Stephen Flanders

Dan Goulet

Mary Layton

funding that may otherwise have been eligible for the original facility. See pages 124–127 for further discussion of hazard mitigation. (See FEMA Fact Sheet 9580.102, Permanent Relocation.)

The applicant must obtain approval for an improved project from the State **prior to the start of construction**. Further, any improved project that results in a significant change from the pre-disaster configuration (that is, different location, footprint, function, or size) of the facility must also be approved by FEMA prior to construction to ensure completion of the appropriate environmental and/or historic preservation review.

Alternate Projects. An applicant may determine that the public welfare would not be best served by restoring a damaged facility or its function. In this event, the applicant may use the PA grant for that facility for other eligible purposes. (See FEMA Policy 9525.13, Alternate Projects.) Funds may also be used on more than one alternate project, and an applicant may request an alternate project in lieu of either a small or large project, but only on permanent restoration projects. Funds for debris removal and emergency protective measures cannot be used for alternate projects. The alternate project must serve the same general area that was being served by the originally funded project. The original facility must be rendered safe and secure, sold, or demolished. If an applicant opts to keep a damaged facility for a later or another use, it will not be eligible for FEMA funding in a subsequent disaster unless it is repaired to meet codes and standards, and mitigation measures that would have been approved are applied.

In general, alternate project funding may be used to repair or expand other selected public facilities, to construct new facilities, to demolish the original structure, to purchase equipment, to cover Section 406(d) (Stafford Act) insurance reductions on a facility eligible under the PA Program, or to fund cost-effective hazard mitigation activities, as long as the purpose is to meet a need for governmental services and functions in the disaster area. Alternate projects for PNP applicants must be for facilities that would be eligible for assistance under Section 406 of the Stafford Act. The proposed alternate project may not be located in the regulatory floodway and flood insurance will be required if it is located in the 100-year floodplain. Funds for alternate projects cannot be used for operating costs or to meet the State or local share requirement on other Public Assistance projects or projects that utilize other Federal grants. 406 Hazard Mitigation funds that may have been approved for the original facility cannot be applied to an alternate project. All requests for alternate projects must be made within 12 months of the Kickoff Meeting and must be approved by FEMA **prior to construction**. FEMA must ensure that the

proposed project represents an appropriate use of funds and complies with applicable environmental and historic preservation laws.

Funds for alternate projects for publicly owned facilities are limited to 90 percent of the approved Federal share of the estimated eligible costs associated with repairing the damaged facility to its pre-disaster design, or to 90 percent of the Federal share of actual costs of completing the alternate project, whichever is less. Funds for alternate projects for PNP applicants are limited to 75 percent of the approved Federal share. The costs of complying with laws, regulations, and EOs on the damaged facility are considered project costs for purposes of calculating the grant. Any additional costs for complying with codes and standards or compliance with environmental and historic preservation laws, regulations, and EOs (see Chapter 4) for the alternate facility are not eligible. Mitigation funding cannot be included in the calculation of the amount of alternate project funding. A sample calculation follows:

\$130,000	eligible damage
<u>- 30,000</u>	insurance reduction
\$100,000	new eligible amount
<u>x .9</u>	to adjust for 10% reduction*
\$ 90,000	new project amount
<u>x .75</u>	Federal cost share
\$67,500	maximum amount of Federal funds applicant may receive. Applicant must spend at least \$90,000 on the approved alternate projects to receive \$67,500 of Federal funds.

* except for projects of PNP organizations, which are reduced 25%

Appeals

The appeals process is the opportunity for applicants to request reconsideration of FEMA determinations regarding application for or the provision of assistance. There are two levels of appeal. The first level appeal is to the RA. The second level appeal is to FEMA Headquarters.

Typical appeals involve the following:

- an entity is not an eligible applicant;
- a facility, an item of work, or a project is not eligible for disaster assistance;
- approved costs are less than the applicant believes to be necessary to complete the work;



Linda Cook <lcook2825@gmail.com>

Alternate Project application materials for Norwich Damn Project.

1 message

Andes, Mary <Mary.Andes@vermont.gov>

Fri, Oct 30, 2015 at 3:11 PM

To: "lcook2825@gmail.com" <lcook2825@gmail.com>

Cc: "Pentkowski, Ron" <Ron.Pentkowski@vermont.gov>

Hey Linda!

Thanks for reaching out – as we discussed, I put together some materials to help you put together a request for an Alternate project for the damn project.

I cc'd Ron Pentkowski, who also works on Tropical Storm Irene close-outs – if I missed anything or he can think of anything that would be helpful, he'll jump in.

PW 2334, SSNOG01 - Town Park Dam, was obligated in the amount of \$567,284.28 on 8/2/2012. According to 44 CFR 206.203 (d) (2), which governs the administration of Alternate projects:

(2) Alternate projects. In any case where a subgrantee determines that the public welfare would not be best served by restoring a damaged public facility or the function of that facility, the Grantee may request that the Regional Administrator approve an alternate project.

(i) The alternate project option may be taken only on permanent restorative work.

(ii) Federal funding for alternate projects for damaged public facilities will be 90 percent of the Federal share of the Federal estimate of the cost of repairing, restoring, reconstructing, or replacing the facility and of management expenses.

(iii) Federal funding for alternate projects for damaged private nonprofit facilities will be 75 percent of the Federal share of the Federal estimate of the cost of repairing, restoring, reconstructing, or replacing the facility and of management expenses.

(iv) Funds contributed for alternate projects may be used to repair or expand

other selected public facilities, to construct new facilities, or to fund hazard mitigation measures. These funds may not be used to pay the nonFederal share of any project, nor for any operating expense.

(v) Prior to the start of construction of any alternate project the Grantee shall submit for approval by the Regional Administrator the following: a description of the proposed alternate project(s); a schedule of work; and the projected cost of the project(s). The Grantee shall also provide the necessary assurances to document compliance with special requirements, including, but not limited to floodplain management, environmental assessment, hazard mitigation, protection of wetlands, and insurance.

In this, case, the 90% of the federal share (also 90%) is calculated as follows — \$567,284.28 time 90% = \$510,555.9. Ninety percent of \$510,555.9 is \$459,500.3. So, the town of Norwich would need to demonstrate that you had spent \$567,284.28 in order to get \$459,500.3 in federal funds.

You can address the packet, the request for an Alternate project, to me or Ron — I attached a checklist that you can use as a guide to put together your Alternate project request.

Thanks again for reaching out!

Hopefully, this is enough to get you started.

We'd love to get this submitted to FEMA as soon as well can.

We are more than happy to help!

Mary

Mary Andes

DEMHS Special Project Analyst to the Director

Division of Emergency Management and Homeland Security

Department of Public Safety

103 South Main St.

Waterbury, VT 05671-2101

mary.andes@state.vt.us

Work Cell Phone: (802) 585-4720

Office Desk Phone: (802) 241-5096

5 attachments



9525_13 copy.pdf

1950K



paguide07 (dragged) 1 copy.pdf

38K



VT_RequestAlternateProject.pdf

88K



PW_2334_downloaded_20151030.pdf

312K



FEMATown Dam Ext_20140919.pdf

657K

STATE OF VERMONT REQUEST FOR ALTERNATE PROJECT

PAGE _____ of _____

(COMPLETE EACH CELL - PREPARE A SEPARATE REQUEST FOR EACH PROJECT)

DECLARATION NO.

PW NO.

FIPS NO.

DATE:

CATEGORY

FEMA _____ -DR- _____

APPLICANT:

COUNTY:

DAMAGED FACILITY:

APPLICANT HAS DETERMINED THAT THE PUBLIC INTEREST WOULD NOT BE BEST SERVED BY RESTORING THIS DAMAGED FACILITY. LISTED BELOW IS AN ALTERNATE PROJECT DESCRIPTION AND DIMENSIONS WITH DETAILED SCOPE/SCHEDULE OF WORK. (Add attachments as necessary for a complete request description):

COST ESTIMATE

ITEM	CODE	NARRATIVE	QUANTITY	UNIT	UNIT PRICE	COST
1.						
2.						
3.						
4.						
5.						

TOTAL ESTIMATED COST OF ALTERNATE PROJECT:

(ADD ATTACHMENT FOR DETAILS AND/OR ADDITIONAL LINE ITEMS)

SOURCE OF FUNDING FOR ADDITIONAL COSTS (if any):**WORK TO BE PERFORMED BY:** (check one)

9 A. Contract

9 B. Applicant's Employees and Equipment

9 C. Combination of A. and B.

ESTIMATED DATE OF COMPLETION:

Applicant confirms by signature below that: 1) approval is based on the information provided with this request; 2) any changed conditions are to be immediately brought to the attention of the Public Assistance Officer; and, 3) approved alternate projects remain subject to all previous requirements for accountability, completion, and closure.

SIGNATURE OF APPLICANT'S AUTHORIZED REPRESENTATIVE:

DATE:

PRINT NAME and POSITION:

CONTACT NUMBER:

EHP COMPLIANCE for ALTERNATE PROJECTS

When an applicant proposes an alternate or improved project or requests scope changes to a Project Worksheet (PW), FEMA is required to review the revised project for Environmental/Historic Preservation (EHP) compliance. Hazard mitigation, improved projects and alternate projects require a more detailed level of review because, by definition, they may involve a change in the function or capacity of a facility and/or work outside the footprint of the existing structure. The applicant is responsible for obtaining all required permits and complying with all conditions placed on the project.

If a proposed project:

- involves any action on beaches
- is in or adjacent to floodplains, wetlands or water-ways
- changes the location or capacity of the damaged facility
- has the potential to affect any environmentally sensitive areas
- will involve excavation or digging in undisturbed ground
- is around any potentially historical sites or structures, or
- involves the repair or replacement of any structure more than 45 years old

The applicant must provide (as appropriate):

- site plans, drawings or sketches
- design/construction plans or drawings
- hydraulic/hydrological study or analysis
- location, site and floodplain (FIRM) maps
- a record of any contact with regulatory agencies
- copies of any existing permits and permit applications
- photographs of the damaged facility and the surrounding area

Projects submitted to FEMA without the necessary back-up documentation cannot be processed through environmental review and are likely to be delayed.

Also, in order to avoid unnecessary delays:

- provide clear damage description and scope of work
- do not combine multiple PW's in a single request letter
- note the date of construction of buildings and historic background
- provide overall photographic views of buildings and surroundings
- note and photograph any dedication or historical information plaques
- completely describe and locate the proposed site of replacement facilities

If this information is not included, processing will be delayed because FEMA will ask that the scope be clarified, dates established and locations determined.

It is especially important that the applicants provide the plans, maps, studies, photos, etc. and obtain the required permits/approval from the appropriate agencies **PRIOR** to the start of construction. Verification that all necessary permits have been obtained and all conditions have been met is required at project close-out. Failure to do so may jeopardize FEMA funding.

Please contact the State Public Assistance Officer if you have any questions. Thank you.

Ben Rose

Public Assistance Officer

Vermont Emergency Management

Department of Public Safety

(802) 585-4719

Ben.rose@state.vt.us

PA-01-VT-4022-PW-02867(2) P	
Applicant Name:	Application Title:
SHREWSBURY (TOWN OF)	MBSHC12 Shrewsbury UCRR (TH 6)
Period of Performance Start:	Period of Performance End:
09-01-2011	12-31-2015

Subgrant Application - Entire Application

Application Title: MBSHC12 Shrewsbury UCRR (TH 6)

Application Number: PA-01-VT-4022-PW-02867(2)

Application Type: Subgrant Application (PW)

Preparer Information	
Prefix	Mr.
First Name	MICHAEL
Middle Initial	
Last Name	BOUTET
Title	
Agency/Organization Name	FEMA
Address 1	30 Allen Martin Drive
Address 2	
City	Essex
State	VT
Zip	05452
Email	ben.rose@state.vt.us
Is the application preparer the Point of Contact? No	

Point of Contact Information	
Prefix	Mrs.
First Name	Irene
Middle Initial	
Last Name	Gordon
Title	
Agency/Organization	Shrewsbury
Address 1	9823 Cold River Rd
Address 2	
City	Shrewsbury
State	VT
ZIP	05738
Phone	802-492-8282
Fax	
Email	muszzie@aol.com

Alternate Point of Contact Information	
Prefix	

First Name	John
Middle Initial	
Last Name	Wood
Title	Selectman
Agency/Organization	Town of Shrewsbury
Address 1	
Address 2	
City	
State	VT
ZIP	05738
Phone	
Fax	
Email	woodyselect@gmail.com

Project Description	
Disaster Number:	4022
Pre-Application Number:	PA-01-VT-4022-RPA-0142
Applicant ID:	021-65275-00
Applicant Name:	SHREWSBURY (TOWN OF)
Subdivision:	
Project Number:	MBSHC12
Standard Project Number/Title:	399 - Road System Damage
Please Indicate the Project Type:	Neither Alternate nor Improved
Application Title:	MBSHC12 Shrewsbury UCRR (TH 6)
Category:	C.ROADS & BRIDGES
Percentage Work Completed?	14.0 %
As of Date:	06-14-2013

Comments

Attachments						
User	Date	Document Type	Description	Hard Copy File Reference	File Name	Action
MICHAEL BOUTET	05-24-2012	Map	Upper Cold River Rd. "Shear"		img026.pdf(48.84 kb)	View

Damage Facilities (Part 1 of 2)								
Facility Number	Facility Name	Address	County	City	State	ZIP	Site Previously Damaged?	Action
1	Upper Cold River Road (TH 6) Shear		Rutland	Shrewsbury	VT	05738	No	

Comments

Attachments						
User	Date	Document Type	Description	Hard Copy File Reference	File Name	Action
MICHAEL BOUTET	06-04-2012	Additional Information	D D and Scope of Work by Jason Holcomb		img090.pdf(79.94 kb)	View

GERALD VEZINA	06-07-2012	Additional Information	Codes and Standards		Shrewsbury_codes_and_standards[1].pdf(186.12 kb)	View
GERALD VEZINA	06-07-2012	Additional Information	Fringe Benefits		Shrewsbury_Fringe_Benifits_Worksheet[1].pdf(31.33 kb)	View

Facility Name:	Upper Cold River Road (TH 6) Shear
Address 1:	
Address 2:	
County:	Rutland
City:	Shrewsbury
State:	VT
ZIP:	05738
Was this site previously damaged?	No
Percentage Work Completed?	0.00 %
Location:	<p>PA-01-VT-4022-PW-02867(0): At 43.56718 , -72.92010 the Upper Cold River Rd. was inundated by the flooding rains of Tropical Storm Irene during the event period of 8/27-9/02.</p> <p>PA-01-VT-4022-PW-02867(1): 14 June 2013 PS Roland Luxenberg Scope Change Amendment - no changes</p> <p>PA-01-VT-4022-PW-02867(2): ***** SCOPE CHANGE AMENDMENT- 7/8/15 R.S. Melillo, Project Specialist ***** No change in project location.</p>
Damage Description and Dimensions:	<p>PA-01-VT-4022-PW-02867(0): During Tropical Storm Irene, the extreme rains and resulting flooding caused portions of Upper Cold River Rd. to saturate and begin to slide. A one hundred foot crack developed at a location approximately half way between the Cold River Rd. and the Historic "Brown Bridge", a classic full span covered bridge built in 1880.. The crack developed quickly until an area of the road surface(140'x6')was involved and shifting towards the Cold River, some 80' below. This part of the road involved a section of shoulder at least 140', some large and small trees and boulders..Approximately half of this shoulder has slid to the river 80' below.</p> <p>PA-01-VT-4022-PW-02867(1): 14 June 2013 PS Roland Luxenberg Scope Change Amendment - no changes</p> <p>PA-01-VT-4022-PW-02867(2): ***** SCOPE CHANGE AMENDMENT - R.S. Melillo, Project Specialist ***** No change in project damage description and dimensions.</p>
	<p>PA-01-VT-4022-PW-02867(0): TO BE COMPLETED: Scope Of Work : To return the road to its predisaster condition, the slope must be rebuilt with unclassified fill: 14'x 80' x6' deep x 1/27 =2489cy @ \$8.00/cy= \$19,912 New Guardrail: 140 lf @ \$19.80/lf = \$2,772</p> <p>The applicant has a Hazard Mitigation Propoasl:</p> <p>Cost codes used for developing this repair were R S Means and Vermont A O T codes.</p> <p>A copy of the Geo-Tec Report is attached to this P W</p> <p>The subgrantee is requesting direct administrative costs that are directly chargeable to this specific project. Associated eligible work is related to administration of this specific PA project only and in accordance with 44 CFR 13.22. These costs are treated consistently and uniformly as direct costs in all Federal awards and other subgrantee activities and are</p>

approved indirect cost rates.

Complete Documentation has not been compiled yet and needs to be on file at the Applicant's office. For auditing purposes, Applicant must retain records for a period of 3 years from the date of receipt of final payment.

See Hazard Mitigation Proposal on following pages.

Federal funding is contingent upon the Applicant acquiring all necessary federal, state and local permits. Noncompliance with this requirement may jeopardize the receipt of federal funds.

The Applicant is cautioned that when procuring services to be provided by outside Contractors, the Applicant needs to follow the bidding requirements of 44 CFR Section 13.36, copy of pertinent portions available upon request. Formal bidding processes are required when the value of the repair at the damaged site is estimated to be >\$100,000.

Applicant shall notify the VT Agency of Transportation of any significant cost increase or in the approved scope of work. Contact: Mr. Gary Schelley, VTAOT at (802) 828 – 0425 or E-Mail gary.schelley@vt.state.us

PA-01-VT-4022-PW-02867(1):

14 June 2013 PS Roland Luxenberg Scope Change Amendment.

A FEMA TAC with geotechnical expertise visited the damaged site, recommended in his report that the downslope embankment slide was eligible for repair, but cautioned that eligible repairs were limited to the integral ground for the road, in accordance with FEMA policy. He suggested a Mechanically Stabilized Earth (MSE) approach that would limit the horizontal extent of the repair work, thus avoiding integral ground evaluations, but would involve vertical cuts along the upslope repair face (both due to the nature of the MSE wall and for the proposed road re-location some 8' into the upslope side).

The applicant's consulting engineer (Otter Creek Associates) retained a geotechnical consultant (Haley & Aldrich, or HA) to evaluate repair options (see attached Initial Scope Change Request documentation). HA evaluated 6 options, and prepared cost estimates for 3 options, with the least cost alternative involving a stone buttress beginning at the river's edge some 75' below the road surface, and placing stone along the prepared embankment back to the original road location, along with repairing the damaged shoulder and road (see attached cost estimate document). The associated cost estimate (\$550k+) for the preferred repair option was much larger than FEMA's original estimate for the MSE approach (\$141k). HA's estimate for the MSE approach (\$640k) was also much larger than FEMA's estimate. The Initial Scope Change was denied (see attached letters).

At that time (March 2013, see emails at end of attached Second SCR documentation), the MSE approach was still preferred by FEMA to avoid the integral ground issue, and HA re-evaluated their MSE cost estimate. The updated cost estimate did not change (see HA's CEF in Second SCR documentation), with HA pointing out that FEMA did not consider the need for any upslope cut stabilization in FEMA's Scope of Work/CEF, which HA believed required soil nailing using out-of-state contractors.

New (June 2013) CEF's were prepared for the preferred approach (Stone Buttress, or SB) and for the MSE Wall, using applicant's estimate of quantities, 5-year AOT rates when available, and now incorporating soil nailing for the MSE wall. The new CEF's show a cost of \$315k for the SB option, and \$361k for the MSE wall. Based on these new CEFs, the SB option is: (a) more than 10% less expensive than the MSE wall; (b) avoids the required use of out-of-state contractors, and; (c) is a repair approach commonly used at similar eligible slides under DR-4022. For these reasons, the SB approach appears to be the most reasonable way to repair this eligible slide.

Therefore, the scope of work is amended to that originally presented by the applicant, and will involve removing/regrading about 1900 CY of material on the damaged embankment slope, excavating and placing about 87 CY of Riprap, Heavy Type 519 CY of stone buttress near the stream's edge, placing about 2,370 CY of stone along the prepared embankment slope, and placing about 85 CY of roadway materials.

Hazard mitigation costs will be calculated as the net cost of installing 2,976 cy of the above materials (Riprap, Heavy Type, stone buttress, embankment stone) on the embankment slope to the cost of restoring the embankment slope to pre-disaster material; see attached HMP for the calculation.

Scope of Work:

The costs incurred to date include \$4k in topographic surveying and mapping (Otter Creek), \$36k in geotechnical consulting, and \$6k in consulting engineering (Otter Creek). These costs will be added to the new CEF cost for the Stone Butress approach for new PW total of \$361,538.87.

PA-01-VT-4022-PW-02867(2):

***** SCOPE CHANGE AMENDMENT - 7/8/15 R.S. Melillo, Project Specialist

This project worksheet is written as a Scope Change Amendment with a time extension version to PW #2867.

FEMA had previously approved the revision of the scope of work to incorporate the stone buttress design approach and awarded version 1 of PW #2867 on July 18, 2013, with increased estimated costs of \$361,538.87. This amount included, calculated by FEMA through the Cost Estimating Format, the estimated costs for the repairs of the Road and embankment, actual engineering costs to that date, and an estimate of engineering costs going forward. The Applicant moved forward with procuring the services of a construction contractor and reported that the least cost bid received in June 2014 was Casella construction for a total of \$515,000.00.

The Applicant recognizing that the revised scope of work stone buttress design approach would necessitate a large portion of work being completed on private property that the Applicant, at that time, did not own or have easements which would have meant an Improved Project at increased Applicant cost. Considering this, the Applicant later decided to pursue the MSE earth wall and Road relocation method instead. The Applicant submitted to the Grantee on January 8, 2015, a request to revise the scope of work of PW #2867 to utilize the MSE earth wall and road relocation method originally suggested as option by FEMA's and the Applicant's geotechnical engineers.

This request was approved by the FEMA Disaster Recovery Manager Deputy Director on July 8, 2015 to revise the scope of work to employ a construction method that is a combination of partially relocating the road into the ascending slope and stabilizing the existing road subgrade via MSE. (Refer to letter attachment found in the Application Level Section file titled "FINAL 4022-DR-VT Shrewsbury PW-2867 Scope Change and TE Response (8 Jul 15)").

In summary the updated SOW consists of:

- * Clear and grub within footprint of the proposed MSE wall
- * Install earth support system on the upslope side of Upper Cold River Road
- * Excavate to the bedrock surface within the footprint of the proposed MSE wall
- * Excavate bedrock to form a level surface for the MSE wall
- * Construct the MSE wall and restore the roadway

See revised CEF dated 1/8/15 for details attached to the PW Form 90-91 Section.

The FEMA Disaster Recovery Manager Deputy Director approved the Grantee's request to extend the project completion deadline to December 31, 2015. (Refer to letter attachment found in the Application Level Section file titled "FINAL 4022-DR-VT Shrewsbury PW-2867 Scope Change and TE Response (8 Jul 15)").

All other stipulations in the PW prevail in this Amendment.

Hazard Mitigation Proposal

* Is effective mitigation feasible on this site?

Yes

If you answered **Yes** to the above question, the next question is required

Will mitigation be performed on this site?

Yes

If you answered **Yes** to the above question, the next question is required

Do you wish to attach a Hazard Mitigation Proposal?

No

If you answered **Yes** to the above question, the next two questions are required

See revised CEF dated 1/8/15 for details.

The Hazard Mitigation (HM) is less than 100 % of the repair and restoration costs. In accordance with FEMA Recovery Policy 9526.1, VII. B.2. "certain

Please provide the Scope of Work for the estimate: (maximum 4000 characters)		mitigation measures (are) determined to be cost effective, as long as the mitigation measure does not exceed 100% of the eligible cost of the eligible repair work on the project." The proposed mitigation measures includes installation of French Drain, Gabion basket facing MSE wall, slope stabilization, and geosynthetic soil stabilization. These HM are considered cost effective measures described in FEMA Recover Policy RP 9526.1 Appendix A paragraph #5 - 6 items.	
Would you like to add the Hazard Mitigation Proposal as a cost line item to the project cost?		No	
GIS Coordinates			
Project Location	Latitude	Longitude	
Upper Cold River Shear	43.56718	-72.9201	

Special Considerations	
1. Does the damaged facility or item of work have insurance coverage and/or is it an insurable risk (e.g., buildings, equipment, vehicles, etc)?	No
2. Is the damaged facility located within a floodplain or coastal high hazard area and/or does it have an impact on a floodplain or wetland?	Yes
If you would like to make any comments, please enter them below. (maximum 4000 characters) Google Earth Flood map with overlays attached.	
3. Is the damaged facility or item of work located within or adjacent to a Coastal Barrier Resource System Unit or an Otherwise Protected Area?	No
4. Will the proposed facility repairs/reconstruction change the pre-disaster conditions (e.g., footprint, material, location, capacity, use of function)?	Yes
If you would like to make any comments, please enter them below. (maximum 4000 characters) This is a road repair at a landslide site. All attempts will be to repair to predisaster form, function and design. 14 June 2013 PS Roland Luxenberg Scope Change Amendment Proposed repair involves keying in large stone buttress at stream's edge, then placing stone along prepared slope/embankment to the road's shoulder.	
5. Does the applicant have a hazard mitigation proposal or would the applicant like technical assistance for a hazard mitigation proposal?	Yes
If you would like to make any comments, please enter them below. (maximum 4000 characters) Hazard mitigation proposal attached. 14 June 2013 PS Roland Luxenberg Scope Change Amendment See scope of work	
6. Is the damaged facility on the National Register of Historic Places or the state historic listing? Is it older than 50 years? Are there more, similar buildings near the site?	No
7. Are there any pristine or undisturbed areas on, or near, the project site? Are there large tracts of forestland?	No
8. Are there any hazardous materials at or adjacent to the damaged facility and/or item of work?	No
9. Are there any other environmental or controversial issues associated with the damaged facility and/or item of work?	Yes
If you would like to make any comments, please enter them below. (maximum 4000 characters) 14 June 2013 PS Roland Luxenberg Scope Change Amendment Proposed repair involves placing large stone buttress at stream's edge	

Attachments						
User	Date	Document Type	Description	Hard Copy File Reference	File Name	Action
MICHAEL BOUTET	04-21-2012	Map	Upper Cold River Slide Firm		img090.pdf(621.16 kb)	View
SHARLA AZIZI	12-07-2012	Environmental/Historic Document	8-Step Checklist		8-Step Checklist_PW 2867_Shrewsbury.pdf(29.95 kb)	View

For Category C, D, E, F, and G Projects only	
Is effective mitigation feasible on this project?	Yes

If you answered Yes to the above question, the next question is required	
Will mitigation be performed on any sites in this project?	Yes
If you answered Yes to the above question, the next question is required	
Do you wish to attach a Hazard Mitigation Proposal?	Yes
If you answered Yes to the above question, the next two questions are required	
<p>Please provide the Scope of Work for the estimate:</p>	<p>Due to the relative steepness of the descending slope below the roadway, as well as the proximity to the adjacent Cold River Road above the roadway, repair alternatives appear to be relatively limited. The most plausible approach may be a combination of shifting the road slightly into the existing upper (ascending) slope, along with stabilization of portions of the existing roadway subgrade. A geotechnical engineering investigation would be necessitated to establish a properly engineered repair plan for the damaged site. A properly prepared geotechnical analysis should result in the most cost effective repair plan for the damaged slope and roadway. For the purposes of preliminary estimation of a least cost repair alternative, an assumed repair scenario has been prepared consisting of a combination of shifting the road pslightly into the existing slope, along with construction of an MSE (Mechanically Stabilized Earth) soil reinforcement along the outer portions of the damaged roadway section (See Figure 5). The two repair items are described as follows: ITEM 1) The first item of this assumed repair approach would consist of partially shifting the roadway slightly into the adjacent ascending slope. This excavation would theoretically result in widening of the roadway by an average of 8 feet (similar to the current average damaged width) resulting in an approximate 1:1 (45 deg) assumed stable cut slope. Assume average of 140 feet long, X 8 feet wide, X 12 feet high = $13,440/2 = 6,720$ CF or 249 CY cut for damage area. Add additional for transition on either side averaging 100 feet long, X 4 feet wide, by 12 feet high = $4,800/2 = 2,400$ CF or 89 CY. Total of 338 CY of excavation and disposal. ITEM 2)The second repair item would involve construction of MSE (Mechanically Stabilized Earth) subgrade stabilization through the damaged area to provide long term stabilization of the roadway subgrade adjacent to the failed (slumped) portion of the roadway. This stabilization would be required due to the steepness of the landslide backscarp which is interpreted to be near vertical within the top 10 feet of the roadway subgrade. Mechanically Stabilized Earth (MSE) walls consist of compacted soil with intervening layers of manmade material that is placed to improve the shear strength of the soil mass. Adding such internal reinforcement to a soil fill, typically consisting of plastic or metal reinforcing grid, provides shearing resistance against landslide forces and enables construction of a relatively steep (near vertical) slope face. The assumed MSE stabilization would involve an area averaging 140 feet long, X 12 feet wide, X 10 feet deep or 16,800CF or 622 CY excavation, disposal and replacement with granular fill. The assumed method of MSE wil involve Geogrid reinforcement placed between every 1 foot of granular backfill with approximate 4 foot overlap (30 % overlap) within each layer ($140' \times 12' = 1,680$ Sf X 13 layers = 21,840 SF X 1.3 = 28,392 SF or 3,155 SY). Assume (near vertical) of MSE Slope face. Construction of the MSE wall will also involve an equipment access ramp at either end. Assume 20 feet wide, X 10 feet deep, X 20 feet long = 4,000CF or 148 CY of additional excavation and disposal, along with equivalent volume of granular fill. The total line item quantities for each work item are listed as follows: -Total of 1,108 CY excavation and disposal (338 CY Item 1, and 770 CY Item 2) -Total of 770 CY of granular fill (Item 2), Import and Place. -Total of 3,155 SY of Geogrid Reinforcement (Item 2) The uphill edge of Upper Cold River Rd. will require passive drainage (Pipe with Sock, Crushed Stone)for the available 340'on the uphill side of the road.</p>
Would you like to add the Hazard Mitigation Proposal as a cost line item to the project cost?	Yes

Hazard Mitigation Proposal - 0909									
#	Code	Material and/or Description	Unit Quantity	Unit of Measure	Unit Price	Subgrant Budget Class	Type	Cost Estimate	Action
1	9999	CEF	1	LS	\$ 52,643.00	CONSTRUCTION		\$ 52,643.00	

2	0000	14 June 2013 PS Roland Luxemburg Scope Change Amendment							
3	9999	De-obligate original HM	1	LS	\$ -52,643.00	CONSTRUCTION		\$ -52,643.00	
4	9999	Portion of proposed repair = HM	1	LS	\$ 66,096.66	CONSTRUCTION		\$ 66,096.66	
*** Version 2 ***									
5	9999	De-obligate PW Version 1 HM	1	LS	\$ -66,096.66			\$ -66,096.66	
6	9999	HM (from Revised CEF)	1	LS	\$ 351,958.00			\$ 351,958.00	
								Total Cost: \$ 351,958.00	

Comments

14 June 2013 PS Roland Luxemburg Scope Change Amendment. The proposed work involves excavating and placing about 87 CY of type IV stone and 520 CY of stone buttress near the stream's edge, and placing about 2,400 CY of stone along the prepared embankment slope. Hazard mitigation costs will be calculated as the net cost of installing the above materials (heavy stone, stone buttress, embankment stone) to the cost of restoring the embankment slope to pre-disaster material. See attached HMP ***** SCOPE CHANGE AMENDMENT 7/8/15 - R.S. Melillo, Project Specialist ***** HAZARD MITIGATION – See revised CEF dated 1/8/15 for details. The Hazard Mitigation (HM) is less than 100 % of the repair and restoration costs. In accordance with FEMA Recovery Policy 9526.1, VII. B.2. "certain mitigation measures (are) determined to be cost effective, as long as the mitigation measure does not exceed 100% of the eligible cost of the eligible repair work on the project." The proposed mitigation measures includes installation of f French Drain, Gabion basket facing MSE wall, slope stabilization, and geosynthetic soil stabilization. These HM are considered cost effective measures described in FEMA Recover Policy RP 9526.1 Appendix A paragraph #5 - 6 items.

Attachments

Cost Estimate

Is this Project Worksheet for Cost Estimate Format

(Preferred) Repair									
Sequence	Code	Material and/or Description	Unit Quantity	Unit of Measure	Unit Price	Subgrant Budget Class	Type	Cost Estimate	Action
1	0000	WORK TO BE COMPLETED						\$ 0.00	
2	9000	CEF COST ESTIMATE	1	LS	\$ 88,619.00	CONSTRUCTION		\$ 88,619.00	
3	9901	DIRECT ADMINISTRATIVE COSTS (SUBGRANTEE)	1	LS	\$ 606.87	OTHER		\$ 606.87	
4	0000	14 June 2013 PS Roland Luxemburg Scope Change Amendment						\$ 0.00	
5	9999	De-obligate original PW estimate	1	LS	\$ -88,619.00	CONSTRUCTION		\$ -88,619.00	
6	0000	Work Completed						\$ 0.00	
7	3510	ENGINEERING AND DESIGN SERVICES	1	LS	\$ 4,000.00	CONTRACTUAL		\$ 4,000.00	
8	3510	ENGINEERING AND DESIGN SERVICES	1	LS	\$ 6,000.00	CONTRACTUAL		\$ 6,000.00	
9	3510	ENGINEERING AND DESIGN SERVICES	1	LS	\$ 36,000.00	CONTRACTUAL		\$ 36,000.00	
10	0000	Work to be Completed						\$ 0.00	
11	9000	CEF COST ESTIMATE	1	LS	\$ 314,932.00	CONSTRUCTION		\$ 314,932.00	
12	9999	Portion of proposed repair = HM	1	LS	\$ -66,096.66	CONSTRUCTION		\$ -66,096.66	
*** Version 2 ***									
Work To Be Completed									
13	0000	Scope Change Amendment - 7/8/15 R.S. Melillo, Project Specialist					Work To Be Completed	\$ 0.00	
14	9999	Deobligate PW Version 1 TC without HM	1	LS	\$ -295,442.21		Work To Be Completed	\$ -295,442.21	

15	9999	Version 2 PW HM (included in Revised CEF)	1	LS	\$ -351,958.00		Work To Be Completed	\$ -351,958.00	
16	9000	CEF COST ESTIMATE	1	LS	\$ 867,011.00	CONSTRUCTION	Work To Be Completed	\$ 867,011.00	
Total Cost :								\$ 515,053.00	

Insurance Adjustments (Deductibles, Proceeds and Settlements) - 5900/5901									
Sequence	Code	Material and/or Description	Unit Quantity	Unit of Measure	Unit Price	Subgrant Budget Class	Type	Cost Estimate	Action
Total Cost :								\$ 0.00	

Hazard Mitigation Proposal - 0909									
Sequence	Code	Material and/or Description	Unit Quantity	Unit of Measure	Unit Price	Subgrant Budget Class	Type	Cost Estimate	Action
1	9999	CEF	1	LS	\$ 52,643.00	CONSTRUCTION		\$ 52,643.00	
2	0000	14 June 2013 PS Roland Luxemburg Scope Change Amendment						\$ 0.00	
3	9999	De-obligate original HM	1	LS	\$ -52,643.00	CONSTRUCTION		\$ -52,643.00	
4	9999	Portion of proposed repair = HM	1	LS	\$ 66,096.66	CONSTRUCTION		\$ 66,096.66	
*** Version 2 ***									
5	9999	De-obligate PW Version 1 HM	1	LS	\$ -66,096.66			\$ -66,096.66	
6	9999	HM (from Revised CEF)	1	LS	\$ 351,958.00			\$ 351,958.00	
Total Cost :								\$ 351,958.00	

Total Cost Estimate:								\$ 867,011.00	
(Preferred Estimate Type + Insurance Adjustments + Hazard Mitigation Proposal)									

Comments									
14 June 2013 PS Roland Luxemburg Scope Change Amendment. The costs incurred to date include \$4k in topographic surveying and mapping (Otter Creek), \$6k in consulting engineering (Otter Creek), and \$36k in geotechnical consulting (Haley & Aldrich), along with the previously estimated DAC costs. The June 2013 CEF calculates the estimated total for the proposed repair; the hazard mitigation component was later calculated (see attached HMP) and used to adjust the above total accordingly.									

Attachments						
User	Date	Document Type	Description	Hard Copy File Reference	File Name	Action
MICHAEL BOUTET	05-31-2012	Additional Information	Geo-Tec Jason Holcomb's report		img074.pdf(1.57 Mb)	View
MICHAEL BOUTET	06-05-2012	Additional Information	Accessory Notes to Project		Accessory Notes to Project.docx(9.90 kb)	View
GERALD VEZINA	07-19-2012	Force Account	DAC		Shrewsbury DAC.pdf(638.69 kb)	View
GERALD VEZINA	07-24-2012	Additional Information	Cost Estimating Format		CEF_Shrewsbury - Upper Cold River Rd.xls(508.00 kb)	View

Existing Insurance Information						
Insurance Type	Policy No.	Bldg/Property Amount	Content Amount	Insurance Amount	Deductible Amount	Years Required

Comments

Attachments

Comments and Attachments		
Name of Section	Comment	Attachment
Project Description		img026.pdf
Damage Facilities		img090.pdf Shrewsbury_codes_and_standards[1].pdf Shrewsbury_Fringe_Benifits_Worksheet[1].pdf
Special Considerations	8-Step Checklist	img090.pdf 8-Step Checklist_PW 2867_Shrewsbury.pdf
Mitigation	<p>14 June 2013 PS Roland Luxenberg Scope Change Amendment. The proposed work involves excavating and placing about 87 CY of type IV stone and 520 CY of stone buttress near the stream's edge, and placing about 2,400 CY of stone along the prepared embankment slope. Hazard mitigation costs will be claculated as the net cost of installing the above materials (heavy stone, stone buttress, embankment stone) to the cost of restoring the embankment slope to pre-disaster material. See attached HMP ***** SCOPE CHANGE AMENDMENT 7/8/15 - R.S. Melillo, Project Specialist ***** HAZARD MITIGATION – See revised CEF dated 1/8/15 for details. The Hazard Mitigation (HM) is less than 100 % of the repair and restoration costs. In accordance with FEMA Recovery Policy 9526.1, VII. B.2. "certain mitigation measures (are) determined to be cost effective, as</p>	

	<p>long as the mitigation measure does not exceed 100% of the eligible cost of the eligible repair work on the project.”</p> <p>The proposed mitigation measures includes installation of f French Drain, Gabion basket facing MSE wall, slope stabilization, and geosynthetic soil stabilization. These HM are considered cost effective measures described in FEMA Recover Policy RP 9526.1 Appendix A paragraph #5 - 6 items.</p>	
Cost Estimate	<p>14 June 2013 PS Roland Luxenberg Scope Change Amendment. The costs incurred to date include \$4k in topographic surveying and mapping (Otter Creek), \$6k in consulting engineering (Otter Creek), and \$36k in geotechnical consulting (Haley & Aldrich), along with the previously estimated DAC costs. The June 2013 CEF calculates the estimated total for the proposed repair; the hazard mitigation component was later calculated (see attached HMP)and used to adjust the above total accordingly.</p>	<p>img074.pdf Accessory Notes to Project.docx Shrewsbury DAC.pdf CEF Shrewsbury - Upper Cold River Rd.xls</p>
Form 90-91	<p>14 June 2013 PS Roland Luxenberg Scope Change Amendment attachments made here. ***** SCOPE CHANGE AMENDMENT– 7/8/15 R.S. Melillo, PS Revised CEF dated 1/8/15</p>	<p>Time Extension PW 2867.pdf 501-012 UCRR Scope Change Request Package PW 2013-01-30.pdf 2012-1108-HAI-Upper Cold River Road Slope Remediation Cost Estimates-D3.pdf State and FEMA letters.pdf SecondScopeChangeRequest.pdf CEF- Upper Cold River Rd- MSE Option.xlsm CEF- Upper Cold River Rd- Buttress Option.xlsm Cold River Slip.xlsx PW2867 Final Reply Letter.pdf Time Extension PW 2867.pdf</p>

	attachment made here. *****	CEF PW 2867 Revised 01.08.15.pdf
Application Level	<p>Time extension and scope change request submitted by the State of Vermont on March 25, 2015 on behalf of the town of Shrewsbury. The purpose of the State of Vermont's letter is two fold: a) This is a scope change request to correct PW 2867 to ensure that it conforms with the intent of 44 CFR 206.223 (a) (3), ((a) General work eligibility, (3), Be the legal responsibility of an eligible applicant). We are requesting that FEMA amend the PW based on the attached engineering scope, provided by the applicant's engineer [Attachment 5_PW 2867 ScChgReq 2015-01-08]. We are requesting that the PW be amended to \$867,011 from its current obligated amount of \$361,538. b) This is also a time extension request, directed to the Regional Administrator, as directed by 44 CFR 44 CFR § 206.204(d)(1)(2). This section of the CFR stipulates that requests for time extensions beyond the Grantee's authority shall be submitted by the Grantee to the Regional Administrator.</p>	<p> Attachment 1 federal notice of award for covered bridge.pdf Attachment 2 Times Past Shrewsbury Historical Society Newsletter December 2014.pdf Attachment 3 Haley & Aldrich.pdf Attachment 4 10:21 FEMA Closeout Meeting Notes.pdf Attachment 5 PW 2867 UCRR ScChgReq 2015-01-08 SIGNED.PDF Attachment 6 Time Extension PW 2867 first one.pdf Attachment 7 Time Extension PW 2867 second one.pdf Attachment 8 Richmond 1995 PW400 First Appeal State Ltr.pdf Attachment 9 501-012 BID Drawings.pdf Attachment 10 501-012 BID Docs & Specs 2014-05-23.pdf Attachment 11 501-012 UCRR Scope Change Request Package PW 2013-01-30-2.pdf Attachment 12 DR-4022 Shrewsbury 02867 TER 12.1.15.pdf Attachment 13 SecondScopeChangeRequest.pdf Attachment 14 CEF PW 2867 Scope Change 20150325 Part One.pdf Attachment 14 CEF PW 2867 Scope Change 20150325 Part Two.pdf PW 2867 Shrewsbury State request 20150305.pdf FINAL 4022-DR-VT Shrewsbury PW-2867 Scope Change and TE Response (8 Jul 15).pdf </p>
Bundle Reference # (Amendment #)		Date Awarded
PA-01-VT-4022-State-0258(252)		07-17-2015

Note: The Effective Cost Share for this application is 90%

FEDERAL EMERGENCY MANAGEMENT AGENCY PROJECT WORKSHEET											
DISASTER				PROJECT NO.		PA ID NO.		DATE		CATEGORY	
FEMA	4022	-	DR	-VT	MBSHC12		021-65275-00		06-06-2012		C
APPLICANT: SHREWSBURY (TOWN OF)								WORK COMPLETE AS OF: 06-14-2013 : 14 %			
Site 1 of 1											
DAMAGED FACILITY:								COUNTY: Rutland			
Upper Cold River Shear											
LOCATION:								LATITUDE:		LONGITUDE:	
PA-01-VT-4022-PW-02867(0): At 43.56718 , -72.92010 the Upper Cold River Rd. was inundated by the flooding rains of Tropical Storm Irene during the event period of 8/27-9/02. PA-01-VT-4022-PW-02867(1): 14 June 2013 PS Roland Luxenberg Scope Change Amendment - no changes PA-01-VT-4022-PW-02867(2): ***** SCOPE CHANGE AMENDMENT- 7/8/15 R.S. Melillo, Project Specialist ***** No change in project location.								43.56718		-72.9201	
Current Version:											
DAMAGE DESCRIPTION AND DIMENSIONS:											
PA-01-VT-4022-PW-02867(0): During Tropical Storm Irene, the extreme rains and resulting flooding caused portions of Upper Cold River Rd. to saturate and begin to slide. A one hundred foot crack developed at a location approximately half way between the Cold River Rd. and the Historic "Brown Bridge", a classic full span covered bridge built in 1880.. The crack developed quickly until an area of the road surface(140'x6')was involved and shifting towards the Cold River, some 80' below. This part of the road involved a section of shoulder at least 140', some large and small trees and boulders..Approximately half of this shoulder has slid to the river 80' below. PA-01-VT-4022-PW-02867(1): 14 June 2013 PS Roland Luxenberg Scope Change Amendment - no changes PA-01-VT-4022-PW-02867(2): ***** SCOPE CHANGE AMENDMENT - R.S. Melillo, Project Specialist ***** No change in project damage description and dimensions.											
Current Version:											
SCOPE OF WORK:											
PA-01-VT-4022-PW-02867(0): TO BE COMPLETED: Scope Of Work : To return the road to its predisaster condition, the slope must be rebuilt with unclassified fill: 14'x 80' x6' deep x 1/27 =2489cy @ \$8.00/cy= \$19,912 New Guardrail: 140 lf @ \$19.80/lf = \$2,772 The applicant has a Hazard Mitigation Proposal: Cost codes used for developing this repair were R S Means and Vermont A O T codes. A copy of the Geo-Tec Report is attached to this P W The subgrantee is requesting direct administrative costs that are directly chargeable to this specific project. Associated eligible work is related to administration of this specific PA project only and in accordance with 44 CFR 13.22. These costs are treated consistently and uniformly as direct costs in all Federal awards and other subgrantee activities and are approved indirect cost rates. Complete Documentation has not been compiled yet and needs to be on file at the Applicant's office. For auditing purposes, Applicant must retain records for a period of 3 years from the date of receipt of final payment. See Hazard Mitigation Proposal on following pages. Federal funding is contingent upon the Applicant acquiring all necessary federal, state and local permits. Noncompliance with this requirement may jeopardize the receipt of federal funds. The Applicant is cautioned that when procuring services to be provided by outside Contractors, the Applicant needs to follow the bidding requirements of 44 CFR Section 13.36, copy of pertinent portions available upon request. Formal bidding processes are required when the value of the repair at the damaged site is estimated to be >\$100,000. Applicant shall notify the VT Agency of Transportation of any significant cost increase or in the approved scope of work. Contact: Mr. Gary Schelley, VTAOT at (802) 828 - 0425 or E-Mail gary.schelley@vt.state.us PA-01-VT-4022-PW-02867(1): 14 June 2013 PS Roland Luxenberg Scope Change Amendment. A FEMA TAC with geotechnical expertise visited the damaged site, recommended in his report that the downslope embankment slide was eligible for repair, but cautioned that eligible repairs were limited to the integral ground for the road, in accordance with FEMA policy. He suggested a Mechanically Stabilized Earth (MSE) approach that would limit the horizontal extent of the repair work, thus avoiding integral ground evaluations, but would involve vertical cuts along the upslope											

repair face (both due to the nature of the MSE wall and for the proposed road re-location some 8' into the upslope side).

The applicant's consulting engineer (Otter Creek Associates) retained a geotechnical consultant (Haley & Aldrich, or HA) to evaluate repair options (see attached Initial Scope Change Request documentation). HA evaluated 6 options, and prepared cost estimates for 3 options, with the least cost alternative involving a stone buttress beginning at the river's edge some 75' below the road surface, and placing stone along the prepared embankment back to the original road location, along with repairing the damaged shoulder and road (see attached cost estimate document). The associated cost estimate (\$550k+) for the preferred repair option was much larger than FEMA's original estimate for the MSE approach (\$141k). HA's estimate for the MSE approach (\$640k) was also much larger than FEMA's estimate. The Initial Scope Change was denied (see attached letters).

At that time (March 2013, see emails at end of attached Second SCR documentation), the MSE approach was still preferred by FEMA to avoid the integral ground issue, and HA re-evaluated their MSE cost estimate. The updated cost estimate did not change (see HA's CEF in Second SCR documentation), with HA pointing out that FEMA did not consider the need for any upslope cut stabilization in FEMA's Scope of Work/CEF, which HA believed required soil nailing using out-of-state contractors.

New (June 2013) CEF's were prepared for the preferred approach (Stone Buttress, or SB) and for the MSE Wall, using applicant's estimate of quantities, 5-year AOT rates when available, and now incorporating soil nailing for the MSE wall. The new CEF's show a cost of \$315k for the SB option, and \$361k for the MSE wall. Based on these new CEFs, the SB option is: (a) more than 10% less expensive than the MSE wall; (b) avoids the required use of out-of-state contractors, and; (c) is a repair approach commonly used at similar eligible slides under DR-4022. For these reasons, the SB approach appears to be the most reasonable way to repair this eligible slide.

Therefore, the scope of work is amended to that originally presented by the applicant, and will involve removing/regrading about 1900 CY of material on the damaged embankment slope, excavating and placing about 87 CY of Riprap, Heavy Type 519 CY of stone buttress near the stream's edge, placing about 2,370 CY of stone along the prepared embankment slope, and placing about 85 CY of roadway materials.

Hazard mitigation costs will be calculated as the net cost of installing 2,976 cy of the above materials (Riprap, Heavy Type, stone buttress, embankment stone) on the embankment slope to the cost of restoring the embankment slope to pre-disaster material; see attached HMP for the calculation.

The costs incurred to date include \$4k in topographic surveying and mapping (Otter Creek), \$36k in geotechnical consulting, and \$6k in consulting engineering (Otter Creek). These costs will be added to the new CEF cost for the Stone Buttress approach for new PW total of \$361,538.87.

PA-01-VT-4022-PW-02867(2):

***** SCOPE CHANGE AMENDMENT - 7/8/15 R.S. Melillo, Project Specialist

This project worksheet is written as a Scope Change Amendment with a time extension version to PW #2867.

FEMA had previously approved the revision of the scope of work to incorporate the stone buttress design approach and awarded version 1 of PW #2867 on July 18, 2013, with increased estimated costs of \$361,538.87. This amount included, calculated by FEMA through the Cost Estimating Format, the estimated costs for the repairs of the Road and embankment, actual engineering costs to that date, and an estimate of engineering costs going forward. The Applicant moved forward with procuring the services of a construction contractor and reported that the least cost bid received in June 2014 was Casella construction for a total of \$515,000.00.

The Applicant recognizing that the revised scope of work stone buttress design approach would necessitate a large portion of work being completed on private property that the Applicant, at that time, did not own or have easements which would have meant an Improved Project at increased Applicant cost. Considering this, the Applicant later decided to pursue the MSE earth wall and Road relocation method instead. The Applicant submitted to the Grantee on January 8, 2015, a request to revise the scope of work of PW #2867 to utilize the MSE earth wall and road relocation method originally suggested as option by FEMA's and the Applicant's geotechnical engineers.

This request was approved by the FEMA Disaster Recovery Manager Deputy Director on July 8, 2015 to revise the scope of work to employ a construction method that is a combination of partially relocating the road into the ascending slope and stabilizing the existing road subgrade via MSE. (Refer to letter attachment found in the Application Level Section file titled "FINAL 4022-DR-VT Shrewsbury PW-2867 Scope Change and TE Response (8 Jul 15)".

In summary the updated SOW consists of:

- * Clear and grub within footprint of the proposed MSE wall
- * Install earth support system on the upslope side of Upper Cold River Road
- * Excavate to the bedrock surface within the footprint of the proposed MSE wall
- * Excavate bedrock to form a level surface for the MSE wall
- * Construct the MSE wall and restore the roadway

See revised CEF dated 1/8/15 for details attached to the PW Form 90-91 Section.

The FEMA Disaster Recovery Manager Deputy Director approved the Grantee's request to extend the project completion deadline to December 31, 2015. (Refer to letter attachment found in the Application Level Section file titled "FINAL 4022-DR-VT Shrewsbury PW-2867 Scope Change and TE Response (8 Jul 15)".

All other stipulations in the PW prevail in this Amendment.

Current Version:

Does the Scope of Work change the pre-disaster conditions at the site? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Special Considerations included? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Hazard Mitigation proposal included? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Is there insurance coverage on this facility? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
PROJECT COST					
ITEM	CODE	NARRATIVE	QUANTITY/UNIT	UNIT PRICE	COST
1	0000	WORK TO BE COMPLETED	0/OTH	\$ 0.00	\$ 0.00
2	9000	CEF COST ESTIMATE	1/LS	\$ 88,619.00	\$ 88,619.00
3	9901	DIRECT ADMINISTRATIVE COSTS (SUBGRANTEE)	1/LS	\$ 606.87	\$ 606.87
4	0000	14 June 2013 PS Roland Luxenberg Scope Change Amendment	0/LS	\$ 0.00	\$ 0.00
5	9999	De-obligate original PW estimate	1/LS	\$ -88,619.00	\$ -88,619.00
6	0000	Work Completed	0/LS	\$ 0.00	\$ 0.00

7	3510	ENGINEERING AND DESIGN SERVICES	1/LS	\$ 4,000.00	\$ 4,000.00
8	3510	ENGINEERING AND DESIGN SERVICES	1/LS	\$ 6,000.00	\$ 6,000.00
9	3510	ENGINEERING AND DESIGN SERVICES	1/LS	\$ 36,000.00	\$ 36,000.00
10	0000	Work to be Completed	0/LS	\$ 0.00	\$ 0.00
11	9000	CEF COST ESTIMATE	1/LS	\$ 314,932.00	\$ 314,932.00
12	9999	Portion of proposed repair = HM	1/LS	\$ -66,096.66	\$ -66,096.66
		*** Version 2 ***			
		Work To Be Completed			
13	0000	Scope Change Amendment - 7/8/15 R.S. Melillo, Project Specialist	0/LS	\$ 0.00	\$ 0.00
14	9999	Deobligate PW Version 1 TC without HM	1/LS	\$ -295,442.21	\$ -295,442.21
15	9999	Version 2 PW HM (included in Revised CEF)	1/LS	\$ -351,958.00	\$ -351,958.00
16	9000	CEF COST ESTIMATE	1/LS	\$ 867,011.00	\$ 867,011.00
17	0909	Hazard Mitigation Proposal	1/LS	\$ 351,958.00	\$ 351,958.00
				TOTAL COST	\$ 867,011.00
PREPARED BY MICHAEL BOUTET			TITLE	SIGNATURE	
APPLICANT REP. Irene Gordon			TITLE	SIGNATURE	

SHREWSBURY (TOWN OF) : PA-01-VT-4022-PW-02867					
Conditions Information					
Review Name	Condition Type	Condition Name	Description	Monitored	Status
Final Review	Other (EHP)	Executive Order 11988 - Floodplains	EO 11988: Applicant must obtain floodplain permit or approval from the local floodplain administrator before work begins. Applicant is required to publish final notice of decision to perform work within the floodway per Executive Order 11988: Floodplain Management 8-step process. The public notice should include location, brief description of work, and the decision making process for the project. The notice should run at least 15 days prior to start of work. See attached 8-Step Process.	No	Approved
Final Review	Other (EHP)	Standard Condition #2	This review does not address all federal, state and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize federal funding.	No	Approved
Final Review	Other (EHP)	Standard Condition #1	Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.	No	Approved
Final Review	Other (EHP)	Executive Order 11988 - Floodplains	EO 11988: Applicant must obtain floodplain permit or approval from the local floodplain administrator before work begins. Applicant is required to publish final notice of decision to perform work within the floodway per Executive Order 11988: Floodplain Management 8-step process. The public notice should include location, brief description of work, and the decision making process for the project. The notice should run at least 15 days prior to start of work. See attached 8-Step Process.	No	Approved
Final Review	Other (EHP)	Clean Water Act (CWA)	CWA: 10 VSA Chapter 41 and Act 110 require the Applicant to obtain a Stream Alteration Permit from the Rivers Management Program, Department of Environmental Conservation (DEC), for any stream crossing or work in a permanent stream. The Applicant is advised to contact Patrick Ross, River Management	No	Approved

			Engineer (802 476-2679) to discuss any permit requirements. Any permit conditions become a condition of this FEMA grant.		
Final Review	Other (EHP)	Executive Order 11990 - Wetlands	EO 11990: Applicant is required to publish final notice of decision to perform work which affects wetlands per Executive Order 11990 Wetlands Protection 8 Step Process. The public notice should include location, brief description of work and the decision making process for the project. The notice should run at least 15 days prior to start of work. See attached 8-Step Process.	No	Approved
Final Review	Other (EHP)	Executive Order 11990 - Wetlands	EO 11990: Applicant is required to publish final notice of decision to perform work which affects wetlands per Executive Order 11990 Wetlands Protection 8 Step Process. The public notice should include location, brief description of work and the decision making process for the project. The notice should run at least 15 days prior to start of work. See attached 8-Step Process.	No	Approved
Final Review	Other (EHP)	Clean Water Act (CWA)	CWA: 10 VSA Chapter 41 and Act 110 require the Applicant to obtain a Stream Alteration Permit from the Rivers Management Program, Department of Environmental Conservation (DEC), for any stream crossing or work in a permanent stream. The Applicant is advised to contact Patrick Ross, River Management Engineer (802 476-2679) to discuss any permit requirements. Any permit conditions become a condition of this FEMA grant.	No	Approved
Final Review	Other (EHP)	Standard Condition #3	If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.	No	Approved
Final Review	Other (EHP)	Standard Condition #1	Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.	No	Approved
Final Review	Other (EHP)	Standard Condition #2	This review does not address all federal, state and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize federal funding.	No	Approved
Final Review	Other (EHP)	Standard Condition #3	If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.	No	Approved
EHP Review	Other (EHP)	Standard Condition #3	If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.	No	Recommended
EHP Review	Other (EHP)	Standard Condition #2	This review does not address all federal, state and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize federal funding.	No	Recommended
EHP Review	Other (EHP)	Standard Condition #1	Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.	No	Recommended
		Executive Order	EO 11988: Applicant must obtain floodplain permit or approval from the local floodplain administrator before work begins. Applicant is required to publish final notice of decision to perform work within the floodway per		

EHP Review	Other (EHP)	11988 - Floodplains	Executive Order 11988: Floodplain Management 8-step process. The public notice should include location, brief description of work, and the decision making process for the project. The notice should run at least 15 days prior to start of work. See attached 8-Step Process.	No	Recommended
EHP Review	Other (EHP)	Clean Water Act (CWA)	CWA: 10 VSA Chapter 41 and Act 110 require the Applicant to obtain a Stream Alteration Permit from the Rivers Management Program, Department of Environmental Conservation (DEC), for any stream crossing or work in a permanent stream. The Applicant is advised to contact Patrick Ross, River Management Engineer (802 476-2679) to discuss any permit requirements. Any permit conditions become a condition of this FEMA grant.	No	Recommended
EHP Review	Other (EHP)	Executive Order 11990 - Wetlands	EO 11990: Applicant is required to publish final notice of decision to perform work which affects wetlands per Executive Order 11990 Wetlands Protection 8 Step Process. The public notice should include location, brief description of work and the decision making process for the project. The notice should run at least 15 days prior to start of work. See attached 8-Step Process.	No	Recommended

Internal Comments				
No.	Queue	User	Date/Time	Reviewer Comments
22	<u>Final Review</u>	SHERWOOD BRUCE	07-10-2015 04:09 PM GMT	Final Review. This is a Scope Change Amendment (see attached approval letter). Time Extension also approved to December 31, 2015 in same letter. A CLOSEOUT will be required upon completion of the work. EHP has noted that a public notice is required for floodplain and wetland, before work is initiated. B Sherwood 7/10/15.
				SCOPE OF WORK: Upper Cold River Road, Shrewsbury, Rutland County, N43.56718 W-72.92010. A section of the gravel road surface and shoulder (140-ft x 6-ft) became saturated and has begun to slide and shift towards the Cold River 80 feet below. The site is located approximately 200 to 300 feet from Brown Bridge, a full-span covered bridge built in 1880. This bridge is among a group of 100 highly significant covered bridges still standing in the state of Vermont and is individually listed in the National Register of Historic Places. To return the road to pre-disaster condition, the slope must be rebuilt with unclassified fill (14-ft x 80-ft x 6-ft deep), and placement of a new guardrail (140-lf). As mitigation, a geotechnical engineering investigation is needed to establish a properly engineered repair plan for the damaged site. This Record of Environmental Considerations Report (REC) is based on a preliminary estimation of a least cost repair alternative. It consists of shifting the road slightly into the existing slope and construction of a Mechanically Stabilized Earth (MSE) soil reinforcement along the outer portions of the damaged roadway section. The two repair items are described as follows: ITEM 1) Partially shifting the roadway slightly into the adjacent ascending slope. This excavation (average: 140-ft long x 8-ft wide x 12-ft high) would result in widening of the roadway by an average of 8 feet (similar to the current average damaged width) resulting in an approximate 1:1 (45 deg) assumed stable cut slope. Additional excavation for transition on either side will be needed (averaging 100-ft long x 4-ft wide x 12-ft high). ITEM 2): Construction of MSE soil reinforcement with near vertical slope face. Work includes excavation, disposal and replacement with granular fill (averaging 140-ft long x 12-ft wide x 10-ft deep). Placement of Geogrid reinforcement between every 1-ft of granular backfill with approximate 4-ft overlap (30% overlap) within each layer. Construction will require an equipment access ramp at either end requiring additional excavation and disposal, along with equivalent volume of granular fill (assume: 20-ft long x 20-ft wide

21	EHP Review	THOMAS PETER	07-10-2015 02:54 PM GMT	<p>x 10-ft deep). The uphill edge of the roadway (340-ft) will require passive drainage - pipe with sock and crushed stone.</p> <p>This project has been determined to be Categorically Excluded from the need to prepare either an Environmental Impact Statement or Environmental Assessment in accordance with 44 CFR Part 10.8(d)(2)(xv) and (xvi). Particular attention should be given to the project conditions before and during project implementation. Failure to comply with these conditions may jeopardize federal assistance including funding.</p> <p>- north - 07/25/2012 19:46:17 GMT *****A review of Version #1 of this PW was conducted on this date. In addition to the work already described in the scope of work, the Applicant will also remove and regrade the damaged embankment slope, and place boulders and stones for support. The Environmental/Historic Preservation and Floodplain Determination of Version #0, dated 7/25/2012, is unchanged and as such, is applicable to this version. All previous conditions must still be met prior to the start of any construction activities. No further review is required unless there should be a change in the scope of work. - tjone106 - 06/24/2013 15:59:34 GMT ***** ALTHOUGH SEVERAL ALTERNATIVE SCOPES WERE CONSIDERED BETWEEN 2012 AND 2015, THE APPLICANT'S FINAL SELECTION IS THE ONE REVIEWED IN THE ORIGINAL REC. NO FURTHER EHP REVIEW IS REQUIRED. NOTE, HOWEVER, THAT ALL ENVIRONMENTAL PERMITTING AND A PUBLIC NOTICE FOR WORK IN THE FLOODPLAIN MUST STILL BE MET AND/OR PUBLISHED. THE CURRENT PW REQUIRES A SUBSTANTIAL COST ADJUSTMENT AND A TIME EXTENSION TO COMPLETE THE WORK. - pthomas - 07/10/2015 14:47:59 GMT CWA: The applicant should contact Michael Adams or Martha Abair, Vermont Field Office, USACE (802-872-2893) to determine if the under</p>
20	<u>Mitigation Review</u>	DOWNER RICHARD	07-10-2015 01:34 PM GMT	<p>07/25/2012 THE PROPOSED MITIGATION IS CONSIDERED COST EFFECTIVE UNDER PRE-APPROVED LIST, RR POLICY 9526.1/APPENDIX A/100% RULE. . J.LANGEN 6-24-14 Mechanically Stabilized Earth (MSE) walls consist of compacted soil with intervening layers of manmade material that is placed to improve the shear strength of the soil mass. Adding such internal reinforcement to a soil fill, typically consisting of plastic or metal reinforcing grid, provides shearing resistance against landslide forces and enables construction of a relatively steep (near vertical) slope face. The assumed MSE this plastic and or metal grig and the geo fabric and any extra prepration and or special material or weep drains should be broke out as to the HMP as a cost of Mitigation also a portion of the uphill road shift can be captured as mitigation if geo fabric or Riprap is used.App.A-5.-6.Email cunningham.</p> <p>07/10/2015 The revised CEF, dated 1/8/15, pages 3, 6 and 7 explain the cost of \$351,958. The proposed mitigation measures includes installation of a French Drain, Gabion basket facing MSE wall, slope stabilization, and geosynthetic soil stabilization. These measures are considered cost effective as described in FEMA Recover Policy RP 9526.1 Appendix A paragraph #5 - 6 items. Richard N. Downer</p>
				<p>07/25/2012 THE PROPOSED MITIGATION IS CONSIDERED COST EFFECTIVE UNDER PRE-APPROVED LIST, RR POLICY 9526.1/APPENDIX A/100% RULE. . J.LANGEN 6-24-14 Mechanically Stabilized Earth (MSE) walls consist of compacted soil with intervening lavers of manmade material</p>

19	<u>Mitigation Review</u>	DOWNER RICHARD	07-10-2015 11:47 AM GMT	<p>that is placed to improve the shear strength of the soil mass. Adding such internal reinforcement to a soil fill, typically consisting of plastic or metal reinforcing grid, provides shearing resistance against landslide forces and enables construction of a relatively steep (near vertical) slope face. The assumed MSE this plastic and or metal grid and the geo fabric and any extra preparation and or special material or weep drains should be broke out as to the HMP as a cost of Mitigation also a portion of the uphill road shift can be captured as mitigation if geo fabric or Riprap is used.App.A-5.-6.Email cunningham.</p>
18	<u>Initial Review</u>	PINKHAM KENNETH	07-09-2015 08:42 PM GMT	<p>6/29/12 - PW on hold working with PAC to separate out hazard mitigation. Will complete during week of July 9th. TBrewer QA/QC Specialist 7/24/2012 PW has been rewritten and forwarded to the appropriate queues for review. G. Vezina, PAC</p> <p>6/14/13 Scope Change Request amendment: A FEMA TAC with geotechnical expertise visited the damaged site, recommended in his report that the downslope embankment slide was eligible for repair, but cautioned that eligible repairs were limited to the integral ground for the road, in accordance with FEMA policy. He suggested a Mechanically Stabilized Earth (MSE) approach that would limit the horizontal extent of the repair work, thus avoiding integral ground evaluations, but would involve vertical cuts along the upslope repair face (both due to the nature of the MSE wall and for the proposed road re-location some 8' into the upslope side). Roland Luxenberg, PS</p> <p>6/20/13 After review, this Reviewer has made this Scope Change PW 2867 (1) eligible in Initial Review and forwarded to the appropriate ques. The Project Specialist's formulation appears correct with the necessary back-up documents. Total Project Cost is now \$364,199.87 with this Amendment (1) totaling \$222,331. Fred Costello, PACL</p> <p>7/9/15 - Initial review has been conducted on this Region approved Scope Change Amendment - 7/8/15 R.S. Melillo, Project Specialist, for an MSE wall which includes a time extension to 12/31/15 and the PW has been forwarded to the mitigation and environmental review queues in the amount of \$867,011.00, \$505,472.13 more than previous awards. Ken Pinkham, PACL</p>
17	<u>Initial Review</u>	PINKHAM KENNETH	07-09-2015 08:27 PM GMT	<p>6/29/12 - PW on hold working with PAC to separate out hazard mitigation. Will complete during week of July 9th. TBrewer QA/QC Specialist 7/24/2012 PW has been rewritten and forwarded to the appropriate queues for review. G. Vezina, PAC</p> <p>6/14/13 Scope Change Request amendment: A FEMA TAC with geotechnical expertise visited the damaged site, recommended in his report that the downslope embankment slide was eligible for repair, but cautioned that eligible repairs were limited to the integral ground for the road, in accordance with FEMA policy. He suggested a Mechanically Stabilized Earth (MSE) approach that would limit the horizontal extent of the repair work, thus avoiding integral ground evaluations, but would involve vertical cuts along the upslope repair face (both due to the nature of the MSE wall and for the proposed road re-location some 8' into the upslope side). Roland Luxenberg, PS</p> <p>6/20/13 After review, this Reviewer has made this Scope Change PW 2867 (1) eligible in Initial Review and forwarded to the appropriate ques. The Project Specialist's formulation appears correct with the necessary back-up documents. Total Project Cost is now \$364,199.87 with this Amendment (1) totaling \$222,331. Fred Costello, PACL</p>

16	Amendment Review	MELILLO ROBERT	07-08-2015 06:57 PM GMT	Scope Change Amendment with time extension initiated by Project Specialist. RSM 7/8/15 Refer to FEMA Disaster Recovery Manager Deputy Director approving the Grantee's request titled "FINAL 4022-DR-VT Shrewsbury PW-2867 Scope Change and TE Response (8 Jul 15)"
15	Amendment Review	REICH DAWN	07-19-2013 01:48 PM GMT	Change request created for time extension to 12/1/14 granted by VEM
14	Award Review	SYSTEM	07-18-2013 08:46 PM GMT	ACCEPTED
13	Final Review	PINKHAM KENNETH	07-11-2013 07:41 PM GMT	<p>Final 07-27-2012 Jan Hatch, PAC.</p> <p>07/11/2013 - Final review conducted on 14 June 2013 PS Roland Luxenberg Scope Change Amendment and the PW forwarded to the Awards Queue in an amount of \$361,538.87 which includes \$66,096.66 in HMP value. The Applicant should be cautioned that PW conditions exist for this PW and the "boulders" often referenced in the Applicant's submittal shall in fact be quarried stone with multiple fractured faces similar to VAOT Item #613.15, RipRap, Heavy Type. It is also noted the PW includes values for completed engineering and yet the CEF also has factors to address engineering costs so value of this PW should end up being significantly higher than actual costs. Ken Pinkham, PAC</p>
12	EHP Review	THOMAS PETER	06-24-2013 06:21 PM GMT	<p>SCOPE OF WORK: Upper Cold River Road, Shrewsbury, Rutland County, N43.56718 W-72.92010. A section of the gravel road surface and shoulder (140-ft x 6-ft) became saturated and has begun to slide and shift towards the Cold River 80 feet below. The site is located approximately 200 to 300 feet from Brown Bridge, a full-span covered bridge built in 1880. This bridge is among a group of 100 highly significant covered bridges still standing in the state of Vermont and is individually listed in the National Register of Historic Places. To return the road to pre-disaster condition, the slope must be rebuilt with unclassified fill (14-ft x 80-ft x 6-ft deep), and placement of a new guardrail (140-lf). As mitigation, a geotechnical engineering investigation is needed to establish a properly engineered repair plan for the damaged site. This Record of Environmental Considerations Report (REC) is based on a preliminary estimation of a least cost repair alternative. It consists of shifting the road slightly into the existing slope and construction of a Mechanically Stabilized Earth (MSE) soil reinforcement along the outer portions of the damaged roadway section. The two repair items are described as follows: ITEM 1) Partially shifting the roadway slightly into the adjacent ascending slope. This excavation (average: 140-ft long x 8-ft wide x 12-ft high) would result in widening of the roadway by an average of 8 feet (similar to the current average damaged width) resulting in an approximate 1:1 (45 deg) assumed stable cut slope. Additional excavation for transition on either side will be needed (averaging 100-ft long x 4-ft wide x 12-ft high). ITEM 2): Construction of MSE soil reinforcement with near vertical slope face. Work includes excavation, disposal and replacement with granular fill (averaging 140-ft long x 12-ft wide x 10-ft deep). Placement of Geogrid reinforcement between every 1-ft of granular backfill with approximate 4-ft overlap (30% overlap) within each layer. Construction will require an equipment access ramp at either end requiring additional excavation and disposal, along with equivalent volume of granular fill (assume: 20-ft long x 20-ft wide x 10-ft deep). The uphill edge of the roadway (340-ft) will require passive drainage - pipe with sock and crushed stone.</p> <p>This project has been determined to be Categorically Excluded from the need to prepare either an Environmental Impact Statement or Environmental Assessment in accordance with 44 CFR Part 10.8(d)(2)(xv) and (xvi). Particular attention should be given to the project conditions before and during project implementation. Failure to comply with these conditions may</p>

				<p>implementation. Failure to comply with these conditions may jeopardize federal assistance including funding.</p> <p>- north - 07/25/2012 19:46:17 GMT ++++++A review of Version #1 of this PW was conducted on this date. In addition to the work already described in the scope of work, the Applicant will also remove and regrade the damaged embankment slope, and place boulders and stones for support. The Environmental/Historic Preservation and Floodplain Determination of Version #0, dated 7/25/2012, is unchanged and as such, is applicable to this version. All previous conditions must still be met prior to the start of any construction activities. No further review is required unless there should be a change in the scope of work. - tjone106 - 06/24/2013 15:59:34 GMT CWA: The applicant should contact Michael Adams or Martha Abair, Vermont Field Office, USACE (802-872-2893) to determine if the undertaking qualifies under the Corps' Programmatic General Permit for Vermont (effective 12/05/2007-12/05/2012). CWA: Project involves slope stabilization possibly to the toe of the slope and requires coordination with VT Agency of Natural Resources. See Condition. - north - 07/25/2012 19:54:12 GMT EO11990: The 8 step process is required. See condition - north - 07/25/2012 20:09:51 GMT ESA: No Listed Species or Habitat based on a review using VT Agency of Natural Resources' Natu</p>
11	<u>Mitigation Review</u>	CUNNINGHAM ERNAL	06-24-2013 03:28 PM GMT	<p>07/25/2012 THE PROPOSED MITIGATION IS CONSIDERED COST EFFECTIVE UNDER PRE-APPROVED LIST, RR POLICY 9526.1/APPENDIX A/100% RULE. . J.LANGEN 6-24-14 Mechanically Stabilized Earth (MSE) walls consist of compacted soil with intervening layers of manmade material that is placed to improve the shear strength of the soil mass. Adding such internal reinforcement to a soil fill, typically consisting of plastic or metal reinforcing grid, provides shearing resistance against landslide forces and enables construction of a relatively steep (near vertical) slope face. The assumed MSE this plastic and or metal grig and the geo fabric and any extra preperation and or special material or weep drains should be broke out as to the HMP as a cost of Mitigation also a portion of the uphill road shift can be captured as mitigation if geo fabric or Riprap is used.App.A-5.-6.Ernal cunningham.</p>
10	<u>Mitigation Review</u>	CUNNINGHAM ERNAL	06-24-2013 01:42 PM GMT	<p>07/25/2012 THE PROPOSED MITIGATION IS CONSIDERED COST EFFECTIVE UNDER PRE-APPROVED LIST, RR POLICY 9526.1/APPENDIX A/100% RULE. . J.LANGEN</p>
9	<u>Initial Review</u>	COSTELLO FREDERICK	06-20-2013 07:01 PM GMT	<p>6/29/12 - PW on hold working with PAC to separeate out hazard mitigation. Will complete during week of July 9th. TBrewer QA/QC Specialist 7/24/2012 PW has been rewritten and forwarded to the appropriate queues for review. G. Vezina, PAC 6/14/13 Scope Change Request amendment: A FEMA TAC with geotechnical expertise visited the damaged site, recommended in his report that the downslope embankment slide was eligible for repair, but cautioned that eligible repairs were limited to the integral ground for the road, in accordance with FEMA policy. He suggested a Mechanically Stabilized Earth (MSE) approach that would limit the horizontal extent of the repair work, thus avoiding integral ground evaluations, but would involve vertical cuts along the upslope repair face (both due to the nature of the MSE wall and for the proposed road re-location some 8' into the upslope side). Roland Luxenberg, PS 6/20/13 After review, this Reviewer has made this Scope Change PW 2867 (1) eligible in Initial Review and forwarded to the appropriate quies. The Project Specialist's formulation appears</p>

				appropriate queue. The project sponsor's submission appears correct with the necessary back-up documents. Total Project Cost is now \$364,199.87 with this Amendment (1) totaling \$222,331. Fred Costello, PACL
8	<u>Initial Review</u>	COSTELLO FREDERICK	06-20-2013 06:42 PM GMT	6/29/12 - PW on hold working with PAC to separate out hazard mitigation. Will complete during week of July 9th. TBrewer QA/QC Specialist 7/24/2012 PW has been rewritten and forwarded to the appropriate queues for review. G. Vezina, PAC
7	<u>Amendment Review</u>	REICH DAWN	05-07-2013 12:14 PM GMT	Change request created for time extension to 12/1/13 granted by VEM
6	Award Review	SYSTEM	08-02-2012 07:57 PM GMT	ACCEPTED
5	<u>Final Review</u>	HATCH JAN	07-27-2012 12:02 PM GMT	Final 07-27-2012 Jan Hatch, PAC.
4	EHP Review	THOMAS PETER	07-25-2012 08:57 PM GMT	<p>SCOPE OF WORK: Upper Cold River Road, Shrewsbury, Rutland County, N43.56718 W-72.92010. A section of the gravel road surface and shoulder (140-ft x 6-ft) became saturated and has begun to slide and shift towards the Cold River 80 feet below. The site is located approximately 200 to 300 feet from Brown Bridge, a full-span covered bridge built in 1880. This bridge is among a group of 100 highly significant covered bridges still standing in the state of Vermont and is individually listed in the National Register of Historic Places. To return the road to pre-disaster condition, the slope must be rebuilt with unclassified fill (14-ft x 80-ft x 6-ft deep), and placement of a new guardrail (140-lf). As mitigation, a geotechnical engineering investigation is needed to establish a properly engineered repair plan for the damaged site. This Record of Environmental Considerations Report (REC) is based on a preliminary estimation of a least cost repair alternative. It consists of shifting the road slightly into the existing slope and construction of a Mechanically Stabilized Earth (MSE) soil reinforcement along the outer portions of the damaged roadway section. The two repair items are described as follows: ITEM 1) Partially shifting the roadway slightly into the adjacent ascending slope. This excavation (average: 140-ft long x 8-ft wide x 12-ft high) would result in widening of the roadway by an average of 8 feet (similar to the current average damaged width) resulting in an approximate 1:1 (45 deg) assumed stable cut slope. Additional excavation for transition on either side will be needed (averaging 100-ft long x 4-ft wide x 12-ft high). ITEM 2): Construction of MSE soil reinforcement with near vertical slope face. Work includes excavation, disposal and replacement with granular fill (averaging 140-ft long x 12-ft wide x 10-ft deep). Placement of Geogrid reinforcement between every 1-ft of granular backfill with approximate 4-ft overlap (30% overlap) within each layer. Construction will require an equipment access ramp at either end requiring additional excavation and disposal, along with equivalent volume of granular fill (assume: 20-ft long x 20-ft wide x 10-ft deep). The uphill edge of the roadway (340-ft) will require passive drainage - pipe with sock and crushed stone.</p> <p>This project has been determined to be Categorical Excluded from the need to prepare either an Environmental Impact Statement or Environmental Assessment in accordance with 44 CFR Part 10.8(d)(2)(xv) and (xvi). Particular attention should be given to the project conditions before and during project implementation. Failure to comply with these conditions may jeopardize federal assistance including funding.</p> <p>- north - 07/25/2012 19:46:17 GMT CWA: The applicant should contact Michael Adams or Martha Abair, Vermont Field Office, USACE (802-872-2893) to determine if the undertaking qualifies under the Corps' Programmatic General Permit for Vermont (effective 12/05/2007-12/05/2012)</p>

				<p>CWA: Project involves slope stabilization possibly to the toe of the slope and requires coordination with VT Agency of Natural Resources. See Condition. - north - 07/25/2012 19:54:12 GMT</p> <p>EO11990: The 8 step process is required. See condition - north - 07/25/2012 20:09:51 GMT</p> <p>ESA: No Listed Species or Habitat based on a review using VT Agency of Natural Resources' Natural Resource Atlas, accessed MM/DD/YYYY. - north - 07/25/2012 19:50:07 GMT</p> <p>EO11988: The 8-step process is required. See condition - north - 07/25/2012 19:56:50 GMT</p> <p>NHPA: A determination of No Historic Properties Affected is made under the terms of the Vermont Programmatic Agreement (2011) Appendix C, Section III. A. B. & E. road repair and slope stabilization, Specific Allowance. No consultation with SHPO is required. - north - 07/25/2012 19:49:27 GMT</p>
3	Mitigation Review	LANGEN JOHN	07-25-2012 12:20 PM GMT	07/25/2012 THE PROPOSED MITIGATION IS CONSIDERED COST EFFECTIVE UNDER PRE-APPROVED LIST, RR POLICY 9526.1/APPENDIX A/100% RULE. . J.LANGEN
2	Initial Review	VEZINA GERALD	07-24-2012 02:48 PM GMT	6/29/12 - PW on hold working with PAC to seperate out hazard mitigation. Will complete during week of July 9th. TBrewer QA/QC Specialist 7/24/2012 PW has been rewritten and forwarded to the appropriate queues for review. G. Vezina, PAC
1	Initial Review	VEZINA GERALD	07-18-2012 05:35 PM GMT	6/29/12 - PW on hold working with PAC to seperate out hazard mitigation. Will complete during week of July 9th. TBrewer QA/QC Specialist

Close Window

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FEMA

July 10, 2014

Kim Canarecci
Public Assistance Officer
Vermont Emergency Management and Homeland
Security Department of Public Safety
103 South Main Street
Waterbury, VT 05671-2101

Re: *Time Extension Request – FEMA-4022-DR-VT – Town of Norwich – Public Assistance (PA)*
ID 027-52900-00 – Project Worksheet (PW) 2334 – SSNOG01 - Town Park Dam

Dear Ms. Canarecci:

This letter is in response to a letter from the Vermont Emergency Management and Homeland Security– Department of Public Safety (“Grantee”) dated April 11, 2014, which requested a time extension of the period of performance in regards to the Town of Norwich’s (“Applicant”) Project Worksheet (“PW”) 2334.¹ The Applicant requests that the Federal Emergency Management Agency (“FEMA”) extend the period of performance for PW #2334 from September 1, 2015 to November 1, 2016.²

The Applicant states in its request that it has been in permit negotiations for over a year with the Vermont Agency of Natural Resources (“ANR”) in regards to the replacement of the Town Park Dam. These negotiations have delayed the start of construction and, without an ANR permit, construction cannot begin. The Applicant anticipates receiving the permit and completing all work by November 1, 2016. I have reviewed the Grantee’s request and I am approving the time extension of the period of performance.

I. BACKGROUND

The Town Park Dam, owned and operated by the Town of Norwich, is a concrete and earth fill dam impounding the Charles Brown Brook for a recreational pond. During Tropical Storm Irene, the Dam was severely damaged by floodwaters overtopping it and eroding the earth fill portion of the dam, undermining the concrete sections. PW 2334 was prepared describing the damages to the Dam, describing a scope of work for repairs and estimate the cost of those

¹ Letter from Kim Canarecci, Public Assistance Officer, Vermont Emergency Management, to Jean McDonough, Public Assistance Officer, FEMA Region I, re: *Time Extension- DR-4022 – PW 2334 – Town of Norwich, VT – Town Park Dam* (11 Apr 2014).

² Letter from Neil Fulton, Town Manager, Town of Norwich to Kim Canarecci, Public Assistance Officer, Vermont Emergency Management, re: *PA-01-VT-4022-PW-02334(0), Town Park Dam* (7 Apr 2014).

repairs. Note that, it was determined the Dam is more than 50% damaged, as such, it is eligible for replacement.³

In their request, the Applicant indicates that they have been in permit negotiations with ANR for over a year and until the Dam replacement plan is permitted by ANR they cannot start construction. The Town is concerned that the ANR permit will not be approved in time to meet the current period of performance deadline for PW 2334. This is the second request for an extension of the period of performance in regards to this award. On January 14, 2013, the Grantee, using the full extent of their authority,⁴ granted a 30-month extension of the period of performance, extending the deadline to September 1, 2015. Here, the Grantee is requesting an additional extension of the period of performance for PW 2334 from September 1, 2015 to November 1, 2016. The Applicant indicates that they do not anticipate any additional costs due to the additional time requested. Further, the Applicant anticipates that all work associated with PW 2334 will be completed by November 1, 2016.

II. Discussion and Analysis

The project completion deadlines for the Public Assistance (PA) Program are set from the date that a major disaster is declared and apply to all projects under the PA grant. The timelines are different, however, for PA Categories A and B (emergency work), and for PA Categories C through G (permanent work). For emergency work, the project completion deadline is six months from the date of the major disaster declaration. For permanent work, the project completion deadline is 18 months from the date of the major disaster declaration.⁵

Based on extenuating circumstances or unusual project requirements beyond the control of a sub-grantee, the grantee may extend the deadlines for an additional six months for emergency work and for an additional 30 months for permanent work. The Grantee must submit requests for time extensions beyond the grantee's authority to the Regional Administrator. These requests must include (1) the dates and provisions of all previous time extensions on the project; and (2) a detailed justification for the delay and a projected completion date.⁶

After reviewing the request, the information submitted by the Grantee and Applicant met the requirements for requesting an extension of time limits for project completion. First, the Town of Norwich provided the dates and provisions of previous time extensions for PW #2334. Second, the submission justified the extension by describing the extenuating circumstances that led to the project delay, namely the permit negotiations with ANR. Finally, the Grantee has provided the new date for the end of the period of performance as November 1, 2016.

III. CONCLUSION

The Grantee submitted a time extension request on behalf of the Applicant requesting an extension of the period of performance for PW 2334 until November 1, 2016. The Applicant has shown that there were circumstances beyond its control that have delayed the start of

³ FEMA Project Worksheet (PW) 2334 (EMMIE).

⁴ 44 CFR §206.204 Project Performance

⁵ Id

⁶ Id

Ms. Canarecci

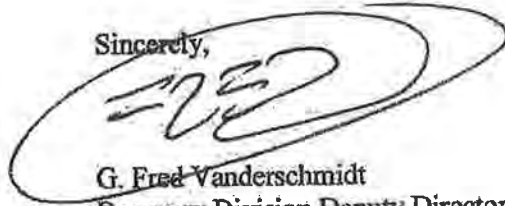
Page 3 of 3

construction, specifically the permit negotiations with ANR in regards to replacement of the Town Park Dam. Therefore, I approve the Grantee's request for a time extension to extend the period of performance of PW 2334 until November 1, 2016 under FEMA-4022-DR. This letter constitutes the official notification to the Grantee.

Please inform the Applicant of my decision and that FEMA provides assistance only for those costs incurred up to the latest approved completion date for a particular project. The project must still be completed for any funding to be eligible for that project. Also, please advise the Applicant that non-compliance with applicable federal and state laws and regulations may jeopardize FEMA funding. The Applicant is responsible for obtaining all required local, state and federal permits prior to the commencement of work.⁷

If you have any questions, please contact Jean McDonough at (617) 832-4757 or at Jean.McDonough@fema.dhs.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "G. Fred Vanderschmidt", is enclosed within a large, hand-drawn oval.

G. Fred Vanderschmidt
Recovery Division Deputy Director
FEMA, Region I
Disaster Recovery Manager
FEMA-4022-DR-VT

GFV/sp

Attachments:

- (1) Index of the Administrative Record

⁷ FEMA Public Assistance Guide, FEMA 322, p. 139 (June 2007).

INDEX OF THE TIME EXTENSION ADMINISTRATIVE RECORD

FEMA-4022-DR-VT

Town of Norwich, PA ID # 027-52900-00

Project Worksheet (PW) 2334, SSNOG01 - Town Park Dam

The following provides an index of the documents and materials that FEMA directly or indirectly considered and relied upon in making a Public Assistance (PA) determination.

- (1) The Grantee's and Applicant's correspondence to FEMA regarding the time extension request (Stored on the Regional network).
 - a. Letter from Neil Fulton, Town Manager, Town of Norwich to Kim Canarecci, Public Assistance Officer, Vermont Emergency Management, *re: PA-01-VT-4022-PW-02334(0), Town Park Dam* (7 Apr 2014).
 - b. Letter from Kim Canarecci, Public Assistance Officer, Vermont Emergency Management, to Jean McDonough, Public Assistance Officer, FEMA Region I, *re: Time Extension- DR-4022 – PW 2334 – Town of Norwich, VT – Town Park Dam* (11 Apr 2014).
- (2) Case Management Files notes and materials related to PW PA-01-VT-4022-PW-2334 (Stored in EMMIE).
- (3) Relevant PWs, including backup documentation (Stored in EMMIE).
 - a. PA-01-VT-4022-PW-2334 and attachments listed below:

File Name	Source	Document Type	Description
<u>SSNOG01.xlsm</u>	Damage Facilities	Project Worksheet	EXCEL Project Worksheet File
<u>SSNOG01 - Photos, Before and After.pdf</u>	Damage Facilities	Photos	Before & After Damage Photos
<u>SSNOG01 - SC.pdf</u>	Special Considerations	Environmental/Historic Document	Special Considerations
<u>SSNOG01 - HMP Summary.pdf</u>	Mitigation	Additional Information	Hazard Mit. Summary
<u>SSNOG01 - SIGNED 90-91.pdf</u>	Form 90-91	Project Worksheet	Signed Signature Page
<u>SSNOG01 - CEF.pdf</u>	Cost Estimate	Calculation Sheet	CEF
<u>SSNOG01 - DAC.pdf</u>	Cost Estimate	Additional Information	Direct Admin. Costs

File Name	Source	Document Type	Description
<u>SSNOG01 LOCATION MAP.pdf</u>	Project Description	Map	LOCATION MAP
<u>SSNOG01 FIRM MAP.pdf</u>	Special Considerations	Map	FIRM MAP
<u>recReport.pdf</u>	EHP Review		
<u>Time Extension PW 2334.pdf</u>	Form 90-91	Time Extension	Time Extension Documentation Norwich VT Town Park Dam
<u>8-Step Checklist PW02334 Norwich Town Park Dam 7 27 2012.pdf</u>	Special Considerations	Environmental/Historic Document	8-Step Checklist

Town of Norwich, Vermont



CHARTERED 1761

Neil R. Fulton
Town Manager

Kimberly Canarecci, Public Assistance Officer
Vermont Dept. of Public Safety
Division of Emergency Management & Homeland Security
103 South Main Street
Waterbury, VT 05671-4719

PW #: PA-01-VT-4022-PW-02334 (0)

FIPS No: 027-52900-00

Percentage of work complete to date: ~3%

Description of damaged facility: Town Park Dam, owned and operated by the Town of Norwich, is a 75 ft long by 12 ft high concrete and earth fill dam impounding Charles Brown Brook for an approximate 0.5 acre pond used for recreational purposes.

Dear Ms. Canarecci:

The Town of Norwich hereby requests an extension for completing the above-referenced FEMA-approved project. We have an existing extension until September 1, 2015 and we are requesting that it be extended to November, 2016.

The reason for the request is due to the fact that permission for the project has not yet been given by the Agency of Natural Resources. We have been in negotiations with ANR for a year on the process and conditions for receiving a permit to replace the dam. We think that we are making progress but are concerned that we may not have a permit in time for construction by September 1, 2015.

If you are in need of further information, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Neil Fulton", is written over a horizontal line.

Neil Fulton
Town Manager
Enc. Project Worksheet Change Request

Roberta Robinson

From: Mary Andes <mjeanandes@gmail.com>
Sent: Friday, June 13, 2014 11:47 AM
To: Neil Fulton; Roberta Robinson
Cc: Brett Pierce; Pentkowski, Ron
Subject: Information about bridge -- PW 2095
Attachments: CEF Bridge 41 Norwich.xlsm; PW_2095.pdf; CEF Bridge 41 Norwich_specific_sheet CEF Summary of Uncompleted Work.pdf; CEF Bridge 41 Norwich_specific_sheet CEF Total Project Summary.pdf; CEF Bridge 41 Norwich_specific_sheet CEF Fact Sheet.pdf; CEF Bridge 41 Norwich_specific_sheet CEF Notes.pdf; CEF Bridge 41 Norwich_specific_sheet CEF Part A.pdf; CEF Bridge 41 Norwich_specific_sheet CEF Summary of Completed Work.pdf

This relates to our conversation today.

thanks for taking the time to meet with us today.

Mary Andes
VEM Special Project Analyst to the Director of DEMHS
Division of Emergency Management and Homeland Security (DEMHS)
Department of Public Safety
103 South Main St.
Waterbury, VT 05671-2101
mary.andes@state.vt.us
Work Cell Phone: (802) 585-4720



Linda Cook <lcook2825@gmail.com>

FW: Alternate Project application materials for Norwich Damn Project - PW #02334N

1 message

Pentkowski, Ron <Ron.Pentkowski@vermont.gov>
To: "lcook2825@gmail.com" <lcook2825@gmail.com>

Mon, Nov 2, 2015 at 10:37 AM

Linda,

I've attached a pdf of the subject project worksheet.

Ron

Ron Pentkowski | Public Assistance Coordinator

Vermont Division of Emergency Management & Homeland Security

Desk: 802-241-5366 | Cell: 802-585-0142

ron.pentkowski@vermont.gov

45 State Drive | Waterbury, VT 05671-1300

From: Andes, Mary

Sent: Friday, October 30, 2015 3:12 PM

To: lcook2825@gmail.com

Cc: Pentkowski, Ron

Subject: Alternate Project application materials for Norwich Damn Project.

Hey Linda!

Thanks for reaching out – as we discussed, I put together some materials to

help you put together a request for an Alternate project for the damn project.

I cc'd Ron Pentkowski, who also works on Tropical Storm Irene close-outs – if I missed anything or he can think of anything that would be helpful, he'll jump in.

PW 2334, SSNOG01 - Town Park Dam, was obligated in the amount of \$567,284.28 on 8/2/2012. According to 44 CFR 206.203 (d) (2), which governs the administration of Alternate projects:

(2) Alternate projects. In any case where a subgrantee determines that the public welfare would not be best served by restoring a damaged public facility or the function of that facility, the Grantee may request that the Regional Administrator approve an alternate project.

(i) The alternate project option may be taken only on permanent restorative work.

(ii) Federal funding for alternate projects for damaged public facilities will be 90 percent of the Federal share of the Federal estimate of the cost of repairing, restoring, reconstructing, or replacing the facility and of management expenses.

(iii) Federal funding for alternate projects for damaged private nonprofit facilities will be 75 percent of the Federal share of the Federal estimate of the cost of repairing, restoring, reconstructing, or replacing the facility and of management expenses.

(iv) Funds contributed for alternate projects may be used to repair or expand other selected public facilities, to construct new facilities, or to fund hazard mitigation measures. These funds may not be used to pay the nonFederal share of any project, nor for any operating expense.

(v) Prior to the start of construction of any alternate project the Grantee shall submit for approval by the Regional Administrator the following: a description of the proposed alternate project(s); a schedule of work; and the projected cost of the project(s). The Grantee shall also provide the necessary assurances to document compliance with special requirements, including, but not limited to floodplain management, environmental assessment, hazard mitigation, protection of wetlands, and insurance.

In this, case, the 90% of the federal share (also 90%) is calculated as follows — \$567,284.28 time 90% = \$510,555.9. Ninety percent of \$510,555.9 is \$459,500.3. So, the town of Norwich would need to demonstrate that you had spent \$567,284.28 in order to get \$459,500.3 in federal funds.

You can address the packet, the request for an Alternate project, to me or Ron — I attached a checklist that you can use as a guide to put together your Alternate project request.

Thanks again for reaching out!

Hopefully, this is enough to get you started.

We'd love to get this submitted to FEMA as soon as well can.

We are more than happy to help!

Mary

Mary Andes

DEMHS Special Project Analyst to the Director

Division of Emergency Management and Homeland Security

Department of Public Safety

103 South Main St.

Waterbury, VT 05671-2101

mary.andes@state.vt.us

Work Cell Phone: (802) 585-4720

Office Desk Phone: (802) 241-5096

 **Norwich Tow Pond Dam PA-01-VT-4022-PW-02334(0).pdf**
304K

PA-01-VT-4022-PW-02334(0) <u>P</u>	
Applicant Name: NORWICH (TOWN OF)	Application Title: SSNOG01 - Town Park Dam
Period of Performance Start: 09-01-2011	Period of Performance End: 11-01-2016

Subgrant Application - Entire Application

Application Title: SSNOG01 - Town Park Dam

Application Number: PA-01-VT-4022-PW-02334(0)

Application Type: Subgrant Application (PW)

Preparer Information	
Prefix	
First Name	Samuel
Middle Initial	A
Last Name	Shipman
Title	Project Specialist
Agency/Organization Name	FEMA
Address 1	30 Allen Martin Drive
Address 2	
City	Essex
State	VT
Zip	05452
Email	gary.schellely@state.vt.us
Is the application preparer the Point of Contact?	No

Point of Contact Information	
Prefix	

First Name	Neil
Middle Initial	
Last Name	Fulton
Title	Interim Town Manager
Agency/Organization	Norwich, Town of
Address 1	300 Main Street
Address 2	
City	Norwich
State	VT
ZIP	05055
Phone	802-649-1419
Fax	802-649-0123
Email	manager@norwich.vt.us

Alternate Point of Contact Information	
Prefix	
First Name	Andy
Middle Initial	
Last Name	Hodgdon
Title	DPW Director
Agency/Organization	
Address 1	
Address 2	
City	
State	
ZIP	
Phone	802-649-2209
Fax	
Email	norwich_highway@earthlink.net

Project Description	
Disaster Number:	4022

Pre-Application Number:	PA-01-VT-4022-RPA-0072
Applicant ID:	027-52900-00
Applicant Name:	NORWICH (TOWN OF)
Subdivision:	
Project Number:	SSNOG01
Standard Project Number/Title:	799 - Recreational or Other
Please Indicate the Project Type:	Neither Alternate nor Improved
Application Title:	SSNOG01 - Town Park Dam
Category:	G.RECREATIONAL OR OTHER
Percentage Work Completed?	0.0 %
As of Date:	04-27-2012

Comments

Attachments

User	Date	Document Type	Description	Hard Copy File Reference	File Name	Action
SCOTT TREZONA	07-25-2012	Map	LOCATION MAP	SSNOG01	SSNOG01 LOCATION MAP.pdf(43.85 kb)	View

Damage Facilities (Part 1 of 2)

Facility Number	Facility Name	Address	County	City	State	ZIP	Site Previously Damaged?	Action
1	Town Park Dam		Windsor		VT		No	

Comments

Attachments

User	Date	Document Type	Description	Hard Copy File Reference	File Name	Action
MICHELE RODGERSON	05-10-2012	Project Worksheet	EXCEL Project Worksheet File		SSNOG01.xlsm(4.94 Mb)	View
MICHELE RODGERSON	05-10-2012	Photos	Before & After Damage Photos		SSNOG01 - Photos, Before and After.pdf(1.74 Mb)	View

Facility Name:	Town Park Dam
Address 1:	
Address 2:	
County:	Windsor
City:	
State:	VT
ZIP:	
Was this site previously damaged?	No
Percentage Work Completed?	%
Location:	PA-01-VT-4022-PW-02334(0): Norwich, VT
Damage Description and Dimensions:	<p>PA-01-VT-4022-PW-02334(0): Town Park Dam, owned and operated by the Town of Norwich, is a 75 ft long by 12 ft high concrete and earth fill dam impounding Charles Brown Brook for an approximate 0.5 acre pond used for recreational purposes. During Tropical Storm Irene, the dam was severely damaged by floodwaters overtopping the dam and eroding the earth fill portion of the dam and undermining the concrete sections. The concrete section of the dam has 2 each 15 ft long stop log gates (flashboards) over an ogee shaped concrete spillway and 1 each 5 ft - 4 inch stop log gate (flashboards) with the same configuration anchored by east and west training walls measuring 12 ft high with 65 ft long with a 5 ft horizontal top with 30 ft long upstream and downstream 12 inch thick wing walls. The compacted earth fill section measures 39 ft long by 11 ft high with 30 ft long upstream and downstream embankments on a 2-1/2:1 slope and a 40 long by 10 ft deep sheet pile wall on the downstream toe. A 36 ft long by 5 ft wide wire fence-enclosed walkway is above the concrete section leading to a 20 ft long by 10 wide timber swim platform on 4 in by 4 in wooden columns above a rear sluice gate anchored in concrete. The west end of the platform sits on an 8 inch thick triangular-shaped concrete support wall, 20 ft long by 10 ft high on a 3 ft wide base. There is a 50 ft long by 8 ft wide sand beach on the east side of the pond averaging 3 ft deep.</p> <p>The damaged elements of the facility include: a) washed out the west concrete support wall for the swim platform, dimensions: 20 ft L x 10 ft H x 3 ft Base x 0.67 ft D, b) washed out the earth fill section, dimensions: 39 ft L x 11 ft H x [59 ft W (bottom) +5 ft W (top)/2]/27=508 cy, c) washed out the sheet pile wall, dimensions: 40 ft L x 10 ft D/9= 44 sf,</p>

d) washed out the timber swim platform, dimensions: 20 ft L x 10 ft W/9=22 sf,
 e) washed out the sluice gate behind the swim platform (dimensions unknown),
 f) undermined, displaced and cracked the east and west concrete training walls, dimensions: 2 each trapezoidal shaped walls: 2 X (65 ft L (bottom) + 5 ft L (top)/2 x 12 ft H x 1 ft D /27= 31 cy plus 10 cy for footers = 41 cy,
 g) washed out the sand beach on the east side, dimensions: 50 ft long x 8 ft W x 3 ft D/27=44 cy,
 h) silted in the impoundment area, dimensions: 150 ft L x 131.3 ft W x 3 ft D/27= 2188 cy.

PA-01-VT-4022-PW-02334(0):
 WORK TO BE COMPLETED

From the above damage descriptions and from site visits, the facility is greater than 50 % damaged and is eligible for replacement. In order to replace the concrete sections of the structure including the east and west training walls, demolition of the overflow spillway section including the stop log gates would be required.

Applicant will restore the facility to pre-disaster condition by using contract services to:

a) replace the washed out west concrete support wall for the swim platform, dimensions: 20 ft L x 10 ft H x 3 ft Base x 0.67 ft D,
 b) replace the washed out earth trapezoidal fill section, dimensions: 39 ft L x 11 ft H x [59 ft W (bottom) +5 ft W (top)/2]/27=508 cy,
 c) replace the washed out sheet pile wall, dimensions: 40 ft L x 10 ft D/9= 44 sf,
 d) washed out the timber swim platform, dimensions: 20 ft L x 10 ft W/9=22 sf,
 e) washed out the sluice gate behind the swim platform (dimensions unknown),
 f) replace the east and west concrete training walls, dimensions: 2 each trapezoidal shaped walls: 2 X (65 ft L (bottom) + 5 ft L (top)/2 x 12 ft H x 1 ft D /27= 31 cy plus 10 cy for footers= 41 cy,
 g) replace the washed out sand beach on the east side, dimensions: 50 ft long x 8 ft W x 3 ft D/27=44 cy,
 h) remove the silt and rocks from impoundment area, dimensions: 150 ft L x 131.3 ft W x 3 ft D/27= 2188 cy.

the NRCS do not have regulatory authority over the dam.

The work site will require dewatering for construction. Included in the cost estimate are the costs to install temporary sheet piling above and below the dam and to use bypass pumps to dewater the construction site.

Attached is the Cost Estimating Factor (CEF) including the Part A, Uncompleted Permanent Items, listing item descriptions, quantities and costs using RS Means unit rates.

A repair or replace cost comparison was completed for this facility in accordance with FEMA 322, Public Assistance Guide. Excluding common work items, It showed that to repair the damaged elements of the dam is \$102,881.66; whereas, to replace the dam is \$157,832.80 or

65.2% to repair versus replacement (\$102,881.66/\$157,832.80) and applying the 50% rule, the dam is eligible for replacement.

It is understood that Applicant must acquire all necessary Federal, State, and local permits that is required for Federal Funding. Noncompliance with this requirement may jeopardize the receipt of Federal funds. This includes, but not limited to:

- 1) VT Department of Environmental Conservation's "Authorization to Construct or Alter a Dam",
- 2) VT Agency of Natural Resources "Stream Alteration General Permit",
- 3) VT's "Wetland Conditional Use Determination",
- 4) VT's "Act 250 Permit",
- 5) USACE "Section 401 Water Quality Certification",
- 6) The Commissioner of VT Fish and Wildlife's "Fish Movement Authorization"

Scope of Work:

Scope Notes:

1. RECORD RETENTION:

As described in 44 CFR 13.42 (2) (b), 3(c), Subgrantee must maintain all work-related records for a period of three (3) years from Subgrantee closure (final payment), all records relative this project worksheet are subject to examination and audit by the State, FEMA and the Comptroller General of the United States and must reflect work related to disaster specific costs.

2. DIRECT ADMIN. COSTS:

Included as part of the CEF. The Sub-grantee is requesting Direct Administrative Costs that are directly chargeable to the specific project. Associated eligible work is related to administration of this PA Project only and in accordance with 44 CFR 13.22. These costs are treated consistently and uniformly as direct costs in all federal awards and other Sub-grantee activities and are not included in any approved indirect cost rates.

3. PERMITS:

Acquiring all necessary Federal, State, and local permits is required for Federal Funding. Noncompliance with this requirement may jeopardize the receipt of Federal funds.

4. MITIGATION:

No additional HMP could be identified at this site; however, the reconstructed dam will have to meet requirements of the Vermont State Statutes for modern dam safety standards.

5. PROCUREMENT:

Bidding: The Applicant is cautioned when procuring services to be provided by outside Contractors, the Applicant needs to following the bidding requirements of 44 CFR Section 13.36, copy of pertinent portions available upon request. Formal bidding processes are required when the value of the repair at the damaged site is estimated to be greater than \$100,000.

6. FINAL DOCUMENTATION

Final documentation substantiating all costs must be furnished by the Applicant, through Vermont's SPAO Alec Portalupi (alec.portalupi@state.vt.us) or SPAC Gary Schelley (gary.schelley@state.vt.us) when all work is complete. Adjustments to quantities and costs, as appropriate, will be made at that time.

7. CHANGE IN SCOPE:

Applicant shall notify the VTAOT prior to initiating any work that changes the scope of approved work as given in this sub-grant application. Notify Mr. Gary Schelley @ VTAOT at (860) 828 – 0425 or E-Mail gary.schelley@state.vt.us

Applicant shall notify the VT Agency of Transportation of any significant cost increase in the approved scope of work. Contact: Mr. Gary Schelley, VTAOT at (802) 828-0425 or E-Mail gary.schelley@state.vt.us

Hazard Mitigation Proposal

• Is effective mitigation feasible on this site?

If you answered Yes to the above question, the next question is required

Will mitigation be performed on this site?

If you answered Yes to the above question, the next question is required

Do you wish to attach a Hazard Mitigation Proposal?

If you answered Yes to the above question, the next two questions are required

Please provide the Scope of Work for the estimate:
(maximum 4000 characters)

Would you like to add the Hazard Mitigation Proposal as a cost line item to the project cost?

GIS Coordinates

Project Location	Latitude	Longitude
Town Park Dam	43.72986	-72.33235

Special Considerations

1. Does the damaged facility or item of work have insurance coverage and/or is it an insurable risk (e.g., buildings, equipment, vehicles, etc)?

No

If you would like to make any comments, please enter them below.

(maximum 4000 characters)

See letter dated November 4, 2011 from Vermont League of Cities and Towns saying the swimming pool is not covered by insurance.

2. Is the damaged facility located within a floodplain or coastal high hazard area and/or does it have an impact on a floodplain or wetland?	No					
If you would like to make any comments, please enter them below. (maximum 4000 characters) See flood map 50027C377E dated May 7, 2009 showing that the site is not in a flood plain.						
3. Is the damaged facility or item of work located within or adjacent to a Coastal Barrier Resource System Unit or an Otherwise Protected Area?	No					
4. Will the proposed facility repairs/reconstruction change the pre-disaster conditions (e.g., footprint, material, location, capacity, use of function)?	No					
5. Does the applicant have a hazard mitigation proposal or would the applicant like technical assistance for a hazard mitigation proposal?	No					
6. Is the damaged facility on the National Register of Historic Places or the state historic listing? Is it older than 50 years? Are there more, similar buildings near the site?	No					
7. Are there any pristine or undisturbed areas on, or near, the project site? Are there large tracts of forestland?	No					
8. Are there any hazardous materials at or adjacent to the damaged facility and/or item of work?	No					
9. Are there any other environmental or controversial issues associated with the damaged facility and/or item of work?	No					
Attachments						
User	Date	Document Type	Description	Hard Copy File Reference	File Name	Action
MICHELE RODGERSON	05-10-2012	Environmental/Historic Document	Special Considerations		SSNOG01 - SC.pdf(46.95 kb)	View
SCOTT TREZONA	07-25-2012	Map	FIRM MAP	SSNOG01	SSNOG01 FIRM MAP.pdf(98.38 kb)	View
SHARLA AZIZI	02-26-2013	Environmental/Historic Document	8-Step Checklist		8-Step Checklist PW02334 Norwich Town Park Dam 7 27 2012.pdf(78.00 kb)	View

For Category C, D, E, F, and G Projects only	
Is effective mitigation feasible on this project?	No
If you answered Yes to the above question, the next question is required	
Will mitigation be performed on any sites in this project?	No
If you answered Yes to the above question, the next question is required	
Do you wish to attach a Hazard Mitigation Proposal?	No
If you answered Yes to the above question, the next two questions are required	
Please provide the Scope of Work for the estimate:	

Would you like to add the Hazard Mitigation Proposal as a cost line item to the project cost?	No
---	----

Comments						
Modern day dam safety standards will apply for the reconstruction of the dam.						
Attachments						
User	Date	Document Type	Description	Hard Copy File Reference	File Name	Action
MICHELE RODGERSON	05-10-2012	Additional Information	Hazard Mit. Summary		SSNOG01 - HMP Summary.pdf(26.18 kb)	View

Cost Estimate

Is this Project Worksheet for	Cost Estimate Format
-------------------------------	----------------------

(Preferred) Repair									
Sequence	Code	Material and/or Description	Unit Quantity	Unit of Measure	Unit Price	Subgrant Budget Class	Type	Cost Estimate	Action
1	<u>0000</u>	WORK TO BE COMPLETED						\$ 0.00	
2	<u>9000</u>	CEF COST ESTIMATE	1	LS	\$ 566,619.00	CONSTRUCTION		\$ 566,619.00	
3	<u>9901</u>	DIRECT ADMINISTRATIVE COSTS (SUBGRANTEE)	1	LS	\$ 665.28	OTHER		\$ 665.28	
		Total Cost : \$ 567,284.28							

Insurance Adjustments (Deductibles, Proceeds and Settlements) - 5900/5901										
Sequence	Code	Material and/or Description	Unit Quantity	Unit of Measure	Unit Price	Subgrant Budget Class	Type	Cost Estimate	Action	
		Total Cost : \$ 0.00								

Total Cost Estimate: (Preferred Estimate Type + Insurance Adjustments)	\$ 567,284.28
--	----------------------

Comments

Attachments

User	Date	Document Type	Description	Hard Copy File Reference	File Name	Action
MICHELE RODGERSON	05-10-2012	Calculation Sheet	CEF		SSNOG01 - CEF.pdf(844.89 kb)	View
MICHELE RODGERSON	05-10-2012	Additional Information	Direct Admin. Costs		SSNOG01 - DAC.pdf(64.29 kb)	View

Existing Insurance Information

Insurance Type	Policy No.	Bldg/Property Amount	Content Amount	Insurance Amount	Deductible Amount	Years Required

Comments

Attachments

Comments and Attachments

Name of Section	Comment	Attachment
Project Description		SSNOG01 LOCATION MAP.pdf
Damage Facilities		SSNOG01.xlsm SSNOG01 - Photos, Before and After.pdf
Special Considerations	8-Step Checklist.	SSNOG01 - SC.pdf SSNOG01 FIRM MAP.pdf 8-Step Checklist PW02334 Norwich Town Park Dam 7 27 2012.pdf
Mitigation	Modern day dam safety standards will apply for the reconstruction of the dam.	SSNOG01 - HMP Summary.pdf
Cost Estimate		SSNOG01 - CEF.pdf SSNOG01 - DAC.pdf
Form 90-91	VEM Granted Time Extension until 9.1.2015. See Attached Documentation.	SSNOG01 - SIGNED 90-91.pdf Time Extension PW 2334.pdf
Application Level	FEMA granted a time extension until November 1, 2016 . See attached letter from FEMA.	FEMATown Dam Ext 20140919.pdf norwich state.pdf

Bundle Reference # (Amendment #)	Date Awarded
PA-01-VT-4022-State-0094(90)	08-02-2012

Subgrant Application - FEMA Form 90-91

Note: The Effective Cost Share for this application is 90%

FEDERAL EMERGENCY MANAGEMENT AGENCY PROJECT WORKSHEET									
DISASTER					PROJECT NO.	PA ID NO.	DATE		CATEGORY
FEMA	4022	-	DR	-VT	SSNOG01	027-52900-00	05-11-2012		G
APPLICANT: NORWICH (TOWN OF)							WORK COMPLETE AS OF:		
							04-27-2012 : 0 %		
Site 1 of 1									
DAMAGED FACILITY:							COUNTY: Windsor		
Town Park Dam									
LOCATION:							LATITUDE:	LONGITUDE:	
PA-01-VT-4022-PW-02334(0): Norwich, VT							43.72986	-72.33235	
Current Version:									
DAMAGE DESCRIPTION AND DIMENSIONS:									
<p>PA-01-VT-4022-PW-02334(0):</p> <p>Town Park Dam, owned and operated by the Town of Norwich, is a 75 ft long by 12 ft high concrete and earth fill dam impounding Charles Brown Brook for an approximate 0.5 acre pond used for recreational purposes. During Tropical Storm Irene, the dam was severely damaged by floodwaters overtopping the dam and eroding the earth fill portion of the dam and undermining the concrete sections. The concrete section of the dam has 2 each 15 ft long stop log gates (flashboards) over an ogee shaped concrete spillway and 1 each 5 ft - 4 inch stop log gate (flashboards) with the same configuration anchored by east and west training walls measuring 12 ft high with 65 ft long with a 5 ft horizontal top with 30 ft long upstream and downstream 12 inch thick wing walls. The compacted earth fill section measures 39 ft long by 11 ft high with 30 ft long upstream and downstream embankments on a 2-1/2:1 slope and a 40 long by 10 ft deep sheet pile wall on the downstream toe. A 36 ft long by 5 ft wide wire fence-enclosed walkway is above the concrete section leading to a 20 ft long by 10 wide timber swim platform on 4 in by 4 in wooden columns above a rear sluice gate anchored in concrete. The west end of the platform sits on an 8 inch thick triangular-shaped concrete support wall, 20 ft long by 10 ft high on a 3 ft wide base. There is a 50 ft long by 8 ft wide sand beach on the east side of the pond averaging 3 ft deep.</p> <p>The damaged elements of the facility include:</p> <ul style="list-style-type: none"> a) washed out the west concrete support wall for the swim platform, dimensions: 20 ft L x 10 ft H x 3 ft Base x 0.67 ft D, b) washed out the earth fill section, dimensions: 39 ft L x 11 ft H x [59 ft W (bottom) + 5 ft W (top)/2]/27=508 cy, c) washed out the sheet pile wall, dimensions: 40 ft L x 10 ft D/9= 44 sf, d) washed out the timber swim platform, dimensions: 20 ft L x 10 ft W/9=22 sf, e) washed out the sluice gate behind the swim platform (dimensions unknown), f) undermined, displaced and cracked the east and west concrete training walls, dimensions: 2 each trapezoidal shaped walls: 2 X (65 ft L (bottom) + 5 ft L (top)/2 x 12 ft H x 1 ft D /27= 31 cy plus 10 cy for footers = 41 cy, g) washed out the sand beach on the east side, dimensions: 50 ft long x 8 ft W x 3 ft D/27=44 cy, h) silted in the impoundment area, dimensions: 150 ft L x 131.3 ft W x 3 ft D/27= 2188 cy. <p>Current Version:</p>									
SCOPE OF WORK:									

PA-01-VT-4022-PW-02334(0):
WORK TO BE COMPLETED

From the above damage descriptions and from site visits, the facility is greater than 50 % damaged and is eligible for replacement. In order to replace the concrete sections of the structure including the east and west training walls, demolition of the overflow spillway section including the stop log gates would be required.

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the NRCS do not have regulatory authority over the dam.

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- 3) VT's "Wetland Conditional Use Determination",
- 4) VT's "Act 250 Permit",
- 5) USACE "Section 401 Water Quality Certification",
- 6) The Commissioner of VT Fish and Wildlife's "Fish Movement Authorization"

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2. DIRECT ADMIN. COSTS:

Included as part of the CEF. The Sub-grantee is requesting Direct Administrative Costs that are directly chargeable to the specific project. Associated eligible work is related to administration of this PA Project only and in accordance with 44 CFR 13.22. These costs are treated consistently and uniformly as direct costs in all federal awards and other Sub-grantee activities and are not included in any approved indirect cost rates.

3. PERMITS:

Acquiring all necessary Federal, State, and local permits is required for Federal Funding. Noncompliance with this requirement may jeopardize the receipt of Federal funds.

4. MITIGATION:

No additional HMP could be identified at this site; however, the reconstructed dam will have to meet requirements of the Vermont State Statutes for modern dam safety standards.

5. PROCUREMENT:

Bidding: The Applicant is cautioned when procuring services to be provided by outside Contractors, the Applicant needs to following the bidding requirements of 44 CFR

Section 13.36, copy of pertinent portions available upon request. Formal bidding processes are required when the value of the repair at the damaged site is estimated to be greater than \$100,000.

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Final documentation substantiating all costs must be furnished by the Applicant, through Vermont's SPAO Alec Portalupi (alec.portalupi@state.vt.us) or SPAC Gary Schelley (gary.schelley@state.vt.us) when all work is complete. Adjustments to quantities and costs, as appropriate, will be made at that time.

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Applicant shall notify the VT Agency of Transportation of any significant cost increase in the approved scope of work. Contact: Mr. Gary Schelley, VTAOT at (802) 828-0425 or E-Mail gary.schelley@state.vt.us

Current Version:

Does the Scope of Work change the pre-disaster conditions at the site? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Special Considerations included? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Hazard Mitigation proposal included? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Is there insurance coverage on this facility? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

PROJECT COST

ITEM	CODE	NARRATIVE	QUANTITY/UNIT	UNIT PRICE	COST
1	0000	WORK TO BE COMPLETED	0/LS	\$ 0.00	\$ 0.00
2	9000	CEF COST ESTIMATE	1/LS	\$ 566,619.00	\$ 566,619.00
3	9901	DIRECT ADMINISTRATIVE COSTS (SUBGRANTEE)	1/LS	\$ 665.28	\$ 665.28
				TOTAL COST	\$ 567,284.28
PREPARED BY Samuel A Shipman			TITLE Project Specialist	SIGNATURE	
APPLICANT REP. Neil Fulton			TITLE Interim Town Manager	SIGNATURE	

NORWICH (TOWN OF) : PA-01-VT-4022-PW-02334

Conditions Information

Review Name	Condition Type	Condition Name	Description	Monitored	Status
Final Review	Other (EHP)	Standard Condition #2	This review does not address all federal, state and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize federal funding.	No	Approved
Final Review	Other (EHP)	Standard Condition #1	Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and	No	Approved

			Executive Orders.		
Final Review	Other (EHP)	Clean Water Act (CWA)	CWA: 10 VSA Chapter 41 and Act 110 require the Applicant to obtain a Stream Alteration Permit from the Rivers Management Program, Department of Environmental Conservation (DEC), for any stream crossing or work in a permanent stream. The Applicant is advised to contact Barry Cahoon, River Management Engineer to discuss permit requirements. Any permit conditions become a condition of this FEMA grant.	No	Approved
Final Review	Other (EHP)	Clean Water Act (CWA)	CWA: The Applicant is responsible for obtaining all required federal, state and local permits including Section 404 permit from the US Army Corps of Engineers. The applicant should contact Michael Adams or Martha Abair, Vermont Field Office, USACE (802-872-2893) to determine if the undertaking is exempt or qualifies under the Corps' Programmatic General Permit for Vermont (effective 12/05/2007-12/05/2012).	No	Approved
Final Review	Other (EHP)	Executive Order 11990 - Wetlands	EO11990: The Applicant shall ensure that Best Management Practices are implemented to prevent erosion and sedimentation to surrounding, nearby or adjacent wetlands. This includes equipment storage and staging of construction to prevent erosion and sedimentation to ensure that wetlands are not adversely impacted per the Clean Water Act and Executive Order 11990.	No	Approved
Final Review	Other (EHP)	Standard Condition #3	If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.	No	Approved
EHP Review	Other (EHP)	Standard Condition #2	This review does not address all federal, state and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize federal funding.	No	Recommended
EHP Review	Other (EHP)	Standard Condition #1	Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.	No	Recommended
EHP Review	Other (EHP)	Clean Water Act	CWA: 10 VSA Chapter 41 and Act 110 require the Applicant to obtain a Stream Alteration Permit from the Rivers Management Program, Department of Environmental Conservation (DEC), for any stream crossing or work in a	No	Recommended

		(CWA)	permanent stream. The Applicant is advised to contact Barry Cahoon, River Management Engineer to discuss permit requirements. Any permit conditions become a condition of this FEMA grant.		
EHP Review	Other (EHP)	Clean Water Act (CWA)	CWA: The Applicant is responsible for obtaining all required federal, state and local permits including Section 404 permit from the US Army Corps of Engineers. The applicant should contact Michael Adams or Martha Abair, Vermont Field Office, USACE (802-872-2893) to determine if the undertaking is exempt or qualifies under the Corps' Programmatic General Permit for Vermont (effective 12/05/2007-12/05/2012).	No	Recommended
EHP Review	Other (EHP)	Executive Order 11990 - Wetlands	EO11990: The Applicant shall ensure that Best Management Practices are implemented to prevent erosion and sedimentation to surrounding, nearby or adjacent wetlands. This includes equipment storage and staging of construction to prevent erosion and sedimentation to ensure that wetlands are not adversely impacted per the Clean Water Act and Executive Order 11990.	No	Recommended
EHP Review	Other (EHP)	Standard Condition #3	If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.	No	Recommended

Internal Comments				
No.	Queue	User	Date/Time	Reviewer Comments
11	Amendment Review	PINKHAM KENNETH	03-27-2015 12:44 PM GMT	Grantee has forwarded Applicant's request for time extension to November 1, 2016 and FEMA has approved.
10	Amendment Review	NEFF KAREN	01-28-2013 01:58 PM GMT	VEM Granted Time Extension until 9.1.2015. See Attached Documentation.
9	Award Review	SYSTEM	08-02-2012 07:57 PM GMT	ACCEPTED
8	Final Review	HATCH JAN	07-30-2012 02:36 PM GMT	Final 07-30-2012 Jan Hatch, PAC.
				SCOPE OF WORK: Recreational Repair, Town Park Dam, Norwich, Windsor County (N 43.72986, W -72.33235). Heavy rains and flooding damaged Town Park Dam, owned and operated by the Town of Norwich. The dam is a 75-ft long by 12-ft high, approximate 0.5 acre pond, used for recreational purposes constructed of concrete and earth fill dam impounding

7 EHP Review

THOMAS PETER

07-27-2012 09:53 PM
GMT

Charles Brown Brook. Floodwaters eroded the earth fill portion of the dam and undermined the concrete sections. The timber swim platform, west concrete support wall for the swim platform; earthen fill, sheet pile wall, sluice gate behind the swim platform, east and west concrete training walls, sand beach, impoundment area were all damaged. The Applicant will restore the facility to pre-disaster condition by using contract services to: (1) replace the washed out concrete support wall for the swim platform; (2) replace the washed out earth trapezoidal fill section (508 cubic yards); (3) replace the washed out sheet pile wall; (4) replace the washed out timber swim platform; (5) replace the sluice gate behind the swim platform; (6) replace the east and west concrete training walls; (7) replace the washed out sand beach; and (8) remove the silt and rocks from impoundment area (approximately 2,188 cubic yards). The work site will require dewatering for construction and will involve installing temporary sheet piling above and below the dam and using bypass pumps to dewater the construction site.

CATEX: This project has been determined to be Categorically Excluded from the need to prepare either an Environmental Impact Statement or Environmental Assessment in accordance with 44 CFR Part 10.8(d)(2)(xvi). Particular attention should be given to the project conditions before and during project implementation. Failure to comply with these conditions may jeopardize federal assistance including funding. - rbradley - 07/27/2012 19:22:36 GMT

CWA: Project requires coordination with VT Agency of Natural Resources. See Condition and attachment.

Per Barry Cahoon, ANR River Management Engineer, "The technical guidance provided by the state has set a Q100 discharge as the standard for design. Structurally, the facility must convey the 1% annual discharge without risk of failure. This is a much higher standard for design than was the pre-flood facility." - rbradley - 07/27/2012 20:28:46 GMT

CWA: The applicant must contact Martha Abair, Vermont Field Office, USACE (802-872-2893) to determine if the undertaking qualifies under the Corps' Programmatic General Permit for Vermont (effective 12/05/2007-12/05/2012). See Condition and attachment. - rbradley - 07/27/2012 20:29:44 GMT

EO11990: Project is located within wetlands; 8 Step Process is required. See condition and attachment. - rbradley - 07/27/2012 20:41:07 GMT

ESA: No Impacts to Listed Species or Habitat based on a review using VT Agency of Natural Resources' Natural Resource Atlas, accessed 07/27/2012. - rbradley - 07/27/2012

				<p>20:06:37 GMT</p> <p>EO 11988: Per Flood Insurance Rate Map (FIRM) community map and panel number 50027C0377E, Windsor County; the project is located outside the Special Flood Hazard Areas (SFHA) (100-year floodplain). - rbradley - 07/27/2012 20:37:16 GMT</p> <p>NHPA: A determination of No Historic Properties Affected is made under the terms of the Vermont Programmatic Agreement (2011) Appendix C, Section VII, A. No consultation with SHPO is required. - rbradley - 07/27/2012 19:32:29 GMT</p>
6	Initial Review (EHP Rework)	TREZONA SCOTT	07-27-2012 02:19 PM GMT	7/27/12 - Corrections have been completed by installing new GPS location, new site map and Firm map. Scott Trezona
5	Initial Review (EHP Rework)	TREZONA SCOTT	07-25-2012 11:25 AM GMT	7/25/12 - Corrections have been completed by installing new GPS location, new site map and Firm map. Scott Trezona
4	Initial Review (EHP Rework)	TREZONA SCOTT	07-23-2012 04:04 PM GMT	7/19/12 - gave to PAC S.Trezona for resolution. Tracey Brewer QA/QC Specialist
3	Mitigation Review	DEWAR MATTHEW	05-17-2012 06:51 PM GMT	5/17/12 – THIS REPAIR/ RESTORATION PROJECT HAS BEEN REVIEWED FOR MITIGATION OPPORTUNITIES AND THERE IS NO MITIGATION OPPORTUNITY. M. DEWAR – HPA ENGR.
2	Cost Estimate Format Review	HARLAN THOMAS	05-16-2012 05:30 PM GMT	5/16/2012 – The project is 0% complete and requires a CEF. The CEF that was attached in EMMIE had a detailed base cost estimate in Part A that was reasonable for the scope of work. The Factors applied in Parts B – H are appropriate as well. TSH – CEF Specialist
1	Initial Review	BREWER TRACEY	05-15-2012 09:12 PM GMT	5/15/12 - From information provided, it appears that this dam is recreational. PW appears to be correct. Will move pw forward to other queues for their review. TBrewer QA/QC

[Go Back](#)

Nancy Kramer

From: Christopher Ashley <c.ashley.sb@gmail.com>
Sent: Thursday, November 05, 2015 8:20 PM
To: Neil Fulton; Nancy Kramer
Subject: Questions for RFP Architectural firms

Neil and Nancy,

Here is my proposed list for the SB packet.

Chipper

To: Company
From the Norwich Selectboard

Thank you very much for our response to our RFP regarding Norwich's Police/Fire Capital project. We are interested in pursuing your response, but we have these questions or topics for discussion to better understand your firm's capacity to be selected to complete the RFP's contents.

Most importantly, we want to make sure that you understand our program and the projects needs. In particular what you think of our site, the sharing of a building between police and fire departments. If you are selected for an interview with the SB, please come prepared to discuss this in detail. We will also want specific on you thinking regarding the options list in section 2.5 through 2.6.3

However to help us as we move forward in our decision-making process, please respond in writing by+++++++ to the following questions/items:

-As we consider the proposals that we received, we want to know as specifically as possible how you will accomplish the elements of our project as detailed in section 2. Please **briefly** respond to each item in 2.1 through 2.4.2 indicating how you will accomplish it.

-We know that the relationship between the Architectual firm and the major subcontractors - such as the engineering firm- makes a large difference regarding the success of the project. Please comment on past successful projects using your major sub-contractors and how our project will benefit from the relationship.

-Our project's success will depend on costs and estimates to present to Norwich voters that are reliable and accurate. Please supply us with examples of the estimator's previous estimates and actual costs on similar projects.

-Our community and the SB are very interested in constructing a net-zero building. Please supply us example of previous net-zero buildings and examples of how your firm will support us as we present this option too our community.--

Christopher Ashley
Norwich Selectboard

Please note that any response or reply to this electronic message may be subject to disclosure as a public record under the Vermont Public Records Act.

MEMORANDUM

TO: Norwich Select Board
FROM: Mary Layton
SUBJECT: Questions for Architects
DATE: 11/6/15
CC: Neil Fulton, Nancy Kramer

1. In your design, how will you best use circulation and adjacency to create the most efficient use of space?
2. Using the Vermont Energy Code and Net Zero Standards as the minimum and maximum range of standards of desirable energy efficiency for this proposal, is there a design within this range that represents the best cost/benefit ratio?
3. How will you create secure space for the Police Department that is adjacent to public space of the Fire Department?
4. What is your concept of the best use of space on the available lot?
5. What is your concept of a simple, appropriate, and attractive design that fits into the aesthetic of the town?
6. As the project proceeds, what method will your firm use to control costs and demonstrate progress?
7. If the Net Zero Energy standard is chosen, what are the annual and project lifetime operational maintenance costs associated with building climate control and advanced technology?
8. How will you use durable and attractive, but not extravagant materials and components to complete this project?

MEMORANDUM

TO: NORWICH SELECTBOARD
FROM: STEPHEN N. FLANDERS
SUBJECT: QUESTIONS FOR ARCHITECTURAL CONSULTANTS
DATE: NOVEMBER 5, 2015
CC: TOWN MANAGER

These are my suggestions for follow-up questions for those architectural consultants, which the SB asks for a follow-up interview, prior to selection. I would preface them to explain:

These questions are directed to those respondents to the “Request for Proposals (RFP), Architectural and Estimates of Probable Costs Services, Fire and Police Facilities, Town of Norwich, Vermont” that the Selectboard has deemed sufficiently responsive and affordable for further consideration. Different proposals responded to the following aspects of the RFP to different degrees. This is intended to achieve a consistent degree of response from those interested in being considered for the work, so that the selectboard may make a final selection.

1. **Understanding purpose of project:** Please summarize your proposed approach to addressing the elements described in the Request for Proposals--Item 1. Purpose, illustrating the existing condition and the process to develop the requested services for upgrading the Fire Station and replacing the Police Station on the existing site and how the provided program and survey inform your understanding on how to provide architectural drawings, engineering assessments and estimates of probable costs.
2. **Understanding of the program:** Please provide a written response to each of the numbered items in the Request for the Proposals--Item 2. Schematic Design and Development of Estimates of Probable Costs—that confirms your intent to address each. Describe the deliverable in which each will be addressed.
3. **Deliverables:** Please summarize what the proposed deliverables are and what your proposed schedule of delivery is.
4. **Engineering support:** Please explain the form of support that you expect from your engineering partner, particularly which items in (2.) they will provide support for and what form it will take.
5. **Construction consultant:** Please provide information that describes the track record of your cost-estimating consultant to accurately predict the actual costs of projects, based on schematic information, sufficient to budget for proposed projects.

6. **Level of detail in construction estimate:** Please explain the degree of detail that we may expect from the cost estimates that you will deliver, bearing in mind the need for transparency and verifiability for presentation of the project to the voters.
7. **Understanding of the program:** Please summarize conceptually how you would study the existing and proposed functions to determine how they might fit on the site and how that might affect the increase in gross area over the programmed net area, owing to separation and adjacency of uses and the need for circulation and service spaces.
8. **Net-zero design expertise:** Please identify who will be designing the net-zero alternative design features and what is their experience in doing so.
9. **Estimation of life-cycle costs (LCC):** Please identify who will be performing the LCC scenarios and summarize the methodology that they will employ.
10. **Specialized technical expertise:** Please summarize the source of the expertise that you will mobilize to address the specialized technical needs of police and fire department building design.
11. **Meetings:** Please summarize the number of meetings that you envision with the selectboard, department heads, and the public.
12. **Iterations:** How many concept iterations does your proposal accommodate?
13. **Cost:** Please confirm your proposed contract cost, as a result of having reviewed the above questions. Please state how the proposed cost would be adjusted, if the work were to commence in Spring, 2016.



Linda Cook <lcook2825@gmail.com>

Norwich Town Manager authority issue - ATTY CLIENT

1 message

John H. Klesch <JKlesch@firmspf.com>
To: "lcook2825@gmail.com" <lcook2825@gmail.com>
Cc: Jenn Grindle <JGrindle@firmspf.com>

Wed, Nov 4, 2015 at 4:34 PM

Linda:

You have asked us, on behalf of the Norwich Selectboard ("SBd"), to provide an opinion on the scope of a town manager's ("TM") authority under 24 V.S.A. § 1236(4) in the context of a public improvement project funded by bonded indebtedness.

24 V.S.A. § 1236(4) states in pertinent part that "all building done by the town or town school district, unless otherwise specially voted, shall be done under [the TM's] charge and supervision." While this language clearly bestows oversight authority for a municipal improvement project on the TM, the TM's exercise of that authority remains subject to the "direction and supervision" of the SBd under 24 V.S.A. § 1233 ("... In all matters [the TM] shall be subject to the direction and supervision ... of such selectmen."). This grant of authority does extend to new construction.

Our opinion is that § 1236(4), read in context with § 1233, means that the TM is authorized to act as the Town's agent for all matters concerning a building project, but that the Selectboard, as the agent's principal on behalf of the Town, sets the specific course for the agent's actions. Practically, the statutory grant of authority to a TM means that the TM does not need to seek SBd approval for every step and detail of a project. The TM is the manager of the project. However, the TM must utilize his statutory authority to carry out the directives of the Selectboard with regard to the project, meaning that he cannot pursue or approve substantive project elements that are contrary to directives from the SBd.

Our advice is that the SBd should make clear to the TM, confirmed in writing by a memorandum, (1) the project details which the SBd directs be incorporated into a project (likely by referencing project plans and specifications, and likely subject to what the voters have approved for a project funded by bond debt), (2) the nature, frequency, and means of minimum updates the SBd expects regarding progress and decision-making points for the project, probably at least including project finances, and (3) the types of decisions or issues on which the SBd reserves the opportunity to direct the TM's actions. Items (2) and (3) should be framed in a way that does not unnecessarily limit subjects and issues which the TM might choose to bring to the SBd; rather, the point is to document the SBd's minimum expectations.

It is also our opinion that § 1236(4) does impose limitations on the SBd's authority with regard to a municipal construction project. While the TM must follow the SBd's direction and supervision with

regard to a project, the SBd cannot insert itself or anyone else in place of the TM as the Town's agent for overseeing a given project, unless *the voters* specifically authorize such a project-specific appointment. The SBd's direction of the TM should be limited to project items and issues involving matters of discretion and policy, meaning the SBd should not attempt to reserve to itself decisions which are administrative in nature and do not require judgments as to what is in the best interest of the Town.

Whether an aspect of a project is administrative or policy-based in nature may not always be absolutely clear. However, we note that the Supreme Court has commented (in a different factual context) that the exercise of authority by a TM under 24 V.S.A. § 1236(4) is assumed to be carried out in a "spirit of cooperation ... as is necessarily relied upon in the daily administration of municipal affairs." Where it is unclear whether a TM is obligated to seek SBd input on a given project issue, this assumed spirit of cooperation suggests the TM should err on the side of being over-inclusive and afford the SBd an opportunity to provide direction, or at least input, to the TM.

We hope this advice is helpful to the Norwich Selectboard. Please let me know any questions or concerns.

Best wishes,

John

John H. Klesch

Stitzel, Page & Fletcher, P.C.

171 Battery Street

P.O. Box 1507

Burlington, VT 05402-1507

Telephone: 802-660-2555

Fax: 802-660-2552

jklesch@firmspf.com

Website: www.firmspf.com

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DRAFT Minutes of the Selectboard Meeting of Wednesday, October 14, 2015 at 6:00 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 about 6 people in the audience.

Also participating: Linda Gray, Arline Rotman, Nina Schwartz, Demo Sofronas.

Cook opened the meeting at 6:00 pm.

1. Town Manager Contract (Executive Session May be Required). Layton **moved** (2nd Goulet) to find that premature general public knowledge of the Town's contract with the Town Manager would clearly place the municipality at a substantial disadvantage, because the Selectboard risks disclosing its negotiation strategy if it discusses the proposed contract terms in public. Ashley and Flanders questioned whether valid grounds existed for an Executive Session. After discussion, Layton **moved** (2nd Goulet) to call the motion. **Motion passed 3 to 2** (yes – Cook, Goulet and Layton; no – Ashley and Flanders). Pursuant to Title 1 VSA § 313(a)(1)(A), Layton **moved** (2nd Goulet) to enter into Executive Session for the purpose of discussing the contract having found that premature general public knowledge would clearly place the Selectboard at a substantial disadvantage. **Motion passed 3 to 2** (yes – Cook, Goulet and Layton; no – Ashley and Flanders).

The Selectboard moved into Executive Session at 6:19 pm. Flanders and Ashley left the Executive Session at 6:23 pm. At 6:27 pm, Layton **moved** (2nd Goulet) to move into public session. Flanders abstained from voting. Layton **moved** (2nd Goulet) to seek legal counsel to research the current terms of the Norwich Town Manager's, Neil Fulton's, contract. **Motion passed 3 to 2** (yes – Cook, Goulet and Layton; no – Ashley and Flanders). Afterwards, Layton **moved** (2nd Goulet) that the Chairperson conduct research to find appropriate legal counsel on this matter. **Motion passed 3 to 2** (yes – Cook, Goulet and Layton; no – Ashley and Flanders). After discussion of legal costs, Layton **moved** (2nd Goulet) to ask Neil Fulton to ask his counsel to present documentation of the terms of his contract that are in addition to the ones represented in the minutes. Fulton objected to the motion and stated that he has provided a draft contract to the Selectboard that is acceptable to him and is based on past Town Manager contracts. He does not see the need for either the Town or the Town Manager to have counsel. After further discussion, Layton and Goulet withdrew their motion.

2. Approval of Agenda (Action Item). The Selectboard, by consensus, approved the Agenda as is.

3. Public Comments. Gray spoke about the NEC taking advantage of a grant opportunity to install an EV charging station at Dan & Whit's. Schwartz expressed concern about livestock in the road on US Route 5 North off VT Route 132. Flanders read a memo to the Selectboard regarding the conduct of Selectboard meetings. Ashley pointed out that the Selectboard rules say all Selectboard members should be consulted by the Chair before setting agenda items.

4. Town Manager's Report (Discussion). Written report in packet and on the Town website. No actions taken.

5. Finance – Board to Sign Accounts Payable/Warrants (Action Item). After a couple of questions, Ashley **moved** (2nd Flanders) to approve Check Warrant Report #16-10 for General Fund in the amount of \$254,221.09 and for Highway Garage Fund in the amount of \$531.25 for the period from 09/24/15 to 10/14/15. **Motion passed.**

6. Waiver under Section 6 of the Alcohol Ordinance for the Preview Party for the Annual Gingerbread Festival (Discussion/Action Item). Ashley abstained from the discussion of and voting on this agenda item. Rotman spoke briefly about the request. Afterwards, Flanders **moved** (2nd Layton) to approve a waiver in accordance with Section 6 of “An Ordinance to Regulate the Possession and Consumption of Alcohol on Town of Norwich Property” (Ordinance) to allow the possession and consumption of alcohol in accordance with the Ordinance at the Preview Party for the Annual Gingerbread Festival sponsored by The Family Place to be held on December 4, 2015. **Motion passed 4 to 0.**

7. Nomination of Norwich Representative to The White River Council on Aging (Bugbee Senior Center) (Discussion/Possible Action Item). After a brief discussion, Flanders **moved** (2nd Goulet) to recommend Warren Thayer as a Board member from the community of Norwich to the White River Council on Aging for a three-year term. **Motion passed.**

8. Favreau/Greene Request Regarding Town Property Adjacent to 378 Hopson Road (Discussion/Possible Action Item). Fulton stated that Favreau stopped in to the Town Manager’s Office with this request. Fulton is looking for guidance from the Selectboard. After discussion of the fair market value of the property and whether it could be subdivided, the Board asked Fulton to contact abutters for their input.

9. Capital Facilities – Discuss Process for Evaluating Police/Fire Proposals (Discussion/Possible Action Item). Fulton provided the chart in the packet and stated it is the typical review process used in the past. After discussion, the Selectboard agreed to have a special meeting on November 4th with the two Department Heads to review and possibly rank the six proposals. Fulton asked that the Selectboard look at the RFP closely when reviewing the proposals. The RFP and attachments will be redistributed to the Selectboard.

10. Water Access from River Road to the Connecticut River (Discussion/Possible Action Item). After discussion of the limited access, lighting, swimming, access to the ramp and signage; it was agreed to leave things as they are.

11. Strategic Planning Process (Discussion). Flanders and Ashley reviewed the process so far that listed energy efficiency and sustainability, quality of community and trails as the three topics the then Selectboard would pursue. Flanders suggested reviewing the quality of Community Report as next steps.

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

a) Resident –

- 1) #12 a), b) and c). Email from Watt Alexander Re: SB Agenda for 9/23, Norwich Trails Committee Draft Strategic Plan for Trails, Email from Bill Bender Re: Town Solar Celebration and Email from Christopher Ashley Re: The Process for Neil Fulton’s 2014 Evaluation. Flanders **moved** (2nd Ashley) to receive an email from Watt Alexander re: SB Agenda for 9/23, Norwich Trails Committee Draft Strategic Plan for Trails, an email

from Bill Bender re: Town Solar Celebration and an email from Christopher Ashley re: the process for Neil Fulton's 2014 evaluation. **Motion passed.** Cook questioned who the Strategic Plan was from due to Quality of Community Committee reference. Ashley highlighted his comments.

13. Selectboard

- a) Approval of the Minutes of the 9/9/15 and 9/23/15 Selectboard Meetings (Action Item). After some discussion, Flanders **moved** (2nd Goulet) to approve the minutes of the September 9, 2015, with amendments discussed, and September 23, 2015 Selectboard meetings. **Motion passed.**
- b) Review of Next Agendas (Discussion/Possible Action Item). Agenda items for October 28th will include: Fire District regarding sidewalks, NEC grant, capital facilities planning, Selectboard goals, Town Manager contract update and a possible Executive Session for Town Manager evaluation.
- c) Town Manager Evaluation (Executive Session may be Required). Pursuant to Title 1 VSA § 313(a)(3), Layton **moved** (2nd Goulet) to enter into Executive Session for the purpose of discussing the Town Manager evaluation. **Motion passed 3 to 2** (yes – Cook, Goulet and Layton; no – Ashley and Flanders). The Selectboard moved into Executive Session at 9:01 pm.

At 9:15 pm, Flanders **moved** (2nd Ashley) to move into public session. No action was taken as a result of the Executive Session.

Goulet **moved** (2nd Ashley) to adjourn. **Motion passed.** Meeting adjourned at 9:16 pm.

Approved by the Selectboard on_____.

By Nancy Kramer
Assistant to the Town Manager

Linda Cook
Selectboard Chair

Next Regular Meeting – October 28, 2015 at 6:30 PM

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

DRAFT Minutes of the Selectboard Meeting of Wednesday, October 28, 2015 at 6:00 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 about 12 people in the audience.

Also participating: Tim Briglin, Sam Eaton, Linda Gray, Jamie Hess, Andy Hodgdon, Steve Leinoff, Jim Masland, Doug Robinson, Nate Stearns, Jonathan Vincent.

Cook opened the meeting at 6:00 pm.

1. Town Manager Evaluation (Executive Session May be Required). Pursuant to Title 1 VSA § 313(a)(3), Layton **moved** (2nd Goulet) to enter into Executive Session for the purpose of discussing the Town Manager evaluation. **Motion passed.** The Selectboard moved into Executive Session at 6:01 pm. At 6:37 pm, Flanders **moved** (2nd Layton) to move into public session. **Motion passed.**
2. Approval of Agenda (Action Item). After discussion, Ashley **moved** (2nd Flanders) to add a possible Executive Session to item #8. **Motion passed.**
3. Public Comments. There were no public comments.
4. Town Manager's Report (Discussion). FY17 budget binders will be distributed to the Selectboard on November 6th. No actions taken.
5. Finance – Board to Sign Accounts Payable/Warrants (Action Item). After several questions, Flanders **moved** (2nd Ashley) to approve Check Warrant Report #16-11 for General Fund in the amount of \$79,943.05, for Recreation Scholarships Fund in the amount of \$100.00 and for DPW Paving Fund in the amount of \$248,605.15 for the period from 10/15/15 to 10/28/15. **Motion passed.**
6. Meeting with Fire District Re: Sidewalks (Discussion/Possible Action Item). Vincent said the Prudential Committee has agreed there are insufficient funds for the Fire District to continue maintenance of the sidewalks they own. The Fire District is prepared to turn the sidewalks over to the Town as is, at no cost to the Town. Vincent also stated that the Fire District will remove their sidewalks when they become unmaintainable and dangerous if the Town does not take over. After discussion, Ashley **moved** (2nd Flanders) that the Town Manager, Prudential Committee and the Operations Manager for the Fire District continue discussions on the sidewalks in order to develop a plan to improve the outlook. **Motion passed 4 to 1** (yes - Ashley, Flanders, Goulet and Layton; no - Cook). Cook does not support and wants to be part of the discussion due to her reluctance to have granite curbing on all sidewalks.
8. Norwich Pool Permit Update (Discussion/Possible Action Item). After discussion, Ashley **moved** (2nd Flanders) to move items #8 in front of item #7. **Motion passed.** Fulton reviewed the history briefly saying discussion of how to avoid a permit denial was shut down by ANR. The Town has 30 days to file an appeal and time is needed to prepare the appeal. Fulton recommends discussing further in Executive Session. Stearns said the appeal could take a while, could cost up to \$100,000 and he questions what would change ANR's position. State Representatives Masland and Briglin also spoke to the matter. After further discussion by the

Selectboard, Ashley **moved** (2nd Flanders) to find that premature general public knowledge of the pending or probable civil litigation or a prosecution, to which the public body is or may be a party would clearly place the municipality at a substantial disadvantage, because the Selectboard risks disclosing its negotiation strategy if it discusses the litigation in public. **Motion passed.** Pursuant to Title 1 VSA § 313(a)(1)(E), Ashley **moved** (2nd Flanders) to enter into Executive Session for the purpose of discussing the possible litigation regarding the Town Pool having found that premature general public knowledge would clearly place the Selectboard at a substantial disadvantage and to invite Neil Fulton and Attorney Nate Stearns to join the Session. **Motion passed.** The Selectboard moved into Executive Session at 7:47 pm. At 8:29 pm, Flanders **moved** (2nd Layton) to move into public session. **Motion passed.** The Selectboard will make a decision on whether to appeal or not at their November 10th meeting.

7. NEC Electric Vehicle Charging Station (Discussion/Possible Action Item). Gray said that the Norwich Energy Committee is working with several partners on this project. The application for the grant will be submitted this week and the Committee should hear by the end of November. The charging station will be at Dan & Whit's and take up the space of two parking spaces that may need an easement that would need the approval of the Selectboard. The station has been designed to be installed and operated at pretty much no cost to the Town. After discussion, the Selectboard agreed by consensus that they would support an easement for the project.

9. Selectboard Goals Priorities (Discussion/Possible Action Item). After discussion, the Selectboard agreed by consensus to further review at the end of the FY17 budget process.

10. Capital Facilities Planning (Discussion/Possible Action Item). Review Inventory of Tools at Our disposal and Questions. Fulton said that the status of the applicable reserve funds and his proposals for future spending from the funds is in the Selectboard packet. Since there is no money to fund the Selectboard proposals, Fulton recommends giving the Town the opportunity to vote on in March. There was agreement from the Selectboard for this proposal. Further discussion was postponed until November 4th.

11. Town Manager Contract Update (Discussion/Possible Action Item). Cook suggested an attorney recommended by VLCT whose hourly rate is \$145. After discussion, the Selectboard agreed to work on a clear set of questions for discussion at their November 10th meeting. Cook asked that questions from Selectboard members be given to her by November 3rd in order to consolidate and prepare for the November 6th packet. Fulton stated for the record that he disagrees with the concept that he is an at will employee.

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

a) Resident –

1) #12 a) and b). Memo from Stephen Flanders Re: Conduct of Selectboard Meetings and Memo from Mary Layton Re: Conduct of Selectboard Meetings. Layton **moved** (2nd Goulet) to receive memos from Stephen Flanders re: conduct of Selectboard meetings and Mary Layton re: conduct of Selectboard meetings. **Motion passed.** The setting of agenda items was discussed with the consensus that Fulton would let individual Selectboard members know if there was a difference of opinion.

13. Selectboard

- a) Approval of the Minutes of the 10/14/15 Selectboard Meeting (Action Item). After some discussion, the Selectboard agreed by consensus to review the video of the meeting and approve the minutes at the November 10th meeting.
- b) Review of Next Agendas (Discussion/Possible Action Item). FY17 budget overview will be the primary focus of the November 10th meeting. Other items on the agenda will be: the Norwich Pool permit denial appeal, Town Manager contract and approval of October 14th minutes.
- c) Town Manager Evaluation (Executive Session may be Required). After discussion, the Selectboard agreed to discuss this item at the start of the special meeting on November 4th. The Selectboard also agreed to change the start of the November 10th meeting to 6:30 pm.

Goulet **moved** (2nd Flanders) to adjourn. **Motion passed.** Meeting adjourned at 9:58 pm.

Approved by the Selectboard on_____.

By Nancy Kramer
Assistant to the Town Manager

Linda Cook
Selectboard Chair

Special Selectboard Meeting – November 4, 2015 at 6:30 PM

Next Regular Meeting – November 10, 2015 at 6:30 PM

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