

Agenda for the Selectboard meeting Wednesday, November 9, 2016 at 6:30 PM
(Times Are Approximate)

- 1) Approval of Agenda (Action Item) 2 minutes
- 2) Public Comments (Discussion Item) 5 minutes
- 3) Upper Valley River Subcommittee of CT River Joint Commissions – Interview applicant for appointment to the subcommittee (Discussion/Action Item) 10 minutes
- 4) Preliminary Budget Overview (Discussion Item) 30 minutes
- 5) Interim Town Manager's Report (Discussion Item) 10 minutes
- 6) Finance – Board to sign accounts payable/warrants (Discussion/Action Item) 10 minutes
- 7) Investment Report – Town Treasurer, Cheryl Lindberg (Discussion Item) 10 minutes
- 8) Public Safety Building – executive session may be needed (Discussion/Action Item) 20 minutes
- 9) Town Manager Search – executive session may be needed (Discussion Item) 10 minutes
- 10) Paving on Main Street (Discussion Item) 10 minutes
- 11) Correspondence – TRORC Clean Water Advisory Committee (Discussion/Action Item) 5 minutes
- 12) Selectboard
 - a) Selectboard Submission for Town Report (Discussion/Action Item) 5 minutes
 - b) Approval of the Minutes of the 10/26/16, 10/27/16, and 10/29/16 Selectboard Meetings (Action Item) 5 minutes
 - c) Review of Next Agendas (Discussion/Possible Action Item) 5 minutes

Next Meeting – November 16, 2016 at 6:00 PM*

*this will be a special meeting for town department budget presentations

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.

Bartlett Leber



Box 442, 288 US Route 5 North
Norwich, VT 05055

3

Town of Norwich
Box 376
Norwich VT 05055-0376

Re: Application for Upper Valley River Subcommittee of the Connecticut River Joint Commissions

Dear Town of Norwich,

I understand Norwich currently has a vacant seat on the Upper Valley River Subcommittee of the Connecticut River Joint Commissions. I write to express my great interest in filling that vacancy on behalf of the Town. I believe the Connecticut River is one of the most valuable attributes of our Town and of the Upper Valley, providing all of us constant beauty, endless opportunities for recreation and an identity grounded in the natural world. I would be delighted to devote my time and energy as an advocate for the river and for Norwich. Our stewardship of the Connecticut River is among the most important actions we can take for our Town today and for future generations.

I am a landowner on the Connecticut River in Norwich, on property first developed by Morgan Goodrich many years ago. Mr. Goodrich himself served on this Subcommittee in the 1990's, when the Connecticut River Corridor Management Plan was adopted. I am an avid sculler, and my entire family uses the river for canoeing, kayaking, swimming, skating and skiing. A substantial portion of my property is covered by an Upper Valley Land Trust easement. I have a ringside seat to the parade of wildlife -- foxes, beaver, otters, herons, and eagles, to name just a few -- that live along the river, and all manner of fish, turtles, snails and other creatures that live in the river. I am also an observer of water level variations connected to Wilder Dam management, incursions of invasive species such as Japanese knotweed and the occasional boater who does not appear to understand the rules of the road.

My attached resume details my 35 years experience as an attorney and my current activities as student and volunteer. I am quite comfortable in the legal/regulatory world and enjoy working with non-profits and citizens groups. Please understand that I currently live in Norwich only part time, traveling back and forth from Boston, but have no difficulty meeting commitments here in Vermont.

Please let me know if you need any additional information and thank you for considering this application.

Sincerely,

A handwritten signature in black ink that appears to read "Bartlett".

Bartlett Leber

10/27/16

617-429-7041

Town of Norwich
P.O. Box 376
Norwich VT 05055-0376
(802) 649-1419 Ext. 101 or 102

APPLICATION FOR BOARDS/COMMISSIONS
(and for those reapplying for continuing appointments)

Name: **Bartlett Leber**

Address: **Box 442, 288 US Route 5 North, Norwich VT 05055**

Day phone: **617-429-7041 (mobile)**

Evening phone: **same**

E-mail: **bartlett.leber@gmail.com**

Position Applied For:

1. If you are re-applying for the same board/commission, how many terms/years have you already served?

Terms: **N/A**

Years:

2. Would you be available for evening and/or morning meetings?

Evening: (Yes ☒ No ☐ Morning: (Yes ☒ No ☐

Are there other restrictions on your availability? If so, please describe:

3. Please list any experiences, skills and/or qualifications which you feel would especially suit you for this appointment.

Please refer to my cover note and resume, attached.

4. Please include service on other municipal or school district Boards, Commissions, or Committees both in Norwich and elsewhere and indicate whether or not any of those appointments are current ones:

N/A

5. Education and Current Employment

Name of Company:

Location:

Title:

Describe your work:

6. Pertinent Education and/or Experience:

7. Do you feel there could be *any conflict of interest* with your personal beliefs, occupation or employer in serving on this board, commission or committee? (Yes ☐ No). If yes, please explain: ☐

Comments:

Signature

Burtall Kee

Date

October 27, 2016

BARTLETT LEBER

bartlettleder@gmail.com (617) 429 -7041

288 Route 5 S, Box 442
Norwich, VT 05055

20 Rowes Wharf, # 406
Boston, MA 02110

LEFT BRAIN

INDEPENDENT LEGAL COUNSEL, Boston, MA

2013 to present

Self-employed legal counsel working part time with select clients in software industry.

SENIOR VICE PRESIDENT & GENERAL COUNSEL

Atlantic Broadband, Quincy MA

2004 - 2013

Chief legal officer for a top 15 cable operator. Advisor, internal and external advocate, problem solver.

COUNSEL

Sheshey Furlong & Behm, Burlington VT

2002 - 2004

Of counsel to boutique firm serving Vermont-based businesses, non-profit organizations and individuals.

VICE PRESIDENT & CORPORATE COUNSEL

MediaOne, Andover, MA

1995 - 2000

Regional Vice President (1998 to 2000)

Led a 30 person staff with accountability for law, licensing and franchising, public policy, regulatory matters, government relations, and public relations Senior Counsel (1997)

Developed legal, commercial, regulatory and public policy positions for MediaOne's Internet business.

Counsel (1995 - 1997)

Counsel to management and implementation teams for Internet access, private networks, and telephony.

MEMBER

Mintz Levin Cohn Ferris Glovsky and Popeo
Boston MA

1998

Advice to clients in Internet, cable, and communications businesses.

NYNEX, Boston MA

1983 to 1995

State Counsel (1989-1995)

Legal and regulatory advice to company executives and managers.

Litigation Counsel (1983-1989)

Prepared and litigated civil trials and appeals on behalf of company.

RIGHT BRAIN

DIRECTOR (2015 to present), FIELD

WORKER & GLEANER (2013 to present),
Willing Hands, Lebanon, NH

Board Member and volunteer planter, weeder, harvester, washer and trucker for group that distributes fresh, free food to more than 60 human services organizations in the Upper Valley area of Vermont and New Hampshire.

PHENOLOGY DATA RECORDER

March - November 2014 - to present

Rose Kennedy Greenway, Boston MA

Volunteer observing and recording weekly phenology information for 400 specific plants, shrubs and trees for in a half mile stretch of this urban park created by the "Big Dig."

ART STUDENT,

Fall 2014 to present

Independent study at AVA Gallery, Lebanon NH and Museum of Fine Arts, Boston, MA.

ARTS AMBASSADOR, Rose Kennedy
Greenway Conservancy, Boston MA

Summers 2015 and 2016

Volunteer leading tours and talking to visitors about the exhibits in the park.

ALSO . . .

Avid Sculler. Member Upper Valley Rowing Foundation, Hanover, NH. Member and past Board Director, Community Rowing, Inc., Brighton, MA.

Obsessed Gardener, Orchardist and Canner.

Flowers and vegetables, 50 fruit trees blueberries and raspberries. Summers in the dirt, winters reading seed catalogs.

Spouse and Parent. Married to fellow Obsessed Gardener, Orchardist and Canner. Five adult children, none at home, all employed.

EDUCATION

J. D., Boston University School of Law, Boston, MA, 1981

B.A., Political Science, University of Vermont, Burlington, VT, December 1977

OFFICE OF THE TOWN MANAGER

TO: SELECTBOARD
FROM: DAVE ORMISTON
SUBJECT: SEPTEMBER, 2016 MONTHLY REPORT
DATE: NOVEMBER 4, 2016

This is the Town Manager's Report for October, 2016. Department specific monthly reports are attached.

General

- Budget Preparation – Through the month of October I have been working with the Department Heads and Roberta to help shape the Fiscal Year 2018 budget. Roberta has been particularly helpful throughout this process. The draft budget will be presented to the Selectboard at the November 9th meeting.
- Audit – Just this past week our outside auditors were here working on the Fiscal Year 2016 audit. We hope to have an audited draft of our financial statements in the next couple of weeks.
- Town Report – Miranda has been working on gathering the necessary information for the Town Report and selecting a printer. We have received information from those that have historically asked for an appropriation from the Town except for one but they have been in communication with us. There is, at least, one new group, Green Mountain Economic Development Corporation, who it appears will be soliciting a petition.
- Construction & Demolition Debris – Andy, Roberta, Bill Sanborn and I met with Casella Waste Systems to discuss the collection of construction and demolition debris. We also discussed the pricing of certain items. Casella needed to check on some additional details and was going to get back to us. We have not yet formalized a price sheet.

Assessor

- The Assessor continued making inspections of improved property on tax maps 1, 3 & 4. These property inspections are the first phase of the 3 year cyclical inspection process that will culminate in a potential 2019 Town wide reappraisal.

Finance Office

- Current year tax collections for 16-17 show \$81,662 of the first payment still outstanding at the end of October. Current year tax payments made during October were \$19,971.

Fire Department

- Ladder 1 had several repairs done at Lakes Region Fire Apparatus. The tank water level gage, on-board battery charger, and electrical connections for the turntable controls of the aerial apparatus were repaired. The Department did assist in the four alarm fire at Dartmouth's Morton Hall Dormitory.

Planning & Zoning

- The Planning Commission met with a planner from Two Rivers Ottauquechee Regional Commission to discuss proposals to modify the Regional Plan Land Use section for areas south of the Village to match the Norwich Town Plan.

Police Department

- Norwich Officers participated in the fall Bike to School Day. Officers were able to direct and slow traffic to allow over 100 kids and adults on bicycles, unicycles, roller blades and walkers to trek from Huntley Meadow to the MCS safely. The officers look forward to this event each fall and each spring for the Bike to School Day.

Public Works

- Hook Construction has poured the footings, the walls, and the wing walls on Bridge 48 on Bragg Hill. As soon as the concrete is cured, they will be placing the steel and pouring the deck. 1.5 miles of gravel resurfacing also occurred on Bragg Hill.

Recreation

- There was an amazing turn-out at our annual Halloween Celebration at the Norwich Inn on Monday. 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. There was also apple cider to offer and some activities for the kids; a swinging donut hole game, a big leaf pile to jump in, face-painting, and giant bubbles.

Please see the following full reports from each department for many more updates!

Town of Norwich
Assessor's Office
Post Office Box 376 <> Norwich, VT 05055-0376
(802) 649 1419 x6
assessing-clerk@norwich.vt.us

Monthly Report – October 2016

- (1) The Assessor continued making inspections of improved property on tax maps 1, 3 & 4. These property inspections are the first phase of the 3 year cyclical inspection process that will culminate in a potential 2019 Townwide reappraisal.
- (2) The Listers met and approved two Errors & Omissions requests, one for the Susan F. McLaughry Revocable Trust, 09-046.000, and the other for Norah Lake and Christopher Polashenski, 05-095.300. These requests for changes to the 2016 Grand List were both Current Use related, and were subsequently approved by the Selectboard at its meeting of 26 October 2016.
- (3) The Listers reviewed a draft FY16 Lister Town Report and Data Page.
- (4) The Clerk met with the Interim Town Manager and Finance Director on the FY18 Proposed Budget.

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

October 31, 2016

TO: Dave Ormiston, Interim Town Manager

FROM: Roberta Robinson, Finance Director

RE: Monthly Report for October 2016

- Delinquent Tax Collections through October were \$ 1,747. This makes delinquent taxes due at the end of October \$ 111,256. Last year at this time delinquent taxes were \$ 111,687. Penalty collected was \$ 140 and interest \$ 2,651 for delinquent and current year taxes.
- Current year tax collections for 16-17 show \$ 81,662 of the first payment still outstanding at the end of October. Current year tax payments made during October were \$ 19,971.
- Worked with Dave on budget meetings with department heads and compiling the 2017-2018 proposed budget.



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: Dave Ormiston, Interim Town Manager
From: Stephen Leinoff, Chief
Subject: Fire Department and Emergency Management Monthly Reports
Date: November 1, 2016

Fire and FAST Department

The theme for fire prevention week was "Don't wait. Check the Date" which publicizes the need to replace smoke alarms greater than 10 years old. We provided public fire safety education on three occasions to all of the students at the Marion Cross School.

Ladder 1 had several repairs done at Lakes Region Fire Apparatus. The tank water level gage, on-board battery charger, and electrical connections for the turntable controls of the aerial apparatus were repaired.

The Norwich Support Team provided refreshments for our annual Halloween open house. They gave out 420 hot dogs by 6:10 pm (a new record) and sadly turned away at least 40 other Trick or Treaters.

Incidents

We assisted Hanover Fire Department at the Morton Hall Dormitory fire on October 1st. Ladder 1 and Engine 1 teamed up with the Hanover FD and multiple upper valley fire departments for this four-alarm fire. NFD members assisted with opening the roof and



Norwich Engine 1 at the Marion Cross School.

Call Types	Month	Year to Date	Prior Year to Date
Structure Fires	1	5	8
Auto Fires	0	2	3
Wildland Fire	1	6	8
Other Fires	0	0	0
Medical	8	61	67
Vehicle Crashes	3	20	22
Hazardous Conditions no fire	3	33	24
Service Calls	0	23	16
Good Intent Calls	2	17	27
False Alarms	2	25	38
Other	0	0	0
Total	20	192	213

interior walls.

Training

Dr. Tom Trimarco from the DHMC Emergency Medical Department provided training to Fast Squad members and the Police Department on the use of naloxone for opiate overdoses. The Police Department and several FAST squad members will be carrying this medication. Fire Department training included testing several dry hydrants, vehicle extrication and chimney fire operations.

Emergency Management

As part of the budget process, we analyzed future capital expenditures and funding levels for the emergency generators at Tracy Hall, DPW, Fire/Police building and radio tower.

TOWN OF NORWICH ZONING & PLANNING

October 31, 2016

October

2016 Monthly Report – Director of Planning & Zoning

1. Planning Commission

- The Commission met with a planner from Two Rivers Ottauquechee Regional Commission to discuss proposals to modify the Regional Plan Land Use section for areas south of the Village to match the Norwich Town Plan. They will also assist with other updates to the Town Plan.
- Working with Energy Committee and planning consultant, we are drafting updates to a several sections of the Town Plan.
- The Commission refined proposed affordable housing densities, density bonuses, and review criteria for affordable housing for mixed use districts for the Route 5 South & River Road Study areas.

2. DRB

- The DRB heard a subdivision application and two Boundary Line Adjustment Reviews this month.
- Several new applications were prepared for hearings scheduled in November.
- The DRB is looking for another Alternate DRB Member. Please contact any DRB member or the Planning Director for more information.

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. Historic Preservation Commission

- A startup meeting for the Mid-Century Modern Historic District Nomination project with the consultant, homeowners, and HPC members was held at one of the houses.
- A meeting for the Goodrich Four Corners Historic District Nomination project is scheduled for November

5. Other

- New and updated property surveys filed with the Town Clerk were scanned and sent to the tax map consultant along with lists of other changes and corrections. We anticipate updated tax map data early in 2017.

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

Dave Ormiston
Interim Town Manager
Tracy Hall // 300 Main St.
Norwich, Vermont 05055

October 31, 2016

RE: October 2016 Monthly Report

Dave;

As you requested, here are some of the monthly stats of the Police Department from the month of October 2016.

Norwich Officers responded to 138 incidents during the month of October, 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 Officers participated in the fall Bike To School Day. Officers were able to direct and slow traffic to allow over 100 kids and adults on bicycles, unicycles, roller blades and walkers to trek from Huntley Meadow to the MCS safely. The officers look forward to this event each fall and each spring for the spring Bike To School Day.

Norwich officers received training in the administering of "Naloxone" (Narcan) to individuals suspected of an opiate over dose. We hope we never have to use this training but Norwich cruisers are now equipped with single doses of Naloxone.

Norwich officers completed their annual Firearms training and certification. Vermont certified officers are required to complete a course of fire each year to maintain their law enforcement certification. Norwich's training also includes shoot don't shoot scenarios as well as safe firearms handling.

Norwich participated in the National Drug Take Back Day, dozens of residents brought their unused, expired or unwanted medications to the Norwich Police department. The collected medication was brought to the DEA truck at Hartford PD to be properly disposed of.

Norwich Officers participated in the Halloween party at the Norwich Inn and handed out over 200 glow sticks along with some candy to the trick or treaters. This is/was a fun event and great to see young and old dressed up in costumes for Halloween..

REMINDERS: Vermont Law states YOU MUST STOP FOR ALL PEDESTRIANS IN A CROSSWALK.

ACTIVITY

CALL TYPES	October 2016	2016 YEAR TO DATE	PREVIOUS YEAR
Burglaries	0	2	9
Vehicles Crashes	5	52	71
Intrusion Alarms	6	85	75
Frauds	3	24	30

1. Over Time Hours	31.5	hours
2. Sick Time Hours	24	hours
3. Vac/Hol/Per Time Hours	34	hours
4. Part Time Officer Hours	0	hours
5. Total #of calls responded to	138	calls
6. Training Hours	42	hours
7. Grant Funded Hours	11.5	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: David Ormiston, Interim Town Manager
From: Andy Hodgdon, Public Works Director
Subject: Public Works Monthly Report
Date: October 30, 2016

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

Grant Projects:

- Hook Construction has poured the footings, the walls, and the wing walls on Bridge 48 on Bragg Hill. As soon as the concrete is cured, they will be placing the steel and pouring the deck.

Center Line and Fog Line Markings:

- I have been in contact with Markings, Inc. to schedule the center line and fog line markings on the roads that we repaved this summer. We are on their schedule, but poor weather conditions have caused them to be behind schedule. This company is based in Massachusetts. My hope is that they will get it done before the weather makes it impossible.

FEMA Alternate Projects:

- Since the Route 132 box culvert project was rejected, I submitted an alternate request for use of the funds for the purchase of a bucket loader. This went out to bid. The bids came in and I made my recommendation. We are still waiting for a decision/approval from FEMA.

Transfer Station:

- The recycling rate for September was 51% of all materials collected at the Transfer Station.

Roadside Mowing:

- Roadside mowing operations are finished for the year. All roads have been done.

Electric Vehicle Charging Station at Dan & Whit's:

- The EV charging station is up and running.

Gravel Resurfacing:

- This month we completed 1.5 miles of gravel resurfacing on Bragg Hill.

Pending Projects:

- The start of a C&D program at the Transfer Station.
 - Preparations for the winter season.
-

NORWICH RECREATION DEPARTMENT

Jill Kearney Niles - Director

649-1419; Ext. 5

Recreation@norwich.vt.us

OCTOBER 2016 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, as well as a Holiday Art Gift-Making Workshop. Our Adult programs continue with Yoga, Fencing, Table Tennis and Kung Fu as well as a new Adult Fitness session starting up.

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, and our coaches, appeared to be having a great time. October concluded our new Fall Youth Mountain Biking program which received such great feedback that we are planning on offering two sessions in the spring.

Meetings:

I attended our monthly Recreation Council meeting and continue to be inspired by all members. A smaller group of those who orchestrated the Bicycle Pump Track and I met to discuss the new track use, and plans moving forward. 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.

Meetings with a number of our Recreation program sub-contractors transpired, to go over and have them sign our new Independent Contracts, Non-Employee Work Agreements and Liability Hold-Harmless Agreements.

Events:

We had an amazing turn-out at our annual Halloween Celebration at the Norwich Inn on Monday. 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 also had apple cider to offer and some activities for the kids: a swinging donut hole game, a big leaf pile to jump in, face-painting, and giant bubbles. We thank Brian Tompkins, our "Youth In Action" volunteers, as well as the whole staff of the Norwich Inn. Incredible photographer Lars Blackmore once again documented this year's event. I will ask Miranda to post the link as soon as he has the photographs set up for viewing.

Facilities:

Huntley Meadow was very busy in October, with soccer being the dominant sport. Working with all the groups who rent space at Huntley, 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 seemed to do the trick.

Budget:

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

Respectfully submitted by,

Jill

11/04/16

10:06 am

Town of Norwich Accounts Payable

Page 1 of 7

Check Warrant Report # 17-11 Current Prior Next FY Invoices For Fund (General)

RRobinson

All Invoices For Check Acct 01(General) 10/27/16 To 11/09/16

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
ADVANCECTR	ADVANCE TRANSIT INC	09/30/16 FY17 APPROPRIATION 007973	01-5-800352.00 ADVANCE TRANSIT	12860.00	-----	--/--/--
ASFFM	ASFFM	11/02/16 PL--ANNUAL MEMBERSHIP 11/2/16	01-5-350615.00 DUES/MTGS/EDUC	150.00	3890	11/09/16
ATLANTICS	ATLANTIC BROOM SERVICE IN	10/24/16 HWY--DELINEATOR POSTS 242948	01-5-703217.00 SIGNS	832.00	3891	11/09/16
BCBS	BLUE CROSS/BLUE SHIELD OF	10/05/16 NOV 16 HEALTH INSURANCE NOV 16	01-5-005123.00 HEALTH INSUR	4346.89	3892	11/09/16
BCBS	BLUE CROSS/BLUE SHIELD OF	10/05/16 NOV 16 HEALTH INSURANCE NOV 16	01-5-100123.00 HEALTH INS	1989.84	3892	11/09/16
BCBS	BLUE CROSS/BLUE SHIELD OF	10/05/16 NOV 16 HEALTH INSURANCE NOV 16	01-5-200123.00 HEALTH INS	484.82	3892	11/09/16
BCBS	BLUE CROSS/BLUE SHIELD OF	10/05/16 NOV 16 HEALTH INSURANCE NOV 16	01-5-300123.00 HEALTH INS	290.89	3892	11/09/16
BCBS	BLUE CROSS/BLUE SHIELD OF	10/05/16 NOV 16 HEALTH INSURANCE NOV 16	01-5-350123.00 HEALTH INS	1313.26	3892	11/09/16
BCBS	BLUE CROSS/BLUE SHIELD OF	10/05/16 NOV 16 HEALTH INSURANCE NOV 16	01-5-425123.00 HEALTH INS	506.32	3892	11/09/16
BCBS	BLUE CROSS/BLUE SHIELD OF	10/05/16 NOV 16 HEALTH INSURANCE NOV 16	01-5-704123.00 HEALTH INSURANCE	1483.52	3892	11/09/16
BCBS	BLUE CROSS/BLUE SHIELD OF	10/05/16 NOV 16 HEALTH INSURANCE NOV 16	01-5-500123.00 HEALTH INS	5604.88	3892	11/09/16
BCBS	BLUE CROSS/BLUE SHIELD OF	10/05/16 NOV 16 HEALTH INSURANCE NOV 16	01-5-703123.00 HEALTH INSUR	8002.11	3892	11/09/16
BENS	BEN'S UNIFORMS	10/31/16 PD--SHIRTS, BOOTS 69646	01-5-500582.00 UNIFORMS	624.00	-----	--/--/--
BLODGETT	BLODGETT SUPPLY CO	10/07/16 SW--U'GROUND POWER SUPPS 1434065	01-5-705411.00 REPAIRS & MAINTENANCE	162.04	-----	--/--/--
BLODGETT	BLODGETT SUPPLY CO	10/07/16 SW--U'GROUND POWER SUPPS 1434066	01-5-705411.00 REPAIRS & MAINTENANCE	12.89	-----	--/--/--
BLODGETT	BLODGETT SUPPLY CO	10/11/16 SW--PARTS RETURN 1434588	01-5-705411.00 REPAIRS & MAINTENANCE	-3.24	-----	--/--/--
BLODGETT	BLODGETT SUPPLY CO	10/11/16 SW--U'GROUND POWER SUPPS 1434589	01-5-705411.00 REPAIRS & MAINTENANCE	12.02	-----	--/--/--
BROWN	CHARLIE BROWN'S	09/23/16 B&G--TRIMMER REPAIR X2 3204194	01-5-704401.00 OUTSIDE REPAIRS	191.18	3894	11/09/16
CASELLA	CASELLA WASTE SERVICES	10/01/16 SW--SEP 16 RECYCLING FEES 0284598	01-5-705305.00 RECYCLING	4493.12	-----	--/--/--
CASELLA	CASELLA WASTE SERVICES	10/01/16 SW--SEP 16 TRASH FEES 0284599	01-5-705303.00 MUNICIPAL SOLID WASTE	4452.53	-----	--/--/--
CASORGAN	CASELLA ORGANICS	10/15/16 REC--HUNTLEY FERTILIZER 56781	01-5-425322.00 REC FIELD CARE	1440.00	3895	11/09/16
CHILDSUPP	OFFICE OF CHILD SUPPORT	11/02/16 CHILDSUPPORT PEND11-5-16 PEND11-5-16	01-2-001115.00 CHILD SUPPORT PAYABLE	1025.56	3896	11/09/16
CRICKET'S	CRICKET'S PAINT & AUTO PA	10/05/16 HWY--GREASE COUPLERS 660514	01-5-703403.00 PARTS & SUPPLIES	41.94	3897	11/09/16
CRICKET'S	CRICKET'S PAINT & AUTO PA	10/19/16 HWY--KNIFE, SOCKET SET 661574	01-5-703513.00 TOOLS	73.97	3897	11/09/16
CRYSTAL	CRYSTAL ROCK, LLC	09/30/16 HWY/SW--WATER 9/30/16	01-5-703515.00 ADMINISTRATION	61.00	-----	--/--/--

11/04/16

10:06 am

Town of Norwich Accounts Payable

Page 2 of 7

Check Warrant Report # 17-11 Current Prior Next FY Invoices For Fund (General)

RRobinson

All Invoices For Check Acct 01(General) 10/27/16 To 11/09/16

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
CRYSTAL	CRYSTAL ROCK, LLC	09/30/16 HWY/SW--WATER 9/30/16	01-5-705515.00 ADMINISTRATION	60.50	-----	--/--/--
DAVES	DAVE'S STARTER & ALTERNAT	10/21/16 PD--BATTERY 10066490	01-5-500306.00 CRUISER MAINT	275.00	3899	11/09/16
DELTA DEN	DELTA DENTAL	11/01/16 DENTAL INSURANCE NOV 16 NOV 16	01-5-005125.00 DENTAL INSURANCE	34.27	3900	11/09/16
DELTA DEN	DELTA DENTAL	11/01/16 DENTAL INSURANCE NOV 16 NOV 16	01-5-100125.00 DENTAL INSURANCE	129.02	3900	11/09/16
DELTA DEN	DELTA DENTAL	11/01/16 DENTAL INSURANCE NOV 16 NOV 16	01-5-200125.00 DENTAL INSURANCE	135.79	3900	11/09/16
DELTA DEN	DELTA DENTAL	11/01/16 DENTAL INSURANCE NOV 16 NOV 16	01-5-300125.00 DENTAL INSURANCE	42.77	3900	11/09/16
DELTA DEN	DELTA DENTAL	11/01/16 DENTAL INSURANCE NOV 16 NOV 16	01-5-350125.00 DENTAL INSURANCE	64.51	3900	11/09/16
DELTA DEN	DELTA DENTAL	11/01/16 DENTAL INSURANCE NOV 16 NOV 16	01-5-425125.00 DENTAL INSURANCE	34.27	3900	11/09/16
DELTA DEN	DELTA DENTAL	11/01/16 DENTAL INSURANCE NOV 16 NOV 16	01-5-500125.00 DELTA DENTAL	277.33	3900	11/09/16
DELTA DEN	DELTA DENTAL	11/01/16 DENTAL INSURANCE NOV 16 NOV 16	01-5-555126.00 DENTAL INSURANCE	34.27	3900	11/09/16
DELTA DEN	DELTA DENTAL	11/01/16 DENTAL INSURANCE NOV 16 NOV 16	01-5-704125.00 DENTAL INSURANCE	34.26	3900	11/09/16
DELTA DEN	DELTA DENTAL	11/01/16 DENTAL INSURANCE NOV 16 NOV 16	01-5-703125.00 DENTAL INSURANCE	376.11	3900	11/09/16
DHMC	DARTMOUTH-HITCHCOCK	10/18/16 FD--EXAM GLOVES INV9201615	01-5-555424.00 EMS TOOLS/ EQUIP	45.06	3901	11/09/16
ECONO	ECONO SIGNS, LLC	10/07/16 HWY--STREET SIGN 10-932594	01-5-703217.00 SIGNS	79.80	3902	11/09/16
EVANSMOTO	EVANS GROUP, INC.	10/17/16 HWY--600.0 GALS BIODIESEL 596554	01-5-703405.00 PETROLEUM PRODUCTS	1091.05	-----	--/--/--
FIRESOFT	XEROX BUSINESS SERVICES L	10/19/16 FD--SOFTWARE SUPPORT 1313923	01-5-555534.00 SOFTWARE MAINTENANCE	675.00	3903	11/09/16
GEORGE	MICHELE S. GEORGE	11/03/16 REC--YOGA INSTRUCTION 11/3/16	01-5-425200.00 INSTRUCTOR FEE	2793.70	-----	--/--/--
GIRARD	JOHN GIRARD SR	10/28/16 REC--SOCCER OFFICIATING 10/28/16	01-5-425214.00 REFERREE/UMPIRE	420.00	3904	11/09/16
GMPC	GREEN MOUNTAIN POWER CORP	10/18/16 STREETLIGHTS SEP/OCT 16 051192OCT16	01-5-703307.00 STREETLIGHTS	39.89	3905	11/09/16
GMPC	GREEN MOUNTAIN POWER CORP	10/28/16 DPW--STREETLIGHTS 24296OCT16	01-5-703307.00 STREETLIGHTS	885.97	3905	11/09/16
GMPC	GREEN MOUNTAIN POWER CORP	10/27/16 EMMGT--TOWER POWER OCT16 35066OCT16	01-5-575233.00 TOWER POWER	46.08	3905	11/09/16
GOODWIN	AIMEE J GOODWIN	11/03/16 REC-FALL BOOT CAMP 11/3/2016	01-5-425200.00 INSTRUCTOR FEE	525.00	3906	11/09/16
GREATWEST	GREAT-WEST TRUST COMPANY,	11/01/16 DEFERRED COMP OCT 16 OCT 16	01-2-001116.00 DEFERRED COMPENSATION	620.00	3907	11/09/16
GREATWEST	GREAT-WEST TRUST COMPANY,	11/01/16 DEFERRED COMP OCT 16 OCT 16	01-2-001116.10 ROTH PLAN 457	1994.54	3907	11/09/16
HARTFORD	TOWN OF HARTFORD	10/14/16 PD-BROADBAND SEP 2016 7838	01-5-500535.00 VIBRS	157.67	-----	--/--/--

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All Invoices For Check Acct 01(General) 10/27/16 To 11/09/16

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
HERMITWOO	10/20/16	HERMIT WOODS TRAILBUILDER CONCOM--GILE MTN TRAIL 10083	01-5-650630.00 TRAILS	1933.75	3908	11/09/16
JPCHEMPL	11/01/16	JP PEST SERVICES, INC PD--PEST CONTROL 1736653	01-5-475302.00 REPAIRS & MAINT	144.00	-----	--/--/--
KEARNEY	11/02/16	JILL KEARNEY NILES REC--HALLOWEEN REIMBURSE 11/2/16	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	60.07	3909	11/09/16
LAVALLEYS	10/18/16	LAVALLEY'S BUILDING SUPPL HWY--WOOD PRESERVATIVE WL3823896-01	01-5-703403.00 PARTS & SUPPLIES	102.80	-----	--/--/--
LINCOLN	11/01/16	LINCOLN FINANCIAL GROUP NOV 2016 LIFE INSURANCE NOV 16	01-5-005124.00 DISABILITY/LIFE INSUR	83.10	-----	--/--/--
LINCOLN	11/01/16	LINCOLN FINANCIAL GROUP NOV 2016 LIFE INSURANCE NOV 16	01-5-100124.00 DISABILITY/LIFE INS	114.26	-----	--/--/--
LINCOLN	11/01/16	LINCOLN FINANCIAL GROUP NOV 2016 LIFE INSURANCE NOV 16	01-5-200124.00 DISABILITY/LIFE INS	97.77	-----	--/--/--
LINCOLN	11/01/16	LINCOLN FINANCIAL GROUP NOV 2016 LIFE INSURANCE NOV 16	01-5-300124.00 DISABILITY/LIFE INSURANCE	19.62	-----	--/--/--
LINCOLN	11/01/16	LINCOLN FINANCIAL GROUP NOV 2016 LIFE INSURANCE NOV 16	01-5-350124.00 DISABILITY/LIFE INS	62.58	-----	--/--/--
LINCOLN	11/01/16	LINCOLN FINANCIAL GROUP NOV 2016 LIFE INSURANCE NOV 16	01-5-425124.00 DISABILITY/LIFE INSUR	71.81	-----	--/--/--
LINCOLN	11/01/16	LINCOLN FINANCIAL GROUP NOV 2016 LIFE INSURANCE NOV 16	01-5-704124.00 DISABILITY/LIFE	91.53	-----	--/--/--
LINCOLN	11/01/16	LINCOLN FINANCIAL GROUP NOV 2016 LIFE INSURANCE NOV 16	01-5-500124.00 DISABILITY/LIFE INS	310.28	-----	--/--/--
LINCOLN	11/01/16	LINCOLN FINANCIAL GROUP NOV 2016 LIFE INSURANCE NOV 16	01-5-555124.00 DISABILITY/LIFE INSURANCE	68.91	-----	--/--/--
LINCOLN	11/01/16	LINCOLN FINANCIAL GROUP NOV 2016 LIFE INSURANCE NOV 16	01-5-703124.00 DISABILITY/LIFE	371.59	-----	--/--/--
MAYER	10/28/16	MAYER & MAYER OCT 16 JUDGEMENT ORDER OCT 16	01-2-001120.00 EMPLOYEE JUDGEMENT ORDER	50.00	3910	11/09/16
MIS1	11/01/16	GENZER, SCOTT J STATE PAYMENT CREDIT 11/1/16	01-2-001148.00 TAX OVERPAYMENTS	47.42	3911	11/09/16
MIS2	11/01/16	SARGENT, DAVID R STATE PAYMENT CREDIT 11/1/16	01-2-001148.00 TAX OVERPAYMENTS	760.85	3912	11/09/16
NACOP	10/05/16	NAT'L ASSN OF CHIEFS OF P PD--ANNUAL MEMBERSHIP 10/5/16	01-5-500581.00 DUES/MTGS/EDUC	60.00	3913	11/09/16
NORFIREDI	10/11/16	NORWICH FIRE DISTRICT CEMCOM--WATER 7/16-10/16 11130-10/16	01-5-675232.00 WATER	71.00	3914	11/09/16
NORFIREDI	10/11/16	NORWICH FIRE DISTRICT TH--WATER 7/16-10/16 30070-10/16	01-5-706100.00 WATER USAGE	115.20	3914	11/09/16
NORFIREDI	10/11/16	NORWICH FIRE DISTRICT FD--WATER 7/16-9/16 40090-10/16	01-5-550232.00 WATER USAGE	241.50	3914	11/09/16
NORFIREDI	10/11/16	NORWICH FIRE DISTRICT PD--WATER 7/16-10/16 40130-10/16	01-5-475232.00 WATER USAGE	71.00	3914	11/09/16
NORFIREDI	10/11/16	NORWICH FIRE DISTRICT REC--WATER 7/16-10/16 51160-10/16	01-5-425332.00 WATER USAGE	71.00	3914	11/09/16
NORNURSE	10/13/16	NORTHERN NURSERIES B&G--FOLEY PARK PLANTS 062200010979	01-5-704301.00 FOLEY PARK & MEDIANS	29.80	3915	11/09/16
NORNURSE	10/21/16	NORTHERN NURSERIES B&G--ORNAMENTAL GRASSES 062200011136	01-5-704301.00 FOLEY PARK & MEDIANS	792.00	3915	11/09/16

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
NORNURSE	NORTHERN NURSERIES	10/21/16	B&G--HUNTLEY MDW ELMS 062200011137	01-5-704201.00 GARDEN SUPPLIES & PLANTS	498.00	3915	11/09/16
NORNURSE	NORTHERN NURSERIES	10/25/16	B&G--FOLEY PARK PLANTS 062200011189	01-5-704301.00 FOLEY PARK & MEDIANS	1584.00	3915	11/09/16
NORNURSE	NORTHERN NURSERIES	10/25/16	B&G--2 ELMS 062200011190	01-5-704201.00 GARDEN SUPPLIES & PLANTS	498.00	3915	11/09/16
NORSOLAR	NORWICH SOLAR PROJECT I,	10/21/16	PD/TH/SW/FD--SOLAR OCT 16 OCT 16	01-5-500204.00 SPEED SIGNS	82.14	-----	--/--/--
NORSOLAR	NORWICH SOLAR PROJECT I,	10/21/16	PD/TH/SW/FD--SOLAR OCT 16 OCT 16	01-5-706115.00 BANDSTAND & SIGN ELECTRIC	51.34	-----	--/--/--
NORSOLAR	NORWICH SOLAR PROJECT I,	10/21/16	PD/TH/SW/FD--SOLAR OCT 16 OCT 16	01-5-705501.00 ELECTRICITY	78.72	-----	--/--/--
NORSOLAR	NORWICH SOLAR PROJECT I,	10/21/16	PD/TH/SW/FD--SOLAR OCT 16 OCT 16	01-5-475233.00 ELECTRICITY	203.63	-----	--/--/--
NORSOLAR	NORWICH SOLAR PROJECT I,	10/21/16	PD/TH/SW/FD--SOLAR OCT 16 OCT 16	01-5-550233.00 ELECTRICITY	109.64	-----	--/--/--
PBA	NEW ENGLAND PBA, INC	10/28/16	OCT 2016 UNION DUES OCT 16	01-2-001117.00 UNION DUES PAYABLE	414.00	-----	--/--/--
PIKE	PIKE INDUSTRIES INC	10/21/16	HWY--23.85 TNS EROS STN 897193	01-5-703207.00 GRAVEL & STONE	238.50	-----	--/--/--
POSEIDON	POSEIDON AIR SYSTEMS	10/17/16	FD--COMPRESSOR SERVICE 112539	01-5-555636.00 OSHA COMPLIANCE	595.00	3916	11/09/16
PUTTERMAN	M. PUTTERMAN & CO LLC	10/21/16	TH--GYM FLOOR TAPE 0195877-IN	01-5-706109.00 BUILDING SUPPLIES	130.90	-----	--/--/--
QUILL	QUILL CORPORATION	10/14/16	GADMIN--COPY PAPER 1004829	01-5-275610.00 OFFICE SUPPLIES	68.97	-----	--/--/--
R&R	R&R COMMUNICATIONS INC	10/18/16	PD--RADIO PARTS 52325	01-5-500301.00 RADIO MAINTENANCE	235.25	3917	11/09/16
RANDY	RANDY'S SUNOCO	10/11/16	PD--CAR WASHES 588	01-5-500306.00 CRUISER MAINT	26.00	3918	11/09/16
REYNOLDS	REYNOLDS & SON INC	10/18/16	FD--BOOTS 3286349	01-5-555422.00 FIRE TOOLS & EQUIPMENT	100.00	-----	--/--/--
RIVERROAD	RIVER ROAD VETERINARY CLI	10/25/16	PD--HOSPITALIZE FELINE 316537	01-5-500201.00 ANIMAL CONT/LEASH LAW	267.50	3919	11/09/16
SCRUGGS	MICHAEL SCRUGGS	10/18/16	PD--HOTEL REMIBURSEMENT 10/18/16	01-5-500538.00 TRAINING	657.80	3920	11/09/16
SOLAFLECT	SOLAFLECT SOLAR PARK I, L	10/21/16	TH/HWY--SOLAR OCT 2016 OCT 16	01-5-706101.00 ELECTRICITY	783.60	-----	--/--/--
SOLAFLECT	SOLAFLECT SOLAR PARK I, L	10/21/16	TH/HWY--SOLAR OCT 2016 OCT 16	01-5-703501.00 ELECTRICITY	64.53	-----	--/--/--
SOVERNET	SOVERNET, INC.	10/15/16	LONG DISTANCE SEP/OCT16 3688145	01-5-005531.00 ADMIN TELEPHONE	13.54	3921	11/09/16
SOVERNET	SOVERNET, INC.	10/15/16	LONG DISTANCE SEP/OCT16 3688145	01-5-100531.00 TELEPHONE	1.26	3921	11/09/16
SOVERNET	SOVERNET, INC.	10/15/16	LONG DISTANCE SEP/OCT16 3688145	01-5-200531.00 TELEPHONE	0.32	3921	11/09/16
SOVERNET	SOVERNET, INC.	10/15/16	LONG DISTANCE SEP/OCT16 3688145	01-5-275531.00 TELEPHONE	0.18	3921	11/09/16
SOVERNET	SOVERNET, INC.	10/15/16	LONG DISTANCE SEP/OCT16 3688145	01-5-300531.00 TELEPHONE	4.49	3921	11/09/16

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All Invoices For Check Acct 01(General) 10/27/16 To 11/09/16

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
SOVERN	10/15/16	SOVERN, INC. LONG DISTANCE SEP/OCT16 3688145	01-5-350531.00 TELEPHONE	1.63	3921	11/09/16
SOVERN	10/15/16	SOVERN, INC. LONG DISTANCE SEP/OCT16 3688145	01-5-425127.00 TELEPHONE	3.26	3921	11/09/16
SOVERN	10/15/16	SOVERN, INC. LONG DISTANCE SEP/OCT16 3688145	01-5-475238.00 ADMIN TELEPHONE	12.65	3921	11/09/16
SOVERN	10/15/16	SOVERN, INC. LONG DISTANCE SEP/OCT16 3688145	01-5-550235.00 TELEPHONE & INTERNET	0.64	3921	11/09/16
SOVERN	10/15/16	SOVERN, INC. LONG DISTANCE SEP/OCT16 3688145	01-5-705505.00 TELEPHONE	0.03	3921	11/09/16
SOVERN	10/15/16	SOVERN, INC. LONG DISTANCE SEP/OCT16 3688145	01-5-703505.00 TELEPHONE	12.95	3921	11/09/16
STAPLELNK	10/15/16	STAPLES BUSINESS ADVANTAG HWY/FD/TC/TH--SUPPLIES 8041395167	01-5-703515.00 ADMINISTRATION	91.47	3922	11/09/16
STAPLELNK	10/15/16	STAPLES BUSINESS ADVANTAG HWY/FD/TC/TH--SUPPLIES 8041395167	01-5-555630.00 OFFICE SUPPLIES	27.62	3922	11/09/16
STAPLELNK	10/15/16	STAPLES BUSINESS ADVANTAG HWY/FD/TC/TH--SUPPLIES 8041395167	01-5-050610.00 OFFICE SUPPLIES	36.12	3922	11/09/16
STAPLELNK	10/15/16	STAPLES BUSINESS ADVANTAG HWY/FD/TC/TH--SUPPLIES 8041395167	01-5-706109.00 BUILDING SUPPLIES	253.62	3922	11/09/16
STO-COTE	10/18/16	STO-COTE PRODUCTS, INC. REC--RINK LINER 83121	01-5-425333.00 WOMEN'S CLUB GRANT	2033.00	3923	11/09/16
STO-COTE	10/18/16	STO-COTE PRODUCTS, INC. REC--RINK LINER 83121	01-5-425330.00 REPAIRS & MAINT	90.53	3923	11/09/16
TOTALTREE	10/18/16	TOTALLY TREES HWY--TREE REMOVAL 10/18/16	01-5-703309.00 TREE CUTTING & REMOVAL	1620.00	-----	--/--/--
UNIFIRST	10/03/16	UNIFIRST CORPORATION DPW-UNIFORMS & SUPPLIES 035 4061654	01-5-703311.00 UNIFORMS	163.80	-----	--/--/--
UNIFIRST	10/03/16	UNIFIRST CORPORATION DPW-UNIFORMS & SUPPLIES 035 4061654	01-5-703507.00 SUPPLIES	2.13	-----	--/--/--
UNIFIRST	10/03/16	UNIFIRST CORPORATION DPW-UNIFORMS & SUPPLIES 035 4061654	01-5-703515.00 ADMINISTRATION	14.70	-----	--/--/--
UNIFIRST	10/03/16	UNIFIRST CORPORATION DPW-UNIFORMS & SUPPLIES 035 4061654	01-5-704311.00 UNIFORMS	30.80	-----	--/--/--
UNIFIRST	10/10/16	UNIFIRST CORPORATION DPW-UNIFORMS & SUPPLIES 035 4063960	01-5-703311.00 UNIFORMS	163.47	-----	--/--/--
UNIFIRST	10/10/16	UNIFIRST CORPORATION DPW-UNIFORMS & SUPPLIES 035 4063960	01-5-703507.00 SUPPLIES	2.13	-----	--/--/--
UNIFIRST	10/10/16	UNIFIRST CORPORATION DPW-UNIFORMS & SUPPLIES 035 4063960	01-5-703515.00 ADMINISTRATION	14.70	-----	--/--/--
UNIFIRST	10/10/16	UNIFIRST CORPORATION DPW-UNIFORMS & SUPPLIES 035 4063960	01-5-704311.00 UNIFORMS	30.80	-----	--/--/--
UNIFIRST	10/10/16	UNIFIRST CORPORATION TH--PURELL 035 4064166	01-5-706109.00 BUILDING SUPPLIES	16.36	-----	--/--/--
UNIFIRST	10/17/16	UNIFIRST CORPORATION DPW-UNIFORMS & SUPPLIES 035 4066257	01-5-703311.00 UNIFORMS	163.47	-----	--/--/--
UNIFIRST	10/17/16	UNIFIRST CORPORATION DPW-UNIFORMS & SUPPLIES 035 4066257	01-5-703507.00 SUPPLIES	2.13	-----	--/--/--
UNIFIRST	10/17/16	UNIFIRST CORPORATION DPW-UNIFORMS & SUPPLIES 035 4066257	01-5-703515.00 ADMINISTRATION	14.70	-----	--/--/--

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
UNIFIRST	UNIFIRST CORPORATION	10/17/16	DPW-UNIFORMS & SUPPLIES 035 4066257	01-5-704311.00 UNIFORMS	30.80	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	10/24/16	DPW-UNIFORMS & SUPPLIES 035 4068570	01-5-703311.00 UNIFORMS	163.67	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	10/24/16	DPW-UNIFORMS & SUPPLIES 035 4068570	01-5-703507.00 SUPPLIES	11.38	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	10/24/16	DPW-UNIFORMS & SUPPLIES 035 4068570	01-5-703515.00 ADMINISTRATION	14.70	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	10/24/16	DPW-UNIFORMS & SUPPLIES 035 4068570	01-5-704311.00 UNIFORMS	30.80	-----	--/--/--
VEMRSDC	VMERS DC	10/24/16	FD/FIN/ASS--RETIREMENT PEND10-22-16	01-5-300126.00 VT RETIREMENT	32.52	3889	10/27/16
VEMRSDC	VMERS DC	10/24/16	FD/FIN/ASS--RETIREMENT PEND10-22-16	01-5-555125.00 VT RETIREMENT	146.12	3889	10/27/16
VEMRSDC	VMERS DC	10/24/16	FD/FIN/ASS--RETIREMENT PEND10-22-16	01-5-200126.00 VT RETIREMENT	54.20	3889	10/27/16
VEMRSDC	VMERS DC	10/24/16	FD/FIN/ASS--RETIREMENT PEND10-22-16	01-2-001112.00 VMERS DEF CONTRB PAY	227.15	3889	10/27/16
VLCT	VERMONT LEAGUE OF CITIES	10/13/16	TAD--TOWN FAIR 2016-18012	01-5-005615.00 DUES/MTS/EDUC	70.00	3924	11/09/16
VLCT	VERMONT LEAGUE OF CITIES	10/18/16	TAD--TM ADVERTISING 2016-18028	01-5-005300.00 PROFESS SERV	1734.83	3924	11/09/16
VLCT	VERMONT LEAGUE OF CITIES	10/18/16	TAD--TM ADVERTISING 2016-18029	01-5-005300.00 PROFESS SERV	1134.00	3924	11/09/16
VLCT	VERMONT LEAGUE OF CITIES	10/27/16	PL--ZONING WORKSHOP 2016-18073	01-5-350615.00 DUES/MTGS/EDUC	60.00	3924	11/09/16
VMERS	VMERS DB	11/03/16	OCT 2016 RETIREMENT OCT 16	01-5-005126.00 VT RETIREMENT	208.99	3925	11/09/16
VMERS	VMERS DB	11/03/16	OCT 2016 RETIREMENT OCT 16	01-5-100126.00 VT RETIREMENT	430.37	3925	11/09/16
VMERS	VMERS DB	11/03/16	OCT 2016 RETIREMENT OCT 16	01-5-200126.00 VT RETIREMENT	276.32	3925	11/09/16
VMERS	VMERS DB	11/03/16	OCT 2016 RETIREMENT OCT 16	01-5-350126.00 VT RETIREMENT	276.32	3925	11/09/16
VMERS	VMERS DB	11/03/16	OCT 2016 RETIREMENT OCT 16	01-5-425126.00 VT RETIREMENT	281.85	3925	11/09/16
VMERS	VMERS DB	11/03/16	OCT 2016 RETIREMENT OCT 16	01-5-500126.00 VT RETIREMENT	184.36	3925	11/09/16
VMERS	VMERS DB	11/03/16	OCT 2016 RETIREMENT OCT 16	01-5-703126.00 RETIREMENT	1530.38	3925	11/09/16
VMERS	VMERS DB	11/03/16	OCT 2016 RETIREMENT OCT 16	01-5-704126.00 RETIREMENT	351.50	3925	11/09/16
VMERS	VMERS DB	11/03/16	OCT 2016 RETIREMENT OCT 16	01-5-500126.00 VT RETIREMENT	1540.54	3925	11/09/16
VMERS	VMERS DB	11/03/16	OCT 2016 RETIREMENT OCT 16	01-2-001111.00 VEMRS GRP B PAYABLE	3137.81	3925	11/09/16
VMERS	VMERS DB	11/03/16	OCT 2016 RETIREMENT OCT 16	01-2-001113.00 VEMRS GRP C PAYABLE	2124.88	3925	11/09/16
VSFA	VERMONT STATE FIREFIGHTER	10/18/16	FD--ANNUAL MEMBERSHIP 2017 DUES	01-5-555342.00 FIRE DUES/MTGS/EDUC	320.00	3926	11/09/16

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
VTFORESTS STATE OF VERMONT	10/27/16	FD--HOSE, GEAR	01-5-555422.00	215.17	3927	11/09/16
	10/27/16		FIRE TOOLS & EQUIPMENT			
VTTRANS VT AGENCY OF TRANSPORTATI	10/13/16	HWY--INSPECTION STICKERS	01-5-703403.00	360.00	3928	11/09/16
	10/13/16		PARTS & SUPPLIES			
WISE WOMEN'S INFORMATION SERVI	10/24/16	FY17 1ST QTR APPROPR	01-5-800362.00	684.60	-----	--/--/--
	10/24/16		WISE			
Report Total				94308.52		

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 \$ ****94,308.52
Let this be your order for the payments of these amounts.

FINANCE DIRECTOR


Roberta Robinson

TOWN MANAGER:

Dave Ormiston, Interim Town Manager

SELECTBOARD:

Christopher Ashley

Linda Cook
Chair

Stephen Flanders

Dan Goulet

Mary Layton

11/04/16

Town of Norwich Accounts Payable

Page 1 of 1

10:06 am

Check Warrant Report # 17-11 Current Prior Next FY Invoices For Fund (TRACY HALL FUND)

RRobinson


All Invoices For Check Acct 01(General) 10/27/16 To 11/09/16

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
DANAHER	09/29/16	TH--GYM FLOOR REFINISH 501	13-5-450322.00 TRACY HALL BUILDING	6700.00	3898	11/09/16
Report Total				6700.00		

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 \$ *****6,700.00

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

FINANCE DIRECTOR


 Roberta Robinson

TOWN MANAGER:

 Dave Ormiston, Interim Town Manager

SELECTBOARD:

 Christopher Ashley

 Linda Cook
 Chair

 Stephen Flanders

 Dan Goulet

 Mary Layton

11/04/16

Town of Norwich Accounts Payable

Page 1 of 1

10:06 am

Check Warrant Report # 17-11 Current Prior Next FY Invoices For Fund (DPW-PAVING FUND)

RRobinson

All Invoices For Check Acct 01(General) 10/27/16 To 11/09/16

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
BLAKTOP	10/05/16	HWY--PAVING 21913	42-5-700565.00 PAVING	31800.50	3893	11/09/16
Report Total				31800.50		

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 \$ ****31,800.50

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

FINANCE DIRECTOR


 Roberta Robinson

TOWN MANAGER:

Dave Ormiston, Interim Town Manager

SELECTBOARD:

Christopher Ashley

Linda Cook

Chair

Stephen Flanders

Dan Goulet

Mary Layton

11/04/16

Town of Norwich Accounts Payable

Page 1 of 1

10:06 am

Check Warrant Report # 17-11 Current Prior Next FY Invoices For Fund (RECORDS RESTORATION)

RRobinson

All Invoices For Check Acct 01(General) 10/27/16 To 11/09/16

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
COTT	10/24/16	TC--RECORD IMAGING 112561	45-5-100341.00 RESTORATION EXPENSE	2965.00	-----	--/--/--
Report Total				2965.00		

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 \$ *****2,965.00

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

FINANCE DIRECTOR


 Roberta Robinson

TOWN MANAGER:

Dave Ormiston, Interim Town Manager

SELECTBOARD:

Christopher Ashley

 Linda Cook
 Chair

Stephen Flanders

Dan Goulet

Mary Layton

TO: Norwich Selectboard

FROM: Cheryl A Lindberg, Treasurer



DATE: November 3, 2016

RE: Previous Investment Discussion

I want to revisit the conversation we had the last time I discussed the Investment Report with the Board. There are a few follow-up points on which I would like clarification. This will include the most recent RFP for banking services and responsibilities of the Treasurer.

**TOWN OF NORWICH
QUARTERLY INVESTMENT REPORT
9/30/2016**

	<u>Rate/APY</u>	<u>09/30/16 Bank Balance</u>	<u>Quarterly Interest</u>
Ledyard National Bank:			
Business Checking (3 accounts) - FDIC Insured up to \$250,000		\$ 147,802.87	**
ICS: General Fund		3,713,751.53	
Designated Funds		1,489,850.18	
Total ICS Balance ~ 9/30/2016	0.25%	<u>\$ 5,203,601.71</u>	<u>\$ 3,203.07</u>
Total Cash on Deposit ~ 9/30/2016		<u>\$ 5,351,404.58</u>	<u>\$ 3,203.07</u>
Less: Outstanding Checks		(76,250.21)	
Plus: Deposit-in-transit		16,445.15	
Anticipated Balance Sheet ~ 9/30/2016		<u>\$ 5,291,599.52</u>	
Less: Transfer from ICS in transit at 9/30/2016		(28,487.76)	
Less: Bank service charge		-	
Plus: Unreconciled difference		-	
Cash on Balance Sheet ~ 9/30/2016		<u>\$ 5,263,111.76</u>	

** Secured by an Irrevocable Stand-by Letter of Credit \$2.5 million

Treasury Bill rates:

26 week - 0.42%

1 year - 0.625%

Wall Street Journal Prime = 3.50%

Municipal Savings Account - 0.50%

Cheryl A. Lindberg, Treas
Cheryl A. Lindberg, Treasurer

D. RENTAL OF TOWN PROPERTY

Towns may acquire property by gift, bequest, purchase, eminent domain or purchase at tax sale. The town may not be in the business of renting property, but it can rent the property or a part of it if that rental is merely incidental to owning it. For example, if there is extra space in the town hall, that space may be rented. If the town acquires property at tax sale, it may rent it during the year-long redemption period, but it cannot keep that property indefinitely as a moneymaker. See the VLCT article on Hinesburg Sand and Gravel case in Appendix 7.

E. TRUST FUNDS

Towns may hold real or personal property in trust for any purpose. Each such trust must be kept in a separate account, and the trustees shall use the income for the purpose for which it was created. They may lease, sell or convey real estate and invest the money received as provided in 24 V.S.A. § 2432. The trustees must be bonded and must report to the town each year on the funds. If any of the trusts belongs to the schools, the trustees must report annually to the state board of education. 24 V.S.A. §§ 2433-2434.

F. TRUSTEES OF PUBLIC MONEY

There is a special category of "public money" which is derived from "surplus funds of the United States under the Act of 1836." If any town still has any of this surplus money, it must elect a special trustee to manage it. 17 V.S.A. § 2646 (13).

It is certainly historically interesting, if not absolutely fascinating, that the U.S. government actually had surplus funds in 1836-37 and that it felt it could distribute them to the states, keeping only a \$5 million buffer against future expenses. If any surplus money is still out there, keep in mind that the U.S. Secretary of the Treasury probably still has the authority to call for it in amounts not to exceed \$10,000 from any one state, in any one month.

G. INVESTMENTS

Money received by the town treasurer on behalf of the town may be invested and reinvested by the treasurer with the approval of the selectboard. 24 V.S.A. § 1571 (b). Vermont towns handle this investment authority differently. In some towns, the treasurer and selectboard work together to decide how to invest town money. In other towns, the selectboard officially delegates authority to the treasurer to invest money. This delegation may be granted by the board with or without guidelines that the treasurer must follow. How and whether to delegate is a decision that each board must make based on the circumstances of the particular town. Moreover, it is advisable for the selectboard, in consultation with the treasurer, to adopt investment guidelines. Contact VLCT for sample investment guidelines. If the town treasurer is also the school district treasurer, he or she may also invest its funds with the approval of the board of school directors. 16 V.S.A. § 426 (c). The interest from such investments shall go into the town or school district funds. Note that these two provisions do not apply to trust funds, which are under the authority of trustees. 24 V.S.A. § 2432.

receipts and expenditures, and those records will be subject to the annual audit. Moreover, the treasurer may not write checks for these commissions or committees unless authorized by a town official authorized to draw orders. See Chapter IV for information on officials with the authority to draw orders.

L. RELATIONSHIP WITH TRUSTEES OF PUBLIC FUNDS AND TRUSTEES OF PUBLIC MONEY

Trustees of public funds shall be elected from among the legal voters at the annual meeting if the town so directs. 17 V.S.A. § 2646(12). The duty of the three trustees is to manage real or personal property held by the town in trust for any purpose. 24 V.S.A. § 2431. This includes trust funds to be used, for example, for charitable, educational and cemetery purposes but excludes "United States public money." (See Section L below.) With regard to investments, if trust money is established to pay for costs such as cemetery costs the Trustee of Public Funds will be responsible for investing the money. (See Section H above.) If your municipality does not elect a trustee of public funds, then the treasurer and selectboard will be responsible for investing the money. There is some overlap of responsibility for cemetery funds among trustees, cemetery commissioners and town treasurers. 18 V.S.A. Chapter 121, Subchapter 2. It appears that if trustees of public funds are elected, they have primary responsibility for the investment of funds and for the annual reporting on them.

The trustees must report to the town the results of their handling of investments and any income received. 24 V.S.A. § 2434.

Towns which "retain possession of a portion of the surplus funds of the United States under the Act of 1836" must elect a trustee of public money. 17 V.S.A. § 2646 (13). If there are towns out there with such funds and trustees, an accounting of those funds should appear in the annual town report. (For more information on these trustees, see Appendix 4.)

M. RELATIONSHIP WITH BOOKKEEPERS AND FINANCE OFFICERS

Many municipalities have bookkeepers, finance officers or finance departments. Unless the municipality has a governance charter that says otherwise, the treasurer will still have statutory duties and responsibilities. For example, the treasurer, with the approval of the selectboard, is responsible for investing town funds. He or she *shall* keep a record of taxes voted, keep accounts which are open to public inspection, serve on the board of abatement, etc.

N. RELATIONSHIP WITH THE TOWN MANAGER

A town may elect to hire a town manager who then acts under the authority given by 24 V.S.A. Chapter 37. The manager's powers include "all of the accounting," to "supervise and expend all special appropriations," and "collect all taxes ... if the town so votes." However, the town manager does not have authority to perform duties "committed to the care of any particular officer," such as the treasurer. Therefore, he or she cannot take over investment, appoint an assistant town treasurer, draw orders or sign checks.

David Ormiston

From: Stephen Flanders <stephen.n.flanders@gmail.com>
Sent: Thursday, November 03, 2016 2:50 PM
To: David Ormiston
Cc: Miranda Bergmeier
Subject: Proposal to obtained the best Public Safety Facility for the funds provided -- For the 9 September SB packet

To the Norwich Selectboard:

I'm writing this on the assumption that the bond will pass for the Public Safety Facility. In doing so, the voters will have given the board a budget to work with and a mandate to spend it wisely.

Architect Jay White has emphasized that now is the time to include any appropriate additional features into the facility that may be more expensive to add later.

I request that we ask Mr. White to provide estimated costs for the following:

1. Extending the meeting room to accommodate 40 training attendees at desks, instead of the current 30.
2. Providing additional parking with a hardpacked, permeable surface to accommodate the extra attendees.
3. Providing sufficient extra showers to allow firefighters to secure from a callout with minimal wait time.

If the board finds the estimated costs to be within budget and a good value, I would then recommend that those items be included as optional add-ins in a bid package. If the bids with add-ins come through within the bonded budget, then I would propose to include those features that are affordable.

Sincerely, Steve F.

Stephen Flanders, Member of the Norwich Selectboard
 317 Hopson Road
 Norwich, Vermont 05055

802-649-1134 (Home)

Any response or reply to this electronic message may be subject to the Vermont Public Records Act. Any views expressed in this e-mail are mine and may not reflect those of the board. Vermont statutes confer no special powers to individual selectboard members. Statutory selectboard powers arise from actions of the body at warned, public meetings with a few exceptions.

11

OFFICE OF THE TOWN MANAGER

TO: NORWICH SELECTBOARD
FROM: DAVE ORMISTON, INTERIM TOWN MANAGER
SUBJECT: TRORC CLEAN WATER ADVISORY COMMITTEE
DATE: 11/4/2016

The Two Rivers-Ottawaquechee Regional Commission has extended an invitation to the Town of Norwich to have a community member participate on its Clean Water Advisory Committee.

At the moment, Norwich has an active representative to the Two Rivers-Ottawaquechee Regional Commission. The Norwich representative is Jeff Goodrich. Jeff is familiar with the Regional Commission and this committee. In discussing this with Jeff, he indicated that he is interested in extending his time to include the Clean Water Advisory Committee.

Since this is an extension of the Two Rivers-Ottawaquechee Regional Commission of which Jeff is already a Town Representative and given his planning and engineering background it would make sense that the Selectboard consider extending this responsibility to Jeff Goodrich.

Sincerely,



David Ormiston
Interim Town Manager

/mhb

MEMO

TO: Selectboard Chair

FROM: Michael Storace, Planner

DATE: October 31, 2016

RE: Clean Water Advisory Committee: First Meeting Agenda and Your Town's Appointment

Dear Selectboard Chair,

I am writing to inform you about the first meeting of TRORC's **Clean Water Advisory Committee** which will take place on **November 14, 2016 at 10:00 a.m.** at the TRORC Office. Please see the included agenda, which details the items we will address at the first meeting.

As of this first meeting, your Town's Selectboard has not appointed a member of this Clean Water Advisory Committee. TRORC wants to extend the invitation to you to choose someone from your Town to partake and participate in water quality related planning work in our region. Your involvement and participation is greatly encouraged as we aim to incorporate the opinions and priorities of the entire region into this Committee's goals, topics, and recommendations. Please consider appointing a member to the Committee for the first meeting, and know that you can appoint a member to represent your Town in this committee at any time in the future.

The Two-Rivers Ottauquechee Regional Commission is looking forward to working with you towards improving and fostering our region's water quality. The pointed discussions of this committee will greatly inform our watershed planning and prioritization.

Sincerely,

Michael Storace
Planner
mstorace@trorc.org
802-457-3188

Two Rivers-Ottawaquechee RPC Clean Water Advisory Committee

November 14, 2016 10:00 AM

TRORC Office, 128 King Farm Road, Woodstock, VT

Agenda

1. Personal Introductions
2. Introduction to Clean Water Advisory Committee's role
3. Reclassification of surface waters: Basin 10 and Basin 9
 - Introduction to rule change
 - Targets, mapping, and discussion
4. Required Agricultural Practices: Final Proposed Rule
 - http://agriculture.vermont.gov/sites/ag/files/pdf/water_quality/RAP/Required-Agricultural-Practices-Regulations-09-14-2016-FINAL.pdf
5. Drought in East Central Vermont
 - dry wells
 - drought status in our region
 - water conservation approaches
6. **Other business?**
 - Upcoming Tactical Basin Plans and timeline: Basin 9 and Basin 10
7. **Future meeting topics?**
 - White River Partnership's Randolph Dam Removal and locations of potential dams for future removal

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

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

DRAFT Minutes of the Selectboard Meeting of Wednesday, October 26, 2016 at 6:00 pm

Members present: Linda Cook, Chair; Christopher Ashley; Dan Goulet; Mary Layton, Vice-Chair; Stephen Flanders; Dave Ormiston, Interim Town Manager; Miranda Bergmeier, Assistant to the Town Manager.

There were about 13 people in the audience.

Also participating: Doug Robinson, Steve Leinoff, Jay White, John Farrell, Lee Michaelides, Peter Griggs, Jim Gold, Ann Foley, Demo Sofronas, Mary Sellmann, Cheryl Lindberg

Cook opened the meeting at 6:04 pm.

1. Approval of Agenda (Action Item). The board agreed to add one item to the agenda: Error & Omission for 742 VT Rte. 132.
2. Public Presentation concerning the proposed Public Safety Building (Discussion Item). Leinoff, Robinson, Flanders and White outlined the need for the proposed building, plans to finance its construction, and details about the building and site plans. A second presentation on the building will be given at 7:00 pm on November 3, 2016 in the Tracy Hall Gym.
3. Public Comments (Discussion). Several members of the public voiced concern about paving work on Main Street. Particular concern was expressed that the character of the town not be altered by excessive paving. Ormiston reported that drainage concerns had necessitated the work, and that there are no plans to extend the pavement past what was necessary. Ormiston will meet with DPW staff regarding the work and will report back to the Selectboard.
4. Norwich Conservation Commission – Interview applicant for appointment to the Commission (Discussion/Action Item). Mary Sellmann, applicant for appointment to the Norwich Conservation Commission, appeared and answered questions from the Selectboard. Flanders **moved** (2nd Goulet) to appoint Mary Sellmann to the Conservation Commission. **Motion passed.**
5.
 - a. Board to sign accounts payable/warrants (Discussion/Action Item). Flanders **moved** (2nd Ashley) to approve Check Warrant Report #17-10 for General Fund in the amount of \$107,278.04, for Police Cruiser Fund in the amount of \$7,429.85, for Fire Equipment Fund in the amount of \$1,014.21, and for DPW Bridge Fund in the amount of \$49,500.00. **Motion passed.**
 - b. Close out Tower Bond unspent principal account \$31,458.18 (Discussion/Action Item). Goulet **moved** (2nd Flanders) to defer the discussion of the Tower Bond unspent principal until the Selectboard meeting on November 22, 2016. **Motion passed.**
 - c. Request to expend \$128.90 from the Corridor Tree designated fund to offset part of the expense for new trees in front of Tracy Hall (Discussion/Action Item). After discussion, Flanders **moved** (2nd Goulet) to approve the expenditure of \$128.90 from the Corridor Tree fund to offset part of the expense for new trees in front of Tracy Hall. **Motion passed.**
6. Interim Town Manager's Report (Discussion Item). David Ormiston, Interim Town Manager, offered a verbal report. The report included information about the Norwich Pool Dam FEMA Alternate Project, the electric vehicle charging station, the Town's FY2018 budget development process, Bridge 48 work, and the Gile Mountain trail. The Selectboard agreed that there are community concerns about use of the trail, traffic, etc., and that Ormiston will bring

together interested parties to work on the issues involved.

7. Errors & Omissions – 1093 Bragg Hill Road and 742 VT Rte. 132 current use calculations (Discussion/Action Item). Lindberg presented the Errors & Omissions report. Flanders **moved** (2nd Ashley) to approve the Errors and Omissions report from the Norwich Board of Listers dated October 20, 2016 revising the taxable values of 1093 Bragg Hill Road and 742 VT Rte. 132.

Motion passed.

8. Correspondence (Discussion/Action Item). Flanders **moved** (2nd Ashley) to accept a note from Nancy LaRowe thanking the Board for conserving the Sullivan property as correspondence.

Motion passed.

10. Selectboard

a. Approval of the Minutes of the 9/28/16, 10/12/16, and 10/18/16 Selectboard meetings (Action Item). Flanders **moved** (2nd Ashley) to approve the minutes of the September 28, 2016; October 12, 2016; and October 18, 2016 Selectboard meetings with the amendments put forward.

Motion passed.

b. Review of Next Agendas (Discussion/Possible Action Item). The board agreed to include four items on the agenda for the next Selectboard meeting on November 9, 2016:

1. Public Safety Building
2. Investment Report
3. Preliminary Budget Discussion
4. Paving on Main Street
5. Approval of 10/26/2016, 10/27/2016, 10/29/2016, and 11/3/2016 minutes

At this point, Ashley **moved** (2nd Goulet) to adjourn. **Motion passed.**

Meeting adjourned at 8:06 pm.

Approved by the Selectboard on _____.

By Miranda Bergmeier
Assistant to the Town Manager

Linda Cook
Selectboard Chair

Next Regular Meeting – November 9, 2016 at 6:30 PM

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

Draft Minutes of the Special Selectboard Meeting of Wednesday, October 27, 2016 at 6:30 pm

People present: Linda Cook, Mary Layton, Steve Flanders, Dan Goulet, Christopher Ashley, Michael Goodrich, Anne Shriver Sargent

Meeting opened at 6:26pm

Ashley moved to "adopt question #1 for the first round Town Manager interview process". Second by Layton. Motion passed.

Layton moved to find that interviewing applicants for the position of Town Manager and discussing their application materials and status in public session would violate the candidates' rights to confidentiality. Flanders seconded. Motion passed.

Layton moved to enter executive session to consider applicants for the position of Town Manager, pursuant to Title 1 VSA § 313(a)(3) of the Vermont Statutes, and also to invite the candidates to be interviewed and members of the Advisory Town Manager Search Committee into said executive session; Flanders seconded. Motion passed.

At 6:27pm, the Selectboard moved into executive session.

Ashley moved to enter public session; Layton seconded. Motion passed. At 7:28pm, The SB moved into public session.

Chris Ashley moved to adjourn the meeting, seconded by Steve Flanders. Motion passed.

The meeting adjourned at 7:30pm.

Submitted by Mary Layton

Draft Minutes of the Special Selectboard Meeting of Wednesday, October 29, 2016

People present: Linda Cook, Steve Flanders, Dan Goulet, Anne Goodrich, Steve Leinoff, Michael Goodrich, Mary Layton, Christopher Ashley, Bonnie Munday

Meeting opened at 8:55 am

Layton moved to find that interviewing applicants for the position of Town Manager and discussing their application materials and status in public session would violate the candidates' rights to confidentiality. Flanders seconded. Motion passed.

Layton moved to enter executive session to consider applicants for the position of Town Manager, pursuant to Title 1 VSA § 313(a)(3) of the Vermont Statutes, and also to invite the candidates to be interviewed and members of the Advisory Town Manager Search Committee into said executive session; Flanders seconded. Motion passed.

At 8:56 am, the Selectboard moved into executive session.

Ashley moved to enter public session; Flanders seconded. Motion passed. At 11:21 am, The SB moved into public session.

Layton moved to adjourn the meeting, seconded by Flanders. Motion passed.

The meeting adjourned at 11:22 am.

Submitted by Mary Layton