

Agenda for the Selectboard Meeting Wednesday, April 25, 2018 at 6:30 PM

- 1) Approval of Agenda (Action Item)
- 2) Approval of Minutes: 4/11/2018 Selectboard meeting (Action Item)
- 3) Correspondence (Discussion/Action Item)
 - a) Stuart Richards (2)
 - b) Tracey Hayes
 - c) Michael Goodrich, Prudential Committee Chair
 - d) Charlotte Metcalf
 - e) Upper Valley Land Trust & VT Technical College (Joint Letter)
 - f) Jamieson Hess
- 4) Public Comments (Discussion Item)
- 5) Liquor Commission:
 - a) Liquor License – Blue Sparrow Kitchen, Co. (d/b/a Blue Sparrow Kitchen)
- 6) Applicants for Open Positions (Discussion/Action Item)
- 7) Sign Accounts Payable/Warrants (Discussion/Action Item)
- 8) Energy Committee (Discussion/Action Item)
 - a) Update from Committee
 - b) Preferred Site Issue
 - c) Review of Committee Charge
- 9) Town Plan Update (Discussion/Action Item)
- 10) Committee Communication & Accountability (Discussion/Action Item)
- 11) Open Meeting Law Discussion/Summary (Discussion Item)
- 12) Conflict of Interest (Discussion/Action Item)
- 13) Selectboard Goals Follow-up (Discussion/Action Item)
- 14) Town Manager Report (Discussion Item)
- 15) Review of Next Agendas (Discussion/Action Item)
- 16) End of Meeting Debrief – if needed (Discussion Item)

Next Meeting – May 9, 2018 at 6:30 PM

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

DRAFT Minutes of the Selectboard Meeting of
Wednesday, April 11, 2018 at 6:30 pm

Members present: John Pepper, Chair; Claudette Brochu, Vice Chair; Linda Cook; John Langhus; Mary Layton; Herb Durfee, Town Manager; Miranda Bergmeier, Assistant to the Town Manager.

There were about 25 people in the audience.

Also participating: Charlotte Metcalf, Stuart Richards, Kris Clement, Cheryl Lindberg, Tom Candon, Joel Stettenheim, Lisa Henderson, Chris Henderson, Bob Sherwin, Troy McBride, Linda Gray, Robert Gere, and Marcia Calloway.

John Pepper opened the meeting at 6:32 pm.

1. Approval of Agenda (Action Item). Langhus proposed the Selectboard (SB) adopt the procedure of having a "hard stop" for the meeting at 9:00 pm, with the option to extend the meeting past 9:00 pm if a majority of SB members act to do so. SB members agreed to conduct a limited discussion of agenda item #8, because further work needs to be completed before a full discussion can be had.
2. Approval of Minutes (Action Item). Layton **moved** (2nd Langhus) to approve the minutes of the March 28, 2018 and April 5, 2018 Selectboard meetings with edits suggested by John Pepper and Claudette Brochu. **Motion passed unanimously.**
3. Correspondence (Discussion/Action Item). Layton **moved** (2nd Langhus) to receive correspondence from John Farrell regarding Norwich Farm Creamery and from Charlotte Metcalf and Linda Gray regarding Norwich Fire District solar site on Parcel 11-105-000 owned by the Norwich Fire District. **Motion passed unanimously.**
4. Public Comments (Discussion Item). Charlotte Metcalf recommended that a letter be sent to the voters explaining various facets of the proposed solar project. Metcalf submitted a written listing of questions she would like answered [to be included in the 4-25-18 SB correspondence]. Stuart Richards said that Affordable Housing Norwich, Inc. had its kick-off meeting recently, which went well. The meeting was recorded by CATV and is available for viewing. Richards plans to keep the SB updated on the organization's activities. Kris Clement asked if the Town Plan will be discussed in this meeting along with preferred sites for solar. SB members said the preferred site issue is on tonight's agenda, and they may have limited discussion about the Town Plan.
5. Sign Accounts Payable/Warrants (Discussion/Action Item). Layton **moved** (2nd Brochu) to approve check warrant report #550 for Highway Garage Fund in the amount of \$37,870.81; for Public Safety Facility Fund in the amount of \$4,954.91; and for General Fund in the amount of \$204,362.19. Brochu had a question about plowing contracts and Cook asked about mileage reimbursement. Durfee was able to provide some information and said he is happy to meet with any SB member to get further information, as necessary. **Motion passed**

unanimously.

6. Finance Committee (Discussion Item). Langhus explained that there is a proposal to revamp the Finance Committee because no one has wanted to serve on the committee for a while. It would be valuable to have a committee to advise on town finances, so the committee proposals being put forward tonight reflect that. The first part of the proposal is to abolish the current finance committee, second is to establish a new finance committee, and third is to form an audit committee. Documents outlining the proposal are included in the meeting packet. Cheryl Lindberg said that once there are members of a Norwich Finance Committee, then there can be a Dresden Finance Committee. Tom Candon said that he is concerned that a new finance committee could be formed without School Board involvement, given that the current committee was developed in collaboration with the School Board. Candon would like SB to table the idea of abolishing the current finance committee until after the SB collaborates with the School board on revamping and restaffing the finance committee. Langhus said he thinks one reason that no one is on the Norwich Finance Committee now is that there is too much to do, with town and school budgets. Cook said she thinks it is fair to the School Board to involve them before deciding anything about a finance committee. The School Board will meet on the first Wednesday in May, 2018. Pepper doesn't want to lose momentum on this matter, because some people have expressed interest in serving on a new finance committee. Candon said he doesn't want to stall momentum, either, and he will talk to the School Board to get the issue on the next meeting's agenda. Candon is also open to meeting with members of the SB to prepare for the next School Board meeting. Durfee said that he is concerned about blurring the lines of responsibility between the Town Manager (TM) and the SB. Durfee thinks any committee charge needs to clarify the role of the TM, as well. The TM's job is to prepare a proposed budget for the SB. Durfee wants to be sure that a finance committee would not come between the TM's job and relationship to the SB. Durfee is concerned that the committee charge would need to be clear for any future committee members. Cook expressed concern that the town Treasurer should not appoint any member of the committee. Langhus said the town Treasurer's role has been shrunk over the years, so Langhus was looking for ways to expand the Treasurer's involvement in town finances. Pepper suggested that Durfee and Langhus meet to discuss the idea of the finance committee and audit committee. Durfee and Langhus agreed. Cook suggested that the SB move forward with background meetings to work through these issues. Langhus said he thinks a separate committee or body needs to hire the auditor, not the TM. Brochu said that by what she saw in state statute, the TM hires the auditor and is in charge of the audit. Lindberg said that the elected auditors (when they existed) were responsible for hiring the auditor. Lindberg also said she isn't familiar with the statute regarding the TM duties related to the audit. SB members and TM continued to discuss how to work through these issues. Brochu summarized, with SB agreement, that the SB had decided to defer the agenda item #6 issues [which concern finance committee and audit committee] until the May 9, 2018 SB meeting, so that all interested parties can confer in preparation for the May 9 meeting. Cook asked that the working group share their draft documents with the rest of the SB in advance of the May 9 meeting.

7. Energy Committee (Discussion/Action Item). Langhus said that he will recuse himself from discussion of the particular solar project to be addressed in tonight's meeting, because of Langhus's working relationship with Norwich Solar. Langhus said he does not need to recuse

himself from general discussion of energy policy issues, however. SB members agreed that SB members who live in the Fire District do not need to recuse themselves from discussion about the particular solar project. Charlotte Metcalf said she has some general questions about the town's energy plan, and would like to receive written answers to her questions. Brochu suggested that the SB first address the specific question of this particular proposed project, and then move to more general discussion. Langhus then gave some background information about solar siting in general, and why preferred sites are advantageous. Layton said that it seems that various criteria are satisfied in this particular proposal. Cook asked who benefits from a solar project. Langhus said that the owner gets the benefit for producing the solar energy. Layton said she thinks this is a good project and it will benefit the town. Langhus spoke about RECs and how they work and where they go. Brochu said she thinks the SB needs to focus on the specific project. Kris Clement spoke about the history of siting processes; she objects to this site approval because the Town Plan hasn't been approved yet. Clement doesn't want these preferred siting issues settled ad hoc. Langhus said he wants the town to have a policy on siting. At this point, Langhus recused himself from further discussion and left the room. Joel Stettenheim (with Norwich Technologies) said he thinks it makes sense to look at each site individually, even when the town has an overall policy. Lisa Henderson said her driveway is next to the proposed site and she is disappointed that this discussion is being had without sufficient town and neighbor input. She doesn't know if she and her husband, Chris Henderson, support this proposed solar project, because they only heard about the project two days ago. Stettenheim said this solar project couldn't go forward without the preferred site designation. This discussion before the SB is only the start of the approval process; there will be much more opportunity for analysis and comment. Bob Sherwin said he is an abutter to the proposed project. Sherwin said he is supportive in general of this project and has questions about some details of the project. Sherwin wants to be sure various issues and questions are addressed and answered. Troy McBride, with Norwich Technologies, said he will see that the Hendersons are included in future mailings and notices. McBride said this project will be a community array, and many of Sherwin's questions will be addressed as requirements in the permitting process. McBride said the Norwich Fire District owns the land under the proposed array. Linda Gray said she provided written answers to Charlotte Metcalf's questions about the proposed project; these answers are included in the SB meeting packet. Gray would like the SB to approve the proposed letter because the project can't move forward without preferred site status. Brochu and Pepper said they'd like to see better communication within the town about this project and in general. Chris Henderson said he would like to know more about what is the significance of being designated a "preferred site". In answer, Gray read aloud the definition of a preferred site (as was included in the meeting packet). Marcia Calloway asked where is the RFP for this project. Gray said there was no RFP, because the developer approached the Fire District. There was some further discussion about the meaning of "preferred site". Brochu said that, because two of the abutters are present and have questions about the project, she thinks that the SB should put off any vote on the matter until April 25, 2018. Brochu said she is supportive of solar, but doesn't want to vote yes at this time because of a flawed process. Layton **moved** (2nd Pepper) to authorize the signing of a letter to the Public Service Board of Vermont regarding a Certificate of Public Good filed by Norwich Technologies, Inc. expressing support for a proposed solar project. **Motion failed** (yes- Layton, Pepper; no- Brochu, Cook). Brochu **moved** (2nd Pepper) to reconsider the vote at the SB's 4/25/2018 meeting on the letter to the Public Service Board of Vermont regarding a

Certificate of Public Good filed by Norwich Technologies, Inc. expressing support for a proposed solar project. **Motion passed**, 3 to 1 (no- Cook).

**** At this point, the SB chair called for a 10-minute recess. ****

At 9:10 pm, the chair reconvened the meeting. Langhus **moved** to adjourn, asking the remaining agenda items to be taken up at the next SB meeting. The SB agreed to set aside most of the remaining agenda items, with the exception of the Town Manager Report, Review of Next Agendas, and executive session for union contract. After some clarifying discussion, Langhus withdrew his motion. Stuart Richards asked for a brief update on where the Town Plan process stands. Pepper said that he would give Richards a copy of the draft survey, still in process. Pepper said that Cook and Brochu are working on compiling the Town Plan comments/versions, so that the SB can continue to move forward with Town Plan process.

13. Town Manager Report w/Financial Report (Discussion Item). Herb Durfee said he is working on catching up with emails, etc., since his recent return to the office. Durfee reported the following: he is working with the American Legion on replacing the Tracy Hall flag pole and adding a monument and contemplation area; the DPW building ran into a mold issue but is proceeding, the heat is now on in the building to warm up the area in preparation to pour the concrete floor; and the Public Safety Building will be finished soon. Durfee has made an employment offer for the Fire Chief position, and the advisory panel was unanimous in recommending that candidate. The Planning & Zoning Director job listing is out and the town is soliciting applications. If need be, Durfee can get consultant help in the interim before a new director is hired. The Norwich Creamery issue is being worked on by a community group; Durfee supports their efforts to have discussions with all the parties. Durfee is working on getting screening plantings between the Public Safety Building and the Norwich Senior Housing. Durfee said that the DPW needs to replace two trucks (a conventional truck and a Ford 350), per their equipment replacement plan program, and the DPW director went out to bid on the two trucks. Durfee summarized the result of the two additional processes. Cook and Brochu raised questions about buying a used Ford 550; Durfee will gather information about this and follow up with the SB. The SB agreed to go ahead with the conventional truck purchase order. Durfee asked the SB to agree to pay Dechert for the extra work he did as Acting Town Manager while Herb was recovering from his accident. SB members agreed to support this. Cook said that the Town should also pay the acting Fire Chief for his work filling in after the former Fire Chief retired. Durfee said that this was being done.

14. Review of Next Agendas (Discussion/Action Item). The Selectboard agreed to include in their April 25, 2018 agenda the following items, consisting of the April 11 agenda items not addressed for lack of time or other reason:

- Energy Committee - Preferred Site Issue
- Review of Committee Charge
- Update from Committee

Town Plan Update
Committee Communication & Accountability
Open Meeting Law Discussion/Summary
Conflict of Interest

Selectboard Goals Follow-up
Town Manager Report

15. Union Contract (Discussion/Action Item). Layton **moved** (2nd Cook) to find that premature public knowledge would clearly place the public body at a substantial disadvantage. **Motion passed unanimously.** Layton **moved** (2nd Cook) to enter executive session to discuss the negotiated agreement, pursuant to Title 1 VSA § 313(a)(1)(B) and to include the Town Manager. **Motion passed unanimously.**

The SB moved into executive session at 9:54 pm.

Langhus **moved** (2nd Layton) to enter public session. **Motion passed unanimously.** SB moved into public session at 9:59 pm.

At 9:59 pm, Langhus **moved** (2nd Cook) to adjourn. **Motion passed 4 to 1 (no- Brochu).**

Meeting adjourned at 10:00 pm.

By Miranda Bergmeier

Approved by the Selectboard on _____.

John Pepper
Selectboard Chair

Next Meetings – April 25, 2018 – Meeting at 6:30 PM

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

3a

Herb Durfee

From: Stuart Richards <slrichards50@gmail.com>
Sent: Thursday, April 12, 2018 12:44 PM
To: John Pepper; Linda Cook; Mary Layton; John Langhus; Claudette; Herb Durfee; Miranda Bergmeier
Subject: FW: NORWICH AFFORDABLE HOUSING INC. HOSTS ANDREW WINTER, EXECUTIVE DIRECTOR TWIN PINES HOUSING TRUST

Hello Herb,

Please make the email below a part of correspondence for the Selectboard's next meeting.

Thank you,

Stuart Richards

Dear Selectboard Members ,

Did you miss Norwich Affordable Housing Inc.'s (NAHI) first meeting last Wednesday? Andrew Winter, Executive Director of Twin Pines Housing Trust (TPHT) spoke to the public and members of NAHI's Advisory Committee about affordable housing. Among the many topics covered were TPHT's current and past projects, staff, need for affordable housing, financing affordable housing and tax credits. The second half of the meeting consisted of NAHI's goals, noting existing affordable housing, challenges facing NAHI and important considerations in the creation of affordable housing. Rather than providing notes of the meeting, the entire meeting is available at:

<http://catv.cablecast.tv/CablecastPublicSite/show/7206?channel=1>

A great team of NAHI advisors will be working diligently to try and promote small scale affordable housing in Norwich. A list of Advisory Committee members can be found here: <https://drive.google.com/open?id=1RLSHelj4ENVqSAwaWwThQyNx8P1Pm19Q>

If you've got suggestions, comments and or locations where you think small scale affordable housing might be accomplished please contact me or any of the members of NAHI'S Advisory Committee.

All the best,

Stuart

Stuart L. Richards, Director
Norwich Affordable Housing, Inc.
802-649-3928

Herb Durfee

From: Stuart Richards <slrichards50@gmail.com>
Sent: Wednesday, April 18, 2018 4:31 PM
To: Phil Dechert
Cc: Ralph Hybels; Ralph Hybels; Jeff Lubell; Herb Durfee; John Pepper; Norman Levy
Subject: Potential Affordable Housing Sites

Attention Phil Dechert,

Please supply the ownership names of any properties an acreage size that you have considered or might be considered for affordable housing in Norwich. Herb, Please make this request a part of correspondence to the Selectboard for their next meeting.

Thank you,

Stuart L. Richards, Director
Norwich Affordable Housing, Inc.
802-649-3928

Herb Durfee

From: Tracey Hayes <traceyhayeswarren@gmail.com>
Sent: Thursday, April 12, 2018 12:26 PM
To: Herb Durfee; Phil Dechert; Dan Fraser; Melanie Sheehan; Courtney J. Hillhouse; alice.stewart@mahhc.org
Subject: Follow up to Town Planning meeting and request for protecting youth from CBD access/ exposure, until harm vs. benefits are known

Dear Herb, Phil, and Dan,

Good Morning.

In follow up to my request at the Norwich Town Plan meeting, that we consider proactive zoning regulations regarding CBD and THC use and purchase availability.

CBD is available locally. CBD might be the "cure all" or it might be that big business portraying it as such without scientific proof. Or both, underdetermined.

Science does show that the adolescent brain is more likely to cleve important brain structures when youth are exposed to Marijuana between 13 and 25 leading to at a higher risk/ incidences of Mental illnesses such as schizophrenia. Why risk children's exposure and consumption of marijuana, Hemp or specific CBD oils or other products until we know more about harm vs. benefit.

The following is also known:

- CBD is still a schedule 1 drug (illegal at Federal level) per FDA.
- Edibles containing CBD are available in the VT dispensaries. Honey, oils, other tinctures and other food based products such as candy chocolate hearts containing CBD are available in local markets without warnings to adults, children, nor age-restriction.
- Food products are not monitored by FDA nor USDA at this point. (Thus, purity, dosing accuracy, mold, pesticides use, labeling, health claims are still not being monitored consistently).
- State regulatory boards are being developed.
- Not enough science is behind the benefit and health risks of CBD (usually includes small doses (again not regulated) of THC, unless labeled CBD isolate which is much more expensive).
- Legal Hemp from other states does not mean that the products, teas, CBD extracts from those products are legal in Vermont.
- Use of CBD can show a positive results on Marijuana use testings.

My "ask" is that you consider working with the Mt. Ascutney Prevention Partnership and look at implementing zoning regulations on Hemp, CBD and THC oil, edibles, smoking, vaping, salves, honeys use in Norwich town building/ property, farmers markets, food stands, business until the science supports their benefit or safety.

Please contact and join the Mt. Ascutney Prevention Partnership (Melanie Sheehan, Alice Stewart and Courtney Hillhouse (see their emails attached) as well as many community organizations) to join

the collaboration/ learn more about updates in legislation, regulations, zoning successfully adopted in other local towns, business practices, public safety, public information, to name a few.

Thank you your time/ attention and all you do for Norwich residences,

Tracey Hayes,

Mom,

Norwich resident,

and Community Health Outreach, Program Manager, at Mt. Ascutney Hospital and Health Center,
Windsor VT

3c

handout at 4/11/18
SB meeting

Miranda Bergmeier

From: MICHAEL GOODRICH <michaelpgoodrich@comcast.net>
Sent: Wednesday, March 28, 2018 2:57 PM
To: johnpepper91@gmail.com; Miranda Bergmeier; phildechert@norwich.vt.us
Subject: Tonight's Select Board meeting

To John Pepper

Due to conflicts, Prudential Committee members can not attend the select board meeting tonight. The Fire District supports the solar project on our Fire District land (635 US Route 5 north).

Thank you,

Fire District Chair

Michael Goodrich

Norwich Fire District Water Department

PO Box 777

Norwich, VT 05055

(802) 649-5424

Pam Mullen

3d

From: Charlotte Metcalf <smetcalf@sover.net>
Sent: Tuesday, April 17, 2018 3:26 PM
To: Pam Mullen
Subject: Fwd: enhanced questions for enhanced energy committee and select board
Attachments: Energy Committee or Select Board letter to explain procedures going forward.docx; ATT00001.htm

Hi Pam

I hope this is the right protocol. I would like this document to be in the packet for the SB meeting on the 25th.
Many thanks
Charlotte

Begin forwarded message:

From: Charlotte Metcalf <smetcalf@sover.net>
Subject: enhanced questions for enhanced energy committee and select board
Date: April 17, 2018 at 3:20:43 PM EDT
To: Linda Gray <linda.c.gray@gmail.com>, Herb Durfee <HDurfee@norwich.vt.us>, Miranda Bergmeier <MBergmeier@norwich.vt.us>
Cc: linda cook <lcook2825@gmail.com>, Mary Layton <marydlayton@gmail.com>, John Pepper <johnpepper91@gmail.com>, John Langhus <johnlanghus@gmail.com>, claudette brochu <cbrochu30@gmail.com>

To please replace the document I handed out at the last meeting for the packet on the 25th.

Energy Committee or Select Board letter to explain procedures going forward:

I believe there will be less confusion as Norwich proceeds with its energy plan if the structure of implementation is made clear in a notice or letter to voters.

I think the individuals or body that will be voting on these matters should write the letter.

1. Who will determine the correct amount of solar energy that the town needs to provide?
2. What metrics will be used to determine that number?
3. What portion of Norwich total energy demands will we aim to fill?
4. What portion will 16 MW on 160 acres fill?
5. How will appropriate sites be selected? By whom will they be selected?
6. Who will own the land underneath the solar arrays?
7. How will the land be acquired?
8. If the land is owned by the PUC, how will the solar developer be selected?
9. Will there be an open bidding process?
10. What will the criteria be for a firm to earn the contract?
11. Will there be different restrictions on a system that a private owner installs?
12. To whom should we speak if we know of a potential site for solar?
13. Will voters be given any opportunity to weigh in on the systems that are planned?

Please provide a Glossary of terms for Norwich residents to understand:

1. the difference between an energy committee and an "enhanced" energy committee
2. the significance of "preferred" siting
3. the significance of Two Rivers Ottaquechee Regional approval of the Norwich energy plan
4. the difference for the Select Board of its approval for the Town Plan and its endorsement of the Energy Plan once it has been completed
5. will there be a map to show the "preferred" sites to the public at a hearing?
6. Which body/town office will execute/enforce the energy plan?

Thank you for your consideration
Charlotte Metcalf

Handout at 4/11/2018
SB mtg.

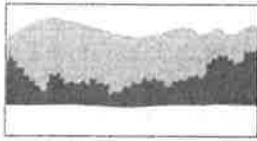
Energy Committee or Select Board letter to explain procedures going forward:

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Thank you for your consideration
Charlotte Metcalf



UPPER VALLEY
LAND TRUST



To: Norwich Select Board
From: Upper Valley Land Trust and Vermont Technical College
Re: Joint Statement Regarding Norwich Farms
Date: April 19, 2018

In 2015, Vermont Technical College accepted the Sigler Farm in Norwich as a gift, and the College created a semester-long residential educational experience for its agricultural students on the site. Vermont Tech and the Upper Valley Land Trust worked together to make this project possible, permanently conserving more than 350 acres of the Farm's surrounding fields and forests.

Vermont Tech is committed to providing cost efficient and diverse educational opportunities to create the next generation of highly skilled workers that Vermont's dairy sector will require. Following a thoughtful strategic review, Vermont Tech determined last summer that it could provide a more integrated educational experience for agricultural students by consolidating its agricultural programming on its Randolph campus. In Randolph, the College has the land base, faculty expertise, and infrastructure to best serve its students.

As part of the agreement between Vermont Tech and UVLT to preserve Norwich Farm, UVLT secured the right to purchase the property in the event that the College chose to cease educational operations in Norwich. In September of 2017, Vermont Tech informed UVLT of its decision to cease such operations. Since that time, both Vermont Tech and UVLT have been working together, along with other involved parties, to evaluate the implications of the Land Trust taking over the property. In March, UVLT announced it would purchase the property from the College, and the two organizations have been collaborating to ensure a smooth transition of the Farm to UVLT. Vermont Tech remains committed to selling the property to UVLT. Vermont Tech has discontinued educational programming at Norwich Farm, will remove its dairy processing equipment from the site, and will otherwise prepare the property for sale to UVLT per the option agreement.

Both organizations are focused on a timely transition that will allow UVLT to explore a broad range of potential uses for the property that would benefit the local and broader Upper Valley community. UVLT understands that strong feelings exist about this property and its future and remains committed to exploring the best future for the site, including the possibility of working with/hosting viable farm/agricultural operations there.

For the past four months, UVLT has been in constant dialogue with state agencies, consultants, and individuals experienced in farm business development, conservancy farming, and community-based farms in order to gain a broader understanding of the complicated nature of

blending a unique asset like Norwich Farm with potential non-profit and private-sector, for-profit activities. UVLT expects to incur approximately \$60,000 - \$80,000 in costs annually, before utilities, to maintain more than \$1 million of farm buildings and land located at Norwich Farm in good working order in perpetuity, depending upon what types of activities will be occurring on the site. These costs include provisions for property taxes, insurance, and asset maintenance and replacement.

In December, UVLT began publicly soliciting proposals from potential partners for projects that would use part or all of the Norwich Farm property. Successful proposals to use the facilities at Norwich Farm must be economically sustainable, be of benefit to the local and broader Upper Valley Community, be consistent with UVLT's original conservation goals for its adjacent conserved land, and meet UVLT's obligations as a non-profit to use charitable dollars only for its charitable purposes. Proposals should not require subsidization from UVLT. A committee consisting of UVLT board members, supported by an independent consultant and trusted advisors, is currently reviewing proposals from non-profits and other agriculture-based organizations for future use of the farm.

As Vermont Tech and UVLT enter the final phase of this transition during the next few months, we seek to create a strong and sustainable future for this valuable community resource.

Herb Durfee

From: Moulton, Patricia L. <patricia.moulton@vtc.vsc.edu>
Sent: Thursday, April 19, 2018 10:50 AM
To: Herb Durfee
Subject: FW: Please see attached.
Attachments: 2018-04-19 FINAL ULVT and VTC Statement on NF.pdf

Hi Herb,

First, WELCOME back! I was so sorry to hear you were out. I hope you are doing better and well on the mend!

Please see the attached joint statement from VT Tech and the Upper Valley Land Trust regarding Norwich Farm. As you can see, I am attempting to get this to the Select Board. The expectation from UVLT and VT Tech is that will be posted on the Town's list serve at some point. That seems to be what has happened with other materials relating to Norwich Farm. I leave that to you. But I see that Miranda is out. And the address to "pmullen" kicked back.

Thanks Herb. Let me know if you have additional questions.
Pat

Patricia Moulton | President
VERMONT TECH

802.728.1252 | vtc.edu
PO Box 500 | Randolph Center, VT 05061

Vermont Tech is kicking the habit: smoke and tobacco free July 1, 2018.

To schedule an appointment, please contact: Michelle Graham at mgraham@vtc.edu.

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From: Moulton, Patricia L.
Sent: Thursday, April 19, 2018 10:46 AM
To: pmullen@norwich.vt.us.
Cc: Herb Durfee <HDurfee@norwich.vt.us>
Subject: FW: Please see attached.

Good morning,

I see that Miranda Bergmeier is out until Monday. Her out of office indicates to email things to you we want to be sure get to the Selectboard and/or posted. So I am forwarding to you.

THANK YOU!
Pat Moulton

Patricia Moulton | President

VERMONT TECH

802.728.1252 | vtc.edu
PO Box 500 | Randolph Center, VT 05061

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From: Moulton, Patricia L.
Sent: Thursday, April 19, 2018 10:41 AM
To: 'selectboard@norwich.vt.us' <selectboard@norwich.vt.us>
Subject: Please see attached.

Good morning, Please see the attached from Vermont Technical College regarding Norwich Farms.

Thank you!
Pat

Patricia Moulton | President
VERMONT TECH

802.728.1252 | vtc.edu
PO Box 500 | Randolph Center, VT 05061

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Miranda Bergmeier

From: Alison Marchione <alison.marchione@uvlt.org>
Sent: Thursday, April 19, 2018 10:31 AM
To: Miranda Bergmeier
Subject: Norwich Farms Joint Statement UVLT and VTC
Attachments: 2018-04-19 FINAL ULVT and VTC Statement on NF.pdf

Good Morning,

I am submitting this statement on behalf of UVLT's President, Jeanie McIntyre.

Thank you,
Alison Marchione

*Alison Marchione
Programs Director*

**Upper Valley Land Trust
603-643-6626 x 109
19 Buck Road, Hanover NH 03755**

Learn more about UVLT and our programs at www.uvlt.org

Miranda Bergmeier

From: Moulton, Patricia L. <patricia.moulton@vtc.vsc.edu>
Sent: Thursday, April 19, 2018 10:41 AM
To: Miranda Bergmeier
Subject: Please see attached.
Attachments: 2018-04-19 FINAL ULVT and VTC Statement on NF.pdf

Good morning, Please see the attached from Vermont Technical College regarding Norwich Farms.

Thank you!
Pat

Patricia Moulton | President
VERMONT TECH

802.728.1252 | vtc.edu
PO Box 500 | Randolph Center, VT 05061

Vermont Tech is kicking the habit: smoke and tobacco free July 1, 2018.

To schedule an appointment, please contact: Michelle Graham at mgraham@vtc.edu.

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3F

April 19, 2018

Mr. John Pepper
Chair, Norwich Selectboard
PO Box 376
Norwich, VT 05055

Dear Mr. Pepper:

As an abutter to the proposed project, I am writing to ask the Selectboard to designate Parcel 11-104-000, owned by the Norwich Fire District, as a preferred site for solar development. There is no cost to the taxpayers for taking this action..

As a former member of the Norwich Energy Committee, I know how difficult it's been to find a suitable site for community-scale solar in Norwich. Though solar panels and renewable energy are generally viewed as beneficial to our town, numerous potential sites have been considered and rejected over the years. Unlike those rejected sites, the Norwich Fire District site seems ideal for these reasons:

- (1) its proximity to a three-phase power line;
- (2) its secluded location, set back from the highway and at least 400 feet from any nearby structures;
- (3) its excellent solar exposure with minimal tree-cutting required; and
- (4) the benefits it offers the Fire District - including revenue from lease payments, as well as a supply of electricity at below-market prices through solar net metering.

In view of the fact that Vermont's net metering rules may change on May 1, 2018, and that such changes may have an adverse impact on the proposed project, I urge the Selectboard to act quickly to designate Parcel 11-104-000 as a preferred site, so the developers can submit their application under the current net metering rules.

Respectfully submitted,

Jamieson L. Hess
Norwich Waterworks LLC
Physical address: 713 US Route 5 North
Norwich, VT 05055
Mailing address: 28 Aspen Lane
New London, NH 03257

5



FIRST/SECOND CLASS LIQUOR LICENSE AND TOBACCO APPLICATION
LICENSE YEAR IS MAY 1ST THROUGH APRIL 30TH OF THE FOLLOWING YEAR

Amber Boland
Print Name of Person, Partnership, Corp., Club or LLC
Blue Sparrow Kitchen, Co
Doing Business as – Trade Name
289 Main St
Street
Norwich, 05055
Town or City & Zip Code
(802) 649-7003
Telephone Number
PO Box 1333, Norwich, VT 05055
Mailing Address (if different from above)
Email address amber@bluesparrowkitchen.com

Please check appropriate categories
 FIRST CLASS
 SECOND CLASS RETAIL DELIVERY PERMIT
 TOBACCO TOBACCO ENDORSEMENT

 Restaurant
 Hotel
 Club
 Commercial Kitchen (a Liquor Control Commercial Caterer's License is needed with this license)

APPLICATION FEES:
FIRST CLASS LICENSE - \$115.00 to DLC and \$115.00 to Town/City
SECOND CLASS LICENSE - \$70.00 to DLC and \$70.00 to Town/City
SECOND CLASS RETAIL DELIVERY PERMIT - \$100.00 to DLC
TOBACCO LICENSE - (there is no application fee for tobacco if applying for second class)
TOBACCO ENDORSEMENT PERMIT - \$50.00 to DLC
**If applying for Tobacco only license, please use the Tobacco Only form.*

TO THE CONTROL COMMISSIONERS OF THE TOWN/CITY OF Norwich

Application is hereby made for a license to sell malt and vinous beverages under and in accordance with Title 7, Vermont Statutes Annotated, as amended, and certify that all statements, information and answers to questions herein contained are true; and in consideration of such license being granted do promise and agree to comply with all local and state laws; and to comply with all regulations made and promulgated by the Liquor Control Board. Upon hearing, the Liquor Control Board may, in its discretion, suspend or revoke such license whenever it may determine that the law or any regulations of the Liquor Control Board have been violated, or that any statement, information or answers herein contained are false.

MISREPRESENTATION OF A MATERIAL FACT ON ANY LICENSE APPLICATION SHALL BE GROUNDS FOR SUSPENSION OR REVOCATION OF THE LICENSE, AFTER NOTICE AND HEARING.

If this premise was previously licensed, please indicate name _____

I/we are applying as: Please check one:
 INDIVIDUAL LIMITED LIABILITY COMPANY PARTNERSHIP CORPORATION

Please fill in name and address of individual, partners, directors or members.

LEGAL NAME

STREET/CITY/STATE

Amber Boland

2 Shoestrap Rd, Lyme, NH

Kurt Boland

2 Shoestrap Rd, Lyme, NH

Are all of the above citizens or lawful permanent residents of the UNITED STATES? Yes No

If naturalized citizen or lawful permanent resident of the United States, please provide a copy of the naturalization or lawful permanent resident documentation.

CORPORATE INFORMATION:

If you have checked the box marked CORPORATION, please fill out this information for stockholders (attach sheet if necessary).

LEGAL NAME

STREET/CITY/STATE

Blue Sparrow Kitchen, Co

2 Shoestrap Rd, Lyme, NH 03768

Date of incorporation 12/20/2017

Is corporate charter now valid? Yes

Corporate Federal Identification Number 82-3734296

Have you registered your corporation and/or trade name with the Town/City Clerk? No and/or Secretary of State? Yes (as required by VSA Title 11 § 1621, 1623 & 1625).

ALL APPLICANTS

HAVE ANY OF THE APPLICANTS EVER BEEN CONVICTED OR PLED GUILTY TO **ANY** CRIMINAL OR MOTOR VEHICLE OFFENSE IN ANY COURT OF LAW (**INCLUDING TRAFFIC TICKETS**) AT ANY TIME?

 YES NO

If yes, please complete the following information: (attached sheet if necessary)

Name	Court/Traffic Bureau	Offense	Date
------	----------------------	---------	------

Do any of the applicants hold any elective or appointive state, county, city, village/town office in Vermont? (See VSA, T.7, Ch. 9, §223) YES NO If yes, please complete the following information:

Name	Office	Jurisdiction
------	--------	--------------

Corporations/Clubs: Signature of Authorized Agent

Individuals/Partners: (All partners must sign)

Amber Pollock, Director

TOWN/CITY APPROVAL/DISAPPROVAL

Upon being satisfied that the conditions precedent to the granting of this license as provided in Title 7 of the Vermont Statutes Annotated, as amended, have been fully met by the applicant, the commissioners will endorse their recommendation on the back of the applications and transmit both copies to the Liquor Control Board for suitable action thereon, before any license may be granted. For the information of the Liquor Control Board, all applications shall carry the signature of each individual commissioner registering either approval or disapproval. Lease or title must be recorded in town or city before issuance of license.

_____, Vermont, _____
Town/City Date

APPROVED

DISAPPROVED

Please check one: _____ Approved _____ Disapproved

by the Board of Control Commissioners of the City or Town of _____

Total Membership _____ Members present _____

Attest, _____
City or Town Clerk

TOWN OR CITY CLERK SHALL MAIL ONE APPLICATION DIRECTLY TO THE DEPARTMENT OF LIQUOR CONTROL, 13 Green Mountain Drive, Montpelier, VT 05602. If application is disapproved, local control commissioners shall notify the applicant by letter.

No formal action taken by any agency or authority of any town board of selectmen or city board of aldermen on a first or second-class application shall be considered binding except as taken or made at an open public meeting. VSA Title 1 §312.

SECTION 5111 AND 5121 OF THE INTERNAL REVENUE CODE OF 1954 REQUIRE EVERY RETAIL DEALER IN ALCOHOLIC BEVERAGES TO FILE A FORM ANNUALLY AND PAY A SPECIAL TAX IN CONNECTION WITH SUCH SALES ACTIVITY. FOR FURTHER INFORMATION, CONTACT:

THE BUREAU OF ALCOHOL, TOBACCO & FIREARMS (TTB) (513) 684-2979
DEPARTMENT OF THE TREASURY
550 MAIN STREET, CINCINNATI, OH 45202

NOTICE: All new applications are investigated by the Enforcement and Licensing Division prior to approval/disapproval of the license by the Liquor Control Board. Please note that this process can take anywhere from 2 weeks to 6 weeks to complete once Liquor Control receives the application.

Please fill in for Individual, Partners, or Directors

Applicant/s Personal Information

Legal

Name: Amber Boland **Address:** 2 Shoestrap Rd, Lyme, NH, 03768

Date of Birth _____ **Place of Birth** _____ **Sex** _____ **SS#** _____

Legal

Name: Kurt Boland **Address:** 2 Shoestrap Rd, Lyme, NH, 03768

Date of Birth _____ **Place of Birth** _____ **Sex** _____ **SS#** _____

Legal

Name: _____ **Address:** _____

Date of Birth _____ **Place of Birth** _____ **Sex** _____ **SS#** _____

Legal

Name: _____ **Address:** _____

Date of Birth _____ **Place of Birth** _____ **Sex** _____ **SS#** _____

Legal

Name: _____ **Address:** _____

Date of Birth _____ **Place of Birth** _____ **Sex** _____ **SS#** _____

Legal Name: _____ **Address:** _____

Date of Birth _____ **Place of Birth** _____ **Sex** _____ **SS#** _____

Legal Name: _____ **Address:** _____

Date of Birth _____ **Place of Birth** _____ **Sex** _____ **SS#** _____

6

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: Nancy H. Deau

Address: 5 Penny Lane, Norwich, VT

Day phone: 302-649-1324

Evening phone: same

E-mail: nhdeau@comcast.net

Position Applied For: Development Review Board

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

Terms: countless

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.

a) years on the job

b) having a somewhat "legal" kind of mind

c) ability to work with a board / to listen / to be unbiased in decisions

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:

a) selectman (past)

b) planning commission (past)

c) Board of Civil Authority (at present)

d) leadership of local and state Leagues of Women Voters (past)

5. Education and Current Employment

Name of Company:

Location: in my studio

Title:

Describe your work: art teacher

6. Pertinent Education and/or Experience:

- a. college political science courses
- b. have led regional planning agency & League of Women Voters & DRB
- c. am chair of BOA

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) No). If yes, please explain:

Comments: I am looking forward to continuing on the DRB.

Signature Nancy H. Dean

Date 7 April 2018

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: JOHN LAWE

Address: 60 BLOOD HILL RD E, POB 66

Day phone: Evening phone: same 649-1585

E-mail: warlocko valley net

Position Applied For: DRB

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

Terms: Years: 14

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.

Chair for past 9 yrs

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:

Selectboard 17 yrs Health Officer 40+ yrs

5. Education and Current Employment

Name of Company:

Location: DIME

Job Title:

Description of work: Physician - Retired

6. Pertinent Education and/or Experience:

Plenty

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

 _____

Date

11 April 2018

6

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: Irv Thomae

Address: 528 New Boston Rd (mail: PO Box 281)

Day phone: 649-5617

Evening phone: 649-5617

E-mail: irvthomae@alum.mit.edu

Position Applied For: Delegate to ECFiber Governing Board

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

Terms: 2 since reorg as ECVTD

Years: 10 in all

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.

Serving as Chair of ECFiber since before its transition to municipal status has involved working for passage of the enabling legislation, as well as advocacy for rural broadband throughout Norwich and the entire state.

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:

East Central Vt Telecommunications District Governing Board (currently chair)

Past: member, sometimes chair, of the elected Norwich Finance Committee

(thereby also Dresden Finance Committee) for ~16 years total, starting ~1990

5. Education and Current Employment

Name of Company:

Location:

Title: Retired since Sept. 2006

Describe your work:

6. Pertinent Education and/or Experience:

Educ'n: SB, PhD , both from MIT.

Experience: engineering educator (Thayer School & elsewhere), independent software developer, volunteer community advocate

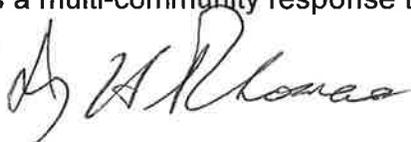
7. Do you feel there could be *any conflict of interest* with your personal beliefs, occupation or employer in serving on this board, commission or committee? (Yes No) No). If yes, please explain:

Comments:

Rural life in Vermont is experiencing a sustainability crisis, even in parts of Norwich. Full-strength Internet connectivity has become essential for educational and economic activity of all kinds, but commercial providers avoid sparsely populated areas that most need it.

ECVTD is a multi-community response to this challenge, and I'm proud to be part of it.

Signature



Date

April 19, 2018

Miranda Bergmeier

From: Irv Thomae <irvinvermont@gmail.com>
Sent: Friday, March 30, 2018 10:18 PM
To: Miranda Bergmeier
Subject: Application for Reappointment

Dear Miranda,

Please forward this to the Selectboard.

Thanks,

Irv Thomae

To the members of the Norwich Selectboard:

I have represented Norwich on the Governing Board of ECFiber since it first convened in April of 2008, and have served as its Chair since December of 2012.

Since January 1 of 2016, ECFiber has operated as a Communications Union District as defined by VSA 30 Chapter 82. A CUD resembles Solid Waste and other union districts, except without taxing authority. It can, however, borrow against future revenues. That capability has enabled us to add more than 300 miles and 1200 new customers to our network since January of 2016. Full-strength Internet is of course essential to modern education and commerce alike, and it is deeply satisfying to play a part in making that possible for rural residents of Norwich and this entire section of Vermont.

The CUD law provides that Governing Board members must be appointed annually by their Selectboards on or before the last Monday in April. It has been an honor and a privilege to serve Norwich in this capacity, and I hope the Selectboard will see fit to reappoint me for yet another year.

Thank you very much,

Irv Thomae

528 New Boston Rd.

649-5617

Miranda Bergmeier

From: Bonnie Munday
Sent: Friday, April 13, 2018 10:57 AM
To: Miranda Bergmeier; Herb Durfee
Subject: FW: Annual ECFiber Appointments
Attachments: AppointmentResolution.pdf; ATT00002.htm

From: ECFiber Secretary [<mailto:secretary@ecfiber.net>]
Sent: Thursday, April 12, 2018 9:29 AM
To: betheltownclerk@comcast.net; townadministrator@chelseavt.us; jodum@montpelier-vt.org; Bonnie Munday; townofpittsfieldvt@gmail.com; clerk@pomfretvt.us; clerk@randolphvt.org; clerk@sharonvt.net; townofstockbridge@myfairpoint.net; Townclerk@straffordvt.org; townclerk@thetfordvermont.us; tctunbridge@live.com
Cc: carole.monroe@ecfiber.net; Irv Thomae
Subject: Re: Annual ECFiber Appointments

Hello,

We are still missing ECFiber Appointment Resolutions from your towns. By law they are due to be made on or before the last Monday in April, which this year is the last day of the month, April 30th. Please print, sign and scan the form on page 2 of the attachment and email it to me at secretary@ecfiber.net, I look forward to hearing from you soon.

Dan

**A RESOLUTION TO APPOINT REPRESENTATIVES
to the GOVERNING BOARD of the
EAST CENTRAL VERMONT TELECOMMUNICATIONS DISTRICT (ECVTD)**

INSTRUCTIONS

Please use the form on the reverse side to provide Appointments of ECVTD Representatives as required by the legislation (30 V.S.A. Chapter 82) that allows two or more municipalities to form a Communications Union District. Here are the relevant sections:

§ 3059. APPOINTMENT Annually on or before the last Monday in April commencing in the year following the effective date of the district's creation, the legislative body of each member shall appoint a representative and one or more alternates to the governing board for one-year terms. Appointments of representatives and alternates shall be in writing, signed by the chair of the legislative body of the appointing member, and presented to the clerk of the district. The legislative body of a member, by majority vote, may replace its appointed representative or alternate at any time and shall promptly notify the district clerk of such replacement.

§ 3062. VOTING Each district member's delegation shall be entitled to cast one vote.

§ 3063. TERM Unless replaced in the manner provided in section 3059 of this chapter, a representative on the governing board shall hold office until his or her successor is duly appointed. Any representative or alternate may be reappointed to successive terms without limit.

§ 3064. VACANCY Any vacancy on the board shall be filled within 30 days after such vacancy occurs by appointment by the authority which appointed the representative or alternate whose position has become vacant. An appointee to a vacancy shall serve until the expiration of the term of the representative or alternate to whose position the appointment was made and may thereafter be reappointed.

We require only the completed, signed and dated RESOLUTION. Copies of meeting minutes or other letters from your office are not necessary.

Subsequent changes or additions to Appointments should be made by submitting a replacement copy of this Resolution that supersedes the prior version and must include all Appointments, whether changed or not, such that the new form stands on its own and identifies all relevant Appointees.

Please scan and email completed forms to the ECVTD Secretary at secretary@ecfiber.net or deliver them to the ECVTD office at 415 Waterman Road, South Royalton, VT 05068.

**A RESOLUTION TO APPOINT REPRESENTATIVES
to the GOVERNING BOARD of the
EAST CENTRAL VERMONT TELECOMMUNICATIONS DISTRICT (ECVTD)**

Whereas the Town or City of _____ is currently a member of the East Central Vermont Telecommunications District

NOW, THEREFORE, BE IT RESOLVED THAT:

The following resident(s) of the Town or City of _____ are hereby appointed to the Governing Board of the East Central Vermont Telecommunications District to serve until the last Monday of April, 20__ unless sooner replaced as provided by law:

Representative: _____

Phone: _____

Email: _____

Mailing Address: _____

First Alternate: _____

Phone: _____

Email: _____

Mailing Address: _____

Second Alternate: _____

Phone: _____

Email: _____

Mailing Address: _____

Adopted at a regular meeting of the Selectboard or City Council of the Town or City of _____, duly held on the ____ day of _____ 20____.

ATTEST:

Selectboard or City Council Chair Date

*Note:
Appointment of a delegate is required.
Appointment of an alternate delegate is desirable.
Appointment of a second alternate delegate is optional, not required.*

Department of Health
Environmental Health
108 Cherry Street – PO Box 70
Burlington, VT 05402-0070
HealthVermont.gov

[phone] 802-863-7220
[fax] 802-863-7483
[toll free] 800-439-8550

Agency of Human Services

April 16, 2018

Chair of the Selectboard
Town of Norwich
Town Clerk's Office
PO Box 376
Norwich, VT 05055

Dear Sir or Madam:

I am writing to you regarding your Town Health Officer's term of office, which, will expire on 4/30/2018. We would like to have a recommendation from the Selectboard for a Town Health Officer to serve for the next three years, and have enclosed a recommendation form, which should be completed and returned to this office as soon as possible.

The Department of Health believes that you should recommend someone who is interested in responding to and resolving **issues associated with rental housing, water/septic, mold and other public health issues** that often arise or are disputed between different parties.

If you designate a new individual to be appointed to this position, please ensure that the recommended individual takes the enclosed oath/affirmation in the presence of a person authorized to administer oaths/affirmations. This must be returned to the Health Department in tandem with the recommendation form. We will be unable to process the appointment of the new Health Officer until we are in possession of the completed oath. For electronic copies of the Town Health Officer Recommendation and Oath Forms please consult the Vermont Department of Health's Town Health Officer webpage which is located at:
<http://www.healthvermont.gov/local/tho/tho.aspx>.

The law provides that the Department of Health appoint a Health Officer upon recommendation of the selectboard. Thus, we urge you to give this matter your immediate attention.

If you have any questions please contact me at 800-439-8550.

Sincerely,



Lori Cragin, MS, PhD
State Epidemiologist - Environmental Health
Vermont Department of Health

Enclosures (2)





FOR OFFICE USE ONLY

Beginning Date: _____
Expiration Date: _____
Resignation Date: _____
Entered: _____

Town Health Officer Recommendation Form

This is a: New Appointment Re-appointment

Is a resignation letter needed from previous Health Officer? Yes No

Start Date: _____ Town/Municipality: _____

County: _____ Full Name: _____

Home Delivery Address: _____
(DO NOT USE the Town Clerk Office or a Business for your Home Address)

Street Address for UPS Deliveries: _____

Email Address: _____

Telephone(s): W: _____ H: _____ Cell: _____

Education: High School ____ College ____ Other (list) _____

Professional Degree: ____ (e.g. MD, RN, DVM, DDS) Occupation: _____

Please give a brief statement noting why the select board believes the recommended individual will make a good Health Officer:

Signed: _____
Chair of the Select Board Date

Print Name: _____

Return completed recommendation form to:
VT Department of Health / Environmental Health
108 Cherry Street • PO Box 70
Burlington, VT 05402



Town Health Officer Oath / Affirmation

In taking actions as a Local Health Officer under the authority of 18 VSA Chapters 3 and 11, I do solemnly swear/affirm that I will be true and faithful to the State of Vermont, and that I will not, directly or indirectly, do any act or thing injurious to the Constitution or Government thereof, so help me God (oath)/under the pains and penalties of perjury (affirmation).

I do solemnly swear/affirm that I will faithfully execute the office of Local Health Officer for the municipality named below and therein do equal right and justice to all persons, to the best of my judgment and ability, according to law, so help me God (oath)/under the pains of penalties of perjury (affirmation).

(Signature)

(Name Printed)

Local Health Officer for the Municipality of

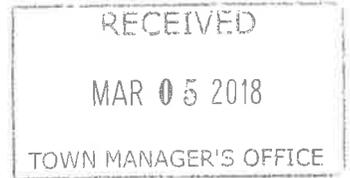
State of Vermont

County of _____, SS.

Subscribed & sworn/affirmed before me this ____ day of _____ in the year ____.

Notary Public

6



To The Norwich Select board;

March 6, 2018;

I, William M. Aldrich, would be happy to continue on the Historic Preservation Committee for another term! I feel after living in Norwich 80 years I know the town and its wishes well enough to help keep Norwich within the wishes of the majority!

Thank you for allowing me to serve!

William M. Aldrich

William M. Aldrich

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: William M. Aldrich

Address: 34 Carpenter Street, Norwich, VT.

Day phone: 802-649-1071

Evening phone: Same!

E-mail: williamaldrich@comcast.net

Position Applied For: Historic Preservation Comm.

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

Terms:

Years: 4 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.

I've been on the committee for about 4 years?

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:

Zoning Board for about 7 years, I'm a native of Norwich since 1937

5. Education and Current Employment

Name of Company: Retired

Location:

Title:

Describe your work:

6. Pertinent Education and/or Experience:

2 years of college

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) No). If yes, please explain:

Comments:

I have been on the board for about 4 years, I'm familiar with the town of Norwich, I've seen

Signature

William M. Aldrich

Date

4-6-2018

13/10, 0.211 M

6

Nancy P. Osgood
PO Box 331
191 Pattrell Road
Norwich, VT 05055

March 8, 2018

Selectboard
Town of Norwich
Tracy Hall
Norwich, VT 05055

Dear Members of the Selectboard,

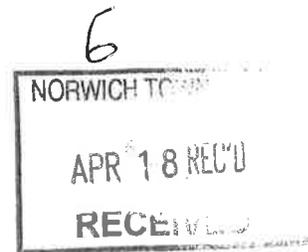
I am writing to ask that I be reappointed to the Norwich Historic Preservation Commission for another term, a request that has the blessing of the commission's vice-chair, Peter Brink. I have served on this commission for two terms, and wish to extend this believing that I am contributing to the commission's work.

Ever since moving here in 1995 I have been delving into Norwich history, delighting in the historic structures and landscapes. For the last several years I have been helping the commission match the Certified Local Government grants by doing research at both the Town Clerk's Office (Land Records) and the Norwich Historical Society at the behest of the historic preservationists and archaeologists who have been retained to help us document and preserve the landscape.

I look forward to meeting with you on March 28th.

Sincerely,





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: ERNIE CICCOTELLI

Address: 49 TIGERTOWN ROAD, P.O. BOX 562, NORWICH, VT 05055

Day phone: 802 356-2035 Evening phone: 802 526-4818

E-mail: Ernie.Ciccotelli@gmail.com

Position Applied For: PLANNING COMMISSION

1. If you are re-applying for the same board/commission, how many terms/years have you already served? Terms: 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: NONE

3. Please list any experiences, skills and/or qualifications which you feel would especially suit you for this appointment.
 - Development Review Board, 2003 to Present. Long term experience applying law and local regulations to the particular needs of the Town of Norwich regarding land use, planning, and development. Basically, working hand-in-glove with the Norwich Planning Commission.
 - Attorney, 2003 to Present. Practice primarily consists of real property law, business and corporate law and consumer law, which require deep understanding of complex legal principles and the ability solve difficult problems and to draft documents clearly, accurately, and succinctly reflect resolution of those problems. Such experience is directly applicable to the needs of the Norwich Conservation Commission.
 - Engineering and Design. Numerous projects involved complex physical and logical problems that required imaginative, innovative, novel solutions. The ability to generate imaginative, innovative and novel solutions to the Town's problems is an important part of the service I can provide to Norwich.

Please note that this application is considered a public document 1 Please note that this application is considered a public document 2

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:
- Development Review Board, 2003 to present. Current member.
 - Justice of the Peace/Boards of Civil Authority and Abatement, 1994 to present. Current member.
 - Board of Listers, 2010 to 2015.
 - Marion Cross Facilities Commission, 1992 and 1994.
 - Norwich Conservation Commission.

5. Education and Current Employment

Name of Company: THE LAW OFFICES OF ERNEST J. CICCOTELLI

Location: NORWICH, VT

Title: ATTORNEY

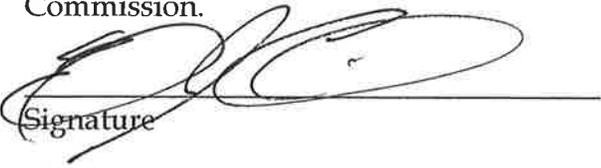
Describe your work: General Practice – primarily corporate, business, consumer, and real property law. Involving both litigation and transactional practice, the work is divided between providing foreclosure relief for those subjected to predatory loans from the systemically important financial institutions (Wall Street Banks), and providing counsel to businesses, particularly those involving high technology.

6. Pertinent Education and/or Experience:

- Vermont Law School, JD, 1998. Education included Environmental Studies, and a practicum on Sustainable Development, related to the development and modernization of Fiji.
- New England College, BFA, 1979.
- Southeastern Massachusetts University. Mechanical Engineering.

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: The combination of experience on the Town Boards and Commissions on which I have had the privilege to serve, as well as the 30 years that I have lived in Norwich, has provided me with the insight and sensitivity necessary to serve on the Planning Commission at the present point in time. With that experience coupled with my career experiences which can be utilized to provide the Town with the flexible and imaginative thinking necessary to address the Town's current concerns, and the practical skills obtained over the years, so as to be able to draft the documentation necessary to put solutions developed by the Commission into practice, I am ready to serve on the Norwich Planning Commission.


Signature

4-18-2018
Date

Please note that this application is considered a public document 1 Please note that this application is considered a public document 2

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: Jeffrey Lubell

Address: 23 Spring Pond Road, Norwich, VT 05055

Day phone: 301-634-1752

Evening phone: 802-649-7230

E-mail: jefflubell@yahoo.com

Position Applied For: Planning Commission

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

Terms: One term

Years: 2014-2018

- 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:

I work full-time, and occasionally travel for work, but will do my best to participate in committee meetings.

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

I was the director of the DC-based Center for Housing Policy for 7 years.

I was a senior career policy official at HUD from 2000-2003.

I am currently director of housing and community initiatives for Abt Associates

- 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:

I serve on the Norwich Planning Commission. I do not currently serve on and the Affordable Housing S. & Committee.
any other municipal or school boards.

5. Education and Current Employment

Name of Company: Abt Associates

Location: I work from home

Title: Dir. of Housing & Commtty Initiatives

Describe your work:

I work for a national consulting firm on a range of housing policy and research projects.

I oversee a project focused on local housing policy.

6. Pertinent Education and/or Experience:

J.D., Harvard Law School; A.B., Harvard College

Director of the Policy Develop. Div. of HUD's Office of Policy Dev & Research

Executive Director, Center for Housing Policy

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

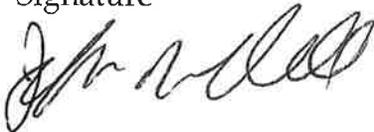
No). If yes, please explain:

No conflict.

Comments:

I have appreciated serving the town as a member of the planning commission and would welcome the opportunity to continue doing so. I gained important experience during my first term that I would put to use to be more effective in my second term.

Signature



Date

4-12-18

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: Jeff Goodrich

Address: 259 Beaver Meadow Road, Norwich, Vermont 05055

Day phone: (603) 448-2200

Evening phone: (802) 649-2624

E-mail: jeff.goodrich@pathwaysconsult.com

Position Applied For: TRORC Commissioner

- 1. If you are re-applying for the same board/commission, how many terms/years have you already served?
Terms: Cannot recall, but believe since 2010. Years: 8+/-

- 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:
Conflicts with other meetings (e.g., Norwich SB) and youth coaching responsibilities.

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

My years of service as a Commissioner and great relationship with TRORC staff serve me well in this position. My experience as a professional planner/consultant, long term membership on the Norwich Planning Commission, and service on other volunteer boards all serve me well in this position.

- 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:

I have served in a number of community, volunteer, and other capacities over more than three decades. Current examples include Vital Communities Corporate Council membership, Hanover Improvement Society membership, Corporate Member for the Montshire Museum, coaching for Hanover High School and the Norwich Planning Commission. Previous examples include the Norwich Conservation Commission, the Upper Valley Housing Coalition, Green Mountain Economic Development Corporation, the Norwich Corridor Enhancement Committee, and the Hanover Chamber of Commerce Leadership Awards Committee.

5. Education and Current Employment

Name of Company: Pathways Consulting, LLC
Title: President

Location: Hartford, Vermont and
Lebanon, New Hampshire

Describe your work:

My role consists of assisting more than 300 clients annually with a wide variety of projects (e.g., individual home owners, municipalities, state and federal agencies, institutions, businesses, private clients, etc.).

6. Pertinent Education and/or Experience:

I am a licensed Professional Engineer with more than three decades of experience serving thousands of regional clients.

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:

Through ongoing interaction and collaboration with Peter Gregory, Executive Director, we have established that my greatest utility as a TRORC Commissioner is committee and staff participation, which I have embraced with Peter's input and guidance. I intend to continue this collaboration in service of Norwich, our region, and our State if reappointed by the Selectboard.

Signature 

Date April 19, 2018

04/20/18
10:12 am

Town of Norwich Accounts Payable
Check Warrant Report # 18-23 Current Prior Next FY Invoices For Fund (General)
All Invoices For Check Acct 03(General) 04/25/18 To 04/25/18

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
ANYTIME	ANYTIME CARPET CARE & CLE	04/04/18	PD & FD-CLNING 342998	01-5-475302.00 REPAIRS & MAINT	180.00	6119	04/25/18
ANYTIME	ANYTIME CARPET CARE & CLE	04/04/18	PD & FD-CLNING 342998	01-5-550330.00 REPAIR & MAINTENANCE EXPN	180.00	6119	04/25/18
ATLANTIC	ATLANTIC RECYCLING EQUIPM	04/05/18	TS-REPL 15 HP MOTOR 005267	01-5-705411.00 REPAIRS & MAINTENANCE	2595.00	6120	04/25/18
BAYSTATE	BAY STATE ELEVATOR CO.	04/01/18	TH-ELEVATOR MAINTENANCE 470850	01-5-706107.00 ELEVATOR MAINTENANCE	252.96	-----	--/--/--
BCBS	BLUE CROSS/BLUE SHIELD OF	04/01/18	HEALTH INSURANCE MAY18 MAY 2018	01-5-005123.00 HEALTH INSUR	4225.80	6121	04/25/18
BCBS	BLUE CROSS/BLUE SHIELD OF	04/01/18	HEALTH INSURANCE MAY18 MAY 2018	01-5-100123.00 HEALTH INS	2386.92	6121	04/25/18
BCBS	BLUE CROSS/BLUE SHIELD OF	04/01/18	HEALTH INSURANCE MAY18 MAY 2018	01-5-425123.00 HEALTH INS	607.36	6121	04/25/18
BCBS	BLUE CROSS/BLUE SHIELD OF	04/01/18	HEALTH INSURANCE MAY18 MAY 2018	01-5-704123.00 HEALTH INSURANCE	1583.57	6121	04/25/18
BCBS	BLUE CROSS/BLUE SHIELD OF	04/01/18	HEALTH INSURANCE MAY18 MAY 2018	01-5-500123.00 HEALTH INS	4462.24	6121	04/25/18
BCBS	BLUE CROSS/BLUE SHIELD OF	04/01/18	HEALTH INSURANCE MAY18 MAY 2018	01-5-703123.00 HEALTH INSUR	9069.04	6121	04/25/18
BEARDSLEY	BEARDSLEY INC	04/10/18	DPW-REPMENT BREAKAWAYS 84424	01-5-703405.00 PETROLEUM PRODUCTS	109.54	6122	04/25/18
BENS	BEN'S UNIFORMS	04/02/18	PD--UNIFORM PANTS, SHIRTS 76441	01-5-500582.00 UNIFORMS	358.00	-----	--/--/--
BENS	BEN'S UNIFORMS	04/10/18	PD-UNIFORM PANTS, SHIRTS 76616	01-5-500582.00 UNIFORMS	276.00	-----	--/--/--
BUSINESS	BUSINESS CARD	04/05/18	PD-UNIFI WIRELESS 3-PK 321666923	01-5-500535.00 VIBRS	178.00	6123	04/25/18
BUSINESS	BUSINESS CARD	04/12/18	FD--EMS CONFERENCE X2 4/29/18	01-5-555340.00 EMS EDUC/TRNG	160.00	6123	04/25/18
BUSINESS	BUSINESS CARD	03/22/18	PD-DEATH INVESTIGATION 747384882	01-5-500538.00 TRAINING	162.00	6123	04/25/18
CASELLA	CASELLA WASTE SERVICES	04/02/18	TS-MAR-RECYCLING 0398970	01-5-705305.00 RECYCLING	3275.72	-----	--/--/--
CASELLA	CASELLA WASTE SERVICES	04/02/18	TS-MAR-RECYCLING 0398970	01-5-705308.00 FOOD WASTE DISPOSAL	225.16	-----	--/--/--
CASELLA	CASELLA WASTE SERVICES	04/02/18	TS-MAR MSW 0398971	01-5-705303.00 MUNICIPAL SOLID WASTE	3880.10	-----	--/--/--
CASELLA	CASELLA WASTE SERVICES	04/02/18	TS-MAR MSW 0398971	01-5-705306.00 C & D WASTE DISPOSAL	774.98	-----	--/--/--
CHILDSUPP	OFFICE OF CHILD SUPPORT	03/31/18	CHILD SUPP PPE 04/07/18 PPE-4/21/18	01-2-001115.00 CHILD SUPPORT PAYABLE	244.92	6124	04/25/18
COMCAST	COMCAST	04/06/18	GEN ADMIN-FEB FIXED IP MARCH 18	01-5-275632.00 SERVER MAINTENANCE	39.90	6125	04/25/18
COTT	COTT SYSTEMS INC	04/16/18	TC-MAY 18 HOSTING 121653	01-5-100613.00 SOFTWARE	241.00	-----	--/--/--
D&W	DAN & WHIT'S GENERAL STOR	03/06/18	REC-COUNCIL MEETING 5382792	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	15.40	6126	04/25/18
D&W	DAN & WHIT'S GENERAL STOR	03/22/18	PD-SUPPLIES 5394343	01-5-500202.00 COMMUNITY RELATNS	18.29	6126	04/25/18

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
D&W	DAN & WHIT'S GENERAL STOR	03/22/18	FD-SUPPLIES 5394756	01-5-555422.00 FIRE TOOLS & EQUIPMENT	11.98	6126	04/25/18
D&W	DAN & WHIT'S GENERAL STOR	03/29/18	FD-SUPPLIES 5399941	01-5-555422.00 FIRE TOOLS & EQUIPMENT	7.58	6126	04/25/18
DATAMANN	DATAMANN, INC	04/12/18	GA-REMOTE SETUP 36657	01-5-275632.00 SERVER MAINTENANCE	120.00	6127	04/25/18
DAVES	DAVE'S STARTER & ALTERNAT	04/03/18	DPW--ELECT. REG. FOR WASH 10067640	01-5-703403.00 PARTS & SUPPLIES	20.00	6128	04/25/18
DEADRIVER	DEAD RIVER COMPANY	04/19/18	TH-224.1 GAL #2 FUEL 837	01-5-706103.00 HEATING	1959.05	6129	04/25/18
DIMMICK	DIMMICK SERVICES	04/04/18	TS-MAR. PORT A POTTY 3816802	01-5-705500.00 PURCHASED SERVICES	92.70	6130	04/25/18
EVANSMOTO	EVANS GROUP, INC.	04/02/18	DPW- 947.0 GAL DIESEL 633928	01-5-703405.00 PETROLEUM PRODUCTS	2243.06	-----	--/--/--
EVANSMOTO	EVANS GROUP, INC.	04/13/18	DPW- 486.0 GAL DIESEL 634693	01-1-004102.00 PREPAID EXPENSES	1421.91	-----	--/--/--
EYEMED	COMBINED INSURANCE CO OF	03/21/18	VISION INSURANCE APRIL 163453967	01-2-001126.00 VISION SERV PLAN-PAYROLL	196.91	6131	04/25/18
FERGUSON	FERGUSON WATERWORKS	03/27/18	FEMA-PROLIN/HDPE PIPE 0791627	01-5-703703.00 FEMA GRANT	1120.80	-----	--/--/--
FERGUSON	FERGUSON WATERWORKS	03/26/18	FEMA-PIPES 0809083	01-5-703703.00 FEMA GRANT	613.20	-----	--/--/--
FERGUSON	FERGUSON WATERWORKS	03/28/18	FEMA-PROLIN/HDPE PIPE 0809482	01-5-703703.00 FEMA GRANT	560.40	-----	--/--/--
FERGUSON	FERGUSON WATERWORKS	03/28/18	FEMA-PROLIN/HDPE PIPE 0809558	01-5-703703.00 FEMA GRANT	613.20	-----	--/--/--
GALLS	GALLS, AN ARAMARK COMPANY	03/21/18	PD-CAP/BADGE 009567518	01-5-500582.00 UNIFORMS	107.28	-----	--/--/--
GALLS	GALLS, AN ARAMARK COMPANY	04/04/18	PD-BRASS COLLAR PL 009659842	01-5-500582.00 UNIFORMS	73.57	-----	--/--/--
GALLS	GALLS, AN ARAMARK COMPANY	04/05/18	PD-HOLSTER/BELT 009663073	01-5-500582.00 UNIFORMS	251.43	-----	--/--/--
GATEWAY	GATEWAY MOTORS INC	04/04/18	DPW-PART FOR HOLDER 38705	01-5-703403.00 PARTS & SUPPLIES	6.50	6132	04/25/18
GATEWAY	GATEWAY MOTORS INC	04/04/18	DPW-PART FOR HOLDER 38707	01-5-703403.00 PARTS & SUPPLIES	26.00	6132	04/25/18
GIRLSONTH	GIRLS ON THE RUN, VERMONT	04/18/18	REC-20 GOTR PARTICIPANTS 04/18/18	01-5-425200.00 INSTRUCTOR FEE	2000.00	6133	04/25/18
GMPC	GREEN MOUNTAIN POWER CORP	03/30/18	DPW-MAR ELECTRIC 04695MAR18	01-5-703501.00 ELECTRICITY	66.04	6134	04/25/18
GMPC	GREEN MOUNTAIN POWER CORP	03/30/18	TH-ELECTRIC MAR 34966MAR18	01-5-706101.00 ELECTRICITY	224.94	6134	04/25/18
GMPC	GREEN MOUNTAIN POWER CORP	03/30/18	TH-EVCHARGING STATION 921503MAR18	01-5-706115.00 BANDSTAND & SIGN ELECTRIC	34.06	6134	04/25/18
GRAPHIC	THE GRAPHIC EDGE, INC	03/23/18	REC- T-SHIRTS 1203135	01-5-425206.00 COACHING MATERIALS	186.78	6135	04/25/18
GRAPHIC	THE GRAPHIC EDGE, INC	03/27/18	REC-T-SHIRTS 1203136	01-5-425208.00 TEE SHIRT/HAT	131.88	6135	04/25/18
GRAPHIC	THE GRAPHIC EDGE, INC	03/27/18	REC-CAPS 1203140	01-5-425208.00 TEE SHIRT/HAT	95.76	6135	04/25/18

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
GRAPHIC	THE GRAPHIC EDGE, INC	03/30/18	REC-CAPS 1203141	01-5-425208.00 TEE SHIRT/HAT	239.70	6135	04/25/18
GUVSWMD	GRTR UPPR VLLY SOLID WAST	04/02/18	HCCR PUNCH CARDS N-PC 18-35	01-2-001125.00 DUE TO GUVSWMD-COUPONS	1505.00	6136	04/25/18
HANOVERTO	TOWN OF HANOVER	03/07/18	ALARM MONITOR 7/1/17-6/18 5279	01-5-703509.00 ALARM MONITORING	92.00	-----	--/--/--
HANOVERTO	TOWN OF HANOVER	03/07/18	ALARM MONITOR 7/1/17-6/18 5279	01-5-550236.00 ALARM MONITORING	92.00	-----	--/--/--
HANOVERTO	TOWN OF HANOVER	03/07/18	ALARM MONITOR 7/1/17-6/18 5279	01-5-475303.00 ALARM MONITORING	92.00	-----	--/--/--
HANOVERTO	TOWN OF HANOVER	03/07/18	ALARM MONITOR 7/1/17-6/18 5279	01-5-706105.00 ALARM MONITORING	92.00	-----	--/--/--
HARTFORD	TOWN OF HARTFORD	03/26/18	PD--BROADBAND FEB 18 9095	01-5-500535.00 VIBRS	121.57	-----	--/--/--
HARTFORD	TOWN OF HARTFORD	04/05/18	PD-MOTION MOBILITY 9117	01-5-500535.00 VIBRS	238.50	-----	--/--/--
HAUN	HAUN WELDING SUPPLY, INC.	04/01/18	DPW-OXYGEN T198068	01-5-703401.00 OUTSIDE REPAIRS	15.58	-----	--/--/--
IRVINGOIL	IRVING ENERGY DISTRIB. &	03/27/18	DPW-SERVICE GARAGE 26734	01-5-703511.00 REPAIRS & MAINTENANCE	115.00	-----	--/--/--
IRVINGOIL	IRVING ENERGY DISTRIB. &	04/05/18	DPW-125.1 GAL PROPANE 347605	01-5-703503.00 PROPANE	151.37	-----	--/--/--
IRVINGOIL	IRVING ENERGY DISTRIB. &	03/30/18	DPW-96.9 GAL PROPANE 743002	01-5-703503.00 PROPANE	116.89	-----	--/--/--
KEYCOMM	KEY COMMUNICATIONS INC	04/04/18	PD-CONNECTED FAX 51753	01-5-475238.00 ADMIN TELEPHONE	100.00	-----	--/--/--
L&M	L&M SERVICE CONTRACTORS,	03/12/18	DPW-STORAGE RENTAL 109079	01-5-703515.00 ADMINISTRATION	4500.00	6138	04/25/18
MCNEIL	MCNEIL, LEDDY & SHEAHAN,	03/31/18	TADMIN-LEGAL 30334	01-5-005300.00 PROFESS SERV	2928.14	6139	04/25/18
MISC1	MAINE MUNICIPAL ASSOCIATI	04/17/18	ADMIN-ADVER/PLAN 17-APRIL-201	01-5-005540.00 ADVERTISING	75.00	6140	04/25/18
MISC2	KELLEY-MACKENZIE AUTO PAR	04/19/18	DPW-PUBLIC WORKS 377-984835	01-5-703513.00 TOOLS	44.99	6141	04/25/18
MISC3	DAVID MCLELLAN	03/12/18	TADMIN- EYEGLASSES 03122018	01-5-005300.00 PROFESS SERV	130.00	6142	04/25/18
MISC4	NEW HAMPSHIRE MUNICIPAL A	04/17/12	TADMIN-PLA/ZON DIR. AD 17071	01-5-005540.00 ADVERTISING	150.00	6143	04/25/18
MORTON	MORTON SALT	03/28/18	DPW-197.17T. SALT 5401558029	01-5-703201.00 SALT & CHEMICALS	13403.62	6144	04/25/18
MOTOROLA	MOTOROLA SOLUTIONS, INC.	04/02/18	FD-RADIOS HOMELAND GRANT 13210014	01-5-555852.00 FY17 HOMELAND SECURITY	15493.00	6145	04/25/18
NORFIREDI	NORWICH FIRE DISTRICT	04/05/18	TH-6300 GALLONS H2O 1ST QTR 2018	01-5-706100.00 WATER USAGE	154.10	6146	04/25/18
NORFIREDI	NORWICH FIRE DISTRICT	04/05/18	REC-WATER BILL 1STQTR REC18	01-5-425332.00 WATER USAGE	76.60	6146	04/25/18
NOTT'SEXC	NOTT'S EXCAVATING, INC.	04/11/18	DPW-HAULING MATL 3816	01-5-703315.00 OTHER PROJECTS	1487.50	6147	04/25/18
PAC-VAN	PAC-VAN, INC.	03/26/18	DPW-40' STORAGE CONTAINER 7820348	01-5-703515.00 ADMINISTRATION	135.00	6148	04/25/18

All Invoices For Check Acct 03(General) 04/25/18 To 04/25/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
PAC-VAN	03/27/18	PAC-VAN, INC. DPW-40' STORAGE CONTAINER 7831157	01-5-703511.00 REPAIRS & MAINTENANCE	135.00	6148	04/25/18
PATHWAYS	02/28/18	PATHWAYS CONSULTING, LLC FEMA--ENGINEERING SERVICE 20602	01-5-703703.00 FEMA GRANT	11947.83	6149	04/25/18
PATHWAYS	03/31/18	PATHWAYS CONSULTING, LLC FEMA-ENGINEER MARCH 20663	01-5-703703.00 FEMA GRANT	5547.37	6149	04/25/18
PIKE	03/09/18	PIKE INDUSTRIES INC FIRE 2-4" EROSION STONE 966185	01-5-550330.00 REPAIR & MAINTENANCE EXPN	48.30	-----	--/--/--
PIKE	03/30/18	PIKE INDUSTRIES INC DPW--421.54T-1 1/2" STONE 966953	01-5-703207.00 GRAVEL & STONE	3056.24	-----	--/--/--
PIKE	03/30/18	PIKE INDUSTRIES INC DPW-FEMA 19.85T-3" STONE 967062	01-5-703703.00 FEMA GRANT	178.65	-----	--/--/--
PIKE	03/30/18	PIKE INDUSTRIES INC DPW-28.76T-3/4" STONE 967123	01-5-703207.00 GRAVEL & STONE	217.13	-----	--/--/--
PIKE	04/06/18	PIKE INDUSTRIES INC DPW-1 1/2" & 3-6" GRAVEL 967372	01-5-703207.00 GRAVEL & STONE	527.44	-----	--/--/--
PIKE	04/06/18	PIKE INDUSTRIES INC DPW-82.3 TON 3-6" GRAVEL 967383	01-5-703207.00 GRAVEL & STONE	654.28	-----	--/--/--
PIKE	04/06/18	PIKE INDUSTRIES INC DPW-30.92 TON 3-6" GRAVEL 967390	01-5-703207.00 GRAVEL & STONE	245.81	-----	--/--/--
PLACE	04/02/18	PLACE SENSE PL--FLOOD PLAN/OVERLAY 670	01-5-350230.00 TOWN PLAN	680.00	6150	04/25/18
POSTMASTE	04/18/18	POSTMASTER NORWICH REC--BOX 1137 RENTAL 04/18/18	01-5-425128.00 POSTAGE	90.00	6151	04/25/18
RADIO	03/30/18	THE RADIO NORTH GROUP INC FD-DESKTOP MIC 24139534	01-5-555852.00 FY17 HOMELAND SECURITY	218.58	6152	04/25/18
RICHARDSO	04/06/18	TAD RICHARDSON GEN ADMIN-SERVER MAINT. 0001561	01-5-275632.00 SERVER MAINTENANCE	1189.75	-----	--/--/--
ROGERSFAB	03/31/18	ROGER'S FABRICARE, LLC PD-UNIFORM CLEANING MAR 2018	01-5-500583.00 UNIFORMS CLEANING	72.00	-----	--/--/--
SIPLAY	04/01/18	SI PLAY LLC REC-REGISTRATION FEES MAR 2018	01-5-425218.00 REGISTRATION FEES	321.00	-----	--/--/--
STATELINE	04/05/18	STATELINE SPORTS, LLC REC-BASEBALL SUPPLIES 4326	01-5-425244.00 UNIFORMS	588.00	6153	04/25/18
STATELINE	04/05/18	STATELINE SPORTS, LLC REC-BASEBALL SUPPLIES 4326	01-5-425211.00 EQUIPMENT	796.00	6153	04/25/18
TDS LEASE	04/06/18	TDS LEASING INC DPW-WATER COOLER RENT 01065825	01-5-500501.00 ADMINISTRATION	90.00	-----	--/--/--
TENCO	04/10/18	TENCO INDUSTRIES, INC DPW- 90 DEGREE ELBOW 6141092	01-5-703403.00 PARTS & SUPPLIES	97.30	-----	--/--/--
TSSAND	03/31/18	TWIN STATE SAND & GRAVEL DPW-132.04-SCREENED GRAVL 83942	01-5-703207.00 GRAVEL & STONE	1039.91	6154	04/25/18
TSSAND	03/31/18	TWIN STATE SAND & GRAVEL FEMA-3" DENSE GRADE 83943	01-5-703703.00 FEMA GRANT	1380.06	6154	04/25/18
USBANK	03/15/18	US BANK TOWER BOND INTEREST 05/01/2018	01-5-575100.00 DEBT SERVICE TOWER PRINCI	20698.70	6155	04/25/18
USBANK	03/15/18	US BANK TOWER BOND INTEREST 05/01/2018	01-5-575105.00 DEBT SERVICE TOWER INTERE	2503.89	6155	04/25/18
VALLEYNEW	03/31/18	VALLEY NEWS DPW-ROAD POSTING 01273961	01-5-703515.00 ADMINISTRATION	22.02	6156	04/25/18

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
VALLEYNEW VALLEY NEWS	04/13/18	DPW-NOTICE 01274000	01-5-703515.00 ADMINISTRATION	75.48	6156	04/25/18
VALLEYNEW VALLEY NEWS	03/31/18	DPW-NOTICE 01274001	01-5-703515.00 ADMINISTRATION	69.19	6156	04/25/18
VALLEYNEW VALLEY NEWS	03/31/18	DPW-NOTICE 01274002	01-5-703515.00 ADMINISTRATION	69.19	6156	04/25/18
VALLEYNEW VALLEY NEWS	03/31/18	PLAN-DEVEL. REVIEW 01274493	01-5-350540.00 ADVERTISING	56.61	6156	04/25/18
VALLEYNEW VALLEY NEWS	03/31/18	DPW-NOTICE 01274671	01-5-703515.00 ADMINISTRATION	34.60	6156	04/25/18
VERIZWIRE VERIZON WIRELESS	04/04/18	TM, PD, FIRE, DPW-CELL PHONE 9804761398	01-5-005532.00 T MNGR CELL PHONE	56.34	-----	--/--/--
VERIZWIRE VERIZON WIRELESS	04/04/18	TM, PD, FIRE, DPW-CELL PHONE 9804761398	01-5-475238.00 ADMIN TELEPHONE	56.32	-----	--/--/--
VERIZWIRE VERIZON WIRELESS	04/04/18	TM, PD, FIRE, DPW-CELL PHONE 9804761398	01-5-550235.00 TELEPHONE & INTERNET	22.80	-----	--/--/--
VERIZWIRE VERIZON WIRELESS	04/04/18	TM, PD, FIRE, DPW-CELL PHONE 9804761398	01-5-703505.00 TELEPHONE	149.08	-----	--/--/--
VRPA VRPA	04/19/18	REC-ANNUAL MEETING 00373	01-5-425160.00 DUES/MTGS/EDUC	40.00	6157	04/25/18
VTCTMA VERMONT TOWN AND CITY MGM	04/18/18	TADMIN--SPRING CONFERENCE 05/01/18	01-5-005615.00 DUES/MTS/EDUC	150.00	6158	04/25/18
VTFFIREACA DEPT. OF PUBLIC SAFETY-#7	03/31/18	PD-TELECOMMUNICATIONS 75536	01-5-500535.00 VIBRS	237.20	6159	04/25/18
VTTREASUR VERMONT STATE TREASURER	04/06/18	TC-JAN-MAR MARRIAGE 1ST QTR 18	01-2-001124.00 DUE TO VT-VITAL RECORDS	50.00	6160	04/25/18
VTTREASUR VERMONT STATE TREASURER	04/06/18	TC- MARRIAGE LICENSES 3RD QTR 2017	01-2-001124.00 DUE TO VT-VITAL RECORDS	700.00	6160	04/25/18
Report Total				143348.56		

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 \$ ***143,348.56
Let this be your order for the payments of these amounts.

FINANCE DIRECTOR Roberta Robinson
Roberta Robinson

TOWN MANAGER: _____
Herb Durfee, Town Manager

SELECTBOARD:

John Langhus

Linda Cook

Claudette Brochu

John Pepper, Chair

Mary Layton

04/20/18
10:12 am

Town of Norwich Accounts Payable

Check Warrant Report # 18-23 Current Prior Next FY Invoices For Fund (RECREATION SCHOLARSHIPS)
All Invoices For Check Acct 03(General) 04/25/18 To 04/25/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
HANOVERRE TOWN OF HANOVER	03/30/18	REC-TRACK SCHOLARSHIP 581677	40-5-425248.00 SCHOLARSHIPS	65.00	6137	04/25/18
Report Total				65.00		

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 \$ *****65.00
Let this be your order for the payments of these amounts.

FINANCE DIRECTOR 
Roberta Robinson

TOWN MANAGER: _____
Herb Durfee, Town Manager

SELECTBOARD:

John Langhus Linda Cook Claudette Brochu John Pepper, Chair Mary Layton



Pam Mullen

From: Pam Mullen
Sent: Friday, April 13, 2018 1:07 PM
To: Miranda Bergmeier; Herb Durfee
Cc: Phil Dechert; Linda Gray; Jeff Goodrich
Subject: Preferred Siting Designation under Rule 5.100 Letter of Support
Attachments: NFD Solar Preferred Site Letter_4-6-18REV.doc; NFD Solar Preferred Site Letter_Clean_4-12-18.doc

To: Selectboard and Energy Committee

From: Planning Commission

Re: Preferred Siting Designation under Rule 5.100 Letter of Support

Attached please find a revised letter (changes redlined) of support regarding a Preferred Siting Designation under Rule 5.100 to the Public Service Board of Vermont supporting an Application for a Certificate of Public Good filed by Norwich Technologies, Inc. for a solar project at 635 Route 5 North. Also attached is a clean version of this letter with the changes incorporated. The Planning Commission approved the letter with the changes redlined in the letter at their Regular Meeting on April 12, 2018.

[LETTERHEAD]

BY MAIL

[DATE]

Public Service Board of Vermont
112 State Street
Montpelier, VT 05620-2701
Ms. Judith Whitney, Clerk

Re: Preferred Siting Designation under Rule 5.100

Dear Ms. Whitney,

We refer to the application for a Certificate of Public Good (the "Application") filed by Norwich Technologies, Inc., in respect of the 500 kW-AC solar electricity generation project (the "Project") proposed to be sited at 635 Route 5 North in Norwich, Vermont (the "Location"). The Location falls within our jurisdiction and we have reviewed the proposed project ~~in detail siting, including visual renderings, project layouts and designs.~~ Having made our review, we wish to support the Project and declare our desire to have the Location designated as a "Preferred Site" under Section 5.103 of your Rule 5.100. A description of the Location with a rendering of the Project is enclosed herewith.

We note that we take no position on the Project's compliance with any requirement of Rule 5.100 or of other applicable provisions of Vermont law. This letter is solely for the purpose of providing support for the Project under Section 5.103.

Sincerely,

Town of Norwich Planning
Commission

Town of Norwich Selectboard

Two Rivers-Ottaquechee
Regional Commission

By:

Jeffrey Goodrich
Chair

John Pepper
Chair

Peter Gregory
Executive Director

Enclosure: Project Site Layout and Plan

[LETTERHEAD]

BY MAIL

[DATE]

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Sincerely,

Town of Norwich Planning
Commission

Town of Norwich Selectboard

Two Rivers Ottauquechee
Regional Commission

By:

Jeffrey Goodrich
Chair

John Pepper
Chair

Peter Gregory
Executive Director

Enclosure: Project Site Layout and Plan

10

Herb Durfee

From: claudette brochu <cbrochu30@gmail.com>
Sent: Saturday, April 14, 2018 8:01 PM
To: John Pepper; John Langhus; Mary Layton; Linda Cook; Herb Durfee; Miranda Bergmeier
Subject: Fwd: Question from Norwich Selectboard Vice Chair

DO NOT reply per OPL.

----- Forwarded message -----

From: Garrett Baxter <gbaxter@vlct.org>
Date: Fri, Apr 13, 2018 at 10:07 AM
Subject: RE: Question from Norwich Selectboard Vice Chair
To: "cbrochu30@gmail.com" <cbrochu30@gmail.com>

Good morning Claudette,

Unfortunately, we haven't collected any information from municipalities regarding their management of appointed public bodies. Your best bet for such qualitative data would be to reach out directly to other municipalities over Muninet. If you're not already familiar with it, Muninet is a free on-line discussion group for municipal officials. Every day, municipal officials gather on this listserv and provide one another with information and guidance. If you are not currently a subscriber, you can join at:

<http://list.uvm.edu/cgi-bin/wa?SUBED1=MUNINET&A=1>

Ultimately, non-statutory public bodies created by a selectboard are the responsibility of the selectboard (unless such responsibility has been delegated to someone else), and this includes making sure that they comply with the requirements of Vermont's Open Meeting and Public Records Laws. Assigning the duty of compliance monitoring with these laws (e.g. requiring minutes of meetings of public bodies to be sent to someone authorized to post them to the Town's website, coordinating the posting of meetings notices and agendas, etc.) to administrative/managerial staff should be a consideration. Regular reporting would in my mind be a necessary component of ensuring appointed public bodies are acting in furtherance of whatever charge the Selectboard had delegated to them to carry out, to serve as a check for any issues that may warrant the Selectboard's attention, and to validate that their continued existence is justified. Often times selectboards create public bodies to address/research/study some pertinent issue of the day only to forget to dissolve such public bodies when they've past their useful life. Due to changeover from one iteration of a selectboard to another, it may also be a good idea for a selectboard to conduct an inventory and review of the need of each existing non-statutory public body appointed by the selectboard every year at its organizational meeting following town meeting.

I hope you find this information useful.

Sincerely,

Garrett A. Baxter

Garrett A. Baxter, Esq.

Senior Staff Attorney, Municipal Assistance Center

Vermont League of Cities and Towns

1-800-649-7915

The information contained in this transmission may contain privileged and confidential information. It is intended only for the use of the person(s) to whom it is addressed above. If you are not the intended recipient, you are hereby notified that any review, dissemination, distribution or duplication of this communication is prohibited. If you are not the intended recipient, please contact the sender by reply email or telephone and destroy all copies of the original message. Thank you.

From: claudette brochu [<mailto:cbrochu30@gmail.com>]

Sent: Thursday, April 12, 2018 9:41 PM

To: Info <info@vlct.org>

Cc: claudette brochu <cbrochu30@gmail.com>

Subject: Question from Norwich Selectboard Vice Chair

What is the best method, or what are other towns doing, to receive up to date information on what appointed commissions and committees are doing? Having a SB member attend the committee mtgs may not be feasible based on meeting schedules, etc. I understand some towns have liaisons with the committees. How do they make this work?

Frankly, reading the minutes of the groups does not always help since we are missing the nuance and discussion related to specific items.

Do any towns ask that these committees/commissions submit written or verbal reports directly to the SB on a quarterly basis? While I was looking for information, I could find no statute or recommendation.

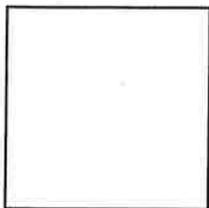
So, is it the job of the committee, etc. to keep the board informed of their work or

is it the job of the SB to stay informed via attendance or other means? We in Norwich have been caught unaware of various workgroups, subcommittees, etc set up by the appointed body. There are also questions of adherence to the OML which we want to avoid at all costs. We want to clean this up and are considering a policy addressing this issue by mandating the the appointed bodies provide at least quarterly, written reports to the board. Any thoughts?

Thank you,

Claudette Brochu

Norwich Selectboard Vice Chair



FYI: I have sent a query to VLCT about current guidelines, recommendations, etc related to this issue. I have not gotten a response in time for inclusion into the packet. So, this is really my proposal on how to go forward. The 3rd page is a different policy/guideline about formal liaisons to those boards not appointed by the board. I see a clear difference between the two. I have to fill in the statute info...working on that.

Policy/Guidelines (whatever the verbiage) Governing Reporting of Committees, Commissions, Task Force or Other Groups Appointed by the Selectboard to the Selectboard

Background: The Selectboard has the authority to establish various committees, commissions, task forces, etc. necessary for the functioning of the town (VSA____). The Selectboard appoints members to these groups in accordance with VSA____. Vermont's Open Meeting Law dictates that agendas, draft minutes of the meetings, as well as finalized minutes, are publically posted (VSA____).

However, there is no provision in the statutes for the reporting the work of these groups to the Selectboard. Selectboard member attendance at the groups' meetings may not be feasible; minutes may not reflect the tone of the meeting or the actual discussion of an agenda item. The lack of a formal reporting process may leave the Selectboard with little knowledge of the actual work of each group.

Purpose: The purpose of this policy is to improve communication/information sharing between appointed Commissions and Committees and the Selectboard. The secondary purpose is to assure that the work of the various groups is aligned with the overall goals of the Selectboard and the town; that the work of the group continues to be relevant; and to provide an additional means of sharing information with the public.

This policy **does not** apply to those groups who report directly to the Town Manager or to other elected officials (Town Clerk and Board of Listers).

Process: Beginning with the first Selectboard meeting in July 2018, each Commission or Committee will begin quarterly (at minimum) reports to the Selectboard. The Commission or Committee can determine if the report will be written or verbal. The Selectboard reserves the right to call for an oral presentation.

The report to the Selectboard will, at minimum, include: Current work of the group with proposed deadlines for completion; information on any and all subcommittees and/or work groups including the purpose and goals of the subcommittee or workgroup; future projects under consideration by the Committee or Commission. The report should not be a submission of meeting minutes.

The reports will be submitted to the Town Manager's Assistant and the Selectboard Chair by 3PM on the Thursday prior to the first Selectboard meeting after the end of the quarter, allowing for the material to be included in the Selectboard packet. The Chair of each Committee or Commission will indicate if the report will be a verbal presentation to the Selectboard. Reports can be made more frequently than quarterly.

Compliance: Compliance with this policy for the first six (6) months, or two (2) quarters, after adoption of the policy will be voluntary but strongly encouraged. Subsequent failure to report to the Selectboard without explanation to the Selectboard Chair may result in ??????

Adopted _____, 2018.

Appointment of Selectboard Liaison (or designee) to Norwich Schoolboard and Norwich Prudential Committee

In effort to establish/improve the communication between those groups outside of the purview of the Selectboard or Town Manager, the Selectboard, with the formal agreement of said board or committee, will appoint a formal liaison to the Norwich Schoolboard and the Norwich Prudential Committee.

The liaison will(meet with the Chair, attend meetings, ?????) and report to the Selectboard as necessary, but at least quarterly, on issues that are of general interest to the Selectboard/town or issues that may have fiscal implications to the town.

The liaison will be appointed by the Selectboard during the organizational meeting.

Herb Durfee

From: Jill Kearney
Sent: Thursday, April 19, 2018 11:18 AM
To: Herb Durfee
Cc: Roberta Robinson
Subject: RE: getting permission to spend the \$10K asap

Hi Herb,

We have already received and deposited the \$10,000 Byrne Foundation check about 2 weeks ago so the funds are sitting in our Recreation Facilities Improvement Fund. They are ear tagged for the batting cage to go in at Huntley Meadow by Girard Field, our baseball diamond there.

I'll defer to Roberta on answering your questions below. My understanding was that the Select Board has to give their okay to spend it. We could put in a sentence like...

It is agreed to allow the expenditure of \$10,000 which was just generously donated by the Dorothy Byrne Foundation to the Town's Recreation Department on April 6th, '18 for the purchase of a Batting Cage at Huntley Meadow. Up to \$10,000 can be spent for this purpose and related safety netting in the cage.

Please put this on the next Select Board Agenda for approval, as the coaches who secured the donation are anxious to get it installed to use this season.

Thank-you, Jill

From: Herb Durfee
Sent: Wednesday, April 18, 2018 5:02 PM
To: Jill Kearney <JKearney@norwich.vt.us>
Subject: RE: getting permission to spend the \$10K asap

Jill,

Is this something I could do under TM Report or does it have to be a standalone agenda item. Where are you recommending the funds come from? Thx

Herb
Herbert A. Durfee, III
Town Manager
Town of Norwich
PO Box 376
Norwich, VT 05055
802-649-1419 ext. 102
802-698-3000 (cell)
802-649-0123 (fax)

-----Original Message-----

From: Jill Kearney

Sent: Friday, April 06, 2018 12:30 PM

To: Robert Cramer; John Lobb; Herb Durfee; Manager Assistant; Miranda Bergmeier; Roberta Robinson

Cc: Philip McCaull; Julie Stevenson (julie.stevenson@dresden.us); Tony Daigle; John Mike Taylor; Tamar Schreibman; John Girard (cgirard16@comcast.net)

Subject: getting permission to spend the \$10K asap

Hi Herb, Miranda & Roberta,

These guys amazingly got a \$10,000 Byrne Foundation grant for a Baseball Batting cage incredibly quickly. I'm hoping we can return the favor by getting permission to spend it on said cage as soon as possible. Please put it on the SB agenda for approval to spend these funds, which if I'm recalling correctly is a necessary step.

John Lobb or Robb C. - Please send the quote along to illustrate what it will be spent on.

Thanks, Jill

-----Original Message-----

From: Robert Cramer [<mailto:rcramerjr@gmail.com>]

Sent: Thursday, April 05, 2018 7:12 PM

To: John Lobb <johnmlobb@gmail.com>

Cc: Philip McCaull <philip.mccaull@gmail.com>; Julie Stevenson (julie.stevenson@dresden.us)

<julie.stevenson@dresden.us>; Tony Daigle <anthonydaigle@hanovernorwichschools.org>; John Mike Taylor

<johnmiketaylor@gmail.com>; Jill Kearney <JKearney@norwich.vt.us>; Tamar Schreibman

<tamar.schreibman@gmail.com>; John Girard (cgirard16@comcast.net) <cgirard16@comcast.net>

Subject: Re: Good news!

Fantastic!

Thanks everyone for helping make this happen. Next step — let's get that cage in ASAP !!!

Robb

> On Apr 5, 2018, at 7:10 PM, John Lobb <johnmlobb@gmail.com> wrote:

>

> I just received a check today for \$10k made out to Norwich Rec for the batting cage!

>

> I will drop off with Jill tomorrow. It occurs to me that we should appoint a liaison to work with Jill. Who wants to help?

>

> Thanks everyone!

> <[IMG_20180405_190729.jpg](#)>

14

TOWN OF NORWICH
P.O. Box 376
Norwich, VT 05055

PURCHASE ORDER

DATE: March 25, 2018 PO #: 7141327

VENDOR: Sabil & Sons, Inc.
1401 Route 14
White River Jct, VT 05001

ITEMS OR SERVICES PURCHASED:
For the purchase of a 2008 Ford F550 to replace
the existing truck #12
* This is a bid item

CHARGE ACCOUNT: 703601

Finance Department Use Only

AMOUNT: \$ 24,995.00

TOTAL: \$ 24,995.00

Date: 3-25-18

Department Head: RAH
Town Manager: [Signature]

Herb Durfee

From: Andy Hodgdon
Sent: Tuesday, April 17, 2018 6:05 PM
To: Herb Durfee
Subject: Bid Results and Recommendations for Truck #12
Attachments: Bid Results and Recommendation-Truck #12-2018.docx

Herb,

Please see the attached memo about the proposed replacement of Truck #12 with a used Ford F550. I have run this memo by a Ford salesman and an equipment dealer and they concur with me. Please let me know if you think any more needs to be said about this. I would like it to be on the agenda for next Wednesday's selectboard meeting.

Thanks,

Andy



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: Herb Durfee, Town Manager
From: Andy Hodgdon, Public Works Director
Subject: Bid Results Used F550 Truck and Accessories
Date: March 30, 2018

A Request for Bids was posted in the Valley News starting on March 7, 2018 for a used F550 truck and accessories to replace Truck #12, a 2003 Ford F350. I have enclosed a copy of the ad as it appeared in the Legals section of the paper. The bids were due on Friday, March 30, 2018.

Several inquiries were made about the bid and we received the following bid:

Sabil & Sons, Inc.
1401 Route 14
White River Jct., VT 05001
802-295-2084
Bid: \$24,995 for a 2008 Ford F550

I recommend that we accept this bid. This vehicle has very low mileage, is clean and in excellent rust-free condition. This purchase is part of the 2018/2019 Public Works Equipment Replacement Plan.

Our existing Truck #12 is a 2003 F350 and was purchased in 2010. It has been used for the past eight years on a designated plow and sand route. This vehicle was purchased to eliminate the need for contracted services for this route. The employee who operates it is also responsible for maintaining the sidewalks, which was also previously contracted out. Doing this winter maintenance in-house has saved a great deal of cost over the past eight years.

I decided to go out to bid for a used F550, because we would end up with a truck with a GVWR(gross vehicle weight rating)* of 19,500 lbs. as opposed to 12,000 lbs. for the F350. The extra weight of the F550 makes it more productive when plowing snow. The cost of used F350's and used F550's is about the same.

Many towns were buying Ford F350 trucks and overloading them, so Ford came up with the F550. Ford is one of the last manufacturers to make this size truck now. The F350 has a hopper sander and snowplow and can only carry 1.5 yards of sand. The F550 has an in-bed sander so the operator can spread sand or salt as needed and can carry 3.5 yards of sand without

overloading. The new truck will also come with a snowplow. The in-bed sander and snowplow are part of the bid package with this truck.

After the purchase of the Ford F550, we will sell the existing Truck #12 by putting it out to bid, setting a minimum acceptable bid price.

I am submitting a purchase order in the amount of \$24,995 for the purchase of this vehicle.

The **gross vehicle weight rating (GVWR), or gross vehicle mass (GVM) is the maximum operating weight/mass of a vehicle as specified by the manufacturer including the vehicle's chassis, body, engine, engine fluids, fuel, accessories, driver, passengers and cargo but excluding that of any trailers.*

Client:	6490122	Town of Norwich, VT	Phone:	(802) 649-0122
Ad #	273330	Requested By: ANDY HODGDON	Fax:	
Sales Rep.:	67	Marsha Merriam	Phone:	
		mmerriam@vnews.com	Fax:	
Class.:	1000	Legals		
Start Date:	03/28/2018	End Date:	03/28/2018	Nb. of Inserts: 1
Publications:	Valley News			
Total Price:	\$34.60		Page 1 of 1	

NOTICE

The Town of Norwich, Vermont Department of Public Works is seeking written price quotes for a used F550 4x4 truck with dump body, sander, and snowplow. Please contact the Norwich Public Works Director at 802-649-2209 between 7:30 am and 4:00 pm, Monday through Friday, for bid form and specifications or email

Ahodgdon@norwich.vt.us

Please submit your quote to the Norwich Town Managers Office, 300 Main Street, no later than noon on Friday, March 30, 2018, in a sealed envelope, clearly marked "Truck #12 Bid". The Town of Norwich reserves the right to reject any or all bids if doing so is in the best interest of the Town.

TOWN OF NORWICH
BID FOR 2011 or NEWER F550 TRUCK AND ACCESSORIES

Make and Manufacturer of vehicle FORD 1FDAF57R38EC06282
MODEL BID F550 MODEL YEAR 2008

Bid price for 2011 or newer F550 truck and accessories, complete. \$ 24,995.00

We guarantee that delivery of this vehicle shall be made in accordance with the Specifications, being the basis of this bid, and delivery will be made within 90 calendar days from the issuing of a Purchase Order.

We understand that the Town of Norwich reserves the right to accept or reject any or all bids, to waive any irregularity in any or all bids, and to make a vendor selection which is in the best interest of the Town.

Signed Name Wayne Jashin
Company SABIL & SONS INC
Address 1401 RT14 WHITE RIVER Jct. VT 05001
Date 3/22/18
Telephone (802) 295-2084

Return to: Town of Norwich
Town Manager's Office
300 Main Street
PO Box 376
Norwich, VT 05055

Submissions envelope to be marked:
"Norwich Department of Public Works: Truck #12 Bid"

Deadline for submission: Friday, March 23, 2018 at 12:00 pm noon.

If there are any exceptions to the specifications stated herein, please list on an attached sheet; if none, please write the word "None" below.

NONE

TOWN OF NORWICH
BID FOR 2011 or NEWER F550 TRUCK AND ACCESSORIES

Make and Manufacturer of vehicle FORD 1FDAF57R38EC06282
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Signed Name Wayne Jash
Company SABIL & SONS INC
Address 1401 RT14 WHITE RIVER Jct. VT 05001
Date 3/22/18
Telephone (802) 295-2084

Return to: Town of Norwich
Town Manager's Office
300 Main Street
PO Box 376
Norwich, VT 05055

Submissions envelope to be marked:
"Norwich Department of Public Works: Truck #12 Bid"

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NONE

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H.700

Introduced by Representatives Briglin of Thetford and Masland of Thetford

Referred to Committee on

Date:

Subject: Government operations; Open Meeting Law

Statement of purpose of bill as introduced: This bill proposes to enlarge from five calendar days to five business days the period after which a public body must make minutes of a public meeting available for inspection and purchase, and after which the minutes must be posted to a website, if one exists, that the public body maintains or has designated.

An act relating to the Open Meeting Law and meeting minutes

It is hereby enacted by the General Assembly of the State of Vermont:

~~Sec. 1. 1 V.S.A. § 312(b)(2) is amended to read:~~

~~(2) Minutes of all public meetings shall be matters of public record, shall be kept by the clerk or secretary of the public body, and shall be available for inspection by any person and for purchase of copies at cost upon request after five calendar business days from the date of any meeting. Meeting minutes shall be posted ~~no~~ not later than five calendar business days from the date of the meeting to a website, if one exists, that the public body maintains~~

1 ~~or has designated as the official website of the body. Except for draft minutes~~
2 that have been substituted with updated minutes, posted minutes shall not be
3 removed from the website sooner than one year from the date of the meeting
4 for which the minutes were taken.

5 Sec. 2. EFFECTIVE DATE

6 ~~This act shall take effect on passage.~~

Sec. 1. 1 V.S.A. § 312(b)(2) is amended to read:

(2) Minutes of all public meetings shall be matters of public record, shall be kept by the clerk or secretary of the public body, and shall be available for inspection by any person and for purchase of copies at cost upon request after five calendar days, excluding any day classified as a holiday under section 371 of this title, from the date of any meeting. Meeting minutes shall be posted ~~no~~ not later than five calendar days, excluding any day classified as a holiday under section 371 of this title, from the date of the meeting to a website, if one exists, that the public body maintains or has designated as the official website of the body. Except for draft minutes that have been substituted with updated minutes, posted minutes shall not be removed from the website sooner than one year from the date of the meeting for which the minutes were taken.

Sec. 2. EFFECTIVE DATE

This act shall take effect on passage.

1

Herb Durfee

From: Brian Riordan <brian.riordan@gmail.com>
Sent: Tuesday, April 17, 2018 7:56 AM
To: Herb Durfee
Cc: Gered Dunne; Doug Robinson; Miranda Bergmeier
Subject: Re: Speed limit

Good Morning Herb -

I hope you have been able to have a smooth transition back into the workplace.

I was reminded of this request this morning as I almost had a car rear end me this morning as they came barreling over the hill into town. I was hoping to follow-up on this project and see if you had any further thoughts on how we can address safety here and not legacy speed limits. It seems like a very simple request to move the 25 mph speed limit to the top of the hill to increase the safety of the village. Let's save the town the money and not do the speed assessment (yes I know that Doug will not be able to enforce the speed on those 200 yards for 5 years but I am more than ok with that).

Thanks
Brian

On Thu, Apr 5, 2018 at 8:25 PM, Brian Riordan <brian.riordan@gmail.com> wrote:
Great to hear Herb! I hope the first week back has been as smooth as possible.

Cheers
Brian

On Sat, Mar 31, 2018 at 5:25 PM, Herb Durfee <HDurfee@norwich.vt.us> wrote:
Hi, Gered (& Brian). I've received your requests. When I'm re-immersed in work this coming week, I'll address them, and get back to you.

Herb
Sent from my iPhone

On Mar 27, 2018, at 9:07 AM, Brian Riordan <brian.riordan@gmail.com> wrote:

Thanks for sending the note Gered.

Hi Herb -

I would like to second the request that Gered outlined above. I have been at 59 Union Village Rd for 9 years and over that time I have seen a steady increase in speed of the cars not only down hill but up as well. Moving the 25mph sign to the top of the hill for both directions will create a safer and more livable village for everyone and do so at almost zero cost to the town.

Here are few key safety thoughts:

- The fact is that most cars are traveling down the hill at speeds in excess of 50 mph until they hit the 25 mph sign. This sign is within 10 ft of Partridge and Willy Hill and then is just another 100 ft to Turnpike. This confluence of 3 streets in a short distance with 50 mph has lead to many screaming break as people almost collide.
- There are 5 children under the age of 14, 2 dogs, 1 cat and 9 chickens living on this stretch of road all of who walk or ride their bikes to school.
- Distracted driving is a real hazard and my son has had to jump off the road several times as cars come barreling into town while the driver is looking at a phone. This is bad at 25 mph and lethal at 50mph.

Setting the speed to 25 mph would align this section of street with the other streets around the village. However, for the biggest motivator here is that it creates a more peaceful entry into the village. Why would we want folks roaring into the village at speeds in excess of 50 mph when we can try to make this closer to 35 mph (as we know people are going to speed anyways). The difference in through traffic time will for traffic will not even be noticeable for people but the over all safety and livability of this north artery into town will become 10x better.

I as well would be happy to meet with you to look this over but it seems like there is a very easy fix that would require close to zero time to implement and it would have immediate positive returns for our community and safety for its children. I really see no downside to moving this sign short of a few people needing to reduce their speed for 400 yards from 45 to 25.

Best Regards

Brian, Molly, Cian (13), Guinevere (11), Rowan (7) and Torin (3)

On Tue, Mar 27, 2018 at 8:02 AM, Gered Dunne <gereddunne@gmail.com> wrote:

Hi herb

Brian and i live at or around 62 Union village rd and wanted to request that the town move the 40 mph speed limit sign from the bottom of the hill to the top of the hill heading out of town. Conversely. The 25 from the bottom to the top.

People often wind up to 50 plus once they hit turnpike rd or before. By the time they are at our houses they are going 60.

Cars coming downhill are frequently in the 50s when they hit the radar speed sign.

We are the only houses in the village proper where the speed limit is not 25. We'd like to see the same speed limit policed for our families as for the rest of our downtown neighbors.

Please come on by and take a look. We can sit in lawn chairs with a speed gun and take citizens arrest cell phone pics of license plates. It will be a busy day!

Seriously through. It's crazy dangerous. Our kids do walk to school, library, and the park. Keeping the speed limit at 40 won't lead to anything positive for Norwich.

For an example of a similar speed limit, hill, city limits situation, look to whelock rd in hanover, which drops speed at the top of the hill to control cars coming into town.

Thanks
Gered

8022725856

Sent from my iPhone



Imagery ©2018 Google, Map data ©2018 Google 200 ft

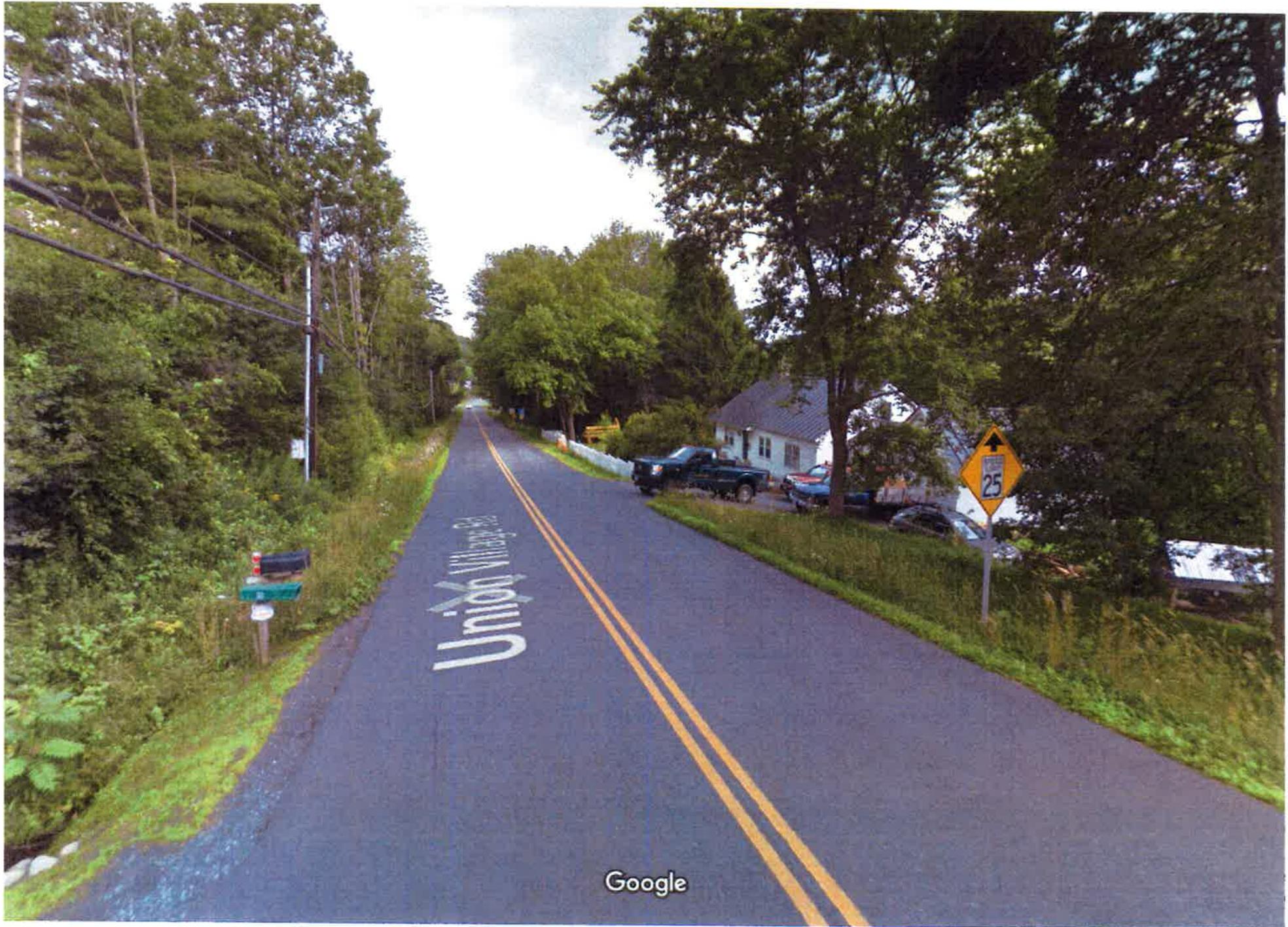






Image capture: Jul 2013 © 2018 Google





Image capture: Jun 2012 © 2018 Google

Herb Durfee

From: Robinson, Doug <Doug.Robinson@vermont.gov>
Sent: Tuesday, April 17, 2018 1:46 PM
To: Herb Durfee
Subject: FW: Speed limits

FYI

Chief Douglas A. Robinson

Norwich Police Department
10 Hazen Street / P.O. Box 311
Norwich, Vermont 05055
PH: (802)649-1460
FAX (802)649-1460
Doug.Robinson@Vermont.Gov

From: Miller, Marcos
Sent: Tuesday, April 17, 2018 1:42 PM
To: Robinson, Doug <Doug.Robinson@vermont.gov>
Subject: RE: Speed limits

Doug,

If on a town road, it is under town jurisdiction. A simple adjustment to the town ordinance should cover it. I don't believe an engineering study would be required, but it might be prudent to document the reasons why you / the town feels the extension is necessary. If doing the extension, I would simply add a new SL-25 sign at the begin point of the new 25-zone and leave the existing sign at the former location in place. Adjust the higher speed limit sign, if one is in place (or if there isn't one) in the other direction, to across from the new transition point and consider adding another 25 in the other direction, to let folks that use the road on a regular basis know they're still in the 25 zone.

Hope this helps! Please contact me if you have questions.

Best,

Marcos

From: Robinson, Doug
Sent: Tuesday, April 17, 2018 1:37 PM
To: Miller, Marcos <Marcos.Miller@vermont.gov>
Cc: Gamble, Amy <Amy.Gamble@vermont.gov>
Subject: RE: Speed limits

Hi Marcos;

No, this is on a town road "Union Village Road" which is a long hill coming into town where cars tend to pick up speed. Our thought is to extend the 25 MPH zone about 200 yards to give vehicles a chance to slow before entering the well populated area of town.

Doug

Chief Douglas A. Robinson

Norwich Police Department
10 Hazen Street / P.O. Box 311
Norwich, Vermont 05055
PH: (802)649-1460
FAX (802)649-1460
Doug.Robinson@Vermont.Gov

From: Miller, Marcos
Sent: Tuesday, April 17, 2018 1:34 PM
To: Robinson, Doug <Doug.Robinson@vermont.gov>
Cc: Gamble, Amy <Amy.Gamble@vermont.gov>
Subject: RE: Speed limits

Hi Chief Robinson:

Thanks for getting in touch. I assume this is on US Route 5 along the state-maintained section? If so, which sign is it (NB or SB direction, approximate location). This will give me a better idea of how to answer. If we did make a minor transition location change we would need to update the existing speed limit certificate get the Traffic Committee to sign it at a future meeting. Being this is a near 600 foot adjustment, unsure if an engineering study or formal request from the town is required. The next meeting is coming up mid-May.

Please provide existing and proposed location of the requested speed zone change in the most accurate way possible. Amy returns Friday and since she is our Traffic Committee Coordinator, we should be able to get you a more clear response by early next week.

Kind regards,

Marcos Miller

Marcos R. Miller
VTrans SE Regional Traffic Safety Investigator
Technical Services, TSMO
Maintenance & Operations Bureau
2178 Airport Rd, Unit A
Barre, VT 05641 (mailing)
Berlin, VT 05641 (physical)
802-279-4882

From: Robinson, Doug
Sent: Tuesday, April 17, 2018 1:25 PM
To: Miller, Marcos <Marcos.Miller@vermont.gov>
Subject: FW: Speed limits

Any input would be appreciated

Doug

Chief Douglas A. Robinson

Norwich Police Department
10 Hazen Street / P.O. Box 311
Norwich, Vermont 05055
PH: (802)649-1460
FAX (802)649-1460
Doug.Robinson@Vermont.Gov

From: Robinson, Doug
Sent: Tuesday, April 17, 2018 1:24 PM
To: Gamble, Amy <Amy.Gamble@vermont.gov>
Subject: Speed limits

Good afternoon Amy;

I have a question about a local speed limit. We are looking to move one of the 25 MPH speed limit signs about 200 yards further out of town trying to get vehicles to slow down sooner as they are coming down the hill into town. Would we need to conduct a traffic and speed study before we are allowed to do this.

Thanks for any information you can provide
Doug

Chief Douglas A. Robinson

Norwich Police Department
10 Hazen Street / P.O. Box 311
Norwich, Vermont 05055
PH: (802)649-1460
FAX (802)649-1460
Doug.Robinson@Vermont.Gov

**ACT 250 NOTICE
MINOR APPLICATION #3W1106
10 V.S.A. §§ 6001 - 6093**

On April 9, 2018, Graham Webster and Jane LeMasurier, 37 Goodrich Four Corners Road, Norwich, VT 05055, filed application #3W1106 requesting authorization for the previous construction of an 1,800-square foot shop for equipment storage; parking area; and removal of 3,000-cubic yards of fill to create a graded area for screening and storing imported topsoil used for landscaping. The shop will have no sewer or water service. The project is located 37 Goodrich Four Corners Road in Norwich, Vermont.

The District #3 Environmental Commission is reviewing this application under Act 250 Rule 51 -- Minor Applications. A copy of the application and proposed permit are available for review on the Natural Resources Board's web site (<http://nrb.vermont.gov/>) by clicking on "Act 250 Database" and entering the project number "3W1106".

No hearing will be held, and a permit may be issued unless, on or before **May 9, 2018**, a person notifies the Commission of an issue or issues requiring the presentation of evidence at a hearing or the Commission sets the matter for hearing on its own motion. Any hearing request must be in writing to the address below, must state the criteria or subcriteria at issue, why a hearing is required and what additional evidence will be presented at the hearing. Any hearing request by an adjoining property owner or other interested person must include a petition for party status. Prior to submitting a request for a hearing, please contact the district coordinator at the telephone number listed below for more information. Prior to convening a hearing, the Commission must determine that substantive issues requiring a hearing have been raised. Findings of Fact and Conclusions of Law will not be prepared unless the Commission holds a public hearing.

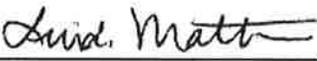
The members sitting on the Commission for this project are: Tim Taylor, Roderick Maclay, and Suzanne Butterfield

If you feel that any of the District Commission members listed above may have a conflict of interest, or if there is any other reason a member should be disqualified from sitting on this case, please contact the district coordinator as soon as possible, no later than prior to the response date listed above.

Should a hearing be held on this project and you have a disability for which you are going to need accommodation, please notify us by May 9, 2018.

Parties entitled to participate are the Municipality, the Municipal Planning Commission, the Regional Planning Commission, affected state agencies, and adjoining property owners and other persons to the extent they have a particularized interest that may be affected by the proposed project under the 10 criteria. Non-party participants may also be allowed under 10 V.S.A. Section 6085(c)(5).

Dated at Springfield, Vermont this 16th day of May 2018.

By: 
Linda Matteson, District Coordinator
100 Mineral Street, Suite 305
Springfield, VT 05156-3168
Linda.matteson@vermont.gov
802-289-0598

E-Notification CERTIFICATE OF SERVICE # 3W1106

I hereby certify that I, the undersigned, sent a copy of the foregoing Notice of Application and Proposed Land Use Permit on April 16, 2018, by U.S. Mail, postage prepaid, to the individuals without email addresses, and by electronic mail to the following with email addresses. All email replies should be sent to NRB.Act250Springfield@vermont.gov. **Note: Any recipient may change its preferred method of receiving notices and other documents by contacting the NRB District Office staff at the mailing address or email below. If you have elected to receive notices and other documents by email, it is your responsibility to notify the District Office of any email address changes.**

Graham Webster and Jane LeMasurier
37 Goodrich Four Corners Rd.
Norwich, VT 05055
Graham.t.webster@gmail.com

Norwich Selectboard
John Pepper, Chair
PO Box 376
Norwich, VT 05055
selectboard@norwich.vt.us

Norwich Town Planning
Jeff Goodrich, Chair
PO Box 376
Norwich, VT 05055
jeff.goodrich@pathwaysconsult.com

Norwich Planning & Zoning Administrator
Phil Dechert
PO Box 376
Norwich, VT 05055
pdechert@norwich.vt.us
planner@norwich.vt.us

Two Rivers-Ottawaquechee
Regional Commission
128 King Farm Road
Woodstock, VT 05091
dgish@trorc.org

Elizabeth Lord, Esq./Land Use Attorney
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1 National Life Dr., Davis 2
Montpelier, VT 05620-3901
anr.act250@vermont.gov
elizabeth.lord@vermont.gov
jennifer.mojo@vermont.gov

District 3 Environmental Commission
100 Mineral Street, Suite 305
Springfield, VT 05156
NRB.Act250Springfield@vermont.gov

FOR INFORMATION ONLY

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clerk@norwich.vt.us

Norwich Town Manager
Herb Durfee
PO Box 376
Norwich, VT 05055
manager@norwich.vt.us

Public Service Department
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Montpelier, VT 05620-2601
barry.murphy@vermont.gov

Vermont AOT, Utilities and Permits
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Montpelier, VT 05633
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Agency of Agriculture, Food & Markets
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Ari Rockland-Miller
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Ari.rockland-miller@vermont.gov

Division for Historic Preservation
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Drawer 20, Montpelier, VT 05620-0501
scott.dillon@vermont.gov
Elizabeth.Peebles@vermont.gov
James.duggan@vermont.gov
Yvonne.basque@vermont.gov
Devin.colman@vermont.gov

VT Dept. of Forests, Parks & Recreation
Nate McKeen, District Forestry Manager
100 Mineral Street, Suite 304
Springfield, VT 05156-3168
nate.mckeen@vermont.gov

Rich Kirn, Fisheries Biologist
VT Fish & Wildlife Department
Roxbury Lab
rich.kirn@vermont.gov

Tim Appleton, Fish & Wildlife Specialist
VT Fish & Wildlife Department
tim.appleton@vermont.gov

Rebecca Chalmers, Wetland Ecologist
VT Dept. of Environmental Conservation
rebecca.chalmers@vermont.gov

Matt Destino, Watershed Management
VT Dept. of Environmental Conservation
matthew.destino@vermont.gov

ADJOINING LANDOWNERS

Kurt & Laura Zentmaier
21 Mulherrin Farm Rd
Hanover, NH 03755

Shelley C. Ufford Trust
64 Loveland Rd
Norwich, VT 05055

Daniel James Mackall & Donna Pereira
36 Goodrich Four Corners Rd
Norwich, VT 05055

Timothy Brownell & Marjorie Waters
30 Loveland Rd
Norwich, VT 05055

Mystic Landowners Association
128 Mystic Dr
Norwich, VT 05055

By:



Kim Lutchko
NRB Act 250 Specialist
kim.lutchko@vermont.gov



State of Vermont

LAND USE PERMIT

This is a **PROPOSED** permit; please submit any written comments to Linda Matteson at 100 Mineral Street, Suite 305, Springfield, VT 05156-3168 or by email to linda.matteson@vermont.gov by **May 9, 2018**.

A copy of the application is available for [review online](#).

CASE NO: 3W1106

Graham Webster and Jane LeMasurier
37 Goodrich Four Corners Road
Norwich, VT 05055

LAWS/REGULATIONS INVOLVED

10 V.S.A. §§ 6001 - 6093 (Act 250)

District Environmental Commission #3 hereby issues Land Use Permit #3W1106, pursuant to the authority vested in it by 10 V.S.A. §§ 6001-6093. This permit applies to the lands identified in Book 134, Page 652, of the land records of Norwich, Vermont, as the subject of a deed to Graham Webster and Jane LeMasurier, the Permittees.

This permit specifically authorizes the previous construction of an 1,800-square foot shop for equipment storage; parking area; and removal of 3,000-cubic yards of fill to create a graded area for screening and storing imported topsoil used for landscaping. The shop has no sewer or water service.

The project is located on 37 Goodrich Four Corners Road in Norwich, Vermont.

Jurisdiction attaches because the Project constitutes the construction of improvements for a commercial purpose on more than ten acres of land in a municipality that has adopted permanent zoning and subdivision bylaws, pursuant to 10 V.S.A. § 6001 (3)(A)(i).

The Permittees, and their assigns and successors in interest, are obligated by this permit to complete, operate and maintain the project as approved by the District Commission in accordance with the following conditions.

1. The project shall be completed, operated and maintained in accordance with the conditions of this permit and the permit application, plans, and exhibits on file with the District Environmental Commission and other material representations.

The approved plans are:

Plan 1 – date printed: 2/24/16 (Exhibit 003);

Plan 2 – “Webster Project Tract,” shop area, dated 2/23/16 (Exhibit 004); and

Plan 3 – “Webster Project Tract,” upper soil storage and screening area, dated 2/23/16 (Exhibit 005).

2. Pursuant to Act 250 Rule 51(G), the permit application and material representations relied upon during the review and issuance of this permit by the District Commission shall provide the basis for determining future substantial and material changes to the approved project and for initiating enforcement actions.

3. The Permittees shall comply with the conditions of the Stream Alteration Permit, issued by the Agency of Natural Resources (ANR), Department of Environmental Conservation in 2000.
4. Prior to expansion of the parking area this permit shall be amended.
5. Representatives of the State of Vermont shall have access to the property covered by this permit, at reasonable times, for the purpose of ascertaining compliance with Vermont environmental and health statutes and regulations and with this permit.
6. No change shall be made to the design, operation or use of this project without a permit amendment issued by the District Commission or a jurisdictional opinion from the District Coordinator that a permit is not required.
7. Pursuant to 10 V.S.A. § 8005(c), the District Commission may at any time require that the permit holder file an affidavit certifying that the project is in compliance with the terms of this permit.
8. The conditions of this permit and the land uses permitted herein shall run with the land and are binding upon and enforceable against the Permittees and their successors and assigns.
9. Outdoor wood-fired boilers, if any, shall comply with all current ANR Air Pollution Control Division rules.
10. The building approved herein is not approved for any manufacturing use or the on-site disposal of any process wastes. The Permittees shall apply and receive amended approval from the District Commission for any change in the use of the buildings which involves the storage or handling of any regulated substances or the generation of hazardous wastes.
11. No floor drains shall be installed without first obtaining a permit or submitting other necessary documentation, as required by the Vermont Department of Environmental Conservation.
12. Prior to connecting the shop to water and/or wastewater disposal systems this permit shall be amended.
13. The Permittee shall not allow the operation of a gravel or stone crushing plant on the premises with a maximum rated capacity (based on the crusher's largest possible setting and maximum throughput, not actual operating rate) of greater than 150 tons per hour, unless said crushing plant has a permit to operate from the District Commission and the Vermont Air Pollution Control Division.
14. At a minimum, the Permittee shall comply with the Department of Environmental Conservation's *Low Risk Site Handbook for Erosion Prevention and Sediment Control* (2006).
15. The Permittee shall comply with Exhibits #001 (Schedule B of Application), 003, 004 and 005 for erosion prevention and sediment control. The Permittee shall prevent the transport of any sediment beyond that area necessary for construction approved herein. All erosion prevention and sediment control devices shall be periodically cleaned,

Any party may file a Motion to Alter with the District Commission within 15 days from the date of this decision, pursuant to Act 250 Rule 31(A).

Any appeal of this decision must be filed with the Superior Court, Environmental Division within 30 days of the date the decision was issued, pursuant to 10 V.S.A. Chapter 220. The Notice of Appeal must comply with the Vermont Rules for Environmental Court Proceedings (VRECP). The appellant must file with the Notice of Appeal the \$295 entry fee required by 32 V.S.A. § 1431. The appellant must also serve a copy of the Notice of Appeal on the Natural Resources Board, 10 Baldwin Street, Montpelier, VT 05633-3201, and on other parties in accordance with Rule 5(b)(4)(B) of the Vermont Rules for Environmental Court Proceedings. Decisions on minor applications may be appealed only if a hearing was held by the District Commission. Please note that there are certain limitations on the right to appeal. See 10 V.S.A. § 8504(k). For additional information on filing appeals, see the Court's website at: <http://www.vermontjudiciary.org/GTC/environmental/default.aspx> or call 802-951-1740. The Court's mailing address is: Vermont Superior Court, Environmental Division, 32 Cherry Street, 2nd Floor, Suite 303, Burlington, VT 05401.