

## **Agenda for the Selectboard Meeting Wednesday, February 27, 2019**

1. Approval of Agenda
2. Public Comment (Discussion)
3. Consent Agenda (Action)
  - a. Correspondence
    - i. Written presentation to SB by Marion Cross 5<sup>th</sup>-grade class on 2-13-2019
    - ii. John Langhus, re: draft ordinance to ban plastic bags
  - b. Warrants/Payables
4. Liquor Control Board – Liquor Licenses (Discussion/Action)
  - a. Blue Sparrow
  - b. Norwich Wine & Spirits
  - c. Norwich Inn
  - d. Carpenter & Main
  - e. Dan & Whit's
  - f. King Arthur Flour
5. Town Meeting Presentation Planning (Discussion/Action)
6. Agenda for Organizational Meeting (Discussion/ Action)
7. Conflict of Interest Policy (Discussion/Action)
8. Draft newsletter content (Discussion/Action)
9. Current Budget Spending (Discussion)
  - a. In General
  - b. Winter Sand & Salt
10. FEMA Update (Discussion)
11. Selectboard Policies (Discussion/Action)
12. Town Manager Report
13. Town Manager Evaluation – executive session may be needed
14. Future Meeting Agenda Items
15. End of Meeting Discussion
16. Adjournment

### **Next Regular Meeting – March 13, 2019 at 6:30 PM**

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**I. INTRODUCTION TO THE PROBLEM OF PLASTIC POLLUTION***(Darius, AJ, Roan, Jacobi, Liam, \*Bjorn)*

**A. Discuss some of the documentaries and news reports you've watched about how the majority of the world's discarded plastic ends up in our waterways, along shorelines, and in all parts of the world ocean — including even in the Arctic. Explain that scientists believe plastic never fully degrades but may take up to 1000 years to break down into tiny microplastic particles. Plastic trash is often eaten by sea and land animals — even fed by mother birds to their young. Thousands die each year because they get caught in plastic bags, or because their stomachs are full of plastic and not food. Microplastic particles move up the food chain and end up in our own food, water supplies, and bodies. According to Columbia University's Earth Institute, nearly 18 billion pounds of new plastic trash ends up in the ocean every year.**

**B. The NIEHS and Nat'l Toxicology Program continue to support research into the potential effects of bisphenol A (BPA) from plastic on human health and advise several precautionary measures on NIEHS's website. The current position of the FDA, however, is that BPA at the levels commonly found in our food supply appears to be safe. Many scientists, including the Union of Concerned Scientists, have criticized the FDA's conclusions, and several have expressed concern about the potential effects of BPA on mental and physical health, especially children.**

**C. Potential Link Between Plastic and Global Climate Change (*Read the following article about Dr. Sarah-Jeanne Royer's research*)**

**BBC News Services**  
Science & Environment

**Plastic pollution: How one woman found a new source of warming gases hidden in waste**

**By Matt McGrath**  
Environment correspondent  
2 August 2018



**Sarah-Jeanne Royer with some of the plastic she's studied**

**Young researcher Sarah-Jeanne Royer set out to measure methane gas coming from biological activity in sea water.**

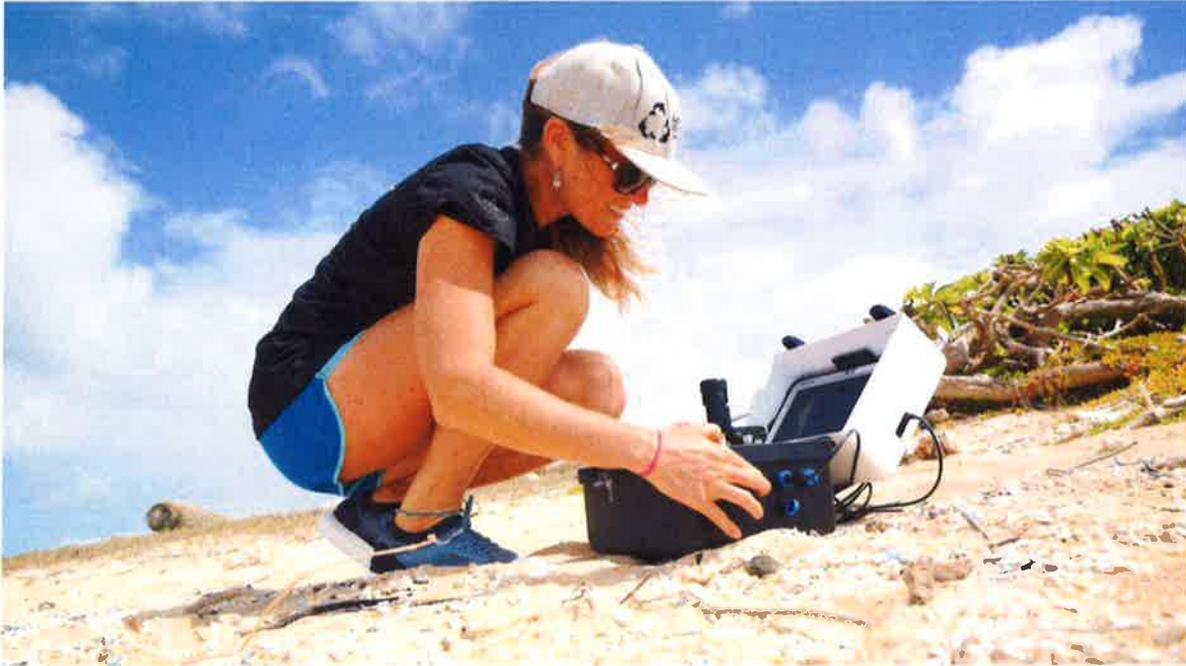
**Instead, in a "happy accident" she found that the plastic bottles holding the samples were a bigger source of this powerful warming molecule than the bugs in the water. Now she's published further details in a study into the potential warming impact of gases seeping from plastic waste.**

**"It was a totally unexpected discovery," Dr Royer told BBC News.**

**"Some members of the lab were experimenting with high density polyethylene bottles looking at methane biological production, but the concentrations were much higher than expected."**

**"So we realised that the emissions were not just coming from the biology but from the bottle that we were using for the experiment."**

**After graduating from university in Barcelona, Dr Royer found herself in Hawaii, leading teams of volunteers who were helping to remove plastic from beaches at weekends, while working on the chemistry of the substance during the week.**



Now she's published her report after spending a year and a half testing different types of plastic in and out of seawater to see if they emit methane and ethylene, which both contribute to the greenhouse effect.

Dr Royer found that the most widely-used plastic, the stuff used to make shopping bags, is the one that produces the greatest amount of these warming gases.

At the end of the study, after 212 days in the sun, this plastic emitted 176 times more methane than at the start of the experiment.

Ironically, when plastics were exposed to air the amount of methane emitted was double the level from sea water.

**What's causing these emissions?**

In short it's the Sun. Solar radiation acts on the surface of plastic waste. As it breaks down, becomes cracked and pitted, these defects increase the surface area of plastic available to sunlight which accelerates gas production. Even in the dark, the gas continues to seep out.

"I'm in the field every week," said Dr Royer.



SARAH-JEANNE ROYER

Plastic waste washed up in a Hawaiian bay

**"When I touch a piece of plastic, if there's a little impact on that plastic it's degrading into hundred of pieces pretty much as we look at it."**

**Is this a big deal?**

**Up to now, the link between plastics and climate change was mainly focussed on the use of fossil fuels like oil and gas in the manufacture of plastic items.**

**It's also known that when plastics degrade in the environment, they release CO<sub>2</sub>.**

**Experts have welcomed this report as it is the first time that anyone has tried to quantify other warming gases emerging from plastic waste.**

**"Low density polyethylene (LDPE) does emit ethylene, methane and propane, even at low temperatures that contribute to greenhouse gas emissions," Prof Ashwani Gupta from the University of Maryland, who was not involved in the study, told BBC News.**

**"It is nice to see some quantified emissions on greenhouse gases for the selected polyethylene. The results clearly show variation in gas emission levels among the different polyethylene source.**



While the amounts of methane and ethylene being produced right now from plastics are very small, Dr Royer is concerned about the future and the fact that as plastic breaks down, more surface area is exposed, increasing the amount of the gases that drifts into the atmosphere.

"If we look at all the plastic produced since 1950, it's pretty much all still on the planet, and it's just degrading into smaller and smaller pieces, so we know the industry is booming and in the next 30 years and more and more greenhouse gases will be produced - that's a big thing."

What have the plastics industry said?

Nothing much at this point. According to Dr Royer, when she approached companies in the field, they weren't keen on talking about it.

"I told them I was a scientist and I was trying to understand the chemistry of the plastic," she said.

"I was trying to order some plastics of different densities and I was asking questions about the process and they all said we don't want to have contact with you anymore.

"I think the plastic industry absolutely knows, and they don't want this to be shared with the world."

How have other scientists reacted?

**"Research on plastic waste is revealing it to be a disturbing pandora's box," said Dr Montserrat Filella, a chemist at the University of Geneva.**

**"As research expands our knowledge, we are realising that plastics can be insidious in many other ways. For instance, as vectors of 'hidden pollutants', such as heavy metals present in them or, now, as a source of greenhouse gases. And, in all cases, throughout the entire lifetime of the plastic."**



**Plastic debris from the tsunami in Japan is still causing problems in Hawaii**

**Others agreed that further research was urgently needed.**

**"No one knows how much methane and ethylene are being released from these sources. We don't know if it is adding significant amounts of greenhouse gases to our atmosphere," said Dr Jennifer Lynch, a marine environment expert from the US National Institute of Standards and Technology (Nist).**

**"It's another consequence of the use of plastics and it needs further examination."**

**II. TOWNS, CITIES, AND STATES IN THE U.S. THAT BAN PLASTIC BAGS AND/OR IMPOSE FEES ON PAPER BAGS**

*(Darius, Liam, Roan, Jacobi, \*Peter M)*

**Forbes**

**Sep 20, 2018**

*Here's A List Of Every City In The US To Ban Plastic Bags. Will Your City Be Next?*

**Trevor Nace**

**Contributor**

**Science**

There is a popular and growing movement to ban or heavily tax single-use plastic bags across the United States and globally. Here, we've collected the 349 known cities, counties, and states to have, in some way, banned or taxed plastic bag use. Reuse This Bag estimates that a plastic bag has a 12-minute lifespan from when it's initially filled with groceries at the grocery store to when it is discarded. Compare this with estimates that those same plastic bags take anywhere from 10 to 1,000 years to decompose depending on what environmental conditions the bag is disposed of in. Quickly, the picture becomes clear that for a few minutes of use, plastic bags weigh heavily on long-term environmental impact.

These bags eventually make their way to landfills and into our oceans, adding to the 8 million metric tons of plastic entering the ocean every year. This impacts every scale of marine ecosystems, from bottom feeders and microorganisms to whales.

Currently, only Hawaii and California have statewide plastic bag bans, with several other cities having either mandatory recycling programs, taxes on plastic bag use, etc.

City / County	State	Ban
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DEL MAR	CA	City-wide ban on plastics bags and a 10-cent fee on paper and reusable bags
ALAMEDA COUNTY	CA	County-wide ban on plastic bags with a 10-cent fee on paper and reusable bags in all stores, and in all restaurants
ST. HELENA	CA	City-wide ban on plastic bags and a 10-cent fee on paper bags
OCEANSIDE	CA	City-wide ban on plastic bags and ten-cent fee on paper bags
SAN DIEGO	CA	City-wide ban on single-use plastic bags and ten-cent fee on paper bags
DANVILLE	CA	Town-wide ban on plastic bags
SACRAMENTO COUNTY	CA	County-wide ban on plastic bags and 10-cent fee on paper bags
YOUNTVILLE	CA	Town-wide ban on plastic bags and 10-cent fee on paper bags
SANTA BARBARA COUNTY	CA	County-wide ban on plastic bags and 10-cent fee on paper bags
CATHEDRAL CITY	CA	City-wide ban on plastic bags and 10-cent fee on paper bags
HERMOSA BEACH	CA	City-wide ban on plastic and 10-cent fee on paper
AMERICAN CANYON	CA	City-wide ban on plastic bags
MILPITAS	CA	City-wide ban on plastic bags and 10-cent fee on paper bags
SEASIDE	CA	City-wide ban on plastic bags and 10-cent fee on paper and reusable bags
LAFAYETTE	CA	City-wide ban on plastic bags and 10-cent fee on paper bags

MANHATTAN BEACH	CA	Ban on plastic bags
FAIRFAX	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags
PACIFICA	CA	Ban on plastic bags and 10-cent paper bag fee
SACRAMENTO	CA	City-wide ban on plastic bags and 10-cent fee for paper bags
MARINA	CA	City-wide ban on plastic bags and 10-cent fee on paper bags
ENCINITAS	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags
HERCULES	CA	Ban on plastic and ten cent fee on recycled and reusable paper bags
PACIFIC GROVE	CA	City-wide ban on plastic bags and 10-cent fee for allowable carryout bags
PLEASANT HILL	CA	Ban on plastic bags and 10-cent paper bag fee
NEVADA CITY	CA	Ban on plastic bags and 10-cent paper bag fee
MOUNTAIN VIEW	CA	Ban on plastic bags and 10-cent paper bag fee
MONROVIA	CA	Ban on plastic bags
KING CITY	CA	City-wide ban on plastic bags and 10-cent fee on paper and reusable bags
MARTINEZ	CA	Ban on plastic bags
CHICO	CA	City-wide ban on plastic bags and 10-cent fee for paper bags
GRASS VALLEY	CA	City-wide ban on plastic bags
CALISTOGA	CA	City-wide ban on plastic bags
INDIO	CA	City-wide ban on plastic bags

WALNUT CREEK	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags
BELVEDERE	CA	City-wide ban on plastic bags with a 10-cent fee on reusable bags
SOUTH PASADENA	CA	City-wide ban on plastic bags
ARCATA	CA	City-wide ban on plastic bags with a 10-cent tax on paper bags
PALM SPRINGS	CA	Ban on plastic bags and 10-cent tax on paper bags
LOS ALAMOS	CA	Ban on plastic bags
SANTA BARBARA	CA	City-wide ban on plastic bags with a 10-cent tax on paper bags
SOUTH LAKE TAHOE	CA	City-wide ban on plastic bags with a 5-cent fee on paper bags
MONTEREY (COUNTY)	CA	County-wide ban on plastic bags and 10-cent fee on paper and reusable bags
SAN RAFAEL	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags
NOVATO	CA	Ban on plastic bags and 10-cent paper bag fee
PETALUMA	CA	Ban on plastic bags and 10-cent tax on paper bags
SANTA ROSA	CA	City-wide ban on plastic bags
SALINAS	CA	Ban on plastic bags and 10-cent paper bag fee
ROHNERT PARK	CA	Ban on plastic bags and 10-cent tax on paper bags
COTATI	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags

CLOVERDALE	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags
HEALDSBURGH	CA	Ban on plastic and ten cent fee on paper
SAUSALITO	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags
SEBASTOPOL	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags
SONOMA CITY	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags
SONOMA COUNTY	CA	City-wide ban on plastic bags
WINDSOR	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags
DAVIS CITY	CA	City-wide ban on plastic bags
LOS ANGELES CITY	CA	Ban on plastic bags and ten-cent fee on paper bags
TRUCKEE	CA	City-wide ban on plastic bags
ORCUTT	CA	Ban on plastic bags and paper bag tax
LOS GATOS	CA	Plastic bag ban
CAMPBELL	CA	City-wide ban on plastic bags with a small fee on paper and reusable bags
PITTSBURG	CA	Ban on plastic bags and tax on paper bags
RICHMOND	CA	Ban on plastic bags and 5-cent paper bag tax
EL CERRITO	CA	City-wide ban on plastic bags
SAN PABLO	CA	City-wide ban on plastic bags with a 5-cent tax on plastic or reusable bags
CULVER CITY	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags

SAN JOSE	CA	City-wide ban on plastic with a 10-cent fee on paper bags
MILL VALLEY	CA	Ban on plastic bags
EAST PALO ALTO	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags
REDWOOD CITY (IN SAN MATEO COUNTY)	CA	Ban on plastic bags
CUPERTINO	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags
LOS ALTOS	CA	Plastic bag ban and 25 cent fee on paper bags
PALO ALTO	CA	Ban on plastic bags and 10-cent tax on paper bags
SAN CARLOS	CA	City-wide ban on plastic bags with a 5-cent fee on paper bags
HALF MOON BAY	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags
SAN BRUNO	CA	Ban on plastic bags and 10-cent tax on paper bags
PORTOLA VALLEY	CA	Ban on plastic bags and 10-cent paper bag fee
PACIFICA	CA	Ban on plastic bags and 25-cent tax on paper bags
MORGAN HILL CITY	CA	Ban on plastic bags and 10-cent paper bag fee
MENLO PARK	CA	Ban on plastic bags
BELMONT	CA	City-wide ban on plastic bags with a 25-cent fee on paper bags
FOSTER CITY	CA	City-wide ban on plastic bags with a 10-cent tax on paper bags

DALY CITY	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags
COLMA	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags
SAN MATEO CITY	CA	City-wide ban on plastic bags with a 10-cent tax on paper bags
SAN MATEO COUNTY	CA	County-wide ban on plastic bags
SOUTH SAN FRANCISCO	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags
WOODSIDE	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags
CARPINTERIA	CA	City-wide ban on plastic and paper bags
SANTA CRUZ	CA	City-wide ban on plastic bags with a 10-cent tax on paper bags
DANA POINT	CA	City-wide ban on plastic bags
CAPITOLA	CA	City-wide ban on plastic bags with a 25-cent tax on paper bags
BURLINGAME	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags
BRISBANE	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags
SUNNYVALE	CA	City-wide ban on plastic bags with a 10-cent fee on paper and reusable bags
WEST HOLLYWOOD	CA	City-wide ban on plastic bags with a 10-cent tax on paper bags
CARMEL BY THE SEA	CA	City-wide ban on plastic bags

MENDOCINO COUNTY	CA	Ban on plastic bags and 10-cent tax on paper bags
UKIAH COUNTY	CA	City-wide ban on plastic bags and 10-cent tax on paper bags
PLEASANTON	CA	Ban on plastic bags and 10-cent tax on paper and reusable bags
PIEDMONT	CA	Ban on plastic bags and 10-cent fee on paper bags
OAKLAND	CA	Ban on plastic bags and 10-cent fee on paper and reusable bags
NEWARK	CA	Ban on plastic bags and 10-cent tax on paper and reusable bags
MONTEREY	CA	City-wide ban on plastic bags and 25-cent paper bag fee
ALBANY	CA	City-wide ban on plastic bags and 10-cent fee on paper and reusable bags
LIVERMORE	CA	Ban on plastic bags and 10-cent tax on paper and reusable bags
BERKLEY COUNTY	CA	City-wide ban on plastic bags
HAYWARD	CA	City-wide ban on plastic bags with a 10-cent tax on paper bags
GLENDALE	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags
FREMONT	CA	City-wide ban on plastic bags with a 10-cent tax on reusable and paper bags
EMERYVILLE	CA	City-wide ban on plastic bags with a 10-cent tax on reusable and paper bags
DUBLIN	CA	City-wide ban on plastic bags with a 10-cent tax on reusable and paper bags

CORVALLIS	CA	City-wide ban on plastic bags with a 5-cent fee on paper bags
LAGUNA BEACH	CA	Ban on plastic bags and a ten cent fee on paper bags
SAN LEANDRO	CA	City-wide ban on plastic bags with a 10-cent tax on paper and reusable bags
UNION CITY	CA	City-wide ban on plastic bags with a 10-cent tax on paper and reusable
FORT BRAGG	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags
ARROYO GRANDE	CA	City-wide ban on plastic bags and 10-cent fee on paper
PISMO BEACH	CA	Ban on plastic bags and 10-cent tax on paper bags
PASO ROBLES	CA	Ban on plastic bags and 10-cent paper bag fee
MORRO BAY	CA	Ban on plastic bags and 10-cent tax on paper bags
ATASCADERO	CA	City-wide ban on plastic bags and 10-cent fee on paper bags
SAN LUIS OBISPO COUNTY	CA	County-wide ban on plastic bags with a 10-cent tax on paper bags
GROVER BEACH	CA	City-wide ban on plastic bags with a 10-cent tax on paper bags
WATSONVILLE	CA	City-wide ban on plastic bags with a 10-25 cent fee on paper bags
MILLBRAE	CA	Ban on plastic bags and 10-cent tax on paper bags
SOLANA BEACH	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags

PASADENA	CA	Ban on plastic bags and 10-cent tax on paper bags
OJAI	CA	Ban on plastic bags and 10-cent paper bag fee
SAN LUIS OBISPO	CA	City-wide ban with a 10-cent fee on paper bags
SAN FRANCISCO	CA	City-wide ban on plastic bags
MARIN COUNTY	CA	Ban on plastic bags
LOS ANGELES COUNTY	CA	Ban on plastic bags and ten cent fee for paper bags
SANTA CLARA COUNTY	CA	County-wide ban on plastic bags with a 15 cent fee on paper bags
SANTA MONICA	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags
LONG BEACH	CA	Ban on plastic bags and ten cent fee on paper bags
CALABASAS	CA	City-wide ban on plastic bags with a 10-cent fee on paper bags
MALIBU	CA	Ban on plastic bags
CALIFORNIA (STATEWIDE)	CA	Statewide ban on single-use plastic bags and 10-cent fee on paper and reusable bags
BISBEE	AZ	City-wide ban on plastic bags with a 5-cent tax on paper bags
ANCHORAGE	AK	City-wide ban on plastic bags, 10-50-cent tax for paper bags
UNALASKA	AK	City-wide ban on plastic bags
PALMER	AK	City-wide ban on plastic bags
WASILLA	AK	City-wide ban on plastic bags
CORDOVA	AK	City-wide ban on plastic bags
HOOPER BAY	AK	City-wide ban on plastic bags

BETHEL	AK	City-wide ban on plastic bags
CRESTED BUTTE	CO	City-wide ban on plastic bags
AVON	CO	Town-wide ban on plastic bags, 10-cent tax on paper bags
NEDERLAND	CO	City-wide 10-cent fee on paper and plastic bags
BRECKENRIDGE	CO	City-wide 10-percent tax on plastic bags
BOULDER	CO	10-cent fee on plastic bags
ASPEN	CO	City-wide ban on plastic bags with a 20-cent fee on paper bags
CARBONDALE	CO	City-wide ban on plastic bags with a 20-cent tax on paper bags
TELLURIDE	CO	City-wide ban on plastic bags with a 10-cent tax on paper bags
GREENWICH	CT	City-wide ban on plastic bags (3 year sunset)
WESTPORT	CT	Westport, CT implemented a ban on plastic bags for all retailers in the city
WASHINGTON	DC	City-wide 5-cent tax on plastic and paper bags
CORAL GABLES	FL	City-wide ban on plastic bags
OAHU	HI	County-wide ban on plastic bags, 15-cent tax on reusable plastic bags, and ban on all plastic bags by 2020
OAHU	HI	Ban on plastic bags
HAWAII COUNTY	HI	County-wide ban on plastic bags
HONOLULU	HI	City-wide ban on plastic bags
MAUI COUNTY	HI	County-wide ban on plastic bags
KAUAI COUNTY	HI	County-wide ban on plastic bags
MARSHALL COUNTY	IA	County-wide ban on plastic bags

OAK PARK	IL	City-wide 10-cent tax for retailers over 5,000 square feet
CHICAGO	IL	City-wide 7-cent tax on plastic and paper bags
EVANSTON	IL	City-wide ban on plastic bags less than 225ml thick
DARTMOUTH	MA	Town-wide ban on plastic bags
WILMINGTON	MA	Town-wide ban on plastic bags
HAVERHILL	MA	City-wide ban on plastic bags for businesses with 8,000 square feet or more
ANDOVER	MA	Town-wide ban on plastic bags
LOWELL	MA	City-wide ban on plastic bags (retail establishments 3,000 sq ft or greater)
DANVERS	MA	Town-wide ban on plastic bags
WESTFORD	MA	Town-wide ban on plastic bags
GLOUCESTER	MA	City-wide ban on plastic bags
HOPKINTON	MA	Town-wide plastic bag ban
BELMONT	MA	Town-wide ban on plastic bags
BOSTON	MA	City-wide ban on plastic bags, Five-cent tax on paper, reusable and compostable bags
COHASSET	MA	Town-wide ban on plastic bags

WINCHESTER	MA	Town-wide ban on plastic bags
MARSHFIELD	MA	Town-wide plastic bag ban
WESTBOROUGH	MA	Town-wide ban on plastic bags
SWAMPSCOTT	MA	Town-wide ban on plastic bags
TOPSFIELD	MA	Town-wide ban on plastic bags
WAYLAND	MA	Town-wide ban on plastic bags
WAKEFIELD	MA	City-wide ban on plastic bags
MELROSE	MA	City-wide ban on plastic bags (businesses over 8,000 sq ft)
SOUTH HADLEY	MA	City-wide ban on plastic bags
SUDBURY	MA	City-wide ban on plastic bags
DALTON	MA	City-wide ban on plastic bags less than 40 mils
YARMOUTH	MA	City-wide ban on plastic bags
ARLINGTON	MA	City-wide ban on plastic bags
STOCKBRIDGE	MA	City-wide ban on plastic bags
BOURNE	MA	Town-wide ban on plastic bags

OAK BLUFFS	MA	Town-wide ban on plastic bags
FRAMINGHAM	MA	Town-wide ban on plastic bags
EDGARTOWN	MA	Town-wide ban on plastic bags and fee on paper and reusable bags
ATHOL	MA	City-wide ban on plastic bags
SANDWICH	MA	Town-wide ban on plastic bags
IPSWICH	MA	Town-wide ban on plastic bags and fee on paper bags
DENNIS	MA	Town-wide ban on plastic bags
BEDFORD	MA	Town-wide ban on plastic bags
PLYMOUTH	MA	Town-wide ban on plastic bags
NATICK	MA	Town-wide ban on plastic bags
WATERTOWN	MA	Town-wide ban on plastic bags
SHREWSBURY	MA	City-wide ban on plastic bags less than 40 mils thick
LENOX	MA	Town-wide ban on plastic bags
LEE	MA	Town-wide ban on plastic bags and tax on paper bags
ADAMS	MA	Town-wide ban on plastic bags

AMHERST	MA	Town-wide ban on plastic bags
CHILMARK	MA	Town-wide ban on plastic bags and fee on paper and reusable bags
AQUINNAH	MA	Town-wide ban on plastic bags
WEST TISBURY	MA	Town-wide ban on plastic bags and fee on paper and reusable bags
TISBURY	MA	Town-wide ban on plastic bags and fee on paper and reusable bags
SALEM	MA	City-wide ban on plastic bags
WELLESLEY	MA	City-wide ban on plastic bags
BARNSTABLE	MA	City-wide ban on plastic bags less than 3 mils thick
SOMERVILLE	MA	City-wide ban on plastic bags
FALMOUTH	MA	City-wide ban on plastic bags and 10-cent fee on paper bags
HAMILTON	MA	Town-wide ban on plastic bags
HARWICH	MA	City-wide ban on plastic bags
CAMBRIDGE	MA	City-wide ban on single-use plastic bags and 10-cent fee on paper and composed plastic bags
TRURO	MA	Town-wide ban on plastic bags
BRIDGEWATER	MA	Town-wide ban on plastic bags

NORTHAMPTON	MA	City-wide ban on plastic bags
CONCORD	MA	City-wide ban on plastic bags
CHATHAM	MA	City-wide ban on single-use plastic bags
WELLFLEET	MA	Town-wide ban on plastic bags
WILLIAMSTOWN	MA	Town-wide ban on plastic bags
NEWTON	MA	City-wide ban on plastic bags
MARBLEHEAD	MA	City-wide ban on plastic bags
PROVINCETOWN	MA	City-wide ban on plastic bags
NEWBURYPORT	MA	City-wide ban on plastic bags
GREAT BARRINGTON	MA	City-wide ban on plastic bags
MANCHESTER	MA	City-wide ban on plastic bags
BROOKLINE	MA	City-wide ban on plastic bags
HARFORD	MD	County-wide ban on plastic yard waste bags
ABERDEEN	MD	City-wide ban on plastic yard waste bags
TAKOMA PARK	MD	City-wide ban on plastic bags

MONTGOMERY COUNTY	MD	Five-cent charge on each paper or plastic carryout bag provided by retail establishments
CHESTERTOWN	MD	Chestertown, MD implemented a ban on plastic bags for all retailers
ROCKLAND	ME	City-wide ban on plastic bags
MANCHESTER	ME	Town-wide ban on plastic bags
BLUE HILL	ME	Town-wide plastic bag ban
BATH	ME	City-wide ban on plastic bags, and a five-cent tax on paper bags (increasing to 10-cents and 15-cents in 2019 and 2020)
BELFAST	ME	City-wide ban on plastic bags
CAPE ELIZABETH	ME	Town-wide five-cent tax on plastic bags
BRUNSWICK	ME	Town-wide ban on plastic bags
TOPSHAM	ME	Town-wide 5-cent fee on plastic bags
SACO	ME	City-wide ban on plastic bags
FREEPORT	ME	Town-wide ban on plastic bags and five-cent fee on paper bags
KENNEBUNK	ME	Town-wide ban on plastic bags
FALMOUTH	ME	City-wide 5-cent fee on plastic and paper bags
YORK	ME	Town-wide ban on plastic bags
SOUTH PORTLAND	ME	City-wide 5-cent fee on plastic and paper bags
PORTLAND	ME	City-wide 5-cent fee on plastic and paper bags
WASHTENAW COUNTY	MI	County-wide ban on plastic bags and 10-cent fee on reusable bags
HYDE COUNTY	NC	County-wide ban on plastic bags
DARE COUNTY	NC	County-wide ban on plastic bags

CURRITUCK COUNTY	NC	County-wide ban on plastic bags
JERSEY CITY	NJ	City-wide ban on plastic bags
BELMAR	NJ	Borough-wide ban on plastic bags
BRIGANTINE BEACH	NJ	City-wide ban on plastic bags
HOBOKEN	NJ	City-wide ban on plastic bags, fee on paper and reusable bags (up to 25-cents); low-income customers exempt
BRADLEY BEACH	NJ	Borough-wide ban on plastic bags
STAFFORD TOWNSHIP	NJ	Town-wide ban on plastic bags
ATLANTIC COUNTY	NJ	County-wide ban on plastic bags and straws within parks
TEANECK	NJ	5-cent tax on plastic bags
MONMOUTH BEACH	NJ	Borough-wide ban on plastic bags
LONG BEACH	NJ	Town-wide ban on plastic bags
POINT PLEASANT BEACH	NJ	Borough-wide ban on plastic bags
LONGPORT	NJ	10-cent fee on paper and plastic bags
SILVER CITY	NM	City-wide ban on plastic bags
SANTA FE	NM	City-wide ban on plastic bags and 10-cent tax on paper bags
BEDFORD	NY	Town-wide 10-cent fee on plastic and paper bags
LEWISBORO	NY	Town-wide ban on plastic bags, 15-cent fee on paper bags

SEA CLIFF	NY	Village-wide minimum 5-cent tax on plastic bags
SUFFOLK COUNTY	NY	County-wide five-cent fee on paper and plastic bags
LONG BEACH	NY	City-wide five-cent fee on plastic bags
NEW CASTLE	NY	City-wide ban on plastic bags and 10-cent fee on paper bags
NEW YORK CITY	NY	City-wide 5-cent fee on plastic bags
PATCHOGUE VILLAGE	NY	City-wide ban on plastic bags
SAG HARBOR	NY	Village-wide ban on plastic bags
SOUTHAMPTON	NY	City-wide ban on plastic bags
NEW PALTZ VILLAGE	NY	Village-wide ban on plastic bags
HASTINGS ON HUDSON	NY	City-wide ban on plastic bags
LARCHMONT	NY	City-wide ban on plastic bags
MAMARONECK	NY	Village-wide ban on plastic bags
RYE	NY	City-wide ban on plastic bags
EAST HAMPTON	NY	City-wide ban on plastic bags
NEW YORK (STATEWIDE)	NY	Proposal for State-wide ban on plastic bags w/ Amendments
MILWAUKIE	OR	City-wide ban on plastic bags
MANZANITA	OR	City-wide ban on plastic bags
MCMINNVILLE	OR	City-wide ban on plastic bags
HOOD RIVER	OR	City-wide ban on plastic bags
FOREST GROVE	OR	City-wide ban on plastic bags

ASHLAND	OR	City-wide ban on plastic bags and 10-cent fee on paper bags
EUGENE	OR	City-wide ban on plastic bags and 5-cent fee on paper bags
CORVALLIS	OR	City-wide ban on plastic bags and 5-cent fee on paper bags
PORTLAND	OR	City-wide ban on plastic bags
PROVIDENCE	RI	City-wide ban on plastic bags and 10-cent tax on paper and reusable bags
NORTH KINGSTOWN	RI	Town-wide ban on plastic bags
JAMESTOWN	RI	City-wide ban on plastic bags
NEW SHOREHAM	RI	Town-wide ban on plastic bags
NEWPORT	RI	City-wide ban on plastic bags
MIDDLETOWN	RI	City-wide ban on plastic bags
BARRINGTON	RI	City-wide ban on plastic bags
MOUNT PLEASANT	SC	City-wide ban on plastic bags
BEAUFORT COUNTY	SC	County-wide ban on plastic bags
SURFSIDE BEACH	SC	City-wide ban on plastic bags
FOLLY BEACH	SC	City-wide ban on plastic bags
ISLE OF PALMS	SC	City-wide ban on plastic bags
BROWNSVILLE	TX	City-wide ban of plastic bags
EAGLE PASS	TX	City-wide ban on plastic bags
PORT ARANSAS	TX	City-wide ban on plastic bags suspended
LAREDO	TX	City-wide plastic bag ban

KERMIT	TX	Plastic bag ban and 10-cent tax on paper bags
SUNSET VALLEY	TX	City-wide plastic bag ban
FREER	TX	City-wide plastic bag ban
AUSTIN	TX	The ordinance include specific carryout bag standards, exemptions and signage requirements
LAGUNA VISTA	TX	Plastic bag ban at all retailers
SOUTH PADRE ISLAND	TX	City-wide plastic bag ban
FORT STOCKTON	TX	A bag ban ordinance with an exception for plastic bags that are labeled 100% recyclable
MOAB	UT	City-wide ban on plastic bags
PARK CITY	UT	City-wide ban on plastic bags in stores larger than 12,000 sq ft
PARK CITY	UT	City-wide ban on plastic bags in stores larger than 12,000 sq ft
BRATTLEBORO	VT	Town-wide ban on plastic bags
KENMORE	WA	City-wide ban on plastic bags, 5-cent fee on paper bags
LA CONNER	WA	Town-wide ban on plastic bags
PORT ANGELES	WA	City-wide ban on plastic bags less than 225 mm, 5-cent tax on all bags
TACOMA	WA	City-wide ban on plastic bags less than 225 mils thick
FRIDAY HARBOR	WA	Town-wide ban on plastic bags
SAN JUAN COUNTY	WA	County-wide ban on plastic bags

TUMWATER	WA	City-wide ban on plastic bags and 5-cent fee on paper bags
THURSTON COUNTY	WA	County-wide ban on plastic bags and 5-cent fee on paper bags
OLYMPIA	WA	City-wide ban on plastic bags and 5-cent fee on paper bags
LACEY	WA	City-wide ban on plastic bags and 5-cent fee on paper bags
MERCER ISLAND	WA	City-wide ban on plastic bags
SHORELINE	WA	City-wide ban on plastic bags and 5-cent fee on paper bags
ISSAQUAH	WA	City-wide ban on plastic bags and 5-cent fee on paper bags
MUKILTEO	WA	City-wide ban on plastic bags
PORT TOWNSEND	WA	City-wide ban on plastic bags and 5-cent fee on paper bags
BAINBRIDGE ISLAND	WA	City-wide ban on plastic bags and 5-cent fee on paper bags
BELLINGHAM	WA	City-wide ban on plastic bags and 5-cent fee on paper bags
SEATTLE	WA	City-wide ban on plastic bags and 5-cent fee on paper bags
EDMONDS	WA	City-wide ban on plastic bags

*Trevor Nace is a PhD geologist, founder of Science Trends, Forbes contributor, and explorer. Follow his journey @trevornace.*

**III. INFORMATION ABOUT THE *ADDITIONAL RECYCLABLES COLLECTION CENTER (ARCC)* IN BARRE, VT, AND COMMUNICATIONS WITH MIKE PEABODY, PROGRAM COORDINATOR FOR THE CENTRAL VT SOLID WASTE MANAGEMENT DISTRICT & DIRECTOR OF THE ARCC**

*(Kinnie, Twyla, \*Selah, Blythe, Mary, Oliver, Nathaniel, Bryan, Emma, Carter, Matilda, John, Milo)*

**A. Central VT Solid Waste Management District, serving the towns of *Barre City, Barre Town, Berlin, Bradford, Calais, Chelsea, Duxbury, East Montpelier, Fairlee, Hardwick, Middlesex, Montpelier, Orange, Plainfield, Tunbridge, Walden, Washington, Williamstown, and Woodbury*, collects & recycles many plastic products not accepted at the Norwich Transfer Station, such as foil-lined chip, cracker, and snack bags; energy bar wrappers; drink pouches; cereal bags; plastic lids & caps; pill bottles & caps; toothbrushes & empty toothpaste tubes; dental floss containers; and contact lenses & their packaging.**

**B. Share communications with Mike Peabody.**

**From:** Kinneret Melamut <kmelamut@gmail.com>

Feb 8, 2019, 4:15 PM (3 days ago)

**I called Mike Peabody and he said we could recycle our plastic but only chip bags and film plastics can be taken. He also asked me about if the load, will it be a truck load or a car trunk load and I said I don't know and I will call him back after school on Monday. He also asked about which day we will bring him the plastic. So if you could email me back that would be awesome.**

**thanks, Kinnie**

**From:** twyla weinstein [mailto:[twurtles8@gmail.com](mailto:twurtles8@gmail.com)]

**Sent:** Monday, February 11, 2019 5:04 PM

**To:** Mike Peabody

**Subject:** recycling

**Hi! Our names are Selah and Twyla. We are fifth graders from The Marion Cross Elementary School in Norwich VT. We are talking to you because we want to not let the environment get worst the it already is. So the Fifth Graders and us were invited**

to the Select board meeting on Feb 13. We are trying to ban Plastic or Recycle in Norwich. So we are asking if The ARCC Will Take Our Plastic Waste in the Town of Norwich. And if you guys will take our plastic, what will you take and what will you not take? Thank you!

Best wishes,  
Selah and Twyla

From: "Mike Peabody" <[MikeP@cvswwmd.org](mailto:MikeP@cvswwmd.org)>

Date: 2019-02-12 22:33:39

To: "twyla weinstein" <[twurtles8@gmail.com](mailto:twurtles8@gmail.com)>,"成了 Selah Cheng" <[selahcheng@126.com](mailto:selahcheng@126.com)>

Subject: RE: recycling

Hey, Twyla and Selah. It's Mike at CVSWMD. How are you?

I think it was you and I, Twyla, who spoke last week but I'm sorry, Selah, if it was actually you and I forgot. I was at the facility and sometimes it's a little hard for me to totally devote my attention to phone calls when we are open and taking in stuff.

I was looking for clarity on the topic of plastics you are looking to handle. From our phone conversation, it sounded like you had some specific plastic materials like film and snack packaging from the Marion Cross School. But the emails you both sent sound like there's a wider agenda of plastic reduction for the town of Norwich, which is great, but something that big is probably more than we can handle.

Attached is [the list of materials](#) we can accept at our Barre facility, the ARCC. That's a good reference list. And you can stay in touch if you have questions.

Have you spoken to [Ham Gillett](#) who manages the solid waste programming for Norwich? He and I speak pretty often and he may be able to guide your efforts more directly.

C. Open and scroll down link, displaying the plastic items mentioned in paragraph

A: <http://www.cvswwmd.org/uploads/6/1/2/6/6126179/arccbifold-2019.pdf>

**IV. THETFORD'S TOWN-FUNDED WEEKLY COLLECTION & TRANSPORT OF ALL PLASTIC-FILM PRODUCTS**

*(Oliver, Mary, Emma, Ava, Henry A, Phin, Twyla)*

**A. Oliver, Mary, and other team members share the following email exchange with Sally Bugg, recycling coordinator for the town of Thetford.**

On Sun, Feb 10, 2019 at 8:31 PM Corin Benedict <[corin.benedict@gmail.com](mailto:corin.benedict@gmail.com)> wrote:

Dear Ms. Bugg,

Can you tell me more about how Thetford recycles their plastic bags?

Can you tell me how you do it? Is it used a lot if you do do this?

I am in the 5th grade at MCS and we are working on a town ban of plastic bags in Norwich.

Thank you so much,

Oliver Benedict

On Mon, Feb 11, 2019 at 6:23 PM Mary Westrich <[maremarewestrich16@gmail.com](mailto:maremarewestrich16@gmail.com)> wrote:

Hello Ms. Bugg:

I am a 5th grader in Mr.Fenton's Social Studies class at the Marion Cross School in Norwich, VT. My class is working to reduce plastic waste in Norwich and we would like to learn more about the recycling program in Thetford. I appreciate any information you can provide about the program.

Thank you,

Mary Westrich

5th grader

Marion Cross School

Norwich, VT

On Mon, Feb 11, 2019 at 1:42 PM Sally Bugg <[sbugg18@gmail.com](mailto:sbugg18@gmail.com)> wrote:

Hi Oliver,

Thank you for emailing me. I am happy to tell you what we do in Thetford. I wonder if it might be beneficial for you to take a field trip to meet me at the Thetford recycling center on Saturday morning?

We work with TREX to collect certain types of plastic bags on Sat. at the recycling center. What has been collected on that Saturday is then picked up by a paid staff person and driven to Hannaford Supermarket in W. Lebanon and deposited at the back of the building. We collect anywhere between 60-100 pounds a week!

Check out this recycling program with this link to TREX and their program - <https://www.trex.com/recycling/>

Thanks for emailing and let me know what you think!

Sally Bugg

From: **Corin Benedict** <[corin.benedict@gmail.com](mailto:corin.benedict@gmail.com)>

Date: Mon, Feb 11, 2019 at 8:12 PM

Subject: Re: Recycling Question

To: Sally Bugg <[sbugg18@gmail.com](mailto:sbugg18@gmail.com)>

Thanks so much for the invitation and the information.

I can't come this Saturday, but hopefully soon and I will share the information with my class.

-Oliver

From: **Sally Bugg** <[sbugg18@gmail.com](mailto:sbugg18@gmail.com)>

Date: Tue, Feb 12, 2019 at 12:40 PM

Subject: Re: Recycling Program

To: Mary Westrich <[maremarewestrich16@gmail.com](mailto:maremarewestrich16@gmail.com)>

Hi Mary,

Thank you for emailing me. I have been in touch with another MCS student, Oliver, regarding the same information. Are you all working together?

Here is what I sent him:

Thank you for emailing me. I am happy to tell you what we do in Thetford. I wonder if it might be beneficial for you to take a field trip to meet me at the Thetford recycling center one Saturday morning in the next few weeks?

We work with TREX to collect certain types of plastic bags on Sat. at the recycling center. What has been collected on that Saturday is then picked up by a paid staff person and driven to Hanafords in W. Lebanon and deposited at the back of the building. We collect anywhere between 60-100 pounds a week!

Check out this recycling program with this link to TREX and their program - <https://www.trex.com/recycling/>

Thanks for emailing and let me know what you think!

**B. The TREX Company is located in Winchester, VA, and uses recycled plastic-film products to manufacture outdoor decking, railings, and furniture as an alternative to wood.**

#### **V. ADDISON COUNTY SOLID WASTE MANAGEMENT DISTRICT'S WEEKLY COLLECTION & RECYCLING OF ALL PLASTIC-FILM PRODUCTS AT THE MIDDLEBURY TRANSFER STATION**

*(Jacobi, Liam)*

**A. Addison County Solid Waste Management District, serving the towns of Addison, Bridport, Bristol, Cornwall, Ferrisburgh, Goshen, Leicester, Lincoln, Middlebury, Monkton, New Haven, Orwell, Panton, Ripton, Shoreham, Starksboro, Vergennes, Waltham, Weybridge, and Whiting, collects & recycles all plastic-film products at the Middlebury Transfer Station.**

**B. Share link: <https://www.addisoncountyrecycles.org/wp/wp-content/uploads/Plastic-Bag-Recycling-Info-Sheet.pdf>**

**VI. PETITION DRIVE**

*(Darius, Peter M, Liam, Roan, Jacobi)*

**A. Students share where they got their idea for a petition (TED Talk by two sisters in Bali who founded the global "Bye Bye Plastic Bags" movement and finally persuaded Bali's governor to meet with them and agree to a plastic-bag ban after circulating their petition around the island and at the Bali Airport).**

**B. Newspaper article about petition drive in Middlebury to ban plastic bags that appears to be receiving a lot of support and getting the attention of the Middlebury Selectboard.**

**C. Discuss different areas of town you have circulated the petition, the time you've spent doing this, and how many signatures you have.**

**D. Present the petition to the Selectboard members.**

**VII. COMMUNICATION WITH NORWICH RETAILERS & BUSINESSES**

**Dan & Whit's (both visits, inventory problem, Byrne grant):** *John, Phin, Wyatt*

**Carpenter & Main:** *John, Phin, Wyatt*

**Norwich Inn:** *John, Phin, Wyatt*

**Fogg's Ace Hardware:** *Mary, Oliver, Jacobi*

*\*Mary & Jacobi share their email exchanges*

Subject: Norwich Plastic Use

From: Mary Westrich <[maremarewestrich16@gmail.com](mailto:maremarewestrich16@gmail.com)>

Date: Mon, February 11, 2019 5:48 pm

To: [J.Whitney@foggshardware.com](mailto:J.Whitney@foggshardware.com)

Dear Mr. Whitney,

My 5th grade class at the Marion Cross School (MCS) is doing a project to reduce plastic waste in Norwich. Our class knows that the Fogg's Hardware store uses plastic bags. We would like to know how long it would take for Fogg's to switch to paper bags and

how would this impact Fogg's. I appreciate any response you can provide to this question.

Thank you,  
Mary Westrich  
MCS student

From: <[j.whitney@foggshardware.com](mailto:j.whitney@foggshardware.com)>  
Date: Tue, Feb 12, 2019 at 11:13 AM  
Subject: RE: Norwich Plastic Use  
To: Mary Westrich <[maremawestrich16@gmail.com](mailto:maremawestrich16@gmail.com)>

Good morning Mary

Well, to make the switch would be very easy because Ace Hardware offers paper bags and we do use them here. The plastic bags I have we can always send them to the others stores Fogg's owns.

Thanks

Jeremey Whitney  
Store Manager  
Fogg's Hardware & Building Supply, Inc.  
301 Route 5 South  
Norwich Vt 05055  
(802) 649-2958  
[www.foggshardware.com](http://www.foggshardware.com)

Subject: plastic bag ban questions  
From: Erin Salcone <[esalcone@hotmail.com](mailto:esalcone@hotmail.com)>  
Date: Sun, February 10, 2019 12:31 pm  
To: "[j.whitney@foggshardware.com](mailto:j.whitney@foggshardware.com)" <[j.whitney@foggshardware.com](mailto:j.whitney@foggshardware.com)>

Hello, My name is Jacobi Marotti and I am a fifth grader at Marion W Cross School in Norwich VT. My grade has been invited to the Norwich Selectboard meeting to propose a plastic bag ban in Norwich along with a fee on paper bags. The hope is to have more shoppers use reusable bags. If this ban goes into effect it would mean all the businesses in Norwich would have to switch. Can you email us back and tell us how long it would

take for you to make the switch so we could relay this to the Norwich Selectboard. If they know how long it will take then they could delay it till you make the switch.

Sincerely,  
Jacobi Marotti

**From:** <[j.whitney@foggshardware.com](mailto:j.whitney@foggshardware.com)>  
**Date:** February 12, 2019 at 11:12:15 AM EST  
**To:** Erin Salcone <[esalcone@hotmail.com](mailto:esalcone@hotmail.com)>  
**Subject:** RE: plastic bag ban questions

Good morning Jacobi

Well, to make the switch would be very easy because Ace Hardware offers paper bags and we do use them here. The plastic bags I have we can always send them to the others stores Fogg's owns.

Thanks

Jeremey Whitney  
Store Manager  
Fogg's Hardware & Building Supply, Inc.  
301 Route 5 South  
Norwich Vt 05055  
(802) 649-2958  
[www.foggshardware.com](http://www.foggshardware.com)

**King Arthur Flour (store, baking classes, cafe):** *Mary, Blythe, Ava, Eliza*

**Blue Sparrow café:** *Jacobi, Roan, Peter A, Andrew, Wyatt*

**Norwich Bookstore:** *Cosi, Wyatt*

**Norwich Post Office:** *Wyatt, Andrew, Oliver, Millie*

**Zuzu's:** *Mary, Wyatt*

**Montshire Museum:** *Matilda, Darius, AJ*

**Mascoma Bank:** *Henry A, Phin, Blythe*

**Ledyard Bank:** *Mary, AJ*

VIII. COMMUNICATION WITH PETER ELWELL, BRATTLEBORO TOWN MANAGER  
(*Oliver, Jacobi, Peter A, Roan*)

**From:** Erin Salcone [<mailto:esalcone@hotmail.com>]  
**Sent:** Sunday, February 10, 2019 12:48 PM  
**To:** Peter Elwell <[pelwell@brattleboro.org](mailto:pelwell@brattleboro.org)>  
**Subject:** plastic bag ban questions

Hello our names are Jacobi Marotti, Peter Arvold, and Roan Palm and we are fifth graders at Marion W Cross School in Norwich VT. Our grade is invited to propose a plastic bag ban along with a fee on paper bags to the Norwich Selectboard. Here are some questions we have for you. Does the ban work? Was it difficult to make this switch? What was the process that you had to go through? Did any of the businesses complain? May you email us back if you can answer these questions.

Sincerely,

Jacobi, Peter, and Roan

**From:** Peter Elwell <[pelwell@brattleboro.org](mailto:pelwell@brattleboro.org)>  
**Date:** February 10, 2019 at 1:41:19 PM EST  
**To:** Erin Salcone <[esalcone@hotmail.com](mailto:esalcone@hotmail.com)>  
**Cc:** Patrick Moreland <[pmoreland@brattleboro.org](mailto:pmoreland@brattleboro.org)>  
**Subject:** RE: plastic bag ban questions

**Hi Jacobi, Peter, and Roan –**

**I'm going to provide you with brief answers to your questions based on my experience with and oversight of the plastic bag ban in Brattleboro. Assistant Town Manager Patrick Moreland was the member of our team who was most directly involved in preparing and implementing the ordinance that banned single-use plastic bags. I am copying Patrick on this email so that he can provide you with some additional details.**

Does the ban work?

**Yes. Most businesses complied by the initial deadline (July 1, 2018) and those that needed a bit more time have been cooperative in achieving compliance, as well.**

Was it difficult to make this switch?

**I can't speak for the businesses about how difficult it was for them to comply. The change has been very popular with consumers, who are now in the habit of bringing canvas bags or other reusable bags with them when they go shopping.**

What was the process that you had to go through?

**Patrick did a lot of research (both about plastic bags and about bans that had been enacted in other communities) and then worked with our Town Attorney to create the Town's ordinance. That ordinance was then reviewed with the Selectboard several times (with adjustments to the draft ordinance made as we progressed). When the Selectboard had agreed on the final details of the ordinance, we went through the formal process for the Selectboard to adopt the ordinance (consideration at two consecutive Selectboard meetings with a public hearing and formal vote of the Selectboard at the second of those two meetings). Finally, to allow merchants enough time to use up their existing stock of plastic bags, the effective date of the ordinance was about 6 months after the Selectboard's adoption. During that period, Patrick worked with merchants and the broader community to make sure we were all ready for the new rules.**

Did any of the businesses complain?

**Yes. Some did. Some still do. But the majority of businesses complied without complaint and some of them actually showed enthusiasm for the change and used it as part of their marketing.**

Good luck with your project in Norwich!

-Peter Elwell

**IX. COMMUNICATION WITH PATRICK MORELAND, BRATTLEBORO  
ASSISTANT TOWN MANAGER**

*(Oliver, Jacobi, Peter A, Roan)*

From: Patrick Moreland <[pmoreland@brattleboro.org](mailto:pmoreland@brattleboro.org)>

Date: Mon, Feb 11, 2019 at 1:27 PM

Subject: RE: plastic bag ban questions

To: Peter Elwell <[pelwell@brattleboro.org](mailto:pelwell@brattleboro.org)>, Erin Salcone <[esalcone@hotmail.com](mailto:esalcone@hotmail.com)>

Cc: [corin.benedict@gmail.com](mailto:corin.benedict@gmail.com) <[corin.benedict@gmail.com](mailto:corin.benedict@gmail.com)>

Greetings,

I wish you luck with your project. I need to let you know that this can be a bit technical, but if you work with your local officials, I am sure that you will succeed.

An early step should be to identify the Town's authority to ban single use plastic bags, and this will require working with your Town Attorney. In Brattleboro we concluded that the authority rests on both our charter and state statute. In Article IV of our charter, Section 6(k), the Selectboard has a responsibility to, "provide for the collection, storage and disposal of garbage...". In essence we consider single-use plastic bags to be garbage. This particular type of garbage can be found along roads, riverbanks, in trees and clogging storm water basins. This particular garbage is in effect, a public nuisance, and the Selectboard has the authority (24 V.S.A. § 2291 (14)) to determine what constitutes a nuisance and to take action (bag ban) for its removal.

The next step will be to understand the different types of regulations and what they can help your community to achieve. For example, do you wish to ban plastic or promote reusable bags? To assist, I am attaching some additional information.

- **Chapter 7 – This is Brattleboro's Solid Waste Ordinance. The section on plastic bags begins on page 15.**
- **Bag Ban Options – This was a memo to the SB outlining three different approaches to banning plastic bags.**

- **Plastic Bag Reduction Ordinances – This is a good piece of research and the foundation for the Bag Ban Options Memo.**
- **Ordinance Memo – By this time we had a draft ordinance and needed SB input on the specific of what would define a reusable plastic bag.**
- **Single Use Plastic Bag Ban – This was the letter we sent out to all retail locations.**

You will need to work closely with the elected officials in your town, but I am sure they would love to hear from you. Good luck with this project. Let me know if I can be of any additional assistance.

Patrick Moreland  
Assistant Town Manager  
Town of Brattleboro  
230 Main Street  
Brattleboro VT 05301  
(802)251-8101

**\*NOTE FOR STUDENT TEAM TO SHARE: The 5th grade will provide to the Selectboard the above five documents containing Mr. Moreland's summary of the experiences of other towns & cities, his communications with Brattleboro's attorney, and the language of Brattleboro's ordinance.**

#### **X. COMMUNICATION WITH BRATTLEBORO'S ACE HARDWARE STORE**

***(Jacobi, Henry A, Oliver)***

On Sat, Feb 9, 2019 at 1:47 PM Erin Salcone <[esalcone@hotmail.com](mailto:esalcone@hotmail.com)> wrote:  
Hello, Our names are Jacobi Marotti and Henry Anderson and we are fifth graders at Marion W Cross School in Norwich VT. Our grade has been invited to the Norwich Selectboard meeting to propose a plastic bag ban in Norwich along with a fee on paper bags. We learned that Brattleboro has a plastic bag ban in effect. We thought that it would be helpful to the Selectboard if they knew how it is going in Brattleboro. Also if we showed this to other businesses in Norwich they would know what to do if this ban

went into effect. Could you email us back and tell us how you responded to it and how hard it was to switch? Also what did you do with the rest of your plastic bags?

Sincerely,

Jacobi Marotti and Henry Anderson

On Mon, Feb 11, 2019 at 8:21 PM Corin Benedict <[corin.benedict@gmail.com](mailto:corin.benedict@gmail.com)> wrote:

Dear Mr. Morse,

I'm Oliver from the Norwich Vermont elementary school fifth grade.

My class is working on a plastic bag ban in Norwich. I was wondering if you could tell me

about what it is like (and how easy it was for you to change) when plastic bags were banned from Brattleboro.

Thank you.

Oliver

**From:** Ed Morse <[emorse@brownrobertsace.com](mailto:emorse@brownrobertsace.com)>

**Date:** February 11, 2019 at 9:02:18 AM EST

**To:** Erin Salcone <[esalcone@hotmail.com](mailto:esalcone@hotmail.com)>

**Subject:** Re: plastic bag ban questions.

Good Morning Jacobi and Henry,

The plastic bag ban in Brattleboro has not affected Brown & Roberts very much at all. Being a hardware store we naturally have always offered paper bags. We have bags that range in size from 1/2 lb. to 25 lb. grocery size. We do not charge for the paper bags. As far as left over bags we did not have any we slowly weaned off them.

I can tell you that the local art shop is not having an easy time of it as we are. They sell very expensive paper that is a trick to sell in the rain without a plastic bag.

**From:** Ed Morse <[emorse@brownrobertsace.com](mailto:emorse@brownrobertsace.com)>

**Date:** February 12, 2019 at 6:15:34 AM EST

**To:** Corin Benedict <[corin.benedict@gmail.com](mailto:corin.benedict@gmail.com)>

**Subject:** Re: Norwich VT Recycling

Good Morning Oliver,

The plastic bag ban in Brattleboro has not affected Brown & Roberts very much at all. Being a hardware store we naturally have always offered paper bags. We have bags that range in size from 1 / 2 lb. to 25 lb. grocery size. We do not charge for the paper bags. As far as left over bags we did not have any we slowly weaned off them.

I can tell you that the local art shop is not having an easy time of it as we are. They sell very expensive paper that is a trick to sell in the rain without a plastic bag.

## **XII. OUR PROPOSALS**

*(AJ, Kinnie, Peter M, Selah, Darius, Liam, Jacobi)*

**A. Acceptance of Mike Peabody's offer to take Norwich's plastic not accepted for recycling at our transfer station. Town-financed weekly collection at the transfer station & transport of this plastic to the ARCC in Barre. Inspired by the protest movement in the United Kingdom that led to the placement of hundreds of collection stations for foil-lined plastic chip bags around the country, students also suggest that it may help to locate a few additional collection bins around town for these plastic items. Suggestions include Dan & Whit's, the Norwich Square, the Norwich Public Library, MCS, King Arthur Flour, Huntley Meadow, and Norwich Meadows.**

**B. Make an arrangement with Hannaford Supermarket (or another supermarket that participates in the W.R.A.P. program with the Trex Co.) similar to that made by the town of Thetford. Collect all plastic-film products at the transfer station and at the same collection sites used to collect plastic items for the ARCC.**

**C. A Ban on all point-of-sale, checkout or carryout plastic bags provided by a retailer or other business within the town of Norwich, regardless of labeling or**

thickness. We think it's a mistake to get mired in a debate over the term "single-use" and therefore recommend that it be avoided. And because our goal is to encourage the use of sturdy shopping bags made from eco-friendly, natural materials designed for longterm use, we don't favor making exemptions for plastic bags of a certain thickness that have handles and meet a specified standard for reuse. (For example, California's definition of "reusable" as a sewn or woven, machine-washable bag that is "*capable of carrying 22 pounds over a distance of 175 feet for a minimum of 125 uses*" and is "*at least 2.25 mils thick.*"

D. If a retailer or other business provides a bag, it should be paper or made of natural, eco-friendly, biodegradable fiber. We find the arguments offered by some that plastic is a better choice for the environment to be unconvincing — completely ignoring the use of oil in plastic's manufacture, advances in sustainable forest management, paper's biodegradability and easy recycling vs. plastic's neverending lifecycle, and plastic's enormous threat to the health of our planet.

E. To encourage reusable bags provided by the customer, a retailer or business should charge a fee for providing paper bags. We feel this fee should be kept by the retailer or business as a business-friendly gesture and to help defray the costs of paper bags. The fifth grade feels strongly that research — and the experience of other towns — show a fee is essential for influencing consumer behavior, but students in all three classes have the following different opinions about the amount of the fee:

- No fee initially, 10¢ after six months
- 5¢ fee initially, 10¢ after six months
- 5¢ fee
- 10¢ fee
- 15¢ fee
- 20¢ fee
- 25¢ fee

**F. No bioplastic bags, even if labeled "fully compostable," should be substituted for paper bags — at least not until they are proven to be truly compostable along with food scraps in a home composter or by the town of Norwich.**

**G. We defer to the Selectboard to determine an appropriate schedule of fines to be imposed for noncompliance.**

#### **H. Final Thoughts**

- We support a ban on styrofoam cups, containers, and other products, similar to that enacted in NYC; Seattle; Washington, D.C.; Freeport & Portland, ME; Minneapolis, MN; Portland, OR; and several cities & counties in CA. There are widely available cardboard and paper substitutes for this nonrecyclable product, and, in our opinion, there is absolutely no excuse for their continued use.**
- We recognize that several towns and cities have banned plastic straws and that they are a major environmental problem. We applaud Blue Sparrow and King Arthur for using paper straws and note that there are also bamboo straws and glass straws as available substitutes.**
- We recognize that plastic utensils are a major environmental problem and applaud Blue Sparrow for trying out foldable paper spoons.**
- Bioplastic utensils, though gaining in popularity and labeled "compostable," require a commercial composting facility to properly degrade. The closest facility is at Middlebury College.**

## ARTICLE REGULATING SINGLE-USE PLASTIC BAGS WITHIN THE TOWN OF NORWICH

- Art. I. Purpose
- Art. II Definitions
- Art. III General Prohibition and Regulation
- Art. IV Exemptions to General Prohibition
- Art. V Penalties and Enforcement
- Art. VI Date of Effect
- Art. VII Hardship Deferments

**DRAFT**

### ARTICLE I. PURPOSE

This Ordinance is intended to promote the public health, safety, welfare, and the responsible use of resources and protection of the environment. It seeks to reduce the number of plastic bags entering the waste stream from commercial activities within Norwich and encourage the use of reusable bags in the Town.

WHEREAS the Town of Norwich has concern over the impact that plastic garbage is having on the local, state and global environment; and

WHEREAS the Town of Norwich has determined to limit the generation of plastic garbage from commercial activities in the Town;

WHEREAS the Town of Norwich has the power to "regulate or prohibit the storage or dumping of solid waste, as defined in 10 V.S.A. § 6602" pursuant to 24 V.S.A. § 2291(12).

NOW THEREFORE, the Town of Norwich hereby adopts the following Ordinance:

### ARTICLE II. DEFINITIONS

Definitions. As used in this ordinance, the following terms shall be defined as follows:

**ASTM D6400 standard specification** means the standard specification for labeling of plastics designed to be aerobically composted in municipal or industrial facilities set by the American Society for Testing and Materials.

**Plastic Bag** means any bag made of plastic derived from either petroleum, ethylene derived from natural gas, polyethylene, polypropylene, or nylon.

**Recyclable** means material that can be sorted, cleansed, and reconstituted using available recycling collection programs for the purpose of using the altered form in the manufacture of a new product. "Recycling" does not include burning, incinerating, converting, or otherwise thermally destroying solid waste.

**Retail Establishment** means all sales outlets, stores, shops, pharmacies, or other places of business located within the Town of Norwich which sell or convey merchandise directly to the ultimate consumer, including Retail Food Establishments and Retail Service Establishments.

**Retail Food Establishment** means all sales outlets, stores, shops, restaurants, markets, supermarkets, clubs or other places of business which sell, serve or convey foods directly to the ultimate consumer. This definition shall include but is not limited to any place where food is commercially prepared, mixed, cooked, baked, smoked, preserved, bottled, packaged, handled, stored, manufactured, sold or offered to the public.

**Retail Service Establishments** means all places of business located within the Town of Norwich where any retail service is offered to the public.

### **ARTICLE III. GENERAL PROHIBITION AND REGULATION**

General prohibition and regulation. No Retail Establishment, Retail Food Establishment, or Retail Service Establishment shall sell or convey merchandise in Plastic Bags, and said establishments shall only use such bags that are either:

- (1) Bags of any nature provided by the consumer; or
- (2) Paper bags, if they are charged separately at a cost of no less than \$0.10 per bag, which charge may be kept by the Retail Establishment.

### **ARTICLE IV. EXEMPTIONS TO GENERAL PROHIBITION**

Exemptions. Article III of this regulation shall not apply to the following items:

- (1) Thin-film plastic bags used to contain dry cleaning, newspapers, produce, meat, bulk foods, wet items, and other similar merchandise;
- (2) Any flexible transparent covering for covering uncooked raw meat, poultry, raw fish, hard cheese, cold cuts, fruit, and vegetable products, baked goods, or bread; and
- (3) Any Plastic Bags that are provided with a product when the product is purchased by the Retail Establishment.

## **ARTICLE V. PENALTIES AND ENFORCEMENT**

- (1) If it is determined that a violation of any subsection of this section has occurred, the Town shall issue a warning notice for the initial violation.
- (2) If an additional violation of this section occurs within one year of the initial violation, the Town Manager's Office shall issue a second notice of violation.
- (3) The Town shall impose a penalty against the retail establishment for the third and each subsequent violation.
- (4) The penalty for each violation that occurs after the issuance of the first and second warning notice shall be no more than: i) \$10.00 for the first offense; ii) \$25.00 for the second offence. Payment shall be made to the Town of Norwich within 30 days to the Town Treasurer. No more than one penalty shall be imposed upon a retail establishment within a 24-hour period.

## **ARTICLE VI. DATE OF EFFECT**

Date of Effect. This section will take effect on September 1, 2019.

## **ARTICLE VII. HARDSHIP DEFERMENTS**

Hardship deferments.

- (1) Upon written application, the Town Manager may defer application of any subsection of this section for a six-month period after the effective date stated in Subsection F upon a showing of hardship. Hardship will be found when:
  - a. Compliance with any subsection would cause significant economic difficulty; or
  - b. There is no readily available compliant substitute.
- (2) Any entity granted a deferment by the Town Manager must reapply prior to the end of the six-month exemption period and demonstrate continued undue hardship if it wishes to have the deferment extended. Deferments may only be granted for intervals not to exceed six months.
- (3) A deferment application shall include all information necessary for the Town Manager to make a reasoned decision, including, but not limited to, documentation showing the factual support for the claimed deferment. The Town Manager may require the applicant to provide additional information to permit it to determine facts regarding the deferment application.
- (4) The Town Manager may approve the deferment application, in whole or in part, with or without conditions that it deems necessary to protect the environment and/or public health and further the interests of this section.
- (5) Deferment decisions are effective immediately and final.

02/22/19  
10:39 am

Town of Norwich Accounts Payable  
Check Warrant Report # 19-17 Current Prior Next FY Invoices For Fund (General)  
All Invoices For Check Acct 03(General) 02/27/19 To 02/27/19

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
ADVANCE	01/29/19	ADVANCE AUTO PARTS DPW-CHAIN STRAPS 06449	01-5-703403.00 PARTS & SUPPLIES	37.70	7352	02/27/19
ADVANCE	01/24/19	ADVANCE AUTO PARTS DPW-3636 & 3036 COMBO 11417	01-5-703403.00 PARTS & SUPPLIES	448.56	7352	02/27/19
ADVANCE	01/25/19	ADVANCE AUTO PARTS DPW-DIESEL EXHAUST FLUID 11459	01-5-703405.00 PETROLEUM PRODUCTS	143.84	7352	02/27/19
ADVANCE	01/28/19	ADVANCE AUTO PARTS DPW-55 GAL HYDRAULIC OIL 11494	01-5-703405.00 PETROLEUM PRODUCTS	369.00	7352	02/27/19
ADVANCE	01/28/19	ADVANCE AUTO PARTS DPW-CORE CREDIT 11524	01-5-703403.00 PARTS & SUPPLIES	-20.00	7352	02/27/19
ADVANCE	01/29/19	ADVANCE AUTO PARTS DPW-RADIATOR HOSE 66542	01-5-703403.00 PARTS & SUPPLIES	13.73	7352	02/27/19
ADVANCE	01/29/19	ADVANCE AUTO PARTS DPW-CLAMPS, ANTIFREEZE 66554	01-5-703403.00 PARTS & SUPPLIES	24.82	7352	02/27/19
ADVANCE	01/29/19	ADVANCE AUTO PARTS DPW-BRITE LED UTILITY 66568	01-5-703403.00 PARTS & SUPPLIES	206.95	7352	02/27/19
ADVANCE	01/28/19	ADVANCE AUTO PARTS DPW-IGNITION COIL, SPARK 79801	01-5-703403.00 PARTS & SUPPLIES	121.09	7352	02/27/19
ADVANCE	01/29/19	ADVANCE AUTO PARTS DPW-STEERING PUMP 79830	01-5-703403.00 PARTS & SUPPLIES	107.63	7352	02/27/19
ADVANCE	01/29/19	ADVANCE AUTO PARTS DPW-STEERING PUMP CREDIT 79832	01-5-703403.00 PARTS & SUPPLIES	-100.49	7352	02/27/19
ADVANCE	01/29/19	ADVANCE AUTO PARTS DPW-FLYWHEEL 79860	01-5-703403.00 PARTS & SUPPLIES	27.51	7352	02/27/19
ADVANCE	01/30/19	ADVANCE AUTO PARTS DPW-RADIATOR HOSE 79890	01-5-703403.00 PARTS & SUPPLIES	13.73	7352	02/27/19
ANYTIME	02/03/19	ANYTIME CARPET CARE & CLE PUBSFTY-CLEANING 234398	01-5-485302.00 REPAIRS & MAINTENANCE	360.00	7354	02/27/19
BCBS	02/01/19	BLUE CROSS/BLUE SHIELD OF MARCH HEALTH INSURANCE 085384682	01-5-500123.00 HEALTH INS	5760.13	7355	02/27/19
BCBS	02/01/19	BLUE CROSS/BLUE SHIELD OF MARCH HEALTH INSURANCE 085384682	01-5-704123.00 HEALTH INSURANCE	893.10	7355	02/27/19
BCBS	02/01/19	BLUE CROSS/BLUE SHIELD OF MARCH HEALTH INSURANCE 085384682	01-5-703123.00 HEALTH INSUR	8013.36	7355	02/27/19
BCBS	02/01/19	BLUE CROSS/BLUE SHIELD OF MARCH HEALTH INSURANCE 085384682	01-5-703123.00 HEALTH INSUR	-3509.16	7355	02/27/19
BCBS	02/01/19	BLUE CROSS/BLUE SHIELD OF MARCH HEALTH INSURANCE 085384682	01-5-425123.00 HEALTH INS	625.62	7355	02/27/19
BCBS	02/01/19	BLUE CROSS/BLUE SHIELD OF MARCH HEALTH INSURANCE 085384682	01-5-704123.00 HEALTH INSURANCE	2083.55	7355	02/27/19
BCBS	02/01/19	BLUE CROSS/BLUE SHIELD OF MARCH HEALTH INSURANCE 085384682	01-5-005123.00 HEALTH INSUR	4422.16	7355	02/27/19
BCBS	02/01/19	BLUE CROSS/BLUE SHIELD OF MARCH HEALTH INSURANCE 085384682	01-5-100123.00 HEALTH INS	2458.69	7355	02/27/19
BCBS	02/01/19	BLUE CROSS/BLUE SHIELD OF MARCH HEALTH INSURANCE 085384682	01-5-555123.00 HEALTH INSURANCE	1604.40	7355	02/27/19
BCBS	02/01/19	BLUE CROSS/BLUE SHIELD OF MARCH HEALTH INSURANCE 085384682	01-5-350123.00 HEALTH INS	1137.26	7355	02/27/19
BROOK	02/04/19	BROOK FIELD SERVICE PUBSFTY-GENERATORCAPACITY 31513	01-5-485302.00 REPAIRS & MAINTENANCE	264.50	-----	--/--/--

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
BSN	02/15/19	REC-BASEBALL, LACROSSE 904475654	01-5-425211.00 EQUIPMENT	768.83	-----	--/--/--
BUSINESS	02/21/19	DPW-ENVELOPES 2/21/2019	01-5-703515.00 ADMINISTRATION	41.45	7356	02/27/19
BUSINESS	02/15/19	TADM-NOTARY STAMP END 3729	01-5-005610.00 OFFICE SUPPLIES	30.48	7356	02/27/19
CASELLA	02/01/19	TS-JAN ZERO SORT & FOOD 0465486	01-5-705308.00 FOOD WASTE DISPOSAL	450.32	-----	--/--/--
CASELLA	02/01/19	TS-JAN ZERO SORT & FOOD 0465486	01-5-705305.00 RECYCLING	2838.96	-----	--/--/--
CASELLA	02/01/19	TS-JAN TRASH 0465487	01-5-705303.00 MUNICIPAL SOLID WASTE	3361.51	-----	--/--/--
CHILDSUPP	02/15/19	OFFICE OF CHILD SUPPORT CHILD SUPPORT 2/23/19 PPEN 2/23/19	01-2-001115.00 CHILD SUPPORT PAYABLE	244.92	7357	02/27/19
COMCAST	02/01/19	COMCAST PD FD-TRIPLE PLAY MAR 2019	01-5-500501.00 ADMINISTRATION	198.84	7358	02/27/19
COMCAST	02/01/19	COMCAST PD FD-TRIPLE PLAY MAR 2019	01-5-555625.00 TELEPHONE & INTERNET	134.53	7358	02/27/19
COMCAST	02/06/19	COMCAST GEN ADMIN-FIXED IP MARCH 2019	01-5-275632.00 SERVER MAINTENANCE	19.95	7358	02/27/19
CRICKET'S	01/31/19	CRICKET'S PAINT & AUTO PA DPW-LIGHTS 732836	01-5-703403.00 PARTS & SUPPLIES	35.97	7359	02/27/19
CRICKET'S	02/06/19	CRICKET'S PAINT & AUTO PA DPW-CABLE TIES 733294	01-5-703403.00 PARTS & SUPPLIES	40.47	7359	02/27/19
D&M	01/25/19	D&M PETROLEUM, INC. DPW-UST SUMP REPAIR 13955	01-5-706113.00 REPAIRS & MAINTENANCE	504.75	7360	02/27/19
DEADRIVER	02/04/19	DEAD RIVER COMPANY PUBSFTY-312.3 GAL #2 35869	01-5-485234.00 HEATING	742.05	7361	02/27/19
DEADRIVER	02/05/19	DEAD RIVER COMPANY TH-608.9 GALL #2 HEATING 60454	01-5-706103.00 HEATING	1446.81	7361	02/27/19
DINGEE	01/18/19	DINGEE MACHINE COMPANY FD-LADDER TRUCK LIGHT 8530	01-5-555528.00 FIRE TRK R & M	218.88	7362	02/27/19
DURKGA	02/20/19	GARY J. DURKEE DPW-BOOT ALLOWANCE 2/20/2019	01-5-703311.00 UNIFORMS	137.97	-----	--/--/--
EVANSMOTO	02/04/19	EVANS GROUP, INC. DPW-506 GAL DIESEL 654786	01-5-703405.00 PETROLEUM PRODUCTS	1249.81	-----	--/--/--
EVANSMOTO	02/11/19	EVANS GROUP, INC. DPW-605 GAL DIESEL 655311	01-5-703405.00 PETROLEUM PRODUCTS	1477.22	-----	--/--/--
EVANSMOTO	02/12/19	EVANS GROUP, INC. PREMIUM GASOLINE 550 GAL 655427	01-1-004102.00 PREPAID EXPENSES	1505.15	-----	--/--/--
FAIRFIELD	10/09/18	HOWARD P FAIRFIELD, LLC DPW-PARTS CREDIT 6377270	01-5-703403.00 PARTS & SUPPLIES	-268.00	7363	02/27/19
FAIRFIELD	02/02/19	HOWARD P FAIRFIELD, LLC DPW-FENDER PARTS 6487948	01-5-703403.00 PARTS & SUPPLIES	365.78	7363	02/27/19
FIRSTLIGH	02/15/19	FIRSTLIGHT FIBER FEB 19 LONG DISTANCE 4938754	01-5-425127.00 TELEPHONE	1.56	7364	02/27/19
FIRSTLIGH	02/15/19	FIRSTLIGHT FIBER FEB 19 LONG DISTANCE 4938754	01-5-350531.00 TELEPHONE	0.03	7364	02/27/19
FIRSTLIGH	02/15/19	FIRSTLIGHT FIBER FEB 19 LONG DISTANCE 4938754	01-5-705505.00 TELEPHONE	1.07	7364	02/27/19

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
FIRSTLIGH	02/15/19	FIRSTLIGHT FIBER FEB 19 LONG DISTANCE 4938754	01-5-703505.00 TELEPHONE	18.55	7364	02/27/19
FIRSTLIGH	02/15/19	FIRSTLIGHT FIBER FEB 19 LONG DISTANCE 4938754	01-5-300531.00 TELEPHONE	2.18	7364	02/27/19
FIRSTLIGH	02/15/19	FIRSTLIGHT FIBER FEB 19 LONG DISTANCE 4938754	01-5-275531.00 TELEPHONE	-0.23	7364	02/27/19
FIRSTLIGH	02/15/19	FIRSTLIGHT FIBER FEB 19 LONG DISTANCE 4938754	01-5-005531.00 ADMIN TELEPHONE	6.08	7364	02/27/19
FIRSTLIGH	02/15/19	FIRSTLIGHT FIBER FEB 19 LONG DISTANCE 4938754	01-5-100531.00 TELEPHONE	3.80	7364	02/27/19
FIRSTLIGH	02/15/19	FIRSTLIGHT FIBER FEB 19 LONG DISTANCE 4938754	01-5-200531.00 TELEPHONE	2.08	7364	02/27/19
GALLS	01/21/19	GALLS, AN ARAMARK COMPANY PD-YAKTRAX 011778041	01-5-500582.00 UNIFORMS	38.41	-----	--/--/--
GALLS	01/24/19	GALLS, AN ARAMARK COMPANY PD-SECURE GUN CABINET 011808912	01-5-500501.00 ADMINISTRATION	171.86	-----	--/--/--
GATEWAY	02/08/19	GATEWAY MOTORS INC PD-INSPECTION OF EQ3 34161	01-5-500306.00 CRUISER MAINT	59.95	7365	02/27/19
GNOMON	02/14/19	GNOMON COPY TADMIN-TOWN REPORTS 54053	01-5-005310.00 TOWN REPORT	1774.00	7366	02/27/19
HOOPRE	02/19/19	REBECCA HOOPER REC-ADULT YOGA 2/19/19	01-5-425200.00 INSTRUCTOR FEE	57.40	7367	02/27/19
IRVINGOIL	02/13/19	IRVING ENERGY DISTRIB. & DPW- 230.4 GAL PROPANE 736543	01-5-703503.00 PROPANE	328.09	-----	--/--/--
JORDAN	02/04/19	JORDAN EQUIPMENT CO. DPW-CARBIDE, RACKS P37105	01-5-703403.00 PARTS & SUPPLIES	653.40	7368	02/27/19
KLEEN	02/21/19	KLEEN LAUNDRY & DRYCLEANI PD-JAN UNIFORM CLEANING JANUARY2019	01-5-500583.00 UNIFORMS CLEANING	151.70	7369	02/27/19
LEBFORD	10/18/18	LEBANON FORD DPW-CORE CREDIT CM74168	01-5-703403.00 PARTS & SUPPLIES	-50.00	7370	02/27/19
LEBFORD	02/18/19	LEBANON FORD DPW-TRK12 REPAIRS FOCS177928	01-5-703401.00 OUTSIDE REPAIRS	293.78	7370	02/27/19
MAYO	02/19/19	JIM MAYO REC-BB OFFICIAL 2/19/19	01-5-425214.00 REFERREE/UMPIRE	80.00	7371	02/27/19
MCNEIL	02/03/19	MCNEIL, LEDDY & SHEAHAN, TADM-LEGAL UNION 31680	01-5-005300.00 PROFESS SERV	2275.00	7372	02/27/19
MIS 1	02/20/19	PHILIP BEAN TAX OVERPAYMENT TAX OVERPAYM	01-2-001148.00 TAX OVERPAYMENTS	1665.56	7373	02/27/19
MIS 2	02/20/19	DYLAN NESS REC-BB OFFICIATING 2/19/19	01-5-425214.00 REFERREE/UMPIRE	260.00	7374	02/27/19
MIS 3	02/13/19	CLAREMONT SAVINGS BANK TAX OVERPAYMENT TAX OVERPAYM	01-2-001148.00 TAX OVERPAYMENTS	1757.96	7375	02/27/19
MIS 4	02/13/19	AARON LAMPERTI FD-MINITOR BATTERIES 2/13/19	01-5-555532.00 RADIO MAINTENANCE	202.54	7376	02/27/19
MORTON	01/30/19	MORTON SALT, INC. DPW-99.21 TONS SALT 5401764429	01-5-703201.00 SALT & CHEMICALS	6979.42	7377	02/27/19
MORTON	01/30/19	MORTON SALT, INC. DPW-193.56 TONS SALT 5401764430	01-5-703201.00 SALT & CHEMICALS	13616.95	7377	02/27/19
MORTON	02/07/19	MORTON SALT, INC. DPW-66.44 TONS SALT 5401774428	01-5-703201.00 SALT & CHEMICALS	4674.05	7377	02/27/19

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
MORTON	02/11/19	DPW-64.45 TONS SALT 5401777595	01-5-703201.00 SALT & CHEMICALS	4534.06	7377	02/27/19
NESSC	02/19/19	REC-BB OFFICIAL 2/19/19	01-5-425214.00 REFERREE/UMPIRE	260.00	7378	02/27/19
NORBOOKS	02/15/19	TADM-HONORARIUM 00007034	01-5-005310.00 TOWN REPORT	177.95	7379	02/27/19
NORSCHOOL	02/13/19	18-19 SCHOOL TAX #5 18-19 TAX	01-2-001123.00 SCHOOL DISTRICT TAX	2000000.00	7380	02/27/19
NORSCHOOL	02/21/19	REC-RENTAL OF SCHOOL 02-27-2019	01-5-425219.00 M.CROSS SCHOOL RENTAL FEE	6615.00	7380	02/27/19
NORTRAX	12/14/18	DPW-HOSE & FITTINGS 1915549	01-5-703403.00 PARTS & SUPPLIES	60.66	7381	02/27/19
NORTRAX	12/18/18	DPW-HOSE 1915907	01-5-703403.00 PARTS & SUPPLIES	83.32	7381	02/27/19
PIKE	02/08/19	DPW-21.14 TON 3/4"GRAVEL 1015407	01-5-703207.00 GRAVEL & STONE	174.41	-----	--/--/--
RANDY	01/10/19	PD-CRUISER CAR WASH 845	01-5-500306.00 CRUISER MAINT	148.00	7382	02/27/19
RICHARDSO	02/12/19	GENADMIN-SERVER MAINT. 0001700	01-5-275632.00 SERVER MAINTENANCE	187.50	-----	--/--/--
SABIL	02/01/19	DPW-LIGHT 35031	01-5-703403.00 PARTS & SUPPLIES	43.64	7383	02/27/19
SABIL	12/26/19	FD-CREDIT FIRETRUCKMOVE 82629CREDIT	01-5-555617.00 FIRETRUCK STORAGE	-100.00	7383	02/27/19
SABIL	01/31/19	DPW-INSPECTION 83761	01-5-703401.00 OUTSIDE REPAIRS	75.00	7383	02/27/19
SABIL	02/01/19	DPW-INSPECTION 83785	01-5-703401.00 OUTSIDE REPAIRS	75.36	7383	02/27/19
SANEL	01/29/19	DPW-STEERING PUMP 008894	01-5-703403.00 PARTS & SUPPLIES	124.49	7384	02/27/19
SANEL	01/29/19	DPW-CORE CREDIT 008978	01-5-703403.00 PARTS & SUPPLIES	-50.00	7384	02/27/19
SCHWAAB	02/04/19	TC-NOTARY STAMP C030493	01-5-100610.00 OFFICE SUPPLIES	75.36	-----	--/--/--
SOLAFLECT	02/15/19	TH DPW-FEB ALLOCATION FEB 2019	01-5-703501.00 ELECTRICITY	64.53	-----	--/--/--
SOLAFLECT	02/15/19	TH DPW-FEB ALLOCATION FEB 2019	01-5-706101.00 ELECTRICITY	783.60	-----	--/--/--
SOLAIV	02/15/19	FEBRUARY ALLOCATION 1902-01	01-5-485233.00 ELECTRICITY	310.02	-----	--/--/--
SOLAIV	02/15/19	FEBRUARY ALLOCATION 1902-01	01-5-706115.00 BNDSTND/SIGN/EVCH ELECTRI	52.55	-----	--/--/--
SOLAIV	02/15/19	FEBRUARY ALLOCATION 1902-01	01-5-705501.00 ELECTRICITY	78.82	-----	--/--/--
SOLAIV	02/15/19	FEBRUARY ALLOCATION 1902-01	01-5-500204.00 SPEED SIGNS	84.08	-----	--/--/--
SUBTEXT	02/13/19	TADMIN-DAILYUVPROFILEPAGE INV-1229	01-5-005300.00 PROFESS SERV	420.00	7385	02/27/19
SYSTEMS	01/19/19	FD-MSOFFICE-USBADAPTER 1-704772	01-5-555536.00 COMPUTER MAINTENANCE	218.95	7386	02/27/19

02/22/19  
10:39 am

Town of Norwich Accounts Payable  
Check Warrant Report # 19-17 Current Prior Next FY Invoices For Fund (General)  
All Invoices For Check Acct 03(General) 02/27/19 To 02/27/19

Page 5 of 5  
RRobinson

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
TANGREDI CHRISTINA TANGREDI	02/18/19	REC-ADULT YOGA 2/18/19	01-5-425200.00 INSTRUCTOR FEE	1094.80	7387	02/27/19
TARRANT TARRANT, GILLIES & RICHA	01/31/19	TADM-LEGAL 12078	01-5-005300.00 PROFESS SERV	46.67	7388	02/27/19
TARRANT TARRANT, GILLIES & RICHA	01/31/19	TADM-VARIOUS LEGAL 12079	01-5-005300.00 PROFESS SERV	1057.50	7388	02/27/19
TILDEN TILDEN ELECTRIC, PC	02/07/19	PD-CHURCH ST. SIGN REPAIR 22875	01-5-500204.00 SPEED SIGNS	62.29	7389	02/27/19
TILDEN TILDEN ELECTRIC, PC	02/07/19	TH-LIGHT REPAIRS 22876	01-5-706113.00 REPAIRS & MAINTENANCE	175.00	7389	02/27/19
TESSAND TWIN STATE SAND & GRAVEL	01/31/19	DPW-1395.50 TON SAND 88236	01-5-703203.00 SAND	12238.51	7390	02/27/19
VALLEYNEW VALLEY NEWS	01/12/19	TC-VOTING NOTICE 01280133	01-5-100540.00 ADVERTISING	141.53	7391	02/27/19
VALLEYNEW VALLEY NEWS	01/29/19	TADM-ATC/UTV BID AD 01280261	01-5-005540.00 ADVERTISING	25.16	7391	02/27/19
VLCT VERMONT LEAGUE OF CITIES	02/12/19	TADM-LOCAL GOVT DAY 2019-20384	01-5-005615.00 DUES/MTS/EDUC	90.00	7392	02/27/19
Report Total				----- 2105508.28 =====		

To the Treasurer of Town of Norwich, We hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ \*2,105,508.28  
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

# Town of Norwich, VT

## Fiscal Year 2020 Budget

### *Norwich Selectboard:*

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



## Monetary Articles

- **Article 9** Proposes Town Budget of \$4,271,793
- **Article 10** Propose \$242,461 to complete payment of Town Garage and Public Safety Building
- **Article 11** Reauthorization to borrow up to \$3,500,000 for infrastructure repairs due to the July 1, 2017 storm.

## Article 10

See page 4 in Town Report.

- Shall the voters of the Town of Norwich approve a gross spending **General Town Budget of \$4,271,793** plus state and federal grants and gifts consistent with budgeted programs for the period July 1, 2019 to June 30, 2020?

## Article 11

See page 4 in Town Report.

- Shall bonds or notes of the Town of Norwich in an amount **not to exceed \$242,461**, payable over a term of no more than five (5) years, be issued for the purpose of financing that portion of the **construction costs for the Town Garage and the Public Safety Building** that were not covered by the previously voter authorized amounts?

## Article 12

See page 4 in Town Report.

- Shall the voters of the Town of Norwich **reauthorize the borrowing of up to \$3,500,000** to be used, as needed, for funding Town roadway and related infrastructure repairs caused by the July 1, 2017 storm with anticipated reimbursement up to 75% by FEMA and up to 12.5% by the Vermont Department of Emergency Management, and that such borrowing may, at the discretion of the Selectboard, be made through long-term bond, by commercial bank borrowing up to five years, or a combination of these?

## Budget Goals

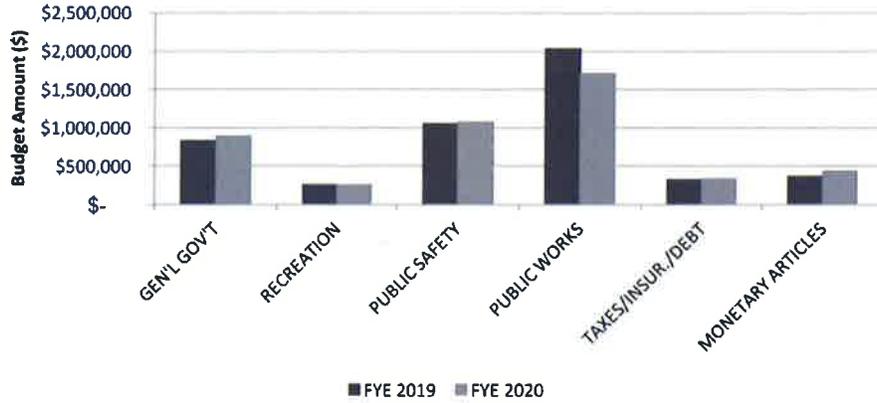
See page II-4 in Town Report.

In August 2019 the Selectboard requested that the Town Manager and his department heads:

- Draft and present an FYE 2019 proposed budget that reflects the *current level of services*.
- To conduct an exercise to identify broad categories of cost reductions that would *achieve a 10% budgetary reduction*.
- Review all Designated Funds and future year capital expenditure expectations and provide analysis for such expenditures, as necessary.

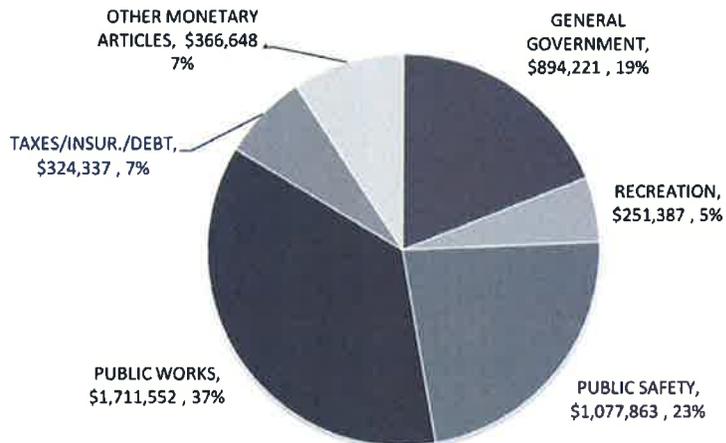
## Compare FY19 and FY20

See page I-12 in Town Report.



## FY20 Budget, Major Categories

See page I-12 in Town Report.



# Budget Summary

See page I-14 in Town Report.

	FY 18 Actual	FY19 Budget	Proposed FY 20 Budget	FY20/FY19 % Change
PUBLIC WORKS	4,337,060	2,038,240	1,711,552	-16%
POLICE	510,702	581,101	574,145	-1%
FIRE/FAST	425,929	408,652	411,270	1%
TOWN ADMINISTRATION	\$ 250,136	\$ 264,927	\$ 279,745	6%
RECREATION	215,625	253,351	251,387	-1%
INSURANCES	216,111	223,300	220,000	-1%
FINANCE	118,297	135,808	174,235	28%
TOWN CLERK	163,053	170,814	164,753	-4%
PLANNING	149,082	135,612	145,878	8%
LONG TERM DEBT	35,130	96,037	113,269	18%
LISTER	75,309	90,357	99,490	10%
OTHER	128,075	104,187	126,068	21%
TOWN TOTAL	\$ 6,624,509	\$ 4,502,386	\$ 4,271,793	-5%
OUTSIDE APPROPRIATIONS	\$ 364,761	\$ 366,648	\$ 436,226	18%
TOTAL	\$ 6,989,270	\$ 4,869,034	\$ 4,708,018	-3%

## Public Safety Facility



Photo by Demo Sofranos

## Increases over FY 2019

See page II-4 in Town Report.

Expenditure Item	Change
NORWICH PUBLIC LIBRARY	58,000
HEALTH INSURANCE	53,916
BRIDGES (DESIGNATED FUND)	48,000
PROFESSIONAL SERVICES	21,667
DEBT INTEREST (FEMA)	18,000
GENERATORS (DESIGNATED FUND)	17,000
DISPATCH SERVICE	16,885
REAPPRAISAL RESERVE FUND	15,300
GARAGE (DESIGNATED FUND)	10,000

## Decreases vs. FY 2019

See page II-4 in Town Report.

Expenditure Item	Change
PAVING (Designated Fund)	(275,000)
EQUIPMENT (Designated Fund)	(64,000)
APPARATUS (Designated Fund)	(30,000)
PAVING	(30,000)
RECYCLING	(16,000)
WAGES	(14,025)
SIDEWALK (Designated Fund)	(14,000)
RECORDS RESTORATION (Designated Fund)	(9,000)
CULVERTS & OTHER ROAD SUPPLIES	(7,000)
ASPHALT PRODUCTS	(5,100)

# Commentary on Top Items

**TO BE ADDED AT SB MEETING 2/27/19**

## Reserve Funds (TO BE SIMPLIFIED PRIOR TO 2/27)

See page I-41 in Town Report.

### Designated & Special Purpose Funds

Fund Name	Balance 6/30/2017	Interest	Trans- Appropriation	Revisions to Other Funds	Transfers	Expenses/Drawdowns	Balance 6/30/2018	Change FY17-18	Project/ Address #110
Whitcomb Housing	45,951	0	276	0	0	0	45,471	0	0
Whitcomb	303	1	0	0	0	0	304	1	0
Whitcomb Land	1	0	0	0	0	0	1	0	0
Boys	11,991	1,031	0	0	0	0	12,722	731	0
Boys & Councils	16,612	114	0	0	0	0	16,726	114	0
Cannery Street Capital	140,911	914	0	0	0	0	141,825	914	0
Clinton Memorial	1,011	21	0	0	0	0	1,032	21	0
Communications Study	27,206	119	0	0	0	0	27,325	119	0
Fire Apparatus	43,265	1,013	0	0	0	0	44,278	1,013	0
Fire Equipment	16,530	366	0	0	0	0	16,896	366	0
Fire Station	29,514	111	0	0	0	0	29,625	111	0
Grant of Administration	26,482	141	0	0	0	0	26,623	141	0
Grassroots	19,026	41	0	0	0	0	19,067	41	0
Highway Equipment	11,128	1,041	0	0	0	0	12,169	1,041	0
Highway Equipment	12,150	241	0	0	0	0	12,391	241	0
Landfill Management Contract	1,914	0	0	0	0	0	1,914	0	0
Long Term Facility Study	1	0	0	0	0	0	1	0	0
Main Street Hwy	1,367	0	0	0	0	0	1,367	0	0
Planning	16,302	1,082	27,000	0	0	0	44,384	27,000	0
Police Center	48,137	401	10,000	0	0	0	58,538	10,000	0
Police Station	13,296	71	2,500	0	0	0	15,867	2,500	0
Police Special Expense	7,000	41	0	0	0	0	7,041	41	0
Public Safety Funding Fund**	1,166,171	1,118	0	3,700	1,012,990	0	2,180,079	1,012,990	0
Public Safety	11,421	211	0	2,100	0	0	13,732	2,100	0
Recreation	10,536	114	0	0	0	0	10,650	114	0
Recreation Scholarships	1,216	21	0	0	0	0	1,237	21	0
School Fund	16,120	166	10,000	0	0	0	26,286	10,000	0
School Union	16,556	147	8,500	0	0	0	25,203	8,500	0
Town Center	14,182	14	4,000	2,000	0	0	20,196	4,000	0
Town Center Inn	11,464	21	0	0	0	0	11,485	21	0
Town Fund Fund	1,871	11	0	0	0	0	1,882	11	0
Town Improvement	0	0	0	0	0	0	0	0	0
Town Hall	14,917	136	20,000	0	0	0	35,053	20,000	0
W&M Foundation	1,878	7	0	0	0	0	1,885	7	0
<b>Total</b>	<b>6,048,011</b>	<b>6,122,188</b>	<b>69,820</b>	<b>6,000,000</b>	<b>6,101,700</b>	<b>0</b>	<b>6,222,148</b>	<b>6,101,700</b>	<b>2,147,489</b>

## Town Revenues Property Taxes, Fees & Services

See pages I-15 through I-16 in Town Report.

	FY 18 ACTUAL	FY 19 ESTIMATE*	FY 20 ESTIMATE*	FY20/FY19 % CHANGE
REVENUES-PAYMENT FROM REDUCTION IN FUND BALANCE		\$ 216,714		
<b>PROPERTY TAX REVENUE</b>	\$ 3,874,720	\$ 3,981,423	\$ 4,055,713	2%
<b>FEES &amp; SERVICES</b>				
LICENSE & PERMIT REVENUE	\$ 12,463	\$ 11,805	\$ 12,090	2%
INTERGOVERNMENTAL REVENUE	\$ 233,442	\$ 230,132	\$ 209,000	-9%
SERVICE FEE REVENUE	\$ 329,847	\$ 363,760	\$ 362,765	0%
GRANT REVENUE	\$ 2,164,945			
OTHER TOWN REVENUES	\$ 61,997	\$ 51,000	\$ 54,000	6%
PUBLIC SAFETY REVENUES	\$ 8,618	\$ 10,200	\$ 10,450	2%
MISCELLANEOUS REVENUE	\$ 1,933	\$ 4,000	\$ 4,000	0%
<b>TOTAL FEES &amp; SERVICES</b>	\$ 2,813,246	\$ 670,897	\$ 652,305	-3%
<b>TOTAL TOWN REVENUES</b>	\$ 6,687,966	\$ 4,869,034	\$ 4,708,018	-3%

\* Adjusted at time of Town Report and setting tax rate.

## Property Tax Impact (STILL TO BE UPDATED)

See page I-12 in Town Report.

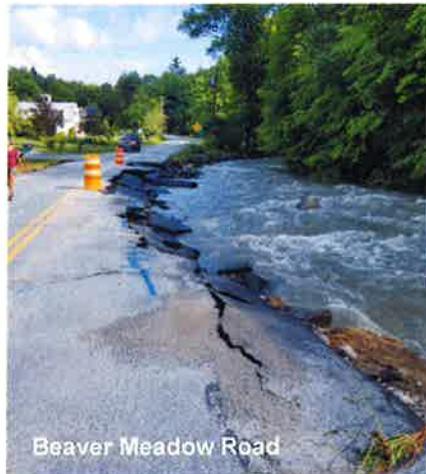
TOTAL TAX RATE (Per \$100 of Assessed Value)	FY18 Actual	FY19 Projected	FY19/FY18 % Change
Town Rate without Articles	0.4418	0.4450	3.22%
Town Rate for Articles	0.0492	0.0491	-0.20%
Local Agreement Rate (est. for FY19)	0.0053	0.0053	0.00%
<b>Total Town Rate</b>	<b>0.4953</b>	<b>0.5094</b>	<b>2.85%</b>

## Article 12

See page 4 in Town Report.

- Shall the voters of the Town of Norwich **reauthorize the borrowing of up to \$3,500,000** to be used, as needed, for funding Town roadway and related infrastructure repairs caused by the July 1, 2017 storm with anticipated reimbursement up to 75% by FEMA and up to 12.5% by the Vermont Department of Emergency Management, and that such borrowing may, at the discretion of the Selectboard, be made through long-term bond, by commercial bank borrowing up to five years, or a combination of these?

### Lest We Forget... July 1, 2017 Storm



## Article 12 Background

- Town needs to carry the full cost of repairs until receiving reimbursement from FEMA and Vermont.
  - Up to \$3,500,000 of expense
  - Requires continued “bridge loan”
- After receiving expected reimbursement the town needs to cover 12.5% of the costs.
  - Up to \$500,000 of expense
  - Requires a long-term loan/bonding thereafter.

## Questions?



*Photograph by Demo Sofronas*

SAMPLE

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

6

Agenda for the Special Selectboard Meeting of Wednesday, March 7, 2018 at 6:30 PM  
ORGANIZATIONAL MEETING

- 1) Nominations and Election of Chair (Action Item)
- 2) Nominations and Election of Vice-Chair (Action Item)
- 3) Approve Agenda (Action Item)
- 4) Choose Official Town Newspaper (Action Item)
- 5) Set Selectboard Regular Meeting Schedule (Action Item)
- 6) Open Positions (Discussion/Action Item)
- 7) Authorize Chair or Vice-Chair to Sign Payroll Warrants (Discussion/Action Item)
- 8) Authorize Chair or Vice-Chair to Sign Accounts Payable (Discussion/Action Item)
- 9) Adopt Procedure for Receipt of Correspondence (Discussion/Action Item)
- 10) Adopt Rules for Conduct of Regular and Special Selectboard Meetings  
(Discussion/Action Item)
- 11) VLCT Spring Selectboard Institute 3/24/2018 (Discussion)
- 12) Review of Next Agenda (Discussion/Action Item)
- 13) Public Comment (Discussion Item)
- 14) Town Manager Discussion – executive session may be needed – per L. Cook request  
(Discussion/Action Item)

**Next Regular Meeting – ~~March 14, 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](mailto:manager-assistant@norwich.vt.us) requesting to be placed on the Town Email List.***

Town of Norwich, Vermont



CHARTERED 1761

**TOWN OF NORWICH, VERMONT  
CONFLICT OF INTEREST POLICY**

7

\* see page 4 for proposed deletion, per suggestion by State of Vermont letter dated 2/20/2019, following

**Article 1. Authority.** Under the authority granted in 24 VSA §2291(20), the Selectboard of the Town of Norwich hereby adopts the following policy concerning conflicts of interest applying to all elected and appointed Public Officers of the Town, including members of all Town committees and boards.

**Article 2. Purpose.** The purpose of this policy is to ensure that the business of this municipality will be conducted in such a way that no Public Officer of the municipality will gain a personal or financial advantage from his or her work for the municipality and so that the public trust in its Public Officers and public bodies will be preserved. It is also the intent of this policy to encourage all decisions made by municipal officials to be based on the best interest of the community at large. This policy further seeks to promote transparency as the best protection against the threats posed to good governance by real and perceived conflicts of interest.

**Article 3. Definitions.** For the purposes of this policy, the following definitions shall apply:

A. **Conflict of interest** means any of the following:

1. A significant direct personal or financial interest of a Public Officer, or of an immediate family member, business associate, employer, or employee of the official, in the discretionary outcome of a cause, proceeding, application, or any other decision pending before the official or before the agency or public body in which the official holds office or is employed. "Conflict of interest" does not arise in the case of votes or decisions on matters in which the Public Officer has a personal or financial interest in the outcome, such as in the establishment of a tax rate, that is no greater than that of other persons generally affected by the decision, in cases where a decision or act is not subject to the discretion of the official or the body of which he or she is a part, or where such personal or financial interest is *de minimis*;
2. A situation where a public officer has publicly displayed a prejudgment of the merits of a particular quasi-judicial proceeding. This shall not apply to a member's particular political views or general opinion on a given issue; and
3. A situation where a public officer has engaged in *ex parte* communications with a party in a quasi-judicial proceeding that is before the public body to which that public officer belongs.

- B. **Emergency** means an imminent threat or peril to the public health, safety and welfare.
- C. **Ex parte communication** means direct or indirect communication between a member of a public body and any party, party's representative, party's counsel, or any person interested in the outcome of a quasi-judicial proceeding that occurs outside the proceeding and concerns the substance or merits of the proceeding.
- D. **Official act or action** means any legislative, administrative or judicial act performed by an elected or appointed officer or employee while acting on behalf of the municipality. This term does not apply to ministerial acts or actions involving no discretion.
- E. **Public body** means any board, council, commission or committee of the municipality
- F. **Public interest** means an interest of the community as a whole, conferred generally upon all residents of the municipality.
- G. **Public officer** means a person elected or appointed to perform executive, administrative, legislative or quasi-judicial functions for the municipality or appointed to a public body.
- H. **Quasi-judicial proceeding** means a case in which the legal rights of one or more persons who are granted party status are adjudicated, which is conducted in such a way that all parties have opportunities to present evidence and to cross-examine witnesses presented by other parties, which results in a written decision, the result of which can be appealed by a party to a higher authority.
- I. **Financial interest** means a reasonably foreseeable financial effect, distinguishable from its effect on the public generally, on the Public Officer, a member of his or her immediate family, or on any of the following:
  - (a) Any business entity in which the Public Officer has a direct or indirect investment.
  - (b) Any real property in which the Public Officer has a direct or indirect interest.
  - (c) Any source of income provided or promised to the Public Officer within 12 months prior to the time when the decision is made or action is taken.
  - (d) Any business entity in which the Public Officer is a director, officer, partner, trustee, or manager.
  - (e) Any donor of, or any intermediary or agent for a donor of, a gift or gifts aggregating two hundred fifty dollars (\$250) or more in value provided to, received by, or promised to the Public Officer within 12 months prior to the time when the decision is made or action is taken.
- J. **Personal interest** is an outside interest that is non-financial in nature but could reasonably be considered to affect one's ability to make unbiased decisions. Personal interests are by their nature more difficult to identify, so that officials should be more aware of them in themselves and more circumspect in ascribing them to others.

#### **Article 4. Actions Not Permitted.**

- A. A public officer shall not participate in any discretionary official decision, action or inaction if he or she has a conflict of interest in the outcome of the action.
- B. A public officer shall not personally participate in a deliberation leading to an act or decision in which he or she has a conflict of interest.
- C. Public officers shall not accept gifts or other offerings for personal gain by virtue of their public office.

- D. Public officers shall not use for private gain or personal purposes public resources not available to the general public, including but not limited to Town staff time, equipment, supplies, or facilities.

**Article 5. Disclosure.** Candid, detailed disclosure is the single best protection against conflicts of interest. Appropriate disclosure earns the respect of the public and of fellow Public Officers. A public officer who has reason to believe that he or she has a potential conflict of interest or an appearance of such a conflict, but believes that he or she is able to act fairly, objectively and in the public interest because no actual conflict exists shall, prior to participating in any official action on the matter, disclose to the public body at a public hearing the matter under consideration, the nature of the potential or apparent conflict of interest and why he or she believes that he or she is able to act in the matter fairly, objectively and in the public interest. Notwithstanding the foregoing, an actual or potential conflict need not be disclosed if the affected public officer chooses to recuse him or herself from consideration of or deliberation on the matter, except for publicly announcing the reason for recusal is due to a conflict or its potential.

**Article 6. Recusal.**

- A. A public officer shall recuse him or herself from any matter in which he or she has a conflict of interest, pursuant to the following:
  - 1. Any person may request that a public officer recuse him or herself due to a perceived conflict of interest. Such request shall not constitute a requirement that the public officer recuse him or herself.
  - 2. A public officer who has recused him or herself from a proceeding shall not sit with or deliberate with the affected body, or participate in that proceeding as a member of that body in any capacity.
  - 3. Once there has been a disclosure of an actual or perceived conflict of interest, other public officers shall be afforded an opportunity to ask questions or make comments about the situation. If a previously unknown conflict is discovered, the affected body may take evidence pertaining to the conflict and, if appropriate, adjourn to a short deliberative session to address the conflict. Executive session may be used for such discussion, in accordance with 1 VSA Section 313(4).
  - 4. The affected body may adjourn the proceedings to a time certain if, after a recusal, it may not be possible to take action through the concurrence of a majority of the body, for example due to a lack of quorum. The body may then resume the proceeding once sufficient members are present.
  - 5. In the case of a public officer who is an appointee, the public body which appointed that public officer shall have the authority to order that officer to recuse him or herself from the matter, subject to applicable law.

**Article 7. Quasi-Judicial Proceedings.** A higher conflict of interest standard applies in the context of quasi-judicial decision-making. Quasi-judicial decisions are rendered in situations where the rights of a particular individual are at stake (e.g., tax appeals, vicious dog hearings,

land use decisions). In those situations, the affected individual has the right to receive constitutional due process, which includes the right to an impartial decision maker. If a municipal official with a conflict of interest participates in a quasi-judicial process, a court may determine that the official was not an impartial decision maker and may vacate the decision and order the matter be reconsidered without the participation of the conflicted member. See e.g. *Appeal of Janet Cote*, 257-11-02 Vtec (2003). Therefore, Public Officers should be more inclined to recuse themselves when they are participating in a quasi-judicial process.

**Article 8. Enforcement; Progressive Consequences for Failure to Follow the Town of Norwich Conflict of Interest Policy.** In cases where the conflict of interest procedures in Articles 5 and 6 have not been followed, the Selectboard may take progressive action to address possible violations of this policy. In taking these actions, the board shall follow these steps in order unless the public officer voluntarily waives any or all steps A, B, or C:

- A. The chair shall meet informally, in private, with the public officer to discuss possible conflict of interest violation, so long as such meeting would not itself constitute a quorum of the relevant public body.
- B. The Selectboard may meet to discuss the conduct of the public officer. Executive session may be used for such discussion, in accordance with 1 VSA §313(4). The public officer may request that this meeting occur in public. If appropriate, the board may admonish the offending public officer in private.
- C. If the board decides that further action is warranted, the board may admonish the offending public officer at an open meeting and reflect this action in the minutes of the meeting. The public officer shall be given the opportunity to respond to the admonishment.
- D. Appointed officials of the Town may be removed for cause following procedures required in 24 VSA §4323 (for the Planning Board, unless they are elected members) 24 VSA §4460 for the (Developmental Review Board), 24 VSA §4448 for the Zoning Administrator, 24 VSA §4503 (for the Conservation Commission).
- E. All other officials appointed by the Selectboard, and not covered by a contract, may be removed by majority vote of the Selectboard, or as may otherwise be dictated by statute.

~~**Article 9. Exception.** The recusal provisions of Article 6 shall not apply if the legislative body of the municipality determines that an emergency exists and that actions of the public body otherwise could not take place. In such cases, a public officer who has reason to believe he or she has a conflict of interest shall disclose such conflict as provided in Article 5.~~

**Article 10. Effective Date.** This policy shall become effective immediately upon its adoption by the Town of Norwich Selectboard.

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John Pepper, Chair

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John Langhus

**Conflict of Interest Policy**  
**Adopted May 23, 2018**

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Claudette Brochu, Vice-Chair

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Mary Layton

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Linda Cook

Adopted by Norwich Selectboard 4/28/10  
Revised 6/23/10  
Revised 7/27/11  
Revised 8/23/17  
Revised 5/23/18



7  
\* see 3rd page  
re: conflicts of  
interest

State of Vermont  
Department of Public Safety  
45 State Drive  
Waterbury, Vermont 05671-1300  
<http://dps.vermont.gov/>  
(802) 241-5000 (main)

Herbert A. Durfee, III, Town Manager  
Town of Norwich  
PO Box 376  
Norwich, VT 05055

February 20, 2019

Reference: FY 17 State Homeland Security Grant Program, CFDA# 97.067, Agreement # 02140-77152-1731

Dear Mr. Durfee,

I have reviewed your corrective response. Respectfully, I am not able to accept all of your corrective responses. Please see details below.

- Questioned Compliance – 1. Section A, Question 3 - Respectfully, the Town's corrective action plan is **not accepted**.
- Questioned Compliance – 2. Section A, Question 6 - Respectfully, the Town's corrective action plan is **not accepted**.
- Questioned Compliance – 3. Section C, Question 2 - The Town's corrective action response is **accepted 2/20/19**.
- Questioned Compliance – 4. Section D, Question 4 - Respectfully, the Town's corrective action plan is **not accepted**.
- Questioned Compliance – 5. Section D, Question 11 - The Town's corrective action response is **accepted 2/20/19**.

I am setting a **new response required by date of Thursday, March 7, 2019** to respond and document compliance to the still outstanding questioned compliances.

As you are aware, the Vermont Department of Public Safety (DPS) utilizes its own Restricted Parties List (RPL), and as such, if the Town does not provide a federally compliant and agreement compliant response by March 7, 2019, the Town will be placed on the DPS Restricted Parties List. **Please remember that subrecipients on the RPL cannot receive payment or future funding from DPS until the delinquency is corrected.**

I encourage you to use the considerations that were in the Corrective Action section of the original Financial Monitoring Report when drafting a corrective action plan:

- Do you acknowledge the questioned compliance?
- **What corrective action or plan is being taken/implemented to correct the questioned compliance and prevent future occurrence?**
- **What policy or procedure is being implemented to meet and maintain compliance?**
- **Does it address how you will accomplish compliance?**
- **Will the corrective action prevent future questioned compliances?**
- Have accounting records been corrected, with source documentation provided as evidence for correction?
- **Have you provided a copy of any new plan, procedure or policy?**
- Are source documents being provided that show an error found by the review has been resolved?



**Questioned Compliance – 1. Section A, Question 3**

**Late submittal of expenses – no later than EOM following expense**

It is understood that there were multiple disruptions at the Town of Norwich which contributed to the late submittal of the sampled expenses.

It is acknowledged that the Town will attempt to be more cognizant of reimbursement requirement deadlines, try to ensure staff is aware of requirements and deadlines in the event of another similar change in or incapacity of designated supervisors; however, this is not a plan.

The Town states that as part of an upcoming department head meeting on 2/19/19, it will remind supervisors to be more cognizant of program requirements and to keep subordinates “in the know.” Yes, this meeting is the start of a plan, but doesn’t fully address how the Town will meet compliance for timeliness for future reimbursement requests. **Respectfully, the Town’s corrective action plan is not accepted.**

I am looking for a written plan which the Town will use going forward – something that the Town can refer to in the future to ensure compliance with timely submittal of expenses.

Regarding a checklist maintained by the Vermont Department of Public Safety (DPS), it is recommended that the Financial Report Form (ADM-704) and the Recommendations for Best Practice (ADM-705) be used as reference when reviewing compliance measures for federal funding sources.

**Questioned Compliance – 2. Section A, Question 6**

**Written notification of organization changes**

The Town reasons that approval for the change in principal personnel was received when the amendment, which extended the end date of the award, was executed with the new key point of contact named in the amendment. Yes, it is agreed that this is an approval of the change in principal personnel, however, changes in principal personnel or scope of effort must receive the **prior written approval** of DPS. The amendment was sought only after DPS reached out to the then retired Fire Chief on April 9, 2018 to inquire about not having not yet received a request for reimbursement, which was to end on April 30, 2018. The amendment was initiated on April 20, 2018 and executed on April 25, 2018.

As a corrective action plan, the Town has amended its Town Manager’s Grant Applications and Administration protocol.

In the first amended portion of the Protocol, the Town Manger shall be listed as the primary contact and the Department Head and the Financial Office will be listed as the alternative contacts. By having a primary and a secondary contact, the Town will have at least three contacts for each award. Although this would guarantee that there is a contact for each award, it does not address **how** the Town will ensure that any future changes in principal personnel will receive the prior written approval of DPS.

The second amended portion of the Protocol mentions strict adherence to the respective Grant Agreement issued by the federal entity issuing the grant, and the Federal Grant Management Policies and Procedures manual dated October 2017. It is not clear how the second portion of the Protocol addresses this particular questioned compliance. **Respectfully, the Town’s corrective action plan is not accepted.**

Please provide a plan as to how the Town will ensure that any future changes in principal personnel will receive the prior written approval of DPS. Again, I encourage you to use the considerations that were in the Corrective Action section of the original Financial Monitoring Report when drafting a corrective action plan.

Questioned Compliance – 3. Section C, Question 2  
**Identification in accounts of the Federal programs**

The Town has corrected the Town's financial system to identify \$15,207.58 in both the revenue and expense accounts as 2017 Homeland Security Grant funding. **The Town's corrective action response is accepted 2/20/19.**

Questioned Compliance – 4. Section D, Question 4  
**Written standards of conduct covering conflicts of interest**

Per Article 9 of the Town's Conflict of Interest Policy, "The recusal provisions of Article 6 shall not apply if the legislative body of the municipality determines that an emergency exists and that actions of the public body otherwise could not take place." It is understood that emergency meetings may be held only when necessary to respond to an unforeseen occurrence or condition requiring immediate attention by the public body and the only instance in which the exception provision could be used is in matters relating to securing a quorum and action is required of the board during the time of an emergency. Further, it is also understood that the exception would apply where only three of the five members can attend the meeting with one of the three having at least the appearance of a conflict of interest related to a specific agenda item requiring action by the board.

Although the recusal provision would only be used during an emergency, the Town's written Conflict of Interest Policy is still not fully compliant with federal requirements in that Article 9 includes an exception to the recusal provision in Article 6. One of the statements contained in §200.318 (c)(1) states, "No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest." A recusal exception would contradict this federal statement. **Respectfully, the Town's corrective action plan is not accepted.**

Federal regulation requires that the non-Federal entity maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.

There are several options for the Town to address this questioned compliance. Because this is only a federal requirement and does not affect other funding, the Town could add an addendum, which specifically addresses the federal funding written requirement contained in §200.318 (c)(1), to either the Town's Conflict of Interest Policy or to the Town's Purchasing Policy. Another option is for the Town to address the written federal requirement in a separate stand-alone document that complies with the federal requirement.

Again, I encourage you to use the considerations that were in the Corrective Action section of the original Financial Monitoring Report when drafting a corrective action plan.



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Questioned Compliance – 5. Section D, Question 11

**Records sufficient to detail affirmative steps: minority, women, & labor surplus businesses**

As a corrective action plan the Town will amend Section 1.3 of its Purchasing Policy to add text which addresses the affirmative steps the Town will take to assure that minority businesses, women's business enterprises, and labor surplus are firms are used when possible. **The Town's corrective action response is accepted 2/20/19.**

Please remember that the Town is being held accountable to following their newly amended Purchasing Policy, which addresses the affirmative steps that the Town will take with federal funding. In the event that a subrecipient puts into place a corrective action and the questioned compliance again occurs, this would be a repeat questioned compliance. A repeat questioned compliance may affect your risk assessment for future funding.

Please let me know if you have any questions or I can be of any assistance.

Best regards,

A handwritten signature in cursive script that reads "Flora Lamson".

Flora Lamson  
Audit Analyst  
Vermont Department of Public Safety  
(802) 241-5057 (W)  
(802) 585-4221 (M)

## Selectboard Corner

Welcome to the inaugural quarterly report from the Norwich Selectboard. We will be using this space to update residents on past, present and upcoming events or topics we believe may be of interest. We may also use this forum to provide updates on employees. For this inaugural column, we will focus on one issue that has been identified as warranting further explanation and update you on upcoming issues.

### **FEMA Issues, Financial Status and the Budget**

Hurricane Irene may not be remembered by many but we are still awaiting FEMA reimbursement of +/- \$65,000 for one project related to that event. However, Irene damage falls in comparison to the damage the town infrastructure (and people) experienced during the July 1, 2017 storm.

The town experienced approximately \$4 million in damage to our roads and other infrastructure. Because repair work needed to begin and contractor bills paid, the town used funds already in the bank and sought voter approval in March 2018 to borrow up to the \$4 million dollar estimated repair costs. A \$1 million line of credit (LOC) was approved by the board in June of 2018. The LOC was needed so that daily operational costs could be met especially in light of the fact that FEMA reimbursement money still had not arrived. To date, we have no idea when the money may be granted or the amount of the reimbursement.

In addition to the July 1 storm damage, cost overruns related to the Public Safety Building and Town Garage were also realized. While one can debate the “whys” of the overruns (and we continue to do so), the bills still need to be paid.

Due to the circumstances listed above, the town’s “rainy day” fund balance, officially known as the Undesignated Fund, was reduced to approximately \$400,000, or 10% of the budget. This level is below what is considered to be necessary to fund 30 days of daily operational costs (is this correct?) Ideally, the fund balance should be at 14-16%.

Facing these realities as well as the increasing tax burden on residents, the board deliberated line item reductions and reductions in specific designated fund appropriations. The conclusion was a reduction in the municipal budget of 5.12%. While we await our FEMA reimbursement, work is under way by the board, our Town Manager, and the Finance Committee on re-structuring our designated funds, updating financial policies, and finding ways to mitigate future financial “storms”.

Jen estimates a 500 word count. We can either use the text above this or the text below (or of course, none of it).

### **Upcoming Issues of Interest**

- Work on a new Town Plan. The Planning Commission has begun work on drafting a new Town Plan. Multiple public meetings will be held prior to presenting the plan to the board. Once a plan is received by the board, a minimum of two additional hearings must be held. Please stay tuned for notices of the Planning Commission meeting.
- Affordable Housing. In November 2017, with voter approval, the Affordable Housing Designated Fund was re-established. Work has begun by members of the Affordable Housing subcommittee of the Planning Commission, the Town Manager, Director of Planning and Zoning and two Selectboard members on determining how this fund will be managed. We expect a draft proposal will be presented to the board in late February or early March. After review by the board and dependent on potential changes, a policy on use of the fund could be adopted in the early spring.
- Policy review and revision. The board is slogging through the work of reviewing all town policies. Some of these policies have not been reviewed or updated in years. This is slow and tedious work but extremely necessary.
- Call for candidates for open positions on board committees/commissions/ or representatives to regional bodies. Early spring heralds the annual announcement of open positions on town committees, etc. We will be working on getting information out to townspeople on what positions are open and exactly what a candidate needs to do to apply.

- The Transfer station has begun collecting returnable bottles and cans. The proceeds will be used to fund the Norwich Police Cadet program and the Citizens Assistance program. Please ask one of the Transfer station employees for information on where you can put these returnables.
- Possible plastic bag ban and other recycling possibilities. The gauntlet has been tossed to the board by the MCS 5<sup>th</sup> graders. Expect this issue to be discussed at a future board meeting.
- EV charging station at Huntley Meadow to be constructed in spring 2019. Norwich received a state grant to help fund a dual charging station at Huntley meadow. Work is expected to start in the spring.

### **Other Highlights**

- 2018/19 has brought a number of new faces to town.(need to add tele#and email addresses and short bio)
- Rod Francis was hired as our new Director of Planning and Zoning.
- Alex Northern was hired as our new Fire Chief.
- Larry Wiggins was hired as our new Director of Public Works.
- Jennifer Frank was hired as our new Police Chief.
- Christopher ? as our new DPW employee.
- The town is awaiting news of hires into position of Recreation Director and Finance Officer.

The Selectboard realizes that this has been a tumultuous year in terms of finances, staff turnover, and an unrelenting winter. We welcome any and all comments. In an effort to keep track of communication and to be sure that each board member is aware of communication of concern or interest, we ask that emails be directed to [Selectboard@norwich.vt.us](mailto:Selectboard@norwich.vt.us).

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## What Happens to All the Salt We Dump On the Roads?

In the U.S., road crews scatter about 137 pounds of salt per person annually to melt ice. Where does it go after that?



(Via [jdl150](#))

By [Joseph Stromberg](#)  
smithsonian.com  
January 6, 2014

As much of the country endures from the heavy snowfall and bitter cold that has marked the start of 2014, municipalities in 26 states will rely on a crucial tool in clearing their roads: salt.

Because the freezing point of salty water is a lower temperature than pure water, scattering some salt atop ice or snow can help accelerate the melting process, opening up the roads to traffic that much sooner. It's estimated that more than 22 million tons of salt are scattered on the roads of the U.S. annually—about 137 pounds of salt for every American.

But all that salt has to go somewhere. After it dissolves—and is split into sodium and chloride ions—it gets carried away via runoff and deposited into both surface water (streams, lakes and rivers) and the groundwater under our feet.

Consider how easily salt can corrode your car. Unsurprisingly, it's also a problem for the surrounding environment—so much that in 2004, Canada categorized road salt as a toxin and placed new guidelines on its use. And as more and more of the U.S. becomes urbanized and suburbanized, and as a greater number of roads criss-cross the landscape, the mounting piles of salt we dump on them may be getting to be a bigger problem than ever.

Data from long-term studies of watersheds bear this out. A group of scientists that tracked salt levels from 1952 to 1998 in the Mohawk River in Upstate New York, for instance, found that concentrations of sodium and chloride increased by 130 and 243 percent, respectively, with road salting the primary reason as the surround area became more developed. More recently, a study of a stream in southeastern New York State that was monitored from 1986 to 2005 found a similar pattern, with significant annual increases and road salting to blame for an estimated 91 percent of sodium chloride in the watershed.

Because it's transported more easily than sodium, chloride is the greater concern, and in total, an estimated 40 percent of the country's urban streams have chloride levels that exceed safe guidelines for aquatic life, largely because of road salt.



Salt collects and dries on a road. (Via arbyreed.)

This chloride can occasionally impact human water use, mostly because some penetrates into the groundwater we tap for drinking purposes. **Water utilities most frequently report complaints** of salty drinking water during the winter, when chloride concentrations are likely to exceed 250 parts per million (ppm), our tastebuds' threshold for detecting it. This is an **especially big issue for people on salt restrictive diets**. Overall, though, road salt-laced drinking water isn't a widespread problem: **A 2009 USGS study** found that fewer than 2 percent of the drinking wells sampled had chloride levels that surpassed federal standards.

Road salt pollution is generally a bigger issue for the surrounding environment and the organisms that live in it. It's estimated that chloride concentrations above 800 ppm are harmful to most freshwater aquatic organisms—because these high levels interfere with how animals **regulate the uptake of salt into their bodies**—and for short periods after a snow melt, wetlands nearby highways can surpass these levels. A range of studies has found that chloride from road salt can negatively impact the survival rates of **crustaceans, amphibians such as salamanders and frogs**, fish, plants and other organisms. There's even some evidence that it could hasten invasions of non-native plant species—in one marsh by the Massachusetts Turnpike, **a study found** that it aided the spread of salt-tolerant invasives.

On a broader scale, elevated salt concentrations can reduce water circulation in lakes and ponds (because salt affects water's density), **preventing oxygen from reaching bottom layers of water**. It can also **interfere with a body of water's natural chemistry**, reducing the overall nutrient load. On a smaller scale, highly concentrated road salt can dehydrate and kill trees and plants growing next to roadways, creating desert conditions because the plants have so much more difficulty absorbing water. In some cases, **dried salt crystals can attract deer and moose** to busy roads, increasing their chance of becoming roadkill.

How can we avoid killing trees and making roadkill of deer while de-icing the roads? Recently, in some areas, transportation departments have begun pursuing strategies to reduce salt use. Salting before a storm, instead of after, can prevent snow and ice from binding to the asphalt, making the post-storm cleanup a little bit easier and allowing road crews to use less salt overall. Mixing the salt with slight amounts of water allows it to spread more, and blending in sand or gravel lets it to stick more easily and improve traction for cars.

Elsewhere, municipalities are trying out alternate de-icing compounds. Over the past few years, **beet juice, sugarcane molasses and cheese brine**, among other substances, have been mixed in with salt to reduce the overall chloride load on the environment. These don't eliminate the need for conventional salt, but they could play a role in cutting down just how much we dump on the roads.

About Joseph Stromberg



Joseph Stromberg is a science reporter for Vox.com. He was previously a digital reporter for *Smithsonian*

[Divisions](#) > [Water Division](#) > [Programs/Bureaus/Units](#) > [Road Salt Reduction](#) >

## Environmental, Health and Economic Impacts of Road Salt

- [Water Quality Impacts](#)
- [Human Health Impacts](#)
- [Pet Impacts](#)
- [Wildlife Impacts](#)
- [Aquatic Life Impacts](#)
- [Vegetation Impacts](#)
- [Soil Impacts](#)
- [Infrastructure Impacts](#)
- [NH Groundwater Impacts](#)

### Overview



New Hampshire winters demand an effective and affordable means of de-icing roadways. The primary agent used for this purpose is sodium chloride (road salt), which is composed of 40 percent sodium ions ( $\text{Na}^+$ ) and 60 percent chloride ions ( $\text{Cl}^-$ ). Other components in salt like ferrocyanide, which is used for anti-caking, and impurities like phosphorus and iron, can represent up to 5 percent of the total weight. The sodium, chloride, ferrocyanide and impurities make their way into our environment through the runoff from rain, melting snow and ice, as well as through splash and spray by vehicles and by wind. They find their way onto vegetation and into the soil, groundwater, stormdrains, and surface waters causing significant impact to the environment.

Chloride ( $\text{Cl}^-$ ) is completely soluble and very mobile. Chloride is toxic to aquatic life and impacts vegetation and wildlife. There is no natural process by which chlorides are broken down, metabolized, taken up, or removed from the environment. In 2008, New Hampshire listed 19 water bodies impaired by chloride; in 2010 that number increased to 40. Trends show that chloride levels continue to rise with increasing use of road salt.



The transport of sodium ( $\text{Na}^+$ ) in the environment is not as prominent as chloride due to ion exchange; however, this exchange can alter the soil chemistry by replacing and releasing nutrients into the groundwater and surface water changing soil structure and impacting the aquatic environment. Contamination of sodium in drinking water is a concern for individuals restricted to low-sodium diets due to hypertension (high blood pressure). Wildlife is also prone to high sodium levels by ingesting salt or drinking water runoff from snow and ice melt.

Additives to road salt like ferrocyanide, which is used as an anti-caking compound in large salt supplies, can have impacts on both the environment and human health due to cyanide ions being released by certain types of bacteria as well as from exposure to sunlight. The USEPA in 2003 added this compound to its list of toxic pollutants under section 307(a) of the Clean Water Act. Other potential components and impurities of road salt can include calcium, potassium, iron, magnesium, aluminum, lead, phosphorus, manganese, copper, zinc, nickel, chromium, and cadmium.

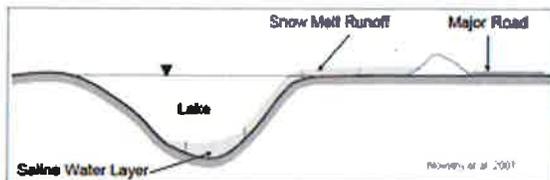
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### Water Quality Impacts



Contaminates from road salt enter water resources by infiltration to groundwater, runoff to surface water and through stormdrains. The chloride discharged into these waters remains in solution and is not subject to any significant natural removal methods; only dilution can reduce its concentration. During winter and spring and during times of low flow in the summer and fall, chloride levels can exceed 800mg/L, while natural background levels fall within the range of 1-10mg/L. The accumulation and persistence of chloride poses a risk to the water quality and the plants, animals, and humans who depend upon it.

Water contaminated with NaCl creates a higher water density and will settle at the deepest part of the water body where current velocities are low such as in ponds and lakes. This can lead to a chemical stratification which can impede turnover and mixing, preventing the dissolved oxygen within the upper layers of the water from reaching the bottom layers and nutrients within the bottom layers from reaching the top layers. This leads to the bottom layer of the water body becoming void of oxygen and unable to support aquatic life.



The concentration of chloride found in surface water correlates with the proportion of impervious surfaces in the watershed. Chloride cannot be treated or filtered with BMPs, so once salt is applied, chloride remains in the watershed until it is flushed downstream. Given that groundwater residence time is so much longer, contaminated wells often must be replaced.

The following table summarizes various water quality standards and guidelines with respect to human health, wildlife, aquatic species, and vegetation. Note that the human health standards are based on drinking water at the tap while the other standards and guidelines are for surface waters.

Table 1 Summary of NaCl, Sodium and Chloride Guidelines

	Na+ (mg/L)	Cl- (mg/L)	NaCl (mg/L)	Comments
Human health	20	250		EPA drinking water quality standards
Wildlife		600	1000	Nagpal et al (2003) <sup>1</sup>
Aquatic organisms		860 – 1-hour average 230 – 4-day average		NHDES water quality standard
Terrestrial and emergent plants		300	800	Groundwater source <sup>2</sup>
Aquatic plants		200 – 36,400		USEPA, 1988 <sup>3</sup>

[Additional information regarding the impacts of road salt](#) 

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## Human Health Impacts



Sodium in drinking water is a health concern for individuals restricted to low-sodium diets due to hypertension (high blood pressure). Therefore, the US Environmental Protection Agency (EPA) now requires drinking water to be

monitored for sodium and public water suppliers to report to local health authorities any concentration above 20 mg sodium per liter of water (20mg/l)<sup>4</sup>. Chloride is not toxic to human health at low levels but does pose taste and odor issues at concentrations exceeding 250 mg/l. In New Hampshire from 1983 to 2003 the NHDOT replaced more than 424 private wells contaminated by road salt at a cost of \$3.2 million. Several public water supply wells have also been abandoned due to contamination.

[Additional information on the New Hampshire Well Replacement Program](#) 

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## Pet Impacts



The two most important concerns for pet owners regarding road salt are ingestion and paw health. According to the ASPCA's Animal Poison Control Center, ingestion of road salt by eating salt directly, licking salty paws, and by drinking snow melt and runoff "can potentially produce effects such as drooling, vomiting, diarrhea, loss of appetite, vocalizing/crying, excessive thirst, depression, weakness, low blood pressure, disorientation, decreased muscle function and in severe cases, cardiac abnormalities, seizure, coma, and even death ([www.aspc.org](http://www.aspc.org)).” Exposure of your pet's paws to road salt can produce painful irritations, inflammation, and cracking of the feet pads that can be prone to infection and are slow to heal.

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## Wildlife Impacts



Road salt in the environment affects the health of wildlife, including birds and mammals. Birds, the most sensitive wildlife species to salt, often mistake road salt crystals for seeds or grit. Consumption of very small amounts of salt can result in toxicosis and death within the bird population. Wildlife such as deer and moose are also attracted to the roadway to ingest salt crystals, which leads to higher incidents of vehicular accidents and wildlife kills. Particularly high concentrations of sodium and chloride can be found in snow melt, which many animals drink to relieve thirst and potentially can cause salt toxicity including dehydration, confusion and weakness, among other symptoms. Road salt can cause a decline among populations of salt sensitive species reducing natural diversity. Damage to vegetation can have significant impact on wildlife habitat by destroying food resources, shelter and breeding and nesting sites, and by creating a favorable environment for non-native invasive species. [Additional information](#)

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## Aquatic Life Impacts



Chloride in surface waters can be toxic to many forms of aquatic life. Aquatic species of concern include fish, macroinvertebrates, insects, and amphibians. Elevated chloride levels can threaten the health of food sources and pose a risk to species survival, growth, and/or reproduction. Chloride toxicity increases when it is associated with other cations, such as potassium or magnesium, which may occur once the ions of road salt have dissolved and migrated at potentially different rates. Salinity stress on sensitive aquatic communities can impact species diversity. The presence of salt also releases toxic metals from sediment and when released into the water can inhibit nutrients and dissolved oxygen within the water that aquatic species rely on. The acute (1-hour average) standard is 860 mg Cl-/L; the chronic (four-day average) standard is 230 mg/l.

For additional information regarding toxicological impacts please refer to [Hazard Identification for Human and Ecological Effects of Sodium Chloride Road Salt](#) on [Rebuilding93.com](#) and [EPA's Office of Water Science & Technology](#).

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## Vegetation Impacts



The most visible impact of road salt on our environment is in the grass, shrubs, and foliage along the roadside. Not only does salt effect the terrestrial roadside vegetation it also has an impact on emergent and submerged aquatic plants. Salt leaves the road and enters the environment by splash and spray from vehicles, transportation by wind, snow melt into the soil and as runoff to surface waters. Salt primarily causes dehydration which leads to foliage damage but also causes osmotic stress that harms root growth. Salt can disrupt nutrient uptake and cause injury to seed germination, stems, leaves, and flowering ability. Salt can lead to plant death and can also cause a colonization of salt tolerant species, such as cattails, thereby reducing species diversity. Vegetation along roadways is a natural buffer area between pollutants and the waters. With salt damage and vegetation degradation it compromises the retention and processing of pollutants in stormwater runoff to the groundwater source. The University of New Hampshire suggests planting salt tolerant tree species such as horsechestnut, black locust, honey locust, red oak and white oak in areas of high salt concentrations. Refer to the following link for [additional information](#). PennState cooperative extension also provides a [list of trees, shrubs, groundcover, and perennials that are salt tolerate](#).

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## Soil Impacts

Salt influences the chemistry of the soil in which it infiltrates. Through ion exchange the Na ion stays within the soil and releases other ions such as Calcium, Magnesium, and Potassium into the groundwater as well as increasing metal mobilization. This causes depletion in the soil as well as changes the soil permeability causing the soil to become impervious which blocks water infiltration, reduces soil stability, and decreases the soil pH and overall fertility. Salt can have impacts on soil biota, soil welling and crusting, soil electrical conductivity, soil osmotic potential, soil dispersion, and structural stability. Salt can inhibit some soil bacteria compromising soil structure and inhibiting erosion control mechanisms and increasing sediment in runoff.

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## Infrastructure Impacts

Chloride ions increase the conductivity of water and accelerate corrosion. Chloride can penetrate and deteriorate concrete on bridge decking and parking garage structures, and damage reinforcing rods, compromising structural integrity. It damages vehicle parts such as brake linings, frames, bumpers, and other areas of body corrosion. It impacts railroad crossing warning equipment and power line utilities by conducting electrical current leaks across the insulator that may lead to loss of current, shorting of transmission lines, and wooden pole fires. The cost of corrosion damage and corrosion protection practices for highways and the automobile industry have been reported to cost a staggering 16-19 billion dollars a year.<sup>5</sup>

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1 Nappal, N.K., D.A. Levy, and D.D. MacDonald. Ambient Water Quality Guidelines for Chloride, 2003.

2 NH Department of Environmental Services, Hazard Identification for Human and Ecological Effects of Sodium Chloride Road Salt, 2007

3 USEPA Ambient Aquatic Life Water Quality Criteria for Chloride. EPA 440/5-88-001, 1988

4 USEPA Drinking Water Advisory: Consumer Acceptability Advice and Health Effects Analysis on Sodium, EPA-822-R-03-006, 2003a.

5 City of Madison Wisconsin, Report to The Salt Use Subcommittee for the Commission on the Environment, 2006

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# State of the Planet

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**ECOLOGY, SUSTAINABILITY, WATER**

## How Road Salt Harms the Environment

BY JEREMY HINSDALE | DECEMBER 11, 2018

Winter is right around the corner, and an army of “snow fighters” lies in wait to clear highways, streets and rural roads of snow and ice once the first flakes begin to fall. Today, the weapon of choice in this seasonal battle with Mother Nature is salt.



Snow plows in tandem formation deicing a multilane highway. Photo: Utah.gov

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exponentially. Today we scatter an estimated **20 million tons** of salt on U.S. roads annually—about 123 pounds for every American.

The rock salt used on roadways is chemically much like regular table salt, and is mined from large underground deposits that formed after prehistoric oceans evaporated. Ohio, Michigan, New York, Kansas, and Louisiana all host vast salt mines.



An underground salt mine. Photo: Cargill

Salt, aka sodium chloride, is indeed an effective deicer. When salt is sprinkled on top of ice, its elements separate and form a solute. The sodium and chloride ions interfere with water molecules' ability to bond together and form ice. Put simply, salt lowers the temperature at which liquid water turns into ice, a concept known as **freezing point depression**.

People have long known that salting roads helps keep them free of ice, but what hasn't been well understood is how the millions of tons of salt spread on U.S roads every year impact the environment. However, recent research indicates that salt is accumulating in the environment and poses an emerging threat both to ecosystems and human health.

In a **study released early this year**, researchers found that 37 percent of the drainage area of the contiguous United States has experienced an increase in salinity over the past 50 years, citing road salt as the dominant source in colder, humid regions of the northeastern United States. Groundwater sources can also be compromised: **a 2008 study conducted in Dutchess County, NY**, found that 48 percent of 125 sampled wells had sodium concentrations that

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“Salt is something of a ticking time bomb for freshwater,” says Riverkeeper President and Earth Institute adjunct professor Paul Gally. “Studies suggest that the increasing concentrations we see in many places may be the result of road salt spread decades ago, which reached groundwater, and is only now slowly reaching surface waters.”



Road salt spray can also damage vegetation near roadways. Browning and branch dieback on the side of a plant that faces a road or sidewalk is a common sign of salt damage. Salt can also impair roadside soils by displacing minerals or absorbing water, a condition referred to as physiological drought. Photo: USDA Forest Service

And once it's been introduced into an ecosystem, salt can become a persistent problem. “Once salt gets into the soil, or into a waterway, there really are no biological processes that will remove it,” says aquatic ecologist Andrew Juhl. “Salt can leave the system through transport and it can be diluted by fresher water coming in so that the levels become less concerning. However, without transport out of the system, like in an isolated lake or aquifer, the salt will continue to persist over very long time scales.”

Just as concerning as sodium is the increasing amount of chloride found in U.S. waterways. A

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Chloride is toxic to aquatic life, and even low concentrations can produce harmful effects in freshwater ecosystems. High chloride levels in water can inhibit aquatic species' growth and reproduction, impact food sources, and disrupt osmoregulation in amphibians. **Some 40 percent of urban streams** in the U.S. already have chloride levels that exceed the safe guidelines for aquatic life.



Road salt stains from runoff on a bridge spanning a river. Photo: Chesapeake Stormwater Network

Runoff containing road salt can also cause oxygen depletion in bodies of water. "If runoff containing salt goes into a freshwater lake or stream, it will tend to sink towards the bottom, creating a dense layer that can inhibit gas exchange with the overlying water," says Juhl. "This can lead to the development of low oxygen conditions that are detrimental to fish and other aquatic organisms." In recent years **Mirror Lake in NY's Adirondack Park has struggled with dissolved oxygen issues** due to high salt content.

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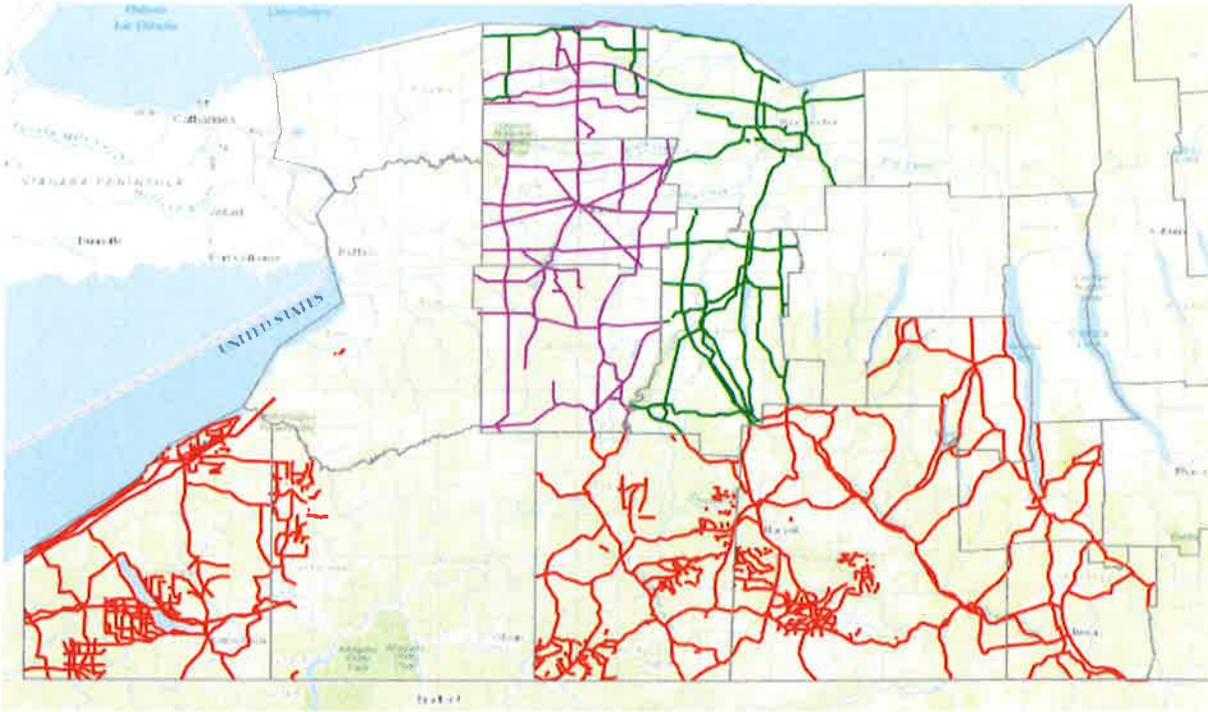


Corrosion on a metal truss bridge. Photo: Craig Hanchey

Salt is also corrosive, as many car owners can attest. But salt eats away at more than just auto bodies – it corrodes roads, bridges and other infrastructure. It's been estimated that damage from salt corrosion alone may cost the U.S. as much as \$5 billion a year. In 2015, Flint, Michigan's municipal water supply was found to be contaminated with high levels of lead, a neurotoxin. Researchers linked this contamination to high chloride levels in Flint's water, which had corroded lead pipes throughout the city's plumbing system. The culprit behind the elevated chloride levels in Flint's water? Road salt.

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This map attempts to trace roads in western New York where the use of oil and gas wastewater brine may be permitted as a deicer or dust suppressant. The map, published in late 2013, uses information obtained by Riverkeeper through a Freedom of Information Law request to New York State Department of Environmental Conservation. Map image: FracTracker Alliance

In some states, no salt is off the table when it comes to road maintenance. Some 13 states in the U.S. allow salty wastewater from oil and gas production wells to be spread on roadways. However, studies have found that these wastewater brines can contain toxic elements including radium, a carcinogen, and that these contaminants could accumulate in soil and groundwater or even become airborne.

There's no silver bullet when it comes to keeping roads safe for winter travel while protecting the environment. But as the damaging effects of road salt on the environment become clear, new strategies, initiatives and innovations will be required to protect America's water resources.

"The salt we continue to spread will have impacts far into the future," says Gally. "Scientists who study this issue closely are expressing shock and concern at the changes we've made to freshwater ecosystems. We should not only take notice, but take action when scientists speak so clearly."

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10

**Miranda Bergmeier**

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**From:** Herb Durfee  
**Sent:** Thursday, February 21, 2019 2:35 PM  
**To:** Linda Cook; John Langhus  
**Cc:** Miranda Bergmeier; Claudette Brochu; John Pepper; John Pepper; Mary Layton (marydlayton@gmail.com)  
**Subject:** RE: DRAFT SB agenda for 2-27-2019

Linda,

I guess I haven't been clear in either Board meetings or in individual discussions with you. Request for reimbursement has been made for 70-hour, 60-day, contract #1 and contract #2 related to the July 1, 2017 storm. All of that info is in the hands of FEMA. What has been going on since those submittals is what seems like an endless stream of follow-up requests from FEMA for additional information and/or clarity on the various "projects" (as they've named them).

Also, for Tropical Storm Irene, likewise, the Town has made request for reimbursement of the final \$65,000+/- funding owed the Town. That request, too, has been questioned a couple of times by FEMA resulting in additional clarification.

There is nothing that the Town can do, except continue to provide the info they seek and reply to their questions.

Overall, I don't know when FEMA will reimburse us for expenditures or in what percentage. It's solely based on their review and ultimate decision. I wish I had the answers for you or the magic wand, but I don't.

P.S. FYI, I still need two other Board members to agree with your request to have it remain on the agenda.

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)

**From:** Linda Cook [<mailto:lcook2825@gmail.com>]  
**Sent:** Thursday, February 21, 2019 2:06 PM  
**To:** John Langhus  
**Cc:** Miranda Bergmeier; Claudette Brochu; John Pepper; John Pepper; Mary Layton ([marydlayton@gmail.com](mailto:marydlayton@gmail.com)); Herb Durfee  
**Subject:** Re: DRAFT SB agenda for 2-27-2019

Hi All, I have asked to have FEMA (all projects) updates on the agenda. I would like an update on funds that may be available to us now and how we request them.

Please support this item.

On Thu, Feb 21, 2019, 10:14 AM <[johnlanghus@gmail.com](mailto:johnlanghus@gmail.com)> wrote:

Policy Review (working from newest to oldest from list provided by Miranda.)

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70. Personnel Records Policy: under review in PP policy. Newest version needs to be in policy binder .

69. Town of Norwich Selectboard procedure for receipt of correspondence. 2018 review/approval. Good.

68. Road and Bridges: new from 2018. OK.

67. Reporting of Committees: OK. Want to revise the form.

66. Conflict of Interest: new 2018. OK. Replaces #62, 51, 47,

65. Town service Officer: needs review.

64. Rules of Conduct: needs review but wait until 3/2019.

63. Town Road and bridges: delete. Has been updated.

62. Delete. (Conflict of Inter. 8/23/17)

61. Investment policy: needs review but wait until 2019.

60. Transfer station and sticker: needs review, but wait until 2019.

59. Delete. (Investment policy.) Replaced with 61.

58. Delete. (Dupe of #57?)

57. Valuation of parcels etc: review by Listers.

56. Appropriation request and disbursement: review.  
Supercedes 55 and 52. Missing from policy book are updates from 8/2014 and 7/2015.

55. delete. (SB appropriation request)

54. Vehicle acquisition: review.

53. Capital Budget: 46 can be deleted. Needs review.

52. Delete. (Dupe of #55)

51. delete. (Conflict of Interest). Have a new one

50. Annex to SB financial policy: Review. Delete #43.

49. Authority of Zoning admin, etc: Review.

48. Financial policy of #2 undesign. Fund: Review.

47. delete. (Conflict of Int).

46. delete. (Capital budget). Newer version in #53.

45. town email policy: delete. Currently appendix 8 under review with Personnel Policies.

44. Code of ethics: under review in PP.

43. Annex to SB Financial policies/fund types: Review.

42. delete. (COI)Have new one.

41. Current tax collection: review previous and ? delete #9, 16, 29.

40. Financial Policy #3 Grants,Gifts, etc: Review.

39. Financial Policy #1 Budget Management: Review.

38. Open mtg policy: Was this revised this year? Lynn's Law.

37. Debt Management: Review. Delete #36.

36. Delete. (same as #37)

35. Policy & Procedure Norwich Conservation Trust Fund: Review.

34. Delete. Receipt of Correspondence: Replaced with #69 (policy on website).

33. Interim Flood Hazard Regs: Part of Zoning Regs.

32. Policy for Use of Banners: Revised 1/27/16. OK. Review in 2019.

31. Capital Assets Accounting: Needs review.

30. Policy on Class Four Highways: Needs review. Is Herb already doing?

29. Delete. (tax collection). Have newer version.

28. Delete. (sexual harassment) Currently under review in PP policy (newer version).

27. Policy for Trans, construction and Improvements: delete.

26. Policy on Personnel Records: Delete 26. Being reviewed in PP as policy #70.

24 & 25. Norwich Police dpt Operations Order: Should they reside in PD or someplace else. Need review.

23. Index to Financials. Review.

22. Delete. (Secretary to SB)

21. Police Dpt Rules and Regs: Do they belong here? Need revisions.

20. Personnel Policies-hourly employees. ?Updated by new PP.

19. delete. (Personnel records). There is newer version and under review with PP.

18. delete. (Letter to SB)

17. delete. (PP hourly employees) Older than #20.

16. delete. (Delinquent taxes)

15. street naming: should be newer. Where is it.

14. Financial Policies: Review.

13. Financial policies: Review.

12. Disposal of surplus prop: review.

11. Delete. In PP review.

10. Tracy Hall: Review and update.

9. delete. (Delinquent taxes)

8. delete. (Street naming). See #15

7. Reg on consumption of etoh: Is Ordanance.

6 and 28.. Sexual Harrassment Policy: Updating with Personnel policies dates 1/11/12. Currently under review but not in policy book.

5. Non-discrim: needs review.

4. Communicable Dz: review. Who writes?

3 and 2: Time clocks. Review. What is current practice?

1. Hiring Procedure-review. What is current practice? Parts are in PP currently under review.