

ADOPTED 8/12/20
BY THE SELECT BOARD

| Norwich, VT - Fee Schedule | | |
|--|-----------------|--|
| Fee/Fine/Revenue Source: | Department: | Fee/Fine/Base Amount: |
| Liquor License | Town Clerk | Range \$20-\$145, depending on lic. type |
| Dog License | Town Clerk | By April 1: \$19 spay/neut.; \$23 not spay/neut.; after 4/1: \$21 spay/neut.; \$27 not spay/neut.; becoming owner after April 1: 50% of required |
| Hunting & Fishing License | Town Clerk | Varies; Town Retains \$1.50/license |
| Peddler License | Police | In a given year beginning July 1: \$30/1wk.; \$60/1mo.; \$120/3mo.; or, \$235/1yr. |
| Building/Development Permits: | | |
| Administrative: | | |
| Residential | Planning/Zoning | \$50 plus \$0.10/SF |
| Small Addition | Planning/Zoning | Same as Residential |
| Accessory | Planning/Zoning | \$25 plus \$0.10/SF |
| Small Accessory (<250sqft) | Planning/Zoning | Same as Accessory |
| Non-Residential (up to 5K sqft) | Planning/Zoning | \$50 plus \$0.10/SF |
| Additional area (>5k sqft) | Planning/Zoning | Same as Non-Residential |
| Permitted Uses, Ponds, Home Biz | Planning/Zoning | \$75.00 |
| Dev Envelope Review | Planning/Zoning | \$75.00 |
| Boundary Line Adj. | Planning/Zoning | \$100.00 |
| Other Permits (Fences, Signs, Demo) | Planning/Zoning | \$50.00 |
| DRB Hearings: | | |
| Site Plan Review | Planning/Zoning | \$250 plus \$0.10/SF |
| Dev Envelope Review | Planning/Zoning | \$200.00 |
| Conditional Uses, Appeals, Variances | Planning/Zoning | \$250.00 |
| Subdivision, Preliminary Plan Review | Planning/Zoning | \$650 plus \$50 for each new lot |
| Additional Warned Hearings | Planning/Zoning | \$100 (each for Intermediate or Final Plan Rev.) |
| PUD | Planning/Zoning | \$650 plus \$50 for each unit |
| Telecom Tower, new | Planning/Zoning | Same as Site Plan Review |
| Telecom Town, existing | Planning/Zoning | Same as Site Plan Review |
| Other: | | |
| Amendments & Extensions to admin permits | Planning/Zoning | 50% of original fee |
| Permits for development before permit issued | Planning/Zoning | 200% of original fee |
| Highway Access | Planning/Zoning | \$75.00 |
| Land Posting Permit | Town Clerk | \$5.00 |
| Recording Fee (documents) | Town Clerk | \$15/page |
| Recording Fee (survey plats) | Town Clerk | \$25/sheet |
| Document Copy Fee (certified copies) | Town Clerk | \$10/page |
| Use of Records Fee (vault time) | Town Clerk | \$4/hour |
| Vital Statistics Fee | Town Clerk | \$60.00 |
| Motor Vehicle Renewal Fee | Town Clerk | \$3.00 |
| Photocopying (and related) Fee: | | |
| Staff Time to Duplicate a record | Town Clerk | \$0.33/minute after the first 30 minutes |
| Senior-Level Staff/IT Specialist's Time Extract. Data | Town Clerk | \$0.57/minute |
| Other Staff Time (that can be charged/collected under 1 VSA §316(d)) | Town Clerk | \$0.45/minute |
| Photocopy, B&W, single-sided, up to 8.5 x 14" | Town Clerk | \$0.05/copy |
| Photocopy, B&W, double-sided, up to 8.5 x 14" | Town Clerk | \$0.09/copy |
| Photocopy, Color, single-sided | Town Clerk | \$1.00/copy |
| Paper Copy, computer-generated, up to 8.5 x 14" | Town Clerk | \$0.02/copy |
| Compact Disc/Memory Stick, "write" once (public provides CD/Stick) | Town Clerk | \$0.86/each "write" |

Norwich, VT - Fee Schedule

| Fee/Fine/Revenue Source: | Department: | Fee/Fine/Base Amount: |
|--|----------------|--|
| DVD, "write" once (public provides DVD) | Town Clerk | \$2.00/each "write" |
| EV Charging Fees | Town Manager | \$1/Hour (Current) |
| Rental Fee: | | |
| Tracy Hall & Bandstand: | | |
| Gym | Town Manager | See attached considerations; minimum fee = daily gym cost for facilities and 1 hr of custodial time; and add 20% for Non-Town Function |
| Multi-Purpose Room | Town Manager | 1 hr \$40.00; 1/2 day \$75.00; full day \$125.00 + 20% for Non-Town Function |
| Small Conference Room | Town Manager | 1 hr \$20.00; 1/2 day \$30.00; full day \$50.00 + 20% for Non-Town Function |
| Bandstand | Town Manager | 1 hr \$100; 1/2 Day \$150; Full Day \$200 + 20% for Non-Town Function |
| Huntley Pavilion exclusive of tennis court | | Same as for bandstand |
| Public Safety Building (Training Room or Library) | Police | Not available to the public at-large |
| Police Report Fee | Police | Based on Sec of State allowable fee schedule |
| Police VIN Check Fee | | Resident = \$-0-; Non-resident = \$20 |
| Police Alarm Response Fees: | | |
| False Alarm | | Per Ordinance |
| Audible Alarm | | Per Ordinance |
| Special Police Duty Fees: | | |
| Special Event (beyond day-to-day) | Police | For each "extra" Town employee - "loaded" hourly rate (i.e., reg and/or OT + benefits) - plus \$30 permit application |
| House Checks | Police | \$25/quarter where greater than 7 days. Quarter defined by fiscal year NOT according to resident request. Non-emergency and only conducted based on on-duty officer's ability to conduct such check within their shift |
| Recreation Program Fees | Recreation | Refer to attached fee schedule |
| Transfer Station Stickers: | | |
| Resident - 1st Vehicle (Annual) | DPW/Town Clerk | \$30 (covers July 1 - June 30); reduced to \$15, if purchased after Jan 1 |
| Resident - 2nd Vehicle (Annual) | DPW/Town Clerk | \$10 (covers July 1 - June 30); reduced to \$7, if purchased after Jan 1 |
| Non-Resident (for Resident, Non-Profit, Local Business ≤5 Employees) | DPW/Town Clerk | \$60 (2 stickers) |
| Recycling Solid Waste Fees: | | |
| General Disposal Fees (each unless otherwise specified): | | |
| Batteries (alkaline, power tool, rechargeable household, lithium) | DPW | Free |
| Light bulbs (florescent, halogen, UV, hi intensity, incandescent) | DPW | Free |
| Ballasts | DPW | Ballasts to go into metal |
| Capacitors | DPW | rarely receive -goes in C&D |
| Appliances, household (except as listed below) | DPW | appliances without CFC go into metal so \$0 |
| Appliances - with CFC (refrig., dehumid., AC's, freezers, H2O cool.) | DPW | \$25 |
| Appliances, toasters and toaster ovens | DPW | appliances without CFC go into metal so \$0 |

Norwich, VT - Fee Schedule

| Fee/Fine/Revenue Source: | Department: | Fee/Fine/Base Amount: |
|--|-------------|--|
| Copy Machines (not computer peripheral) | DPW | all electronic items shall have \$10 fee |
| Facsimile Machines | DPW | \$10 |
| Game Consoles | DPW | \$10 |
| Microwaves | DPW | \$10 |
| MP3 Players, PDA's | DPW | \$10 |
| Vacuums | DPW | \$10 |
| Radios | DPW | \$10 |
| Stereo Equipment | DPW | \$10 |
| Telephones | DPW | \$10 |
| Power Cords and Chargers | DPW | \$10 |
| Tape Recorders/Answering Machines | DPW | \$10 |
| Switches - with mercury | DPW | \$10 |
| Transformers - with PCB | DPW | \$10 |
| Transformers - no PCB | DPW | \$10 |
| Used Motor Oil | DPW | free |
| DVD Player | DPW | \$10 |
| Thermostats | DPW | free |
| Thermometer - with mercury | DPW | free |
| Water and Oil Based Paints | DPW | free |
| Tires, Passenger Car and Light Truck - without Rim | DPW | 21" tire and smaller off rim \$8 |
| Tires, Passenger Car and Light Truck - with Rim | DPW | not accepted |
| Tires, Large Truck - without Rim | DPW | tires larger than 21" off rim \$10 |
| Tires, Large Truck - with Rim | DPW | not accepted |
| Tires, Tractor or Larger - without Rim | DPW | tires larger than 21" off rim \$10 |
| Tires, Tractor or Larger - with Rim | DPW | not accepted |
| Tires, Motorcycle - without Rim | DPW | 21" tire and smaller off rim \$8 |
| Tires, Motorcycle - with Rim | DPW | not accepted |
| Tires, Bicycle - without Rim | DPW | 21" tire and larger off rim \$5 |
| Tires, Bicycle - with Rim | DPW | not accepted |
| Car Seats | DPW | car seats and booster seats \$5 |
| Booster Seats | DPW | car seats and booster seats \$5 |
| E-Waste Revenue | DPW | Free |
| Recycling Rebates | DPW | |
| C&D Waste Revenue: | | |
| C&D Items (each unless otherwise specified): | | |
| Mattress, Twin/Full | DPW | \$20 |
| Mattress, Queen/King | DPW | \$30 |
| Box Spring (any size) | DPW | \$15 |
| Carpet, Small (throw rugs/mats) | DPW | \$5 |
| Carpet, Medium | DPW | Up to 10' length \$10 |
| Carpet, Large | DPW | Greater than 10' length \$20 |
| Furniture, Upholstered (couches, chairs, sofa beds) | DPW | \$20 |
| Furniture, Wooden (all dressers, bureaus, tables) | DPW | \$10 |
| Furniture, Wooden (chairs, benches, etc.) | DPW | \$5 per item |
| General C&D and Other Debris (approx., and ea. unless other. specified): | | |

Norwich, VT - Fee Schedule

| Fee/Fine/Revenue Source: | Department: | Fee/Fine/Base Amount: |
|--|-------------|---|
| Pickup 6' bed length | DPW | \$100 |
| Pickup 8' bedlength | DPW | \$185 |
| Toilets and Sinks | DPW | \$10 |
| Bathtubs, Fiberglass | DPW | \$15 |
| Bathtubs, Porcelain or Cast Iron | DPW | porcelain covered metal or cast iron- metal \$0 |
| Cement Blocks/Pavers | DPW | suggest 5 gal pail \$2 and 32 gal trash can \$5 |
| Bricks | DPW | suggest 5 gal pail \$2 and 32 gal trash can \$5 |
| Pattets | DPW | \$4 each |
| Ladders | DPW | \$1/ft |
| C&D (per cubic yard) | DPW | \$30/CY |
| Windows/Doors | DPW | \$10 |
| Siding, Roofing, Shingles | DPW | \$30/CY |
| Any Wood Type Used for Building (cannot exceed 4' in length) | DPW | wood any type \$10/CY |
| Railroad (Landscape) Timber, Pressure Treated Lumber | DPW | \$10 |
| Trash Coupon: | | |
| Single Garbage Bag Coupon (1, 30-gal bag) | DPW | \$5 |
| Coupon Book - (punchcard for 10, 30-gal bags) | DPW | \$45 |
| Athletic Field Rental | Recreation | Refer to attached fee schedule |
| Police Fine | Police | |
| Parking Fine | Police | Per Ordinance |
| Dog Fine: | | |
| Running At-Large | Police | Per Ordinance |
| Other Dog Violations | Police | Per Ordinance |
| | | |
| | | |

ADOPTED BY THE NORWICH SELECTBOARD ON:

8/12/2020

Claudette Brochu

Claudette Brochu, Chair

John Langhus

John Langhus

Roger Arnold

Roger Arnold, Vice-Chair

Mary Layton

Mary Layton

Robert Gere

Robert Gere

Tracy Hall Gym Considerations
12-Aug-20

Square Footage Tracy Hall
10,300

FY 2020-21 Budget Items:

| | | | | |
|------------------|----|--------|-----------------|------------------------------------|
| Heat: | \$ | 11,500 | | |
| Electricity | \$ | 13,500 | | |
| Water Usage | \$ | 650 | | |
| Alarm Monitoring | \$ | 600 | | |
| | \$ | 26,250 | \$ | 2.55 Cost / SF |
| | | | 3,036 | Gym SF |
| | | | \$ 7,737.38 | Cost Attributable to the Gym |
| | | | 365 | Days in One Year |
| | | | \$ 21.20 | Cost Attributable to the Gym / Day |

"Loaded" Labor Rates:

Custodian:

Handwritten: 2020-21 = 534,211 + 2020-21 = 100,000

| | | | | |
|----------------------------|----|--------|-----------------|----------------------------|
| Annualized Salary, Approx. | \$ | 44,230 | | |
| Annualized Health Costs | \$ | 23,782 | | |
| Annual Pager Cost | \$ | 650 | | |
| | \$ | 68,662 | 260 | Work Days in One Year |
| | | | \$ 264.08 | Labor Cost / Work Day |
| | | | \$ 33.01 | Labor Cost / Work Day Hour |

Calculation for OT Pay:

| | | | | |
|--|----|--------|-----------------|-------------------------------|
| | \$ | 66,345 | | |
| | \$ | 23,782 | | |
| | \$ | 650 | | |
| | \$ | 90,777 | 260 | Work Days in One Year |
| | | | \$ 349.14 | OT Labor Cost / Work Day |
| | | | \$ 43.64 | OT Labor Cost / Work Day Hour |

Bldgs. & Grounds Tech.:

| | | | | |
|----------------------------|----|--------|-----------------|----------------------------|
| Annualized Salary, Approx. | \$ | 42,806 | | |
| Annualized Health Costs | \$ | 16,772 | | |
| Annual Pager Cost | \$ | 650 | | |
| | \$ | 60,228 | 260 | Work Days in One Year |
| | | | \$ 231.65 | Labor Cost / Work Day |
| | | | \$ 28.96 | Labor Cost / Work Day Hour |

| | | | | |
|--|----|--------|-----------------|-------------------------------|
| | \$ | 64,209 | | |
| | \$ | 16,772 | | |
| | \$ | 650 | | |
| | \$ | 81,631 | 260 | Work Days in One Year |
| | | | \$ 313.97 | OT Labor Cost / Work Day |
| | | | \$ 39.25 | OT Labor Cost / Work Day Hour |

Add Ons:

Chairs:

| | | | |
|--------------|----|----|---|
| Full Set Up | \$ | 65 | "Rounded" one and one-half labor rate for Custodian |
| <Full Set Up | \$ | 33 | "Rounded one half of Full Set Up Rate |

Tables

---- Factored into Set Up for Chairs

Extra Cleaning

\$130 Deposit - Cost Applied as Necessary (calculated at about 3 hours of Custodian's labor rate)

Damage Deposit for IT Equip.

\$200 Deposit - Cost Applied as Necessary (thinking is based on replacement of projector)

Flooring:

Put Down, Regular Hours \$ 123.93 2 Hours for Custodian & Bldgs/Ground Tech. each

Pick Up, Regular Hours \$ 123.93 2 Hours for Custodian & Bldgs/Ground Tech. each

\$ 247.87 Total

Put Down, OT Hours \$ 248.67 3 Hour Minimum for Custodian & Bldgs/Ground Tech. each

Pick Up, OT Hours \$ 248.67 3 Hour Minimum for Custodian & Bldgs/Ground Tech. each

\$ 497.33

Combination of Hours is OK