
TO: Selectboard
FROM: Rod Francis, Acting Town Manager
RE: Town Manager Report
DATE: July 9, 2022

Staffing/Recruitment

The Norwich Police Department is continuing to work well with the cooperation and support of the Vermont State Police (VSP) and the Hartford Police Department. Regrettably Community Safety Officer Root has resigned to take a position with the Rutland Police Department.

The advertisement of the Chief's position on Indeed.com has generated some interest, the candidates are from out-of-state and would need to apply for waivers and receive training prior to becoming a fully sworn officer in Vermont. There has been one response to the ad placed on the criminal justice council website, they were also an out-of-state candidate.

I have advertised for two full-time (Level III) officer positions and hope that we have suitable candidates applying soon.

I have advertised for a new Planning and Zoning Director position. There was a disappointing lack of interest in the part-time ZA position, so I made the decision to advertise the position I vacated to take on the role of Town Manager.

Elsewhere in this meeting I will be presenting information for the Board's review concerning a retention and recruitment strategy.

Auditor RFP

After directly soliciting appropriately qualified firms we have received a proposal from an auditor. The proposal is presented elsewhere in the packet for board approval.

Tracy Hall space needs update

Working with Geoff Martin I have contracted with living building LLC to provide needed information on Tracy Hall to examine building envelope performance, ventilation, heat generation and distribution, and controls. The contractor will also look at the Town Highway Garage –a major source of GHG emissions for town properties.

This work will inform the Tracy Hall space analysis and hopefully will be able to guide decision-making about the future of the building. The RFQ for Tracy Hall space analysis has been posted and forwarded to established consultants.

Moore Lane Bridge Release of Hazardous Materials

We now have a contract with Clean Harbors to remove the old tarp, clean the hazardous materials from the bridge supports, encapsulate the remaining hazardous material stains on the bridge supports with a specialized paint product and reinstall a temporary tarp or similar material to capture the hazardous material as it falls from the underside of the bridge. Early impressions from field visits suggest that the pavement on the bridge deck is not monolithic – water is making its way through the paving and is passing through the bridge deck, thus mobilizing the hazardous material. This dramatically increases the volume of the material that needs to be captured and raises questions about the best design for short-term management and any longer-term solution(s). We will continue to work with the contractor while awaiting a formal action from Vermont DEC Clean-up program.