

Norwich Selectboard  
 Regular Meeting – April 26, 2023 – 6:30 p.m.  
 Participation: Hybrid  
 Physical Location: Tracy Hall meeting room  
 ZOOM access information: <https://us02web.zoom.us/j/81641173522>  
 Meeting ID: 816 4117 3522

US Toll-free: 877 853 5257 (Press \*9 to raise hand; Press \*6 to unmute after recognized by Chair)

1. Welcome.
2. Agenda Review ..... Motion required

**Correspondence, AP Warrant, Minutes** – The selectboard will consider each category. Public comment may be offered.

3. Minutes..... Motion required.
4. Correspondence..... Motion required.
5. AP Warrant(s) ..... Motion required.

**Informational Items** – This time will be used for important information for which there may be no immediate action and could be no public comment.

6. Finance Report and New Audit Preparation/Consistency .....Motion(s) possible.
7. Interim Town Manager Reporting .....Motions unlikely.

**Reports Submitted** -- On occasion, reports from appointed committees, departments, or other town-related entities are submitted without comment or request for agenda time. The chair will identify such reports as part of the record, and the SB may or may not determine action is necessary.

8. IREC (Intermunicipal Regional Energy Coordinator)
9. Fire Department

**Action Items for motions** – Introduction by the chair on items being decided, any related correspondence, public comment, SB discussion, SB action.

10. Committee appointments time sensitive (1 Hour).....Motions required.
11. Approval to contract for paving of culverts on New Boston road.....Motion required.
12. Certification of Compliance for Roads and Bridges for Selectboard signature.....Motions unlikely.
13. Update on Building and Grounds position and Recreation needs.....Motion(s) possible.
14. Interim Town Manager Contract, Executive Session may be required pursuant to 1 V.S.A. § 313(a)(1)(A) to consider a contract after “finding that premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage.....Motion possible.
15. Town Manager Search.....Motion(s) possible.
16. Personnel Policies.....Motion(s) possible.
17. Personnel Matters and Hires, Executive Session may be required pursuant to 1 V.S.A. § 313(a)(1)(A) to consider a contract(s) after “finding that premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage,” and 1 V.S.A. § 313(a)(3) to consider the appointment or employment of an employee, “provided that the public body shall make a final decision to hire or appoint ... in an open meeting and shall explain the reasons for its final decision during the open meeting;” and to invite the Interim Town Manager.....Motion(s) possible.

**Discussion Items** – No motions are anticipated on these critical issues which are being framed for future action. – Order of process: an introduction by the chair, any related correspondence, public comment, SB discussion.

18. Financial Policies & Procedures, Task 2 report.....Motion(s) possible.
19. Outside Human Resources assistance and scope.....Motion(s) possible.

**Future Agenda Items Possible**

May 10, 2023

- Litigation update (OML, Rosenbloom)
- Committee appointments continued
- ARPA Use Planning

May 24, 2023

Collective Bargaining Update

**Adjournment**

DRAFT Minutes of the Special Selectboard Meeting of  
Wednesday, April 12, 2023, at 6:30 pm

This hybrid meeting was held in the Multipurpose Room in Tracy Hall.

Members present: Marcia Calloway, Chair; Mary Layton, Vice Chair; Roger Arnold; Pamela Smith; Priscilla Vincent

Also participating: Brennan Duffy, Interim Town Manager; Christopher Kaufman, Director, Department of Public Works; Cheryl Lindberg, Treasurer; Alexander Northern, Fire Chief; Nancy Osgood, Historic Preservation Commission; Luke O'Neil, Simpson Brook Farm; Jeffrey Grout, Municipal Energy Resilience Program; Linda Gray

**1. Welcome.** Calloway brought the meeting to order at 6:36 PM.

**2. Agenda Review.** Calloway asked to add an action item for the approval of a liaison to the School Committee, which was agreed to by consensus. Vincent expressed concern about the frequency of last-minute additions to Board agendas.

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Layton moved, seconded by Smith, to approve the proposed agenda. **Passed** with four Yes votes and one abstention (Vincent).

**3. Minutes.** Consideration was given to the minutes of March 15, 22, and 29. It was agreed that those of March 15 misstated the Town Clerk's salary and should be corrected. It also was agreed that in the March 29 minutes, the words, "Smith argued" should be replaced with "Smith expressed concern."

Layton moved approval of the three sets of minutes, seconded by Vincent. **Passed** unanimously.

**4. Correspondence.** Calloway stated in response to communications from Stuart Richards that the Board could not publicly address at that time issues currently in litigation or collective bargaining.

Layton moved, seconded by Arnold, to accept correspondence as included in Selectboard meeting packet. **Passed** unanimously.

**5. AP Warrant.** Layton moved, seconded by Smith to approve check warrant #988 in the amount of \$53,772.26 and check warrant #989 in the amount of \$187,831.00. **Passed** unanimously.

**Retail Cannabis.** Luke O'Neil, an owner of Simpson Brook Farm, addressed the Board to inquire how they may initiate the process leading to a Town vote to allow them to establish a retail cannabis operation in Norwich. Calloway responded that the next opportunity for such a vote will be in March 2024 and referred him to the guidelines provided on the Town website and recommended they seek guidance also from the Town Clerk's office regarding the petitioning process. He asked if the Board might consider calling for a special vote prior to that date.

Calloway further noted that all parties should follow the procedures approved by the State's Cannabis Control Board. O'Neil concurred.

**6. Minutes of Schema Task 2 Working Group meeting; Outline of Responsibilities & Outstanding Work.**

Calloway asked that this item be **tabled** for a future meeting.

**7. Recreation Department Assistant job description.**

This item was also **tabled** since the Recreation Director was out of town.

**8. IREC / Energy Committee work presentation.** Jeff Grout of the Municipal Energy Resilience Program (MERP), whose presentation was provided in this meeting's packet, joined the meeting via Zoom. He discussed the process to follow in obtaining grant funding for energy-related projects. In particular, he recommended applying for an initial "mini grant," whose application requirements are not at all burdensome. Grout also addressed potential geothermal applications for the Town offices, including what would be involved in developing "thermal mass" as a resource to address both heating and cooling needs. Arnold expressed particular concern about how that might reduce available interior space by expanding the floor space occupied by external walls.

Linda Gray voiced support for Grout's recommendations.

Arnold moved, seconded by Layton to direct the interim Town Manager to work with Grout and the MERP to complete an application for the mini grant as discussed. **Passed** unanimously.

**9. Interim Town Manager Contract.** Calloway noted that the current contract expires June 30, 2023 and it was agreed that the Board will need to address this issue at the April 26 meeting.

**10. Reports Submitted.** The Police Chief's report was **tabled** until the April 26 meeting at the request of Chief Cochran.

Lindberg reported on arrangements she has made for the consulting firm, KRT, to present their plan for a Townwide reappraisal at a public forum on May 2.

Smith volunteered to serve as liaison to the School Board, which appointment Layton moved to make, seconded by Vincent. **Passed** with four Yes and Smith abstaining.

**11. Local Emergency Management Plan Adoption.** The Fire Chief, Alex Northern, joined via Zoom. He commented that the recent smoke event in Tracy Hall did not qualify as a "local emergency." He also said that while the official version of the Plan will include personal contact details for relevant officials, those will be redacted in the version for more general public distribution.

Layton moved, seconded by Vincent, to adopt the Local Emergency Management Plan as presented, and to authorize the appropriate signatures, as required. **Passed** unanimously.

**12. DPW Request for Two Grant Applications (Paving and Structures).** Chris Kaufman joined via Zoom to review these grant applications.

Layton moved, seconded by Arnold, to approve applying for the Municipal Highway Grant for repaving on Beaver Meadow Road. **Passed** unanimously.

Layton moved, seconded by Arnold to approve applying for the Municipal Highway Grant for culvert work on Route 132. **Passed** unanimously.

**13. Public Safety Facility Fund Overdraft.** This item was **tabled** until a future meeting.

**14. Finance Dept. Request re: Underpaid Property Tax.** There are some instances of delinquent taxes in small amounts that require outlays associated with ongoing collections efforts. Lindberg said she had learned on a listserv for town clerks and treasurers that any write-off of such accounts cannot be authorized by anyone other than a selectboard, including any delinquent tax collector.

Smith moved, seconded by Layton, to authorize a one-time write-off of delinquent tax amounts of less than \$5.00 per parcel. This is not to make this a matter of policy in perpetuity but was further specified as being a part of any future financial plan and delinquent tax policy review. **Passed** unanimously.

**15. Amended Resolution for Municipal Planning Grant.** Layton moved, seconded by Vincent, to approve the Amended Resolution for Municipal Planning Grant, as presented. **Passed** unanimously.

**16. Historic Preservation Commission Request re: Grant Application.** Nancy Osgood was invited to join the meeting to discuss this grant application. She reported that while it has already been accepted, it requires a signed grant agreement and the selection of a consultant. Duffy added that although this is a "matching grant," the Town's contribution, rather than any outlay of cash, will be limited to "in-kind services" provided by existing staff with associated billable hours amounting to \$7,500 to be reimbursed by the State.

Layton moved, seconded by Smith, to execute the grant agreement for the Jones Circle Historic District National Register nomination. **Passed** unanimously.

**17 Approve Liquor Licenses.** Layton moved, seconded by Smith to recess the Selectboard meeting. Passed unanimously at 9 PM. Vincent moved, seconded by Layton, to convene as the Norwich Liquor Commission. **Passed** unanimously at 9 PM.

Layton moved, seconded by Smith, to approve liquor license applications for Carpenter & Main and Norwich Wines & Spirits. **Passed** unanimously.

Layton moved, seconded by Smith, to close the Norwich Liquor Commission session and reconvene the Selectboard meeting. **Passed** unanimously at 9:04 PM.

**18 Prescription Opiate Litigation.** Calloway noted that were the Town to not join the class-action opiate litigation, as Town counsel has advised, the Town would forfeit any opportunity to sue as an individual plaintiff. The vote in question was to authorize the interim Town Manager to act on the Town's behalf to sign onto the class action.

Layton moved, seconded by Arnold, to join the new national opioid settlements and authorize the Interim Town Manager to execute the settlement documents. **Passed** with four members voting Yes, while Smith abstained.

**Agenda Items for Next Meeting.** These include the interim Town Manager's contract, the Town Manager search, police issues, certificate of compliance regarding roads and

bridges, committee appointments, job descriptions for the Recreation Director and the new assistant position to be filled.

**Adjournment.** Layton moved to adjourn, seconded by Smith. **Passed** unanimously at 9:42 PM.

Respectfully submitted,

Ralph C. Hybels, Minutes Taker

**From:** [Cheryl Lindberg](#)  
**To:** [Select Board](#)  
**Cc:** [Miranda Bergmeier](#); [Brennan Duffy](#)  
**Subject:** Re: Draft minutes correction - April 12, 2023  
**Date:** Tuesday, April 18, 2023 1:21:29 PM

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In #2, it should say Norwich School Board, not Norwich Committee.

Cheryl

Cheryl A Lindberg  
Town of Norwich

Any response to this email is subject to the Vermont Public Records request.

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**From:** Cheryl Lindberg  
**Sent:** Tuesday, April 18, 2023 9:14:15 AM  
**To:** Select Board <[selectboard@norwich.vt.us](mailto:selectboard@norwich.vt.us)>  
**Cc:** Miranda Bergmeier <[MBergmeier@norwich.vt.us](mailto:MBergmeier@norwich.vt.us)>; Brennan Duffy <[BDuffy@norwich.vt.us](mailto:BDuffy@norwich.vt.us)>  
**Subject:** Draft minutes correction - April 12, 2023

Under correspondence, the Lister correspondence regarding the Sharon/Norwich boundary line was discussed briefly and decided to be a future agenda item. I will let a SB member decide if this should be recognized in the minutes, but this is an important matter to get on a future agenda.

Under item #10 - my statement should be amended to say

".....**reappraisal** firm (not consulting firm)....." and please add after May 2, "**2023 at 7 pm in the multi-purpose room.**"

One other item that I wanted to ask about is how the minutes are signed. In most every case that I have seen, an individual on the Board or Committee signs the minutes on behalf of the group that is meeting as the official record. In my opinion, the Selectboard minutes should be the record of the Selectboard and signed by the Chair.

Thanks,  
Cheryl

Cheryl A. Lindberg,  
Town of Norwich

Please note: any response or reply to this electronic message may be subject to disclosure as a public record under the Vermont Public Records Act

**From:** [Priscilla Vincent](#)  
**To:** [Miranda Bergmeier](#)  
**Subject:** Selectboard Draft Minutes for April 12, 2023  
**Date:** Friday, April 21, 2023 11:21:42 AM

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I would like to request a correction to the SB minutes of 4/12/23. Under item 2, Agenda Review, the minutes say "Vincent expressed concern about the frequency of last-minute additions to the Board agendas".

Could that please be changed to:

"Vincent expressed concern about the frequency of last minute additions to the Selectboard packets."

I was not concerned about what was on the agenda, it was frustration with receiving packet materials for items already on the agenda, but not receiving them until a couple of hours before the start of our meeting.

Please include this request in the packet for the April 26 meeting. Thank you.

Priscilla



**From:** Myers, Jennifer <[Jennifer.Myers@vermont.gov](mailto:Jennifer.Myers@vermont.gov)>  
**Sent:** Monday, April 17, 2023 7:06 AM  
**To:** Cheryl Lindberg <[CLindberg@norwich.vt.us](mailto:CLindberg@norwich.vt.us)>  
**Cc:** Listers <[Listers@norwich.vt.us](mailto:Listers@norwich.vt.us)>  
**Subject:** RE: Update on letter in writing

Good Morning Cheryl,

Since all the people referenced in your RA-308 are now on our approved list, that issue in the letter has been resolved. No further action is required.

After speaking with you and reading through your contract PVR would like an Addendum or updated contract to reflect site visits and gaining interior access to properties. This is an important piece to your reappraisal, but once we receive this update you will have resolved the second issue as stated in the letter. PVR will also send an updated letter upon receipt of the updated contract.

Thanks,

Jen Myers | District Advisor  
Property Valuation and Review  
Department of Taxes  
133 State Street, Montpelier, VT 05633-1401  
C: 802-522-0199 | [Jennifer.myers@vermont.gov](mailto:Jennifer.myers@vermont.gov)



Agency of Administration

**State of Vermont**  
**Department of Taxes**  
133 State Street  
Montpelier, VT 05633-1401

April 4, 2023

Chair, Selectboard  
Town of Norwich  
P.O. Box 376  
Norwich, VT 05055

### **Detailed Reappraisal Plan – Form RA-308**

The Division of Property Valuation and Review (PVR) at the Vermont Department of Taxes has reviewed your reappraisal plan. PVR notes that your town is currently under statutory order to reappraise based on the results of the 2021 equalization study. As submitted, your reappraisal is to be finalized for the Grand List year 2024. If there have been any changes or updates to your reappraisal plan and/or timeline, please provide updated information.

Electronic Submissions (preferred): [tax.pvr@vermont.gov](mailto:tax.pvr@vermont.gov) and copy your District Advisor  
Mail: Vermont Dept. of Taxes, Property Valuation and Review, 133 State Street FL 1, Montpelier, VT 05633

Based on the information submitted please find PVR's comments and feedback below. Comments are broken out by required updates and recommendations. Detailed information about reappraisal activity can be found in the informational document *Reappraisal Activity for the Equalization Study* available at:  
<http://tax.vermont.gov/municipal-officials/listers-and-assessors/reappraisals>.

#### Required:

- As per 32 VSA § 4052, municipalities carrying out appraisals of real property for the purpose of taxation must employ a person, firm, or corporation approved by the Director. The appraiser Robert Tozier and Kevin Leen are not currently listed as approved appraisers. Gerard Lortie is currently approved as an appraiser. The data collectors Doug Rollins is not currently listed as a PVR approved appraisal trainee.
- PVR specifications for a complete reappraisal includes interior inspections. Current contract does not acknowledge attempted entries into properties. Please explain or update.

#### Recommended:

- When your reappraisal is complete PVR will perform a standard evaluation of the municipal reappraisal often referred to as the "3-prong test", we would recommend discussing/contracting with your reappraisal contractor to ensure any unsatisfactory findings will be addressed.
- Parcel count specified in Form RA- 308 and contract does not align with parcel count specified in the current grand list.

If you have any questions, please do not hesitate to contact your District Advisor for additional information and reappraisal support.

Thank you,  
Property Valuation and Review District Advisors

Cc: Chair, Board of Listers





## ACT 250 JURISDICTIONAL OPINION JO 3-293

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**State of Vermont**

**Natural Resources Board**

District 3 Environmental Commission

100 Mineral Street, Suite # 305

Springfield, VT 05156-3168

<https://nrb.vermont.gov/>

[phone] 802-289-0603

This is a Jurisdictional Opinion based upon available information and a written request from the landowner/agent or other person. Any notified person or entity will be bound by this opinion unless that person or entity files a request for reconsideration with the District Coordinator or an appeal with the Superior Court, Environmental Division within 30 days of the issuance of this opinion (see below). This Opinion identifies Act 250 Jurisdiction only. Other permits may be required (e.g., <https://dec.vermont.gov/permits>). For more information, please contact the Agency of Natural Resources Environmental Assistance Office: (<https://dec.vermont.gov/assistance/permits>).

- I hereby request a jurisdictional opinion from the District Coordinator or Assistant District Coordinator regarding the jurisdiction of 10 V.S.A. Chapter 151 (Act 250) over the project described below.

Bell Atlantic Mobile Systems of Allentown, Inc. and Cellco Partnership d/b/a Verizon Wireless,  
Attn: Brian Sullivan  
275 College Street  
Burlington, VT 05406

- Landowner  
 Agent  
 Other

**Project Location:** Off Upper Loveland Road, Norwich, Vermont

**Project Description:**

Verizon is currently permitted for a total of twelve (12) panel antennas centered at approximately 80' above ground level on the existing 89' high stealth monopine tower ("Monopine") at this location

Verizon will be removing six (6) of its Antennas and replacing them with three (3) smaller, "MIMO" Antennas and one (1) multiband Antenna, thereby reducing the total number of Antennas from twelve (12) to ten (10). Verizon will also be adding one (1) OVP distribution box



("OVP") and three (3) lengths of pipe to connect the three (3) existing mounting brackets to one another. All of these changes will be obscured by the artificial branches of the Monopine.

This equipment modification will not alter the footprint or appearance of the telecommunication compound, and a structural analysis completed by American Tower Corporation on January 13, 2023 confirmed that these modifications will not compromise the structural integrity of the Monopine.

Existing Act 250 permit number(s) or series: 3W0917

Project Type:  Commercial       Subdivision       Municipal/State       Mixed  
 Farming/Forestry       Housing       Other \_\_\_\_\_

Has the landowner or affiliated person subdivided before?  Yes       No       N/A

If Yes: Location: \_\_\_\_\_ no. of lots: \_\_\_\_\_ Date \_\_\_\_\_

AN ACT 250 PERMIT IS REQUIRED:       YES       NO

**BASIS FOR DECISION:**

Replacing equipment with equipment of a similar appearance plus three pipes to connect to mounting brackets that will be obscured by artificial branches is not a material change under NRB Rule 2(C)(6).



DATE: April 12, 2023

Peter Kopsco  
District Coordinator, District 3 Environmental Commission  
100 Mineral Street, Suite # 305, Springfield, VT 05156-3168  
Telephone: 802-261-1947  
Email: Peter.Kopsco@vermont.gov

*Any party may file within 30 days from the date of a decision of the District Coordinator a request for reconsideration with respect to the jurisdictional opinion, pursuant to Act 250 Rule 3(B). Any reply to a request for reconsideration shall be filed within 15 days of the service of the request, unless otherwise provided by the District Coordinator.*

*Any person aggrieved by an act or decision of a District Commission or District Coordinator, or any party by right, may appeal to the Environmental Division of Vermont Superior Court within 30 days of the act or decision pursuant to 10 V.S.A. § 8504. Such appeals are governed by Rule 5 of the Vermont Rules for Environmental Court Proceedings. The appellant must file a notice of appeal with the clerk of the court and pay any fee required under 32 V.S.A. § 1431.*

*The appellant must also serve a copy of the Notice of Appeal on the Natural Resources Board and on other parties in accordance with Rule 5(b)(4)(B) of the Vermont Rules for Environmental Court Proceedings. The Natural Resources Board's copy may be sent to NRB.Legal@vermont.gov and/or 10 Baldwin Street, Montpelier, VT 05633-3201.*

*Please note that there are certain limitations on the right to appeal, including interlocutory appeals. See, e.g., 10 V.S.A. § 8504(k), 3 V.S.A. § 815, and Vermont Rule of Appellate Procedure 5. For additional information on filing appeals, see the Court's website at:*

*<http://www.vermontjudiciary.org/GTC/environmental/default.aspx> or call (802) 951-1740. The Court's mailing address is Vermont Superior Court, Environmental Division, 32 Cherry Street, 2nd Floor, Suite 303, Burlington, VT 05401.*

*The foregoing statements regarding requests for reconsideration and appeals are intended for informational purposes only. They neither supplant any rights or obligations provided for by law nor do they constitute a complete statement of the rights or obligations of any person or party.*

**CERTIFICATE OF SERVICE**

I hereby certify that I, Gina St. Sauveur, Natural Resources Board Technician, District 3 Environmental Commission, sent a copy of the foregoing **Jurisdictional Opinion JO 3-293** by U.S. Mail, postage prepaid, on this April 12, 2023 to the following individuals without email addresses, and by electronic mail, to the following individuals with email addresses:

**Note: Any recipient may change its preferred method of receiving notices and other documents by contacting the District Office staff at the mailing address or email below. If you have elected to receive notices and other documents by email, it is your responsibility to notify our office of any email address changes.**

Bell Atlantic Mobile Systems of Allentown,  
Inc. and Cellco Partnership d/b/a Verizon  
Wireless, Attn: Brian Sullivan  
275 College Street  
Burlington, VT 05406  
hsullivan@mskvt.com

**FOR INFORMATION ONLY**

Natural Resources Board Chair  
10 Baldwin Street  
Montpelier, VT 05633-3201  
NRB.Legal@vermont.gov  
nrb.act250agenda@vermont.gov

**Norwich Selectboard**

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

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

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

Agency of Natural Resources  
1 National Life Drive, Davis 2  
Montpelier, VT 05620-3901  
anr.act250@vermont.gov

/s/ Gina St Sauveur

Gina St. Sauveur  
Natural Resources Board Technician  
802-751-0120  
NRB.Act250Springfield@vermont.gov

**From:** Susan Pitiger  
**To:** Select Board  
**Subject:** "KIDS BRIDGE" PROJECT  
**Date:** Wednesday, April 12, 2023 1:52:26 PM

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I strongly encourage the Selectboard to approve the use of Town land for the construction of the Kids Bridge.

I have fond memories of the original footbridge across Blood Brook at Huntley Meadow. My grandsons loved the adventure of crossing it after a walk around the meadow. The dogs gingerly crossed with us for a sniff on the other side. I believe that bridge was built by an enterprising Eagle Scout and I know was a charming, fun, and exciting way to get to Beaver Meadow Rd. from Huntley.

Several years back Bob and I donated money to the drive to rebuild a pedestrian bridge in roughly the same spot. Since then, a pandemic happened, and somehow the funds were "misplaced" by someone at Tracy Hall. Thank goodness, after dogged pursuit by Don McCabe and Tracy Hall personnel, the bridge building fund has been located. Environmental and development standards have been reviewed and approved, the design is finalized and the volunteers to erect it are all in place. Full disclosure: I serve on the DRB and was part of the approval process. I speak here as a resident and donor to the effort, not as a board member.

Please, vote to approve the use of town land for this project. It will only enhance Huntley Meadow and the Selectboard's ability to get things done.

Very sincerely,  
Sue Pitiger  
1 Hazen St.

**From:** [Nick Krembs](#)  
**To:** [Select Board](#)  
**Subject:** "KIDS BRIDGE" PROJECT  
**Date:** Friday, April 14, 2023 11:46:05 AM

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April 15, 2013

To: Norwich Selectboard

From: Nick Krembs

Norwich Trails Volunteer, convener

I'm writing to request that you place discussion of this bridge building project on your agenda as soon as possible. The action before you is that you approve construction of the bridge on town property. Norwich Trails volunteers have committed to assembling this kit bridge and installing it over the stream into Huntley Meadow on abutments built by others. Since 1997, Norwich Trails has a history in town of completing projects in a competent, responsible, cooperative and safe manner.

The state typically wants work in streams to occur in August when water flow is low. The time for you to do your part, by approving the bridge on town land, is now, so we can make preparations for construction in August, 2023.

Best Regards for the work you do making this community a great place to live,  
Nick Krembs  
1396 New Boston Rd



**From:** [Lisa McCabe](#)  
**To:** [Miranda Bergmeier](#)  
**Cc:** [Krembs Nick](#); [Select Board](#); [Jeff Goodrich](#)  
**Subject:** Long Overdue Project  
**Date:** Saturday, April 15, 2023 4:17:20 PM

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Brennan,

I am contacting you to ask you if you will expedite the completion of the foot/bike bridge at Huntley Meadow. The Kids Bridge project was town manager authorized two years ago. Misplaced donor funds have been located through the town audit. The past project manager, Brie Swenson has said in writing that she no longer is able to manage the project.

Key steps for completion have been taken:

1. Sufficient funds to pay for the bridge.
2. Environmental/flood plain study.
3. DRB approval.
4. Volunteer crew from Trails Committee to install the bridge.
5. Site location near the playground.

Many Norwich residents have been waiting for this project to be completed. It is entirely funded by residents and friends of Norwich, many with kids at Marion Cross who would benefit from a safe crossing to Huntley Meadow for sports and travel to school.

The remaining step for authorization is Selectboard site approval.

Following approval, site prep can be managed by local residents with engineering and environmental skills, such as Jeff Goodrich of Pathways who has done many projects in town and has shown interest in this project.

Please talk with Selectboard members and let's work together to complete the Kids Bridge this Summer.

Don McCabe  
Project fundraiser

Sent from my iPad

**From:** [Demo Sofronas](#)  
**To:** [Brockan Duffy](#); [Miranda Bergmeister](#); [Marcia Calloway](#); [Mary Layton](#); [Famela Thompson Smith](#); [Frisella Vincent](#); [Roger Arnold](#); [Select Board](#); [Coolvan Wade](#)  
**Subject:** Police Issues specifically the 5th officer position  
**Date:** Wednesday, April 19, 2023 7:40:11 PM

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Good evening all,

I had hoped to speak at the selectboard meeting on April 26, 2023, however due to a prior commitment I may not be able to make it. The good news for you is that someone else will have my time to speak. Please include this letter in the packet for next week's meeting.

I sincerely hope that the selectboard listens to the will of the voters and works diligently to find the funds to support the 5th police officer/ community safety officer position that the voters requested.

Article 11 ADVISORY VOTE stated: Shall the voters advise the Town to consider the appointment of a full-time police officer in addition to the three budgeted full-time police officers for a total of five including the chief? The vote was **681 yes** and **574 No**

Although the selectboard may view this as an advisory vote only, I firmly believe that the 681 voters and perhaps many more that didn't vote would like to see this 5th position funded. I know that there are ARPA funds available and I suspect that there is a wish list of what to spend these on. I am sure the Town Hall renovations will be receiving some of these funds. This position is needed as soon as possible in order to properly cover vacation time, training time, specifically the 16 weeks that Officer Chelsea Maxham will be at the Police Academy. Police officers are also expected to be on call when their shift is over and on weekends. These staffing issues could be avoided and there would be the proper safety time off for officers and shifts could be covered properly.

I would like to formally request that the Selectboard works together to unanimously approve the funds for this position as soon as possible and to let the voters know the progress you are making on this issue. If there are enough funds in a particular reserve fund that can be applied to fund this position, please do so. If not please authorize the funds through whatever sources available to you including ARPA funds.

Next year's budget can then be adjusted to reflect what will be needed for the future for this line item

Thank You for all you do for the Town of Norwich

Sincerely,  
Demo Sofronas

 [Reply](#) [Forward](#)

04/20/23  
02:39 pm

Town of Norwich Accounts Payable  
Check Warrant Report # 990 Current Prior Next FY Invoices  
For checks For Check Acct 03(General) 04/26/23 To 04/26/23

Page 1  
ashleyw

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
AAAPOLICE AAA POLICE SUPPLY	24635	PD-FLEECE & JACKET	696.45	0.00	696.45	13039	04/26/23
ADVANCE ADVANCE AUTO PARTS	084303203783	DPW-GREASE, LUBE & RACHE	62.14	0.00	62.14	13040	04/26/23
ADVANCE ADVANCE AUTO PARTS	084303212712	DPW-GATES, HYDRAULIC FIT	42.06	0.00	42.06	13040	04/26/23
ADVANCE ADVANCE AUTO PARTS	084303360879	DPW-AIR FILTERS	57.38	0.00	57.38	13040	04/26/23
ADVANCE ADVANCE AUTO PARTS	084304061108	DPW-GATES, HYDRAULIC FIT	42.06	0.00	42.06	13040	04/26/23
ADVANCE ADVANCE AUTO PARTS	084304061110	DPW-GATES	12.75	0.00	12.75	13040	04/26/23
ADVANCE ADVANCE AUTO PARTS	084304404338	DPW-GATES	73.94	0.00	73.94	13040	04/26/23
ADVANCE ADVANCE AUTO PARTS	084304482438	DPW-GATE RETURN	-12.75	0.00	-12.75	13040	04/26/23
ADVANCE ADVANCE AUTO PARTS	084304870738	DPW-FUEL & LUBE	16.02	0.00	16.02	13040	04/26/23
					-----		
					Check Total	293.60	
INGRAHAM ANNA INGRAHAM	4/18EMPREIME	PD-ANNA WORK BOOTS REIMB	108.95	0.00	108.95	13041	04/26/23
ANYTIME ANYTIME CARPET CARE & CLEANING	963580	PD-STATION CLEANING	360.00	0.00	360.00	13042	04/26/23
BCBS BLUE CROSS/BLUE SHIELD OF VERM	159790145	TH-MAY 23 HEALTH INSURAN	32002.74	0.00	32002.74	13043	04/26/23
VTPOWER BROOK FIELD SERVICE	44529	PSF-GENERATOR REPAIR	435.65	0.00	435.65	13044	04/26/23
BUSINESS BUSINESS CARD	0961039	DPW-APPLIANCE COVER	840.26	0.00	840.26	13045	04/26/23
BUSINESS BUSINESS CARD	2013024	DPW-APPLIANCE COVER ANCH	29.99	0.00	29.99	13045	04/26/23
BUSINESS BUSINESS CARD	2756211	DPW-DOGGIE BAGS	118.79	0.00	118.79	13045	04/26/23
BUSINESS BUSINESS CARD	3/23WHTPGS	TC-MARCH 23 WHITE PAGES	20.99	0.00	20.99	13045	04/26/23
BUSINESS BUSINESS CARD	INV193942487	TH-APRIL 23 ZOOM SUBSCRI	503.83	0.00	503.83	13045	04/26/23
					-----		
					Check Total	1513.86	
CASELLA CASELLA WASTE SERVICES	0807452	DPW-MARCH 23 RECYCLE	5364.98	0.00	5364.98	13046	04/26/23
CASELLA CASELLA WASTE SERVICES	0807453	DPW-MARCH 23 TRASH	5206.78	0.00	5206.78	13046	04/26/23
					-----		
					Check Total	10571.76	
CCI CCI MANAGED SERVICES	CW-56561	TH-NEW COMPUTER	1378.00	0.00	1378.00	13047	04/26/23
CHALLENGE CHALLENGER SPORTS TEAMWEAR	1188928	P&R-JERSEYS	712.98	0.00	712.98	13048	04/26/23
CINTAS CINTAS CORPORATION	5151942064	DPW-BATHROOM MAINTENANCE	79.09	0.00	79.09	13049	04/26/23
COMCAST COMCAST	4/06THINT	TH-APRIL 23 INTERNET	24.95	0.00	24.95	13050	04/26/23
COOP COOP SERVICE CENTER	16922	PD-MB4 INSTALL	120.00	0.00	120.00	13051	04/26/23
DHMC DARTMOUTH-HITCHCOCK	409DRUGSC	DPW-DRUG SCREEN CHARLES	32.00	0.00	32.00	13052	04/26/23
DEADRIVER DEAD RIVER COMPANY	38236	TH-272.8 GALS HEATING OI	886.55	0.00	886.55	13053	04/26/23
FRIETS ERIC FRIETS	419EMPREIME	FD-ERIC GAS REIMBURSE	26.93	0.00	26.93	13054	04/26/23

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Town of Norwich Accounts Payable  
Check Warrant Report # 990 Current Prior Next FY Invoices  
For checks For Check Acct 03(General) 04/26/23 To 04/26/23

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Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
EVANSMOTO EVANS GROUP, INC.	0046444-IN	DPW-590 GL GAS 110 GL DS	2168.52	0.00	2168.52	13055	04/26/23
MISC FLOWERS J CHRISTOPHER	FLOWERSREF	05-002.100 TAX REFUN	50.00	0.00	50.00	13056	04/26/23
GALLS, LLC GALLS, LLC	023998348	FD-BADGE	189.89	0.00	189.89	13057	04/26/23
GATEKEEP GATEKEEPER LOCK & SAFE, LLC	I-230315-3	DPW-FRONT DOOR MAINT	159.00	0.00	159.00	13058	04/26/23
POWELLJUD JUDITH POWELL	4/18EMPREIMB	FD-JUDY REIMBUR	152.53	0.00	152.53	13059	04/26/23
SWETTM MATTHEW SWETT	410EMPREIMB	FD-MATT MARKING TAPE REI	16.12	0.00	16.12	13060	04/26/23
MAYER MAYER & MAYER	PR-04/21/23	Payroll Transfer	25.00	0.00	25.00	13061	04/26/23
NORFIREDI NFD-WATER DEPT	040510HAZWTR	FD-WATER USE JAN-APRIL	218.12	0.00	218.12	13062	04/26/23
NORFIREDI NFD-WATER DEPT	4/05MAINST	TH-WATER METER JAN-APRIL	230.99	0.00	230.99	13062	04/26/23
					Check Total	449.11	
OTIS OTIS ELEVATOR COMPANY	100401153369	TH-MAY 23 ELEVATOR MAINT	311.48	0.00	311.48	13063	04/26/23
OTIS OTIS ELEVATOR COMPANY	NKV15810001	TH-ELEVATOR REPAIR	905.50	0.00	905.50	13063	04/26/23
					Check Total	1216.98	
SABIL SABIL & SONS INC	44319	DPW-FUEL FILTERS	104.88	0.00	104.88	13064	04/26/23
SABIL SABIL & SONS INC	97373	DPW-TRK8 INSPECT & MAINT	3301.95	0.00	3301.95	13064	04/26/23
SABIL SABIL & SONS INC	97405	DPW-TRK4 INSPECT & MAINT	1030.49	0.00	1030.49	13064	04/26/23
SABIL SABIL & SONS INC	97661	FD-INSPECT & HEADLIGHT	339.63	0.00	339.63	13064	04/26/23
SABIL SABIL & SONS INC	97677	FD-INSPECTION	110.00	0.00	110.00	13064	04/26/23
					Check Total	4886.95	
SANEL SANEL AUTO PARTS INC	146702	DPW-HOSE FITTINGS	79.21	0.00	79.21	13065	04/26/23
SOLAFLECT SOLAFLECT SOLAR PARK I, LLC	APRIL 23	TH-APRIL 23 SOLAR ALLOCA	848.13	0.00	848.13	13066	04/26/23
SOLAIV SOLAFLECT SOLAR PARK IV, LLC	2304_01	TH-APRIL 23 SOLAR ALLOC	900.00	0.00	900.00	13067	04/26/23
HANOVERTO TOWN OF HANOVER	01502	FD-FY23 CSI BILLING	1650.00	0.00	1650.00	13068	04/26/23
HARTFORD TOWN OF HARTFORD	13007	FD-JANUARY 23 VERIZON	115.19	0.00	115.19	13069	04/26/23
VTTREASUR TREASURY OPERATIONS DIVISION,	4/20LICENSE	TC-MARRIAGE LICNS JAN-MA	50.00	0.00	50.00	13070	04/26/23
TSSAND TWIN STATE SAND & GRAVEL	108427	DPW-113.38 TONS GRAVEL	1682.57	0.00	1682.57	13071	04/26/23
UNIFIRST UNIFIRST CORPORATION	1070218805	DPW-UNIFORM CLEANING	299.26	0.00	299.26	13072	04/26/23
UVEQUIPME UPPER VALLEY EQUIPMENT RENTAL	1922	DPW-PUMP & NOSE RENTAL	40.00	0.00	40.00	13073	04/26/23

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Town of Norwich Accounts Payable  
Check Warrant Report # 990 Current Prior Next FY Invoices  
For checks For Check Acct 03(General) 04/26/23 To 04/26/23

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Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
VERIZWIRE VERIZON WIRELESS	9931725328	TH-MARCH 23 PHONES	241.36	0.00	241.36	13074	04/26/23
VTMUNI VERMONT MUNICIPAL ASSESSOR	1393	LISTERS-MARCH 23 ASSESSO	3491.65	0.00	3491.65	13075	04/26/23
WBMASON W.B. MASON CO., INC.	237535620	TS-EXPO ERASER & SPRAY	3.68	0.00	3.68	13076	04/26/23
WBMASON W.B. MASON CO., INC.	237690074	PD-COMPUTER INK	24.30	0.00	24.30	13076	04/26/23
WBMASON W.B. MASON CO., INC.	237711376A	TC-ADDING MACHINE ROLL	3.75	0.00	3.75	13076	04/26/23
WBMASON W.B. MASON CO., INC.	237715064	PD-ASSRT SUPPLIES	227.06	0.00	227.06	13076	04/26/23
					Check Total	258.79	
MISC WADE COCHRAN	4.20EMPREIMB	PD-WADE BATTERY PACK REI	129.99	0.00	129.99	13077	04/26/23
Report Total			68,343.76	0.00	68,343.76		

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 \$ \*\*\*\*68,343.76  
Let this be your order for the payments of these amounts.

Staff Accountant:

  
Ashley Wohler

Town Manager:

  
Brennan Duffy

SELECTBOARD:

\_\_\_\_\_  
Marcia Calloway  
Chair

\_\_\_\_\_  
Mary Layton  
Vice Chair

\_\_\_\_\_  
Priscilla Vincent

\_\_\_\_\_  
Roger Arnold

\_\_\_\_\_  
Pam Smith

Memo to the Town Manager

From: Interim Finance Director, J Hasbrouck

April 21, 2023

RE: Audit Finding 2022-06 Fund Classifications

The two main pieces needed to fulfill the response to the audit finding 2022-06-Fund Classifications and has been completed. These parts are, 1. Identify the new classifications needed to set up the restructuring and, 2. Identify what needs to be done in NEMRC In order to properly produce reports according to the current GASB standards.

1. The new classifications have been identified; however, no updates have been completed because of the work needed in NEMRC (see #2) and the lack of some documented information note below. The research thus far shows the following:
  - There is information missing as to the Voter approved purposes for some of the funds. More research into this needs to be done to identify data for all active funds.
  - There are 2 currently active funds that have commingled restriction types. These will need to be split into 2 funds for proper current GASB reporting. (#5 and #45)
  - No distinction has yet been identified as to which funds/types the Select Board has been designated to authorize spending from. More research is needed here since this has bearing on the restriction types.
  - Some Funds look like they have been closed (JEs were completed to transfer all the money to another fund or have a small amount in them) but are still active in the system. Research will need to be done to find historic directives as to whether these funds were to be closed and inactivated in the system or to remain open with a zero/small balance.
  - A document has been started listing all funds, their manager, type, and purpose. There is a lot of missing data so this will need to be fleshed out with data for all funds.
  
2. NEMRC System. The town's NEMRC version is not currently set up to allow for reporting according to the current GASB standards. The NEMRC software does allow for proper reporting but to get the town's version the capabilities needed, we will need to make changes to the chart of accounts and then create the necessary back-end roll-up summaries to make reporting happen. This is not a process that can be completed quickly, nor is it something that I or NEMRC recommend doing on our own. There are many intricacies in the back end of the system that will necessitate NEMRC's support assistance and testing in order to ensure accurate functionality before going live in the system of record. This would involve compiling a statement of work and then getting costs from NEMRC support. Then, there will be data set creation and testing before moving the "new version" into the live system. Without this updated framework work being completed, NEMRC is not able to produce reports using the proper GASB standards.

An alternative way of creating GASB compliant reports would be to run the transaction detail out of NEMRC as an excel file and then create the roll-ups in excel. This is an easy process to create in excel and would allow for GASB reporting as soon as the classifications identified in #1 above are completed.

I would recommend this method as a short-term solution, but NEMRC should be updated as soon as possible in order to produce GASB compliant reports.

Furthermore, if the Town opts to update the COA to be compliant with GASB for fund reporting, I'd also recommend making some updates to the general fund COA so the Objects in the GL# strings are consistent across all the departments. This would allow for accurate consolidated P&L reporting from NEMRC, which is not currently possible.

Joyce

***Audit Recommendation and Response 1***

***Recommendation:*** We recommend that the Town implement controls to ensure that its funds and activities are classified and reported in accordance with the pronouncements established by the Governmental Accounting Standards Board.

***Response:*** The finance department will restructure the system to follow current GASB rules. To do this we need to set up new Fund types in NEMRC and reassign the funds to the correct types. At this time the names on some of the funds will be relabeled to accurately reflect the purpose of the fund. A source document shall also be created that denotes the funds' title, type, purpose, manager, and expense process. This is to be a living document so as new funds are created or when a fund's purpose has been completed, the fund can be retired. Where projects need to be tracked in a fund, a series of GL sub-accounts related to the project are to be created in the fund

using a consistent suffix for all related project activity. A fund process document needs to be created and implemented.

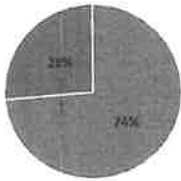
Town of Norwich, Vermont



CHARTERED 1751

TOWN OF NORWICH FINANCIAL DASHBOARD  
As of March 31, 2023

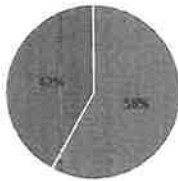
Overall Budget Performance



■ YTD Overall Spend ■ Remaining Funds

<b>FY23 Overall Budget</b>	<b>\$ 5,375,474</b>
<b>YTD Overall Spend</b>	<b>\$ 3,965,301</b>
<b>Remaining Funds</b>	<b>\$ 1,410,172</b>
<b>FY 23 Performance</b>	<b>73.77%</b>

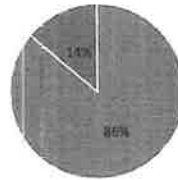
Payroll Budget Performance



■ YTD Payroll Spend ■ Remaining Funds

<b>FY23 Payroll Budget</b>	<b>\$ 2,382,238</b>
<b>YTD Payroll Spend</b>	<b>\$ 1,383,598</b>
<b>Remaining Funds</b>	<b>\$ 998,640</b>
<b>FY23 Performance</b>	<b>58.08%</b>

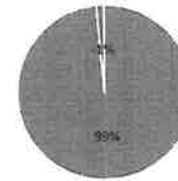
Expense Budget Performance



■ YTD Expense Spend ■ Remaining Funds

<b>FY23 Expense Budget</b>	<b>\$ 2,993,236</b>
<b>YTD Expense Spend</b>	<b>\$ 2,581,704</b>
<b>Remaining Funds</b>	<b>\$ 411,533</b>
<b>FY23 Performance</b>	<b>86.25%</b>

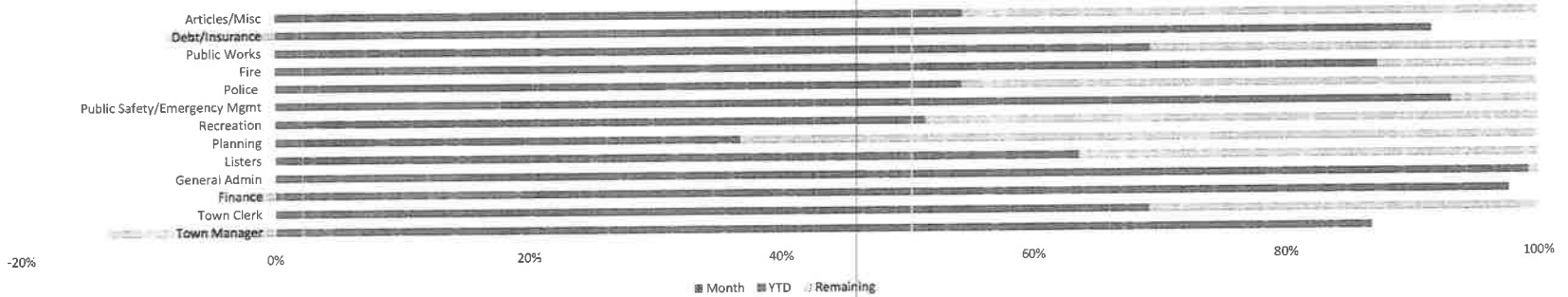
Revenue Budget Performance



■ YTD Income ■ Remaining to Earn

<b>FY23 Revenue Budget</b>	<b>\$ 5,375,482</b>
<b>YTD Income</b>	<b>\$ 5,452,696</b>
<b>Remaining to Earn</b>	<b>\$ (77,214)</b>
<b>FY 23 Performance</b>	<b>101.44%</b>

Performance by Department





Town of Norwich Revenue Report

	FY 22 BUDGET	FY 22 ACTUAL	FY 23 REQUEST	FY 23 YTD	FY 23 31-Mar	FY 23 YTD PERF
<b>PROPERTY TAX REVENUES</b>						
TOWN PROPERTY TAX	\$ 3,888,583	\$ 3,894,161	\$ 4,098,806	\$ 4,212,460	\$ (58,829)	102.77%
WINDSOR COUNTY TAX				\$ 58,829	\$ 58,829	
PROPERTY TAX FOR OTHER MONETARY ARTICLES	\$ 395,268	\$ 395,268	\$ 425,938	\$ 425,938	\$ -	100.00%
VT LAND USE TAX (HOLD HARMLESS PAYMENT)	\$ 187,863	\$ 220,190	\$ 187,863	\$ 211,061	\$ 105	112.35%
PROPERTY TAX INTEREST	\$ 30,000	\$ 15,939	\$ 30,000	\$ 24,489	\$ 3,595	81.63%
PROPERTY TAX COLLECTION FEE	\$ 20,000	\$ 31,474	\$ 20,000	\$ 35,654	\$ 2,223	178.27%
<b>TOTAL PROPERTY TAX REVENUE</b>	<b>\$ 4,521,714</b>	<b>\$ 4,557,032</b>	<b>\$ 4,762,607</b>	<b>\$ 4,968,431</b>	<b>\$ 5,922</b>	<b>104.32%</b>
<b>LICENSE &amp; PERMIT REVENUE</b>						
LIQUOR LICENSE	\$ 670	\$ 555	\$ 600	\$ 485	\$ 485	80.83%
DOG LICENSE	\$ 2,000	\$ 2,151	\$ 1,750	\$ 539	\$ 264	30.80%
HUNTING & FISHING LICENSES	\$ 200	\$ 80	\$ 200	\$ 42	\$ 6	21.00%
PEDDLER LICENSE	\$ -	\$ 25	\$ -	\$ 25	\$ -	0.00%
BUILDING/DEVELOPMENT PERMITS	\$ 4,000	\$ 10,156	\$ 8,000	\$ 5,346	\$ 850	66.82%
LAND POSTING PERMIT	\$ 200	\$ 200	\$ 200	\$ 195	\$ -	97.50%
<b>TOTAL LICENSE &amp; PERMIT REVENUE</b>	<b>\$ 7,070</b>	<b>\$ 13,166</b>	<b>\$ 10,750</b>	<b>\$ 6,632</b>	<b>\$ 1,605</b>	<b>61.69%</b>
<b>INTERGOVERNMENTAL REVENUE</b>						
VT HIWAY GAS TAX	\$ 156,000	\$ 177,012	\$ 160,000	\$ 122,766	\$ -	76.73%
VT ACT 60	\$ 15,300	\$ 15,409	\$ 13,750	\$ 15,495	\$ 15,495	112.69%
PILOT PAYMENTS	\$ 10,000	\$ 16,216	\$ 10,000	\$ 9,677	\$ -	96.77%
VT NATURAL RESRCS	\$ 2,500	\$ 78	\$ 2,500	\$ -	\$ -	0.00%
LATE FEES-REVISED TAX BILLS	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
EDUCATION TAX RETAINER	\$ 27,000	\$ 28,836	\$ 27,000	\$ -	\$ -	0.00%
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>\$ 210,800</b>	<b>\$ 237,551</b>	<b>\$ 213,250</b>	<b>\$ 147,937</b>	<b>\$ 15,495</b>	<b>69.37%</b>
<b>SERVICE FEE REVENUE</b>						
RECORDING FEE & RESTORATION	\$ 25,000	\$ 37,329	\$ 25,000	\$ 17,170	\$ 1,349	68.68%
RESTORATION	\$ -	\$ 88	\$ -	\$ -	\$ -	0.00%
DOCUMENT COPY FEE	\$ 3,000	\$ 3,065	\$ 2,100	\$ 2,957	\$ 191	140.83%
USE OF RECRDS FEE	\$ 300	\$ 654	\$ 250	\$ 395	\$ 43	158.00%
VITAL STATISTIC FEE	\$ 800	\$ 340	\$ 800	\$ 1,310	\$ 70	163.75%
MOTOR VEHICLE RENEWAL FEE	\$ 50	\$ 21	\$ 50	\$ 24	\$ 3	48.00%
PHOTOCOPYING FEE	\$ 50	\$ -	\$ 50	\$ -	\$ -	0.00%
EV CHARGING FEES	\$ 800	\$ 432	\$ -	\$ -	\$ -	0.00%
TRACY HALL RENTAL FEE	\$ 3,500	\$ 2,531	\$ 3,500	\$ 2,849	\$ 65	81.41%
POLICE REPORT FEE	\$ 500	\$ 265	\$ 500	\$ 200	\$ 98	40.00%
POLICE ALARM RESPONSE FEE	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
SPECIAL POLICE DUTY FEES	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
PLANNING DOC COPY FEE	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
PLANNING MAPS	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
RECREATION PROGRAM FEES	\$ 190,000	\$ 126,043	\$ 125,000	\$ 86,394	\$ 14,735	69.12%
TRANSFER STATION STICKERS	\$ 40,000	\$ 27,882	\$ 40,000	\$ 40,095	\$ (140)	100.24%
RECYCLING SOLID WASTE FEES	\$ 3,000	\$ 7,425	\$ 3,500	\$ -	\$ -	0.00%
E-WASTE REVENUE	\$ 2,500	\$ 3,377	\$ 3,500	\$ 2,650	\$ 240	75.71%
RECYCLING REBATES	\$ 1,500	\$ 11,099	\$ 6,500	\$ 12,174	\$ 620	187.29%
C & D WASTE REVENUE	\$ 8,000	\$ 11,295	\$ 10,000	\$ 9,341	\$ 614	93.41%
TRASH COUPON	\$ 100,000	\$ 102,200	\$ 105,000	\$ 74,915	\$ 7,295	71.35%
<b>TOTAL SERVICE FEE REVENUE</b>	<b>\$ 379,000</b>	<b>\$ 334,046</b>	<b>\$ 325,750</b>	<b>\$ 250,474</b>	<b>\$ 25,183</b>	<b>76.89%</b>
<b>GRANT REVENUE</b>						
BETTER BACK ROADS GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
HIWAY PAVING GRANT		116,785		\$ -	\$ -	0.00%
HIWAYBRIDGE GRANT		19,081		\$ -	\$ -	0.00%
FEMA	\$ -	14,795	\$ -	\$ -	\$ -	0.00%
HISTORIC PRESERVATION GRANT	\$ -	\$ -	\$ -	\$ 9,000	\$ -	0.00%
DRY HYDRANT GRANT	\$ -	\$ -	\$ -	\$ 3,038	\$ -	0.00%
VLCT GRANT	\$ -	17,440	\$ -	\$ -	\$ -	0.00%
GRANTS IN AID PROJECT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
BEAVER MEADOW SIDEWALK SCOPING GRANT	\$ -	5,400	\$ -	\$ -	\$ -	0.00%

Town of Norwich Revenue Report

	FY 22 BUDGET	FY 22 ACTUAL	FY 23 REQUEST	FY 23 YTD	FY 23 31-Mar	FY 23 YTD PERF
VLCT PACIF GRANT				\$ -	\$ -	0.00%
GOVERNORS HIGHWAY SAFETY GRANT	\$ -	719	\$ -	\$ 4,312	\$ 3,616	0.00%
PLANNING GRANT	\$ -	-	\$ -	\$ -	\$ -	0.00%
RECREATION DEPT GRANT		20,444		\$ -	\$ -	0.00%
MAHHC GRANT	\$ -	-	\$ -	\$ -	\$ -	0.00%
NORWICH WOMEN'S CLUB GRANTS	\$ -	727	\$ -	\$ 800	\$ 800	0.00%
RECREATION RESTART GRANT	\$ -	-	\$ -	\$ -	\$ -	0.00%
VTRANS TAP GRANT	\$ -	10,539		\$ -	\$ -	0.00%
CONSERV COMM GRANT		671		\$ -	\$ -	0.00%
ENERGY COMMITTEE GRANT	\$ -	51	\$ -	\$ -	\$ -	0.00%
COVID 19 GRANT	\$ -	39,398	\$ -	\$ 25,663	\$ -	0.00%
VTRANS BIKE & PED GRANT	\$ -	-	\$ -	\$ -	\$ -	0.00%
<b>TOTAL GRANT REVENUE</b>	<b>\$ -</b>	<b>246,051</b>	<b>\$ -</b>	<b>\$ 42,813</b>	<b>\$ 4,416</b>	<b>0.00%</b>
<b>OTHER TOWN REVENUES</b>						
TOWN REPORT	\$ 1,350	\$ -	\$ -	\$ -	\$ -	0.00%
BANK INTEREST	\$ 20,000	\$ 3,337	\$ 20,000	\$ 12,087	\$ (19,092)	60.43%
TRX FROM SCHOLARSHIP FUND		\$ 4,005		\$ -	\$ -	#DIV/0!
INSURANCE CLAIMS	\$ -	\$ 3,726	\$ -	\$ 1,798	\$ 1,393	0.00%
ATHLETIC FIELD RENTAL	\$ 25,000	\$ 21,325	\$ 32,000	\$ 13,000	\$ 2,000	40.63%
LINE OF CREDIT (FEMA)	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL OTHER TOWN REVENUES</b>	<b>\$ 46,350</b>	<b>\$ 32,393</b>	<b>\$ 52,000</b>	<b>\$ 26,885</b>	<b>\$ (15,699)</b>	<b>51.70%</b>
<b>PUBLIC SAFETY REVENUES</b>						
POLICE FINE	\$ 10,000	\$ 9,884	\$ 10,000	\$ 1,835	\$ 190	18.35%
PARKING FINE	\$ 500	\$ 295	\$ 500	\$ -	\$ -	0.00%
DOG FINE	\$ 200	\$ 125	\$ 125	\$ -	\$ -	0.00%
<b>TOTAL PUBLIC SAFETY REVENUES</b>	<b>\$ 10,700</b>	<b>\$ 10,304</b>	<b>\$ 10,625</b>	<b>\$ 1,835</b>	<b>\$ 190</b>	<b>17.27%</b>
<b>MISCELLANEOUS REVENUE</b>						
AMBULANCE BILLS PAID	\$ -	\$ 55	\$ -	\$ -	\$ -	0.00%
COBRA REIMBURSEMENTS	\$ -	\$ -	\$ -	\$ 775	\$ -	0.00%
TOWN CLERK	\$ -	\$ 115	\$ -	\$ 34	\$ -	0.00%
VTGFOA SCHOLARSHIP	\$ -	\$ 300	\$ -	\$ -	\$ -	0.00%
PLANNING DEPT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
POLICE DEPT	\$ -	\$ 544	\$ -	\$ -	\$ -	0.00%
RECREATION DEPT	\$ -	\$ 672	\$ -	\$ -	\$ -	0.00%
FIRE DEPT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
HIGHWAY DEPT	\$ -	\$ 3,230	\$ -	\$ 1,463	\$ -	0.00%
CONSERVATION COMM.	\$ -	\$ 125	\$ -	\$ -	\$ -	0.00%
MISCELLANEOUS	\$ 500	\$ 13,352	\$ 500	\$ 5,417	\$ 449.85	1083.47%
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>\$ 500</b>	<b>\$ 18,393</b>	<b>\$ 500</b>	<b>\$ 7,689</b>	<b>\$ 450</b>	<b>1537.82%</b>
<b>TOTAL FEES &amp; SERVICES</b>	<b>\$ 654,420</b>	<b>\$ 891,903</b>	<b>\$ 612,875</b>	<b>\$ 484,265</b>	<b>\$ 31,639</b>	<b>79.02%</b>
ALLOWANCE FOR TAX ADJUSTMENTS*	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>TOTAL TOWN REVENUES</b>	<b>\$ 5,176,134</b>	<b>\$ 5,448,935</b>	<b>\$ 5,375,482</b>	<b>\$ 5,452,696</b>	<b>\$ 37,561</b>	<b>101.44%</b>

**Town of Norwich  
Department Expense Summary**

	FY 22 Budget	FY 23 Budget	FY 23 YTD	FY 23 March	FY 23 Performance
TOWN ADMINISTRATION	\$ 293,625	\$ 383,197	\$ 451,801	\$ 36,074	117.90%
BCA/BOA	\$ 803	\$ 975	\$ -	\$ -	0.00%
STATUTORY MEETINGS	\$ 4,791	\$ 14,025	\$ 4,274	\$ 3,921	30.47%
TOWN CLERK	\$ 182,219	\$ 183,230	\$ 132,835	\$ 13,660	72.50%
FINANCE	\$ 190,494	\$ 215,646	\$ 220,902	\$ 45,489	102.44%
GENERAL ADMINISTRATION	\$ 78,266	\$ 64,822	\$ 64,347	\$ 9,319	99.27%
LISTER	\$ 109,674	\$ 121,767	\$ 77,547	\$ 449	63.68%
PLANNING	\$ 150,747	\$ 185,801	\$ 55,308	\$ 3,665	29.77%
RECREATION	\$ 262,335	\$ 260,412	\$ 133,972	\$ 8,468	51.45%
PUBLIC SAFETY FACILITY	\$ 29,980	\$ 30,680	\$ 28,355	\$ 13,060	92.42%
POLICE	\$ 597,288	\$ 642,802	\$ 349,263	\$ 42,610	54.33%
FIRE/FAST	\$ 440,497	\$ 473,816	\$ 413,831	\$ 77,754	87.34%
EMERGENCY MGMT.	\$ 42,999	\$ 47,875	\$ 44,823	\$ 1,016	93.62%
CONSERVATION COMMISSION	\$ 3,689	\$ 9,300	\$ 3,043	\$ 1,049	32.72%
PUBLIC WORKS	\$ 2,045,677	\$ 1,970,385	\$ 1,366,404	\$ 143,618	69.35%
LONG TERM DEBT	\$ 159,844	\$ 162,881	\$ 203,503	\$ 81,277	124.94%
TAXES	\$ 3,000	\$ 3,000	\$ -	\$ -	0.00%
INSURANCES	\$ 184,938	\$ 188,250	\$ 186,272	\$ 48,367	98.95%
<b>TOWN TOTAL</b>	<b>\$ 4,780,866</b>	<b>\$ 4,958,866</b>	<b>\$ 3,736,479</b>	<b>\$ 529,795</b>	<b>75.35%</b>
OUTSIDE APPROPRIATIONS	\$ 395,268	\$ 416,608	\$ 228,823	\$ -	54.93%
<b>TOTAL</b>	<b>\$ 5,176,134</b>	<b>\$ 5,375,474</b>	<b>\$ 3,965,301</b>	<b>\$ 529,795</b>	<b>73.77%</b>

**Town of Norwich  
FY23 Expenditures with Budget**

DESCRIPTION	FY 22 BUDGET	FY 22 ACTUAL	FY 23 APPROVED	FY 23 YTD	Current Month MAR 31, 2023	FY 23 PERF
<b>TOWN ADMINISTRATION</b>						
SELECTBOARD STIPEND	\$ 2,500	\$ 2,500	\$ 2,500	\$ 1,250	\$ -	50.00%
TOWN MANAGER WAGE	\$ 95,971	\$ 63,274	\$ 96,877	\$ 144,806	\$ 13,680	149.47%
TREASURER STIPEND	\$ 1,750	\$ 1,750	\$ 1,750	\$ 875	\$ -	50.00%
ADMIN ASSIST WAGE	\$ 55,886	\$ 56,358	\$ 58,458	\$ 43,229	\$ 4,512	73.95%
ADMIN ASSIST OT	\$ 500	\$ -	\$ -	\$ -	\$ -	0.00%
FICA TAX	\$ 9,415	\$ 8,886	\$ 9,631	\$ 11,720	\$ 1,111	121.69%
MEDI TAX	\$ 2,202	\$ 1,640	\$ 2,175	\$ 2,741	\$ 260	126.02%
HEALTH INSUR	\$ 45,623	\$ 34,648	\$ 43,929	\$ 33,861	\$ 4,040	77.08%
DISABILITY/LIFE INSURANCE	\$ 1,036	\$ 872	\$ 1,541	\$ 769	\$ 103	49.92%
DENTAL INSURANCE	\$ 462	\$ 91	\$ 884	\$ 718	\$ 228	81.24%
VT RETIREMENT	\$ 8,975	\$ 6,760	\$ 10,485	\$ 12,326	\$ 1,182	117.56%
PROFESSIONAL SERVICES	\$ 51,667	\$ 95,253	\$ 17,500	\$ 8,253	\$ 444	47.16%
CONTRACTED SERVICES	\$ -	\$ -	\$ 30,670	\$ 30,670	\$ (540)	100.00%
LEGAL	\$ -	\$ -	\$ 90,000	\$ 145,091	\$ 10,253	161.21%
VLCT MEMBERSHIP	\$ 5,328	\$ 5,328	\$ 5,657	\$ 5,657	\$ -	100.00%
TOWN REPORT	\$ 2,500	\$ 3,634	\$ 3,750	\$ 4,046	\$ 4,046	107.90%
TELEPHONE	\$ 850	\$ 541	\$ 800	\$ 393	\$ 49	49.15%
T MNGR CELL PHONE	\$ 600	\$ 485	\$ 480	\$ 643	\$ 80	133.97%
T MNGR RECRUITMENT	\$ -	\$ 9,046	\$ -	\$ -	\$ -	0.00%
T MNGR RELOCATION EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
POSTAGE	\$ 100	\$ 5	\$ 100	\$ 56	\$ 50	56.39%
ADVERTISING	\$ 900	\$ 2,666	\$ 1,000	\$ 2,086	\$ 391	208.64%
PRINTING	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
MILEAGE	\$ 200	\$ -	\$ 200	\$ -	\$ -	0.00%
OFFICE SUPPLIES	\$ 900	\$ 4,749	\$ 1,500	\$ 1,682	\$ (3,829)	112.14%
OFFICE EQUIP	\$ 300	\$ 117	\$ 300	\$ -	\$ -	0.00%
DUES/MTGS/EDUC	\$ 1,000	\$ 1,002	\$ 750	\$ 650	\$ -	87.46%
SB COMMITTEE EXPENSES	\$ 3,000	\$ -	\$ -	\$ 28	\$ -	0.00%
ENERGY COMMITTEE GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
ENERGY COMMITTEE	\$ 1,460	\$ 670	\$ 1,760	\$ 162	\$ -	9.19%
EVCS GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
NEGRASS GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
DES FUND-FACILITIES STUDY	\$ -	\$ 860,000	\$ -	\$ -	\$ -	0.00%
DES FUND-CITIZEN ASSISTANCE	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
DES FUND - CLIMATE EMERGENCY	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
REGIONAL ENERGY COORDINATOR	\$ -	\$ 15,335	\$ -	\$ -	\$ -	0.00%
MISCELLANEOUS	\$ 500	\$ 6,188	\$ 500	\$ 82	\$ 14	16.36%
BUSINESS E-MAIL COMPROMISES (BEC'S)	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 293,625</b>	<b>\$ 1,181,797</b>	<b>\$ 383,197</b>	<b>\$ 451,801</b>	<b>\$ 36,074</b>	<b>117.50%</b>
<b>BOARD OF CIVIL AUTHORITY/ABATEMENT</b>						
JUSTICES WAGE	\$ 500	\$ -	\$ 500	\$ -	\$ -	0.00%
FICA TAX	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
MEDI TAX	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
CONTRACTED SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
POSTAGE	\$ 138	\$ -	\$ 150	\$ -	\$ -	0.00%
OFFICE SUPPLIES	\$ 25	\$ -	\$ 25	\$ -	\$ -	0.00%
DUES/MTGS/EDUC	\$ 140	\$ -	\$ 300	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 803</b>	<b>\$ -</b>	<b>\$ 975</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>
<b>STATUTORY MEETINGS</b>						
POLLWORKERS WAGE	\$ 600	\$ -	\$ 700	\$ -	\$ -	0.00%
FICA TAX	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
MEDI TAX	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
CONTRACTED SERVICES	\$ -	\$ -	\$ 1,000	\$ -	\$ -	0.00%
POSTAGE	\$ 99	\$ -	\$ 2,500	\$ -	\$ -	0.00%
ADVERTISING	\$ 195	\$ -	\$ 200	\$ 290	\$ -	144.75%
PRINTING	\$ 2,068	\$ 2,902	\$ 5,000	\$ 2,298	\$ 2,298	45.96%
OFFICE SUPPLIES	\$ 73	\$ -	\$ 400	\$ 97	\$ 34	24.34%
VOTING MACH EXPENSE	\$ 56	\$ -	\$ 75	\$ -	\$ -	0.00%
VOTING MACH MAINT AGRMT	\$ -	\$ -	\$ 650	\$ -	\$ -	0.00%
VTG MCHN PROGRAMING	\$ 1,700	\$ 1,640	\$ 3,500	\$ 1,589	\$ 1,589	45.40%
<b>TOTAL</b>	<b>\$ 4,791</b>	<b>\$ 4,541</b>	<b>\$ 14,025</b>	<b>\$ 4,274</b>	<b>\$ 3,921</b>	<b>30.47%</b>
<b>TOWN CLERK</b>						
TOWN CLERK WAGE	\$ 72,400	\$ 72,810	\$ 75,848	\$ 70,128	\$ 6,874	92.46%
ASST CLK WAGE	\$ 48,381	\$ 48,911	\$ 49,982	\$ 38,614	\$ 4,296	77.26%
FICA TAX	\$ 7,494	\$ 6,674	\$ 7,787	\$ 6,403	\$ 606	82.23%
MEDI TAX	\$ 1,753	\$ 1,561	\$ 1,758	\$ 1,503	\$ 147	85.47%
HEALTH INS	\$ 31,904	\$ 33,794	\$ 30,833	\$ 1,815	\$ (675)	5.82%
DISABILITY/LIFE INS	\$ 1,036	\$ 1,309	\$ 1,340	\$ 1,044	\$ 209	77.94%
DENTAL INSURANCE	\$ 924	\$ 728	\$ 884	\$ 893	\$ 285	101.00%
VT RETIREMENT	\$ 7,554	\$ 7,575	\$ 8,478	\$ 7,193	\$ 726	84.84%
DOG/CAT LICENSE	\$ 236	\$ 198	\$ 275	\$ -	\$ -	0.00%
VITAL STATISTICS	\$ 15	\$ -	\$ 20	\$ 38	\$ -	190.00%
RECORD RESTORATION	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
ADVERTISING	\$ -	\$ -	\$ 200	\$ -	\$ -	0.00%
TELEPHONE	\$ 500	\$ 545	\$ 550	\$ 455	\$ 65	82.70%
POSTAGE	\$ -	\$ 13	\$ -	\$ 126	\$ -	0.00%
OFFICE SUPPLIES	\$ 1,200	\$ 881	\$ 1,200	\$ 650	\$ 41	54.20%
OFFICE EQUIPMENT	\$ 500	\$ -	\$ 500	\$ -	\$ -	0.00%
SOFTWARE	\$ 3,114	\$ 3,620	\$ 3,600	\$ 3,030	\$ 1,050	84.15%
DUES/MTGS/EDUC	\$ 118	\$ -	\$ 175	\$ 90	\$ 35	51.43%
WOMEN'S CLUB GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
DES FUND-RECORD RESTORATION	\$ 5,000	\$ 5,000	\$ -	\$ 854	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 182,219</b>	<b>\$ 183,619</b>	<b>\$ 183,230</b>	<b>\$ 132,835</b>	<b>\$ 13,660</b>	<b>72.50%</b>
<b>FINANCE DEPARTMENT</b>						
FINANCE ASSISTANT WAGE	\$ 48,599	\$ 73,576	\$ 49,982	\$ 41,464	\$ 4,008	82.96%
FINANCE OFFICER WAGE	\$ 81,660	\$ 85,805	\$ 83,428	\$ 108,887	\$ 15,186	130.52%
FICA TAX	\$ 8,076	\$ 5,679	\$ 8,508	\$ 6,637	\$ 657	78.00%
MEDI TAX	\$ 1,889	\$ 1,328	\$ 1,921	\$ 1,552	\$ 154	80.79%
HEALTH INS	\$ 22,576	\$ 23,376	\$ 37,522	\$ 17,473	\$ 995	46.57%
DISABILITY/LIFE INS	\$ 1,036	\$ 917	\$ 1,445	\$ 737	\$ 98	51.04%
DENTAL INSURANCE	\$ 924	\$ 686	\$ 884	\$ 631	\$ 72	71.38%
VT RETIREMENT	\$ 8,141	\$ 6,049	\$ 9,005	\$ 4,887	\$ 281	54.27%
PROFESSIONAL SERVICES	\$ -	\$ 816	\$ 3,000	\$ 2,627	\$ -	87.58%
INDEPENDENT AUDIT	\$ 13,500	\$ 11,500	\$ 14,250	\$ 29,430	\$ 19,481	206.53%
TELEPHONE	\$ 650	\$ 539	\$ 1,000	\$ 678	\$ 91	67.85%
POSTAGE	\$ -	\$ 4	\$ -	\$ 2	\$ -	0.00%
ADVERTISING	\$ 176	\$ -	\$ 175	\$ -	\$ -	0.00%
PRINTING	\$ 74	\$ 115	\$ 75	\$ 119	\$ -	158.67%
OFFICE SUPPLIES	\$ 1,506	\$ 1,094	\$ 1,750	\$ 897	\$ 202	51.26%
OFFICE EQUIPMENT	\$ 250	\$ 3,971	\$ 750	\$ -	\$ -	0.00%

Town of Norwich  
FY23 Expenditures with Budget

DESCRIPTION	FY 22 BUDGET	FY 22 ACTUAL	FY 23 APPROVED	FY 23 YTD	Current Month MAR 31, 2023	FY 23 PERF
SOFTWARE	\$ 925	\$ 4,288	\$ 1,425	\$ 4,586	\$ 4,286	321.81%
DUES/MTGS/EDUC	\$ 512	\$ 85	\$ 525	\$ -	\$ -	0.00%
BANK CHARGE	\$ -	\$ 2,605	\$ -	\$ 295	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 190,494</b>	<b>\$ 222,233</b>	<b>\$ 215,646</b>	<b>\$ 220,902</b>	<b>\$ 45,489</b>	<b>102.44%</b>
<b>GENERAL ADMINISTRATION</b>						
TELEPHONE	\$ 700	\$ 483	\$ 600	\$ 370	\$ 44	61.60%
POSTAGE METER RENTAL	\$ 1,920	\$ 638	\$ 700	\$ 479	\$ 160	68.39%
POSTAGE	\$ 4,000	\$ 6,737	\$ 4,000	\$ 4,426	\$ 1,000	110.64%
OFFICE SUPPLIES	\$ 1,000	\$ 1,117	\$ 1,250	\$ 712	\$ (249)	56.97%
PHOTOCOPIER	\$ 1,600	\$ 1,051	\$ 1,600	\$ 823	\$ -	51.46%
Remote Meeting Services				\$ 4,534	\$ 4,534	0.00%
COMPUTER SOFTWARE	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
COMPUTER EQUIPMENT	\$ -	\$ 22,836	\$ 1,400	\$ 2,796	\$ 249	199.71%
WEB SITE SUPPORT	\$ 600	\$ -	\$ 600	\$ 540	\$ 540	90.00%
SERVER MAINTENANCE	\$ 17,568	\$ 35,737	\$ 39,672	\$ 34,668	\$ 3,041	87.39%
DESIGNATED FUND EQUIPMENT	\$ 50,878	\$ 50,878	\$ 15,000	\$ 15,000	\$ -	100.00%
<b>TOTAL</b>	<b>\$ 78,266</b>	<b>\$ 119,478</b>	<b>\$ 64,822</b>	<b>\$ 64,347</b>	<b>\$ 9,319</b>	<b>99.27%</b>
<b>BOARD OF LISTERS</b>						
LISTER WAGE	\$ 4,500	\$ 3,750	\$ 4,500	\$ 1,500	\$ -	33.33%
ASSESSING CLERK WAGE	\$ 17,882	\$ 5,650	\$ 22,547	\$ -	\$ -	0.00%
FICA TAX	\$ 1,109	\$ 583	\$ 1,677	\$ 93	\$ -	5.55%
MEDI TAX	\$ 259	\$ 136	\$ 663	\$ 22	\$ -	3.28%
HEALTH INS	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
DISABILITY/LIFE INS	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
DENTAL INSURANCE	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
VT RETIREMENT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
PROFESSIONAL ASSESSOR SERVICES	\$ 35,000	\$ 33,805	\$ 35,000	\$ 19,619	\$ -	56.05%
TAX MAPPING	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
SOFTWARE MAINT/UPDATE	\$ 6,000	\$ 7,600	\$ 6,000	\$ 5,680	\$ 380	94.66%
TELEPHONE	\$ 530	\$ 522	\$ 530	\$ 397	\$ 54	74.98%
POSTAGE	\$ 381	\$ 50	\$ 150	\$ 46	\$ -	30.50%
ADVERTISING	\$ -	\$ 66	\$ 150	\$ -	\$ -	0.00%
PRINTING	\$ 88	\$ 26	\$ 100	\$ 35	\$ -	35.00%
MILEAGE REIMB	\$ 100	\$ 51	\$ 100	\$ -	\$ -	0.00%
OFFICE SUPPLIES	\$ 125	\$ 294	\$ 125	\$ 140	\$ -	112.12%
OFFICE EQUIPMENT	\$ 625	\$ 75	\$ 125	\$ 15	\$ 15	11.98%
DUES/MTGS/EDUC	\$ 75	\$ 50	\$ 100	\$ -	\$ -	0.00%
DESIGNATED FUND REAPPRAISAL	\$ 43,000	\$ 43,000	\$ 50,000	\$ 50,000	\$ -	100.00%
<b>TOTAL</b>	<b>\$ 109,674</b>	<b>\$ 95,658</b>	<b>\$ 121,767</b>	<b>\$ 77,547</b>	<b>\$ 449</b>	<b>63.68%</b>
<b>PLANNING/DRB DEPARTMENT</b>						
PLAN ADMIN WAGE	\$ 73,933	\$ 52,869	\$ 78,874	\$ 15,826	\$ -	20.06%
PLANNING DEPT. WAGES	\$ 26,407	\$ 27,662	\$ 58,357	\$ 21,716	\$ 2,306	37.21%
FICA TAX	\$ 6,221	\$ 4,282	\$ 8,508	\$ 2,191	\$ 143	25.75%
MEDI TAX	\$ 1,455	\$ 997	\$ 1,921	\$ 512	\$ 33	26.67%
HEALTH INS	\$ 16,073	\$ 11,001	\$ 15,408	\$ 882	\$ -	5.72%
DISABILITY/LIFE INS	\$ 518	\$ 508	\$ 779	\$ 113	\$ -	14.53%
DENTAL INSURANCE	\$ 462	\$ 252	\$ 442	\$ 72	\$ -	16.29%
VT RETIREMENT	\$ 4,621	\$ 3,606	\$ 5,324	\$ 882	\$ -	16.57%
TOWN PLAN	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
PLANNING SERVICES	\$ 3,000	\$ 692	\$ 3,000	\$ 604	\$ -	20.14%
TWO RIVER PLANNING COMM.	\$ 5,223	\$ 5,223	\$ 5,223	\$ 5,707	\$ -	109.27%
U.V. TRANSPORTATION MGMT	\$ 1,134	\$ 1,134	\$ 1,134	\$ -	\$ -	0.00%
MAPPING	\$ 1,600	\$ 1,500	\$ 2,000	\$ 822	\$ 822	41.12%
HISTORIC PRES CLG GRANT	\$ 6,750	\$ 1,750	\$ 1,000	\$ -	\$ -	0.00%
RURAL SETTLEMENT GRANT	\$ -	\$ 10,660	\$ -	\$ 4,340	\$ -	0.00%
TELEPHONE	\$ 450	\$ 534	\$ 930	\$ 493	\$ 65	53.05%
POSTAGE	\$ 450	\$ -	\$ 450	\$ -	\$ -	0.00%
ADVERTISING	\$ 500	\$ 486	\$ 500	\$ 724	\$ 295	144.82%
PRINTING	\$ 200	\$ 148	\$ 200	\$ -	\$ -	0.00%
MILEAGE REIMB	\$ 400	\$ -	\$ 400	\$ -	\$ -	0.00%
OFFICE SUPPLIES	\$ 350	\$ -	\$ 350	\$ 254	\$ -	72.65%
OFFICE EQUIPMENT	\$ 250	\$ 500	\$ 250	\$ -	\$ -	0.00%
DUES/MTGS/EDUC	\$ 750	\$ -	\$ 750	\$ 169	\$ -	22.59%
<b>TOTAL</b>	<b>\$ 160,747</b>	<b>\$ 123,683</b>	<b>\$ 185,801</b>	<b>\$ 55,308</b>	<b>\$ 3,665</b>	<b>29.77%</b>
<b>RECREATION DEPARTMENT</b>						
<b>RECREATION ADMINISTRATION</b>						
RECREATION DIR WAGE	\$ 70,072	\$ 70,259	\$ 71,796	\$ 53,580	\$ 5,495	74.63%
RECREATION ADMIN ASST	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
FICA TAX	\$ 4,350	\$ 5,170	\$ 4,451	\$ 3,726	\$ 341	83.71%
MEDI TAX	\$ 1,016	\$ 1,209	\$ 1,005	\$ 871	\$ 80	86.70%
HEALTH INS	\$ 24,022	\$ 26,012	\$ 23,046	\$ 4,957	\$ -	21.51%
DISABILITY/LIFE INSUR	\$ 518	\$ 738	\$ 756	\$ 615	\$ 123	81.34%
DENTAL INSURANCE	\$ 462	\$ 312	\$ 442	\$ 120	\$ -	27.09%
VT RETIREMENT	\$ 4,380	\$ 4,373	\$ 4,846	\$ 3,554	\$ 357	73.34%
TELEPHONE	\$ 525	\$ 492	\$ 1,005	\$ 689	\$ 84	68.58%
POSTAGE	\$ 175	\$ -	\$ 50	\$ -	\$ -	0.00%
ADVERTISING	\$ 71	\$ -	\$ 245	\$ 76	\$ 76	30.86%
PRINTING	\$ 25	\$ -	\$ 75	\$ -	\$ -	0.00%
DUES/MTGS/EDUC	\$ 800	\$ 80	\$ 1,300	\$ 195	\$ -	15.00%
OFFICE EQUIPMENT	\$ 50	\$ 40	\$ 50	\$ -	\$ -	0.00%
MILEAGE REIMBURSEMENT	\$ 263	\$ -	\$ 250	\$ 64	\$ 64	25.68%
OFFICE SUPPLIES	\$ 225	\$ 130	\$ 225	\$ -	\$ -	0.00%
<b>TOTAL ADMINISTRATION</b>	<b>\$ 106,954</b>	<b>\$ 108,815</b>	<b>\$ 109,542</b>	<b>\$ 68,448</b>	<b>\$ 6,620</b>	<b>62.49%</b>
<b>RECREATION PROGRAMS</b>						
INSTRUCTOR FEE	\$ 65,000	\$ 10,488	\$ 25,000	\$ 8,723	\$ 2,499	34.89%
COACHING MATERIALS	\$ 300	\$ 110	\$ 800	\$ 500	\$ -	62.49%
TEE SHIRT/HAT	\$ 3,000	\$ 3,150	\$ 3,000	\$ 1,612	\$ -	53.73%
EQUIPMENT	\$ 3,500	\$ 14,934	\$ 6,500	\$ 2,859	\$ 238	43.98%
PROGRAM WAGE	\$ 38,000	\$ 29,024	\$ 60,000	\$ 22,629	\$ 263	37.71%
REFEREE/UMPIRE	\$ 3,700	\$ 1,666	\$ 4,000	\$ 4,727	\$ 1,235	118.17%
TOURNAMENT FEES	\$ 2,500	\$ (95)	\$ 2,500	\$ 635	\$ -	21.40%
REGISTRATION FEES (MYREC)	\$ 8,500	\$ 4,529	\$ 6,000	\$ 5,660	\$ -	92.67%
M.CROSS SCHOOL RENTAL FEE	\$ -	\$ -	\$ -	\$ 2,000	\$ -	0.00%
SPECIAL EVENTS /SUPPLIES	\$ 1,500	\$ 352	\$ 2,500	\$ 119	\$ -	4.75%
FICA	\$ 2,500	\$ 543	\$ 3,720	\$ 1,381	\$ 93	37.13%
MEDI	\$ 600	\$ 127	\$ 840	\$ 323	\$ 22	38.45%
UNIFORM	\$ 700	\$ -	\$ 1,200	\$ 821	\$ -	78.72%
<b>TOTAL RECREATION PROGRAMS</b>	<b>\$ 129,800</b>	<b>\$ 64,827</b>	<b>\$ 116,060</b>	<b>\$ 51,888</b>	<b>\$ 4,347</b>	<b>44.71%</b>
<b>RECREATION FACILITIES</b>						

**Town of Norwich**  
**FY23 Expenditures with Budget**

DESCRIPTION	FY 22 BUDGET	FY 22 ACTUAL	FY 23 APPROVED	FY 23 YTD	Current Month MAR 31, 2023	FY 23 PERF
REC FIELD CARE	\$ 7,000	\$ 3,980	\$ 10,500	\$ 43	\$ -	0.41%
HUNTLEY LINE MARKING	\$ 2,440	\$ 3,204	\$ 2,440	\$ 178	\$ (2,499)	7.30%
PORTABLE TOILET	\$ 1,062	\$ 2,253	\$ 2,500	\$ 2,600	\$ -	104.00%
ICE RINK	\$ -	\$ -	\$ 3,500	\$ 375	\$ -	10.72%
REPAIRS & MAINT	\$ 2,519	\$ 32	\$ 2,500	\$ -	\$ -	0.00%
WATER USAGE	\$ 485	\$ 465	\$ 420	\$ 240	\$ -	57.10%
WOMEN'S CLUB GRANT	\$ 1,875	\$ -	\$ 2,500	\$ -	\$ -	0.00%
MAHHC PREVENTION GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
VT REC RESTART GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
SITE WORK	\$ -	\$ -	\$ 260	\$ -	\$ -	0.00%
SUMMER MATTERS FOR ALL GRANT	\$ -	\$ 12,865	\$ -	\$ -	\$ -	0.00%
KING ARTHUR GRANT	\$ -	\$ 407	\$ -	\$ -	\$ -	0.00%
DESIGNATED FUND-T COURTS	\$ 10,200	\$ 10,200	\$ 10,200	\$ 10,200	\$ -	100.00%
TOTAL RECREATION FACILITIES	\$ 25,581	\$ 33,406	\$ 34,810	\$ 13,636	\$ (2,499)	39.17%
<b>RECREATION TOTAL</b>	<b>\$ 262,335</b>	<b>\$ 207,048</b>	<b>\$ 260,412</b>	<b>\$ 133,972</b>	<b>\$ 8,468</b>	<b>51.45%</b>
<b>PUBLIC SAFETY FACILITY</b>						
WATER USAGE	\$ 1,100	\$ 925	\$ 1,100	\$ 501	\$ -	45.51%
ELECTRICITY	\$ 7,100	\$ 4,035	\$ 7,700	\$ 5,908	\$ 5,908	76.73%
HEATING (Inc. Apparatus Bay)	\$ 2,875	\$ 306	\$ -	\$ 3,638	\$ 3,638	0.00%
ADMIN TELEPHONE & INTERNET	\$ 4,830	\$ 6,192	\$ 4,830	\$ 3,429	\$ 880	70.99%
SUPPLIES	\$ 750	\$ 694	\$ 650	\$ 334	\$ 57	51.36%
REPAIRS & MAINTENANCE	\$ 2,000	\$ 2,186	\$ 5,000	\$ 6,921	\$ 1,497	138.42%
ALARM MONITORING	\$ 325	\$ 1,445	\$ 1,400	\$ 785	\$ -	56.07%
CLEANING	\$ 11,000	\$ 9,540	\$ 10,000	\$ 6,840	\$ 1,080	68.40%
DESIGNATED FUND - POLICE/FIRE STATION	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL PUBLIC SAFETY FACILITY	\$ 29,980	\$ 25,323	\$ 30,680	\$ 28,355	\$ 13,080	92.42%
<b>POLICE DEPARTMENT</b>						
<b>WAGES &amp; BENEFITS</b>						
POLICE CHIEF WAGE	\$ 87,257	\$ 34,822	\$ 85,761	\$ 42,840	\$ 7,105	49.95%
POLICE OFFICER WAGE	\$ 174,617	\$ 171,140	\$ 178,626	\$ 63,098	\$ 13,261	35.32%
ON-CALL WAGE	\$ 5,472	\$ 4,975	\$ 5,472	\$ 2,814	\$ 499	51.43%
OVERTIME OFFICER WAGE	\$ 19,838	\$ 40,873	\$ 20,138	\$ 8,988	\$ 1,412	44.63%
ADMINISTRATIVE WAGE	\$ 51,247	\$ 52,033	\$ 54,820	\$ 40,441	\$ 4,287	73.77%
PARTTIME OFFICER WAGE	\$ 3,000	\$ 1,433	\$ 3,250	\$ -	\$ -	0.00%
CROSSING GUARD WAGE	\$ 16,934	\$ 14,676	\$ 17,442	\$ 5,598	\$ 534	32.09%
GOVERNOR'S HIGHWAY SAFETY GRANT WAGE	\$ -	\$ 480	\$ -	\$ 36	\$ 36	0.00%
SPECIAL DUTY WAGE	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
FICA TAX	\$ 20,587	\$ 18,444	\$ 19,984	\$ 7,741	\$ 1,162	38.74%
MEDI TAX	\$ 4,815	\$ 4,316	\$ 4,513	\$ 1,810	\$ 272	40.12%
HEALTH INS	\$ 72,228	\$ 61,879	\$ 69,648	\$ 39,909	\$ 7,316	57.30%
DISABILITY/LIFE INS	\$ 3,708	\$ 2,715	\$ 3,289	\$ 1,576	\$ 561	47.91%
DELTA DENTAL	\$ 2,180	\$ 1,699	\$ 2,209	\$ 2,072	\$ 842	93.80%
VT RETIREMENT	\$ 24,313	\$ 23,451	\$ 21,757	\$ 12,779	\$ 2,119	58.73%
TOTAL	\$ 486,176	\$ 432,935	\$ 480,908	\$ 229,701	\$ 30,406	47.18%
<b>COMMUNITY POLICING</b>						
ANIMAL CONTROL	\$ 2,131	\$ 3,391	\$ 2,750	\$ 1,036	\$ -	37.67%
COMMUNITY RELATIONS	\$ 653	\$ 192	\$ 650	\$ 213	\$ -	32.70%
SPEED SIGNS	\$ 1,865	\$ 6,365	\$ 2,000	\$ 797	\$ (5,535)	39.83%
NORWICH CADET PROGRAM	\$ 300	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL	\$ 4,949	\$ 9,948	\$ 5,400	\$ 2,045	\$ (5,535)	37.87%
<b>EQUIPMENT &amp; MAINTENANCE</b>						
RADIO MAINTENANCE	\$ 764	\$ -	\$ 750	\$ 838	\$ 838	111.67%
PETROLEUM PRODUCTS	\$ 6,121	\$ -	\$ 7,250	\$ 4,326	\$ 4,326	59.67%
CRUISER VIDEO EQUIP	\$ 1,025	\$ -	\$ 4,044	\$ -	\$ -	0.00%
CRUISER MAINT	\$ 8,398	\$ 12,830	\$ 8,250	\$ 5,777	\$ 76	70.02%
CRUISER SUPPLIES	\$ 482	\$ 81	\$ 500	\$ 7	\$ -	1.37%
TOTAL	\$ 16,788	\$ 12,911	\$ 20,794	\$ 10,947	\$ 5,239	52.64%
GRANTS (Inc PACIF Equip & Women's Club)	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>SUPPORT</b>						
ADMINISTRATION	\$ 4,000	\$ 3,798	\$ 4,000	\$ 2,457	\$ 317	61.43%
VIBRS	\$ 2,971	\$ 2,901	\$ 3,000	\$ 2,157	\$ 1,330	71.89%
DISPATCH SERVICES	\$ 72,911	\$ 72,911	\$ 73,000	\$ 54,683	\$ -	74.91%
TRAINING	\$ 2,500	\$ 1,913	\$ 2,500	\$ 695	\$ -	27.80%
TRAINING SUPPLIES	\$ 1,421	\$ 559	\$ 2,000	\$ 828	\$ 236	41.40%
MILEAGE REIMB	\$ 217	\$ 1,083	\$ 200	\$ 89	\$ -	44.54%
DUES/MTGS/EDUC	\$ 943	\$ 405	\$ 1,000	\$ 350	\$ 190	35.00%
UNIFORM	\$ 3,026	\$ 3,437	\$ 2,500	\$ 1,977	\$ 1,390	79.07%
UNIFORMS CLEANING	\$ 1,386	\$ 351	\$ 1,500	\$ 665	\$ 35	44.32%
BULLET PROOF VESTS	\$ -	\$ 2,979	\$ -	\$ -	\$ -	0.00%
TOTAL	\$ 89,375	\$ 90,337	\$ 89,700	\$ 63,901	\$ 3,499	71.24%
<b>DESIGNATED FUNDS</b>						
DESIGNATED FUND-SPECIAL EQUIP	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -	100.00%
DESIGNATED FUND-CRUISER	\$ -	\$ -	\$ 35,000	\$ 37,669	\$ -	107.63%
TOTAL	\$ -	\$ -	\$ 40,000	\$ 42,669	\$ -	106.67%
<b>TOTAL POLICE DEPARTMENT</b>	<b>\$ 597,268</b>	<b>\$ 546,131</b>	<b>\$ 642,802</b>	<b>\$ 349,263</b>	<b>\$ 42,610</b>	<b>54.33%</b>
<b>FIRE/FAST DEPT.</b>						
FIRE CHIEF WAGES	\$ 67,782	\$ 67,571	\$ 70,761	\$ 52,423	\$ 5,512	74.08%
FIRE OFFICER STIPEND	\$ 2,100	\$ 2,100	\$ 2,100	\$ -	\$ -	0.00%
FIREFIGHTERS WAGE	\$ 29,000	\$ 18,070	\$ 30,000	\$ 21,805	\$ 2,352	72.68%
FF DRILLS/MTGS WAGE	\$ 3,000	\$ 1,428	\$ 2,500	\$ 912	\$ -	36.48%
C-19 GRANT	\$ -	\$ 15,263	\$ -	\$ -	\$ -	0.00%
C-19 MILEAGE REIMBURSEMENT	\$ -	\$ 579	\$ -	\$ -	\$ -	0.00%
FICA TAX	\$ 6,322	\$ 5,931	\$ 6,532	\$ 4,608	\$ 460	70.55%
MEDI TAX	\$ 1,479	\$ 1,387	\$ 1,528	\$ 1,078	\$ 108	70.55%
HEALTH INSURANCE	\$ 16,458	\$ 17,875	\$ 21,141	\$ 16,090	\$ 1,875	76.11%
DISABILITY/LIFE INSURANCE	\$ 518	\$ 869	\$ 736	\$ 509	\$ 120	81.41%
VT RETIREMENT	\$ 4,236	\$ 4,209	\$ 4,170	\$ 3,474	\$ 358	72.83%
DENTAL INSURANCE	\$ 462	\$ 391	\$ 442	\$ 407	\$ 104	92.19%
TOTAL	\$ 131,357	\$ 135,645	\$ 140,510	\$ 101,396	\$ 10,888	72.16%
<b>EMS WAGES</b>						
EMS WAGE	\$ 6,000	\$ 4,141	\$ 5,000	\$ 5,039	\$ 626	100.79%
EMS DRILL WAGE	\$ 1,900	\$ 1,164	\$ 1,900	\$ 880	\$ 20	46.32%
EMS FICA TAX	\$ 490	\$ 241	\$ 428	\$ 267	\$ 34	62.39%
EMS MEDI TAX	\$ 115	\$ 57	\$ 100	\$ 62	\$ 8	62.41%

Town of Norwich  
FY23 Expenditures with Budget

DESCRIPTION	FY 22 BUDGET	FY 22 ACTUAL	FY 23 APPROVED	FY 23 YTD	Current Month MAR 31, 2023	FY 23 PER
<b>TOTAL</b>	\$ 6,505	\$ 5,602	\$ 7,428	\$ 6,249	\$ 688	84.13%
<b>EDUCATION &amp; TRAINING</b>						
FIRE EDUC/TRAINING	\$ 1,000	\$ 45	\$ 750	\$ 909	\$ -	121.20%
EMS EDUC/TRNG	\$ 1,400	\$ 760	\$ 1,200	\$ 25	\$ -	2.08%
FIRE DUES/MTGS/EDUC	\$ 500	\$ -	\$ 500	\$ 380	\$ -	76.00%
<b>TOTAL</b>	\$ 2,900	\$ 795	\$ 2,450	\$ 1,314	\$ -	53.63%
<b>TOOLS &amp; EQUIPMENT</b>						
FIRE TOOLS & EQUIPMENT	\$ 4,000	\$ 1,397	\$ 4,000	\$ 2,193	\$ 168	54.81%
EMS TOOLS/ EQUIP	\$ 1,900	\$ 1,391	\$ 1,900	\$ 802	\$ 83	42.21%
RADIO PURCH/REPAIR	\$ 750	\$ 8,191	\$ 750	\$ -	\$ -	0.00%
<b>TOTAL</b>	\$ 6,650	\$ 10,980	\$ 6,650	\$ 2,995	\$ 251	45.03%
<b>MAINTENANCE</b>						
FIRE TRK R & M	\$ 14,500	\$ 37,012	\$ 13,000	\$ 11,778	\$ 538	90.60%
EQUIPMENT MAINTENANCE & SAFETY TESTING	\$ 4,000	\$ 4,046	\$ 4,000	\$ 1,106	\$ 531	27.65%
RADIO MAINTENANCE	\$ 531	\$ 1,151	\$ 500	\$ -	\$ -	0.00%
SOFTWARE MAINTENANCE	\$ 1,012	\$ -	\$ -	\$ 120	\$ -	0.00%
COMPUTER MAINTENANCE	\$ 291	\$ -	\$ -	\$ -	\$ -	0.00%
VEHICLE FUEL	\$ 2,715	\$ 4,591	\$ 3,500	\$ 2,507	\$ (1,130)	71.63%
<b>TOTAL</b>	\$ 23,049	\$ 46,799	\$ 21,000	\$ 15,511	\$ (62)	73.86%
<b>SUPPORT</b>						
RECRUITMENT	\$ 100	\$ -	\$ 100	\$ 179	\$ -	179.44%
POSTAGE	\$ 25	\$ -	\$ 25	\$ -	\$ -	0.00%
FIRE PREVENTION BOOKS & MATERIALS	\$ 100	\$ 310	\$ 100	\$ -	\$ -	0.00%
FIREFIGHTERS CASUL INS	\$ 8,800	\$ 4,048	\$ 5,800	\$ -	\$ -	0.00%
TELEPHONE & INTERNET	\$ -	\$ 480	\$ -	\$ 640	\$ 80	0.00%
OFFICE SUPPLIES	\$ 400	\$ 607	\$ 600	\$ 622	\$ -	103.75%
DISPATCH SERVICE	\$ 22,588	\$ 23,826	\$ 25,004	\$ 23,048	\$ 11,349	92.18%
UNIFORM	\$ 225	\$ 238	\$ 225	\$ -	\$ -	0.00%
HYDRANT RENTAL	\$ 33,933	\$ 33,933	\$ 34,000	\$ 34,000	\$ 17,000	100.00%
DRY HYDRANT	\$ 25	\$ -	\$ 500	\$ 670	\$ -	134.00%
OSHA COMPLIANCE	\$ 1,000	\$ 224	\$ 1,000	\$ 529	\$ 257	52.90%
WATER LINE REPAIR	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL</b>	\$ 67,196	\$ 63,666	\$ 67,354	\$ 59,689	\$ 28,686	88.62%
<b>DESIGNATED FUNDS</b>						
DESIGNATED FUND-APPARATUS	\$ 20,000	\$ 20,000	\$ 60,000	\$ 60,000	\$ -	100.00%
DESIGNATED FUND-EQUIPMENT	\$ 20,000	\$ 20,000	\$ 10,000	\$ 10,000	\$ -	100.00%
<b>TOTAL</b>	\$ 40,000	\$ 40,000	\$ 70,000	\$ 70,000	\$ -	100.00%
<b>GRANT</b>						
VLCT PACIF GRANT	\$ -	\$ 5,352	\$ -	\$ -	\$ -	0.00%
FEMA GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
DRY HYDRANT GRANT	\$ -	\$ -	\$ -	\$ 2,940	\$ -	0.00%
FY 17 HOMELAND SECURITY	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL</b>	\$ -	\$ 5,352	\$ -	\$ 2,940	\$ -	0.00%
<b>AMBULANCE EXPENDITURES</b>						
AMBULANCE CONTRACT	\$ 146,340	\$ 137,312	\$ 152,925	\$ 149,212	\$ 37,303	97.57%
AMBULANCE LIAB	\$ 14,500	\$ 1,743	\$ 5,500	\$ 4,525	\$ -	82.27%
<b>TOTAL</b>	\$ 160,840	\$ 139,055	\$ 158,425	\$ 153,737	\$ 37,303	97.04%
<b>TOTAL FIRE DEPT.</b>	\$ 440,497	\$ 447,894	\$ 473,816	\$ 413,831	\$ 77,754	87.34%
<b>EMERGENCY MANAGEMENT</b>						
DEBT SERVICE ON TOWER BOND PRINCIPAL	\$ 29,894	\$ 27,500	\$ 26,775	\$ 27,500	\$ -	102.71%
DEBT SERVICE ON TOWER BOND INTEREST	\$ -	\$ 2,321	\$ 3,025	\$ 1,422	\$ 500	47.00%
TOWER POWER	\$ 500	\$ 391	\$ 400	\$ 629	\$ 268	157.27%
EMERG MAN ADMIN	\$ 17	\$ -	\$ 25	\$ -	\$ -	0.00%
EMERG MNGMT SUPPLIES	\$ 33	\$ -	\$ 50	\$ 24	\$ -	48.00%
GENERATOR FUEL	\$ 55	\$ -	\$ 100	\$ 248	\$ 248	248.12%
EMERG GEN MAINT	\$ 2,500	\$ 756	\$ 2,500	\$ -	\$ -	0.00%
BASE RADIO MAINTENANCE PD & DPW	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
HAZARD MITIGATION PLAN (FEMA Grant) - Consultant	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
DESIGNATED FUND- GENERATORS	\$ 10,000	\$ 10,000	\$ 15,000	\$ 15,000	\$ -	100.00%
<b>TOTAL</b>	\$ 42,999	\$ 40,968	\$ 47,875	\$ 44,823	\$ 1,016	93.62%
<b>GRANTS</b>						
LOCAL HAZARD MITIGATION GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL</b>	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>CONSERVATION COMM.</b>						
PRINTING	\$ -	\$ -	\$ -	\$ -	\$ -	-
OFFICE SUPPLIES & EMAIL	\$ -	\$ -	\$ -	\$ -	\$ -	-
DUES/MTGS/EDUC	\$ 300	\$ 50	\$ 300	\$ -	\$ -	0.00%
SPKRS/PUBLIC INFO / GEN'L PUBLIC EDUCATION	\$ 83	\$ -	\$ 500	\$ -	\$ -	0.00%
PUBLICITY / OUTDOOR STUDENT PROGRAMS - LEEEP	\$ 366	\$ 1,132	\$ 1,750	\$ 1,850	\$ 250	105.71%
TRAILS	\$ 1,290	\$ 166	\$ 2,750	\$ -	\$ -	0.00%
WATER QUAL MONIT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
MILT FRYE NATURE AREA	\$ 1,650	\$ 1,732	\$ 1,500	\$ -	\$ -	0.00%
NATRL RESRCS INVEN	\$ -	\$ -	\$ 1,000	\$ -	\$ -	0.00%
PROJECT RESTORATION / NATURAL RES. PROJS.	\$ -	\$ -	\$ 1,500	\$ 394	\$ -	26.25%
WOMAN'S CLUB GRANT	\$ -	\$ 794	\$ -	\$ 799	\$ 799	0.00%
<b>TOTAL</b>	\$ 3,689	\$ 3,874	\$ 9,300	\$ 3,043	\$ 1,049	32.72%
<b>PUBLIC WORKS DEPARTMENT</b>						
<b>HIGHWAY DIVISION</b>						
DIRECTOR OF PUBLIC WORKS	\$ 86,192	\$ 50,558	\$ 87,664	\$ 67,285	\$ 7,105	76.75%
ADMINISTRATIVE ASSISTANT, PART-TIME	\$ 21,826	\$ 8,282	\$ 22,385	\$ -	\$ -	0.00%
ROAD CREW WAGES	\$ 282,486	\$ 222,028	\$ 271,472	\$ 118,827	\$ 17,845	43.77%
ROAD CREW OVERTIME	\$ 45,000	\$ 39,661	\$ 46,150	\$ 33,049	\$ 9,787	71.61%
PAGER COMPENSATION	\$ 4,650	\$ 240	\$ 4,650	\$ 680	\$ -	14.62%
FICA	\$ 21,610	\$ 18,391	\$ 26,884	\$ 13,442	\$ 2,089	50.00%
MEDICARE	\$ -	\$ 4,356	\$ 6,071	\$ 3,144	\$ 489	51.78%
HEALTH INSURANCE	\$ 73,283	\$ 56,204	\$ 90,929	\$ 38,597	\$ 5,103	42.45%
DISABILITY & LIFE INSURANCE	\$ 2,589	\$ 2,472	\$ 3,859	\$ 2,111	\$ 430	54.70%

**Town of Norwich**  
**FY23 Expenditures with Budget**

DESCRIPTION	FY 22 BUDGET	FY 22 ACTUAL	FY 23 APPROVED	FY 23 YTD	Current Month MAR 31, 2023	FY 23 PERF
DENTAL INSURANCE	\$ 2,310	\$ 1,305	\$ 2,651	\$ 1,534	\$ 423	57.88%
RETIREMENT	\$ 17,655	\$ 17,503	\$ 27,781	\$ 14,491	\$ 2,258	52.20%
<b>TOTAL</b>	<b>\$ 557,601</b>	<b>\$ 421,001</b>	<b>\$ 590,476</b>	<b>\$ 293,160</b>	<b>\$ 45,529</b>	<b>49.65%</b>
<b>MATERIALS</b>						
SALT & CHEMICALS	\$ 115,000	\$ 88,319	\$ 115,000	\$ 111,392	\$ 37,029	96.86%
SAND	\$ 105,000	\$ 83,217	\$ 115,000	\$ 23,463	\$ -	20.40%
DUST CONTROL	\$ 15,000	\$ 12,374	\$ 22,500	\$ 4,658	\$ -	20.70%
GRAVEL & STONE	\$ 55,000	\$ 48,570	\$ 55,000	\$ 3,182	\$ 719	5.79%
CULVERTS & OTHER ROAD SUPPLIES	\$ 12,000	\$ 7,816	\$ 12,000	\$ -	\$ -	0.00%
ASPHALT PRODUCTS	\$ 2,995	\$ 1,247	\$ 3,000	\$ 447	\$ -	14.91%
BRIDGE REPAIR & MAINTENANCE	\$ 2,000	\$ 277	\$ 2,000	\$ 504	\$ -	25.18%
OTHER PROJECTS	\$ 1,783	\$ 8,658	\$ 1,785	\$ 18	\$ -	1.01%
SIGNS	\$ 2,256	\$ -	\$ 2,250	\$ 2,360	\$ -	104.90%
<b>TOTAL</b>	<b>\$ 311,034</b>	<b>\$ 250,679</b>	<b>\$ 328,635</b>	<b>\$ 146,024</b>	<b>\$ 37,748</b>	<b>44.45%</b>
<b>CONTRACTED SERVICES</b>						
PLOWING & SANDING	\$ 22,976	\$ 21,298	\$ 25,000	\$ 78,560	\$ 15,712	314.24%
ROAD SWEEPING	\$ 3,243	\$ 2,170	\$ -	\$ -	\$ -	0.00%
LEAF REMOVAL	\$ 3,029	\$ 2,200	\$ 3,000	\$ -	\$ -	0.00%
STREETLIGHTS	\$ 12,595	\$ 13,507	\$ 13,000	\$ 9,482	\$ 1,172	72.94%
TREE CUTTING & REMOVAL	\$ 10,516	\$ 1,700	\$ 10,000	\$ 6,250	\$ -	62.50%
UNIFORMS	\$ 12,773	\$ 9,403	\$ 12,000	\$ 8,686	\$ 1,301	72.38%
PAVING	\$ 25,000	\$ 146,622	\$ 7,500	\$ -	\$ -	0.00%
OTHER PROJECTS	\$ 66,354	\$ 37,108	\$ 15,500	\$ 3,485	\$ -	22.48%
CRACK SEALING	\$ 15,944	\$ -	\$ 15,000	\$ 18,000	\$ -	120.00%
PAVEMENT MARKING	\$ 32,000	\$ 34,287	\$ 38,000	\$ -	\$ -	0.00%
BRIDGES	\$ 67,000	\$ 37,238	\$ 50,000	\$ 37,226	\$ -	74.45%
<b>TOTAL</b>	<b>\$ 271,430</b>	<b>\$ 305,432</b>	<b>\$ 189,000</b>	<b>\$ 161,689</b>	<b>\$ 18,185</b>	<b>85.55%</b>
<b>EQUIPMENT</b>						
OUTSIDE REPAIRS	\$ 40,000	\$ 57,376	\$ 35,000	\$ 30,002	\$ 2,313	85.72%
PARTS & SUPPLIES	\$ 50,000	\$ 101,722	\$ 50,000	\$ 42,974	\$ 5,287	85.95%
PETROLEUM PRODUCTS	\$ 48,000	\$ 58,103	\$ 70,000	\$ 32,286	\$ 253	46.12%
<b>TOTAL</b>	<b>\$ 138,000</b>	<b>\$ 217,200</b>	<b>\$ 155,000</b>	<b>\$ 105,262</b>	<b>\$ 7,853</b>	<b>67.91%</b>
<b>HIGHWAY GARAGE</b>						
ELECTRICITY	\$ 3,600	\$ 5,533	\$ 4,000	\$ 936	\$ (5,937)	23.41%
PROPANE	\$ 6,861	\$ 7,924	\$ 9,000	\$ 3,963	\$ 983	44.04%
TELEPHONE (inc. Internet)	\$ 3,407	\$ 6,421	\$ 6,500	\$ 3,544	\$ 395	54.52%
SUPPLIES	\$ 8,260	\$ 5,436	\$ 8,250	\$ 2,361	\$ 145	28.61%
ALARM MONITORING	\$ 461	\$ 643	\$ 900	\$ -	\$ -	0.00%
REPAIRS & MAINTENANCE	\$ 6,979	\$ 18,347	\$ 7,750	\$ 2,183	\$ 260	28.17%
TOOLS	\$ 7,326	\$ 9,185	\$ 7,250	\$ -	\$ -	0.00%
ADMINISTRATION	\$ 5,296	\$ 2,652	\$ 5,000	\$ 5,102	\$ 120	122.04%
<b>TOTAL</b>	<b>\$ 42,150</b>	<b>\$ 56,141</b>	<b>\$ 48,650</b>	<b>\$ 19,089</b>	<b>\$ (4,034)</b>	<b>39.24%</b>
<b>CAPITAL EXPENDITURES</b>						
DESIGNATED FUND-EQUIPMENT	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ -	100.00%
DESIGNATED FUND-SIDEWALK	\$ 14,000	\$ 14,000	\$ 10,000	\$ 10,000	\$ -	100.00%
DESIGNATED FUND-PAVING	\$ 60,000	\$ 00,000	\$ 45,000	\$ 46,000	\$ -	100.00%
DESIGNATED FUND-BRIDGES	\$ 157,000	\$ 157,000	\$ 100,000	\$ 100,000	\$ -	100.00%
DESIGNATED FUND-GARAGE	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ (9,745)	100.00%
<b>TOTAL</b>	<b>\$ 296,000</b>	<b>\$ 296,000</b>	<b>\$ 220,000</b>	<b>\$ 220,000</b>	<b>\$ (9,745)</b>	<b>100.00%</b>
<b>GRANTS</b>						
VTRANS - PAVING GRANT	\$ -	\$ 14,000	\$ -	\$ -	\$ -	0.00%
FEMA GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Two Rivers-Betr Back Road	\$ -	\$ 8,016	\$ -	\$ -	\$ -	0.00%
BETTER ROADS / GRANTS IN AID	\$ 5,000	\$ -	\$ -	\$ -	\$ -	0.00%
VTRANS - BIKE & PED	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
VTRANS - TAP GRANT (Tigertown Culverts - 20%)	\$ 21,929	\$ 32,029	\$ -	\$ 134,803	\$ -	0.00%
VTRANS - STRUCTURES GRANT (10% Local)	\$ -	\$ 2,619	\$ -	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 26,929</b>	<b>\$ 56,664</b>	<b>\$ -</b>	<b>\$ 134,803</b>	<b>\$ -</b>	<b>0.00%</b>
<b>TOTAL-HIGHWAY DIVISION</b>	<b>\$ 1,643,144</b>	<b>\$ 1,603,118</b>	<b>\$ 1,531,661</b>	<b>\$ 1,080,026</b>	<b>\$ 95,535</b>	<b>70.51%</b>
<b>BUILDINGS &amp; GROUNDS DIVISION</b>						
BUILDING & GROUND WAGES	\$ 92,323	\$ 90,587	\$ 96,545	\$ 48,952	\$ 3,866	50.70%
OVERTIME WAGES	\$ 5,000	\$ 8,159	\$ 5,793	\$ 1,522	\$ 109	26.27%
PAGER COMPENSATION	\$ 775	\$ 835	\$ 750	\$ 240	\$ -	32.00%
FICA	\$ 7,063	\$ 5,897	\$ 6,478	\$ 3,219	\$ 245	49.69%
MEDICARE	\$ -	\$ 1,430	\$ 1,463	\$ 753	\$ 57	51.47%
HEALTH INSURANCE	\$ 33,545	\$ 29,218	\$ 29,180	\$ 14,318	\$ 1,216	49.07%
DISABILITY & LIFE INSURANCE	\$ 1,036	\$ 936	\$ 1,089	\$ 511	\$ 92	46.89%
DENTAL INSURANCE	\$ 924	\$ 652	\$ 884	\$ 515	\$ 104	58.31%
RETIREMENT	\$ 5,770	\$ 6,189	\$ 7,052	\$ 3,397	\$ 258	48.16%
<b>TOTAL</b>	<b>\$ 146,436</b>	<b>\$ 143,903</b>	<b>\$ 149,233</b>	<b>\$ 73,426</b>	<b>\$ 5,948</b>	<b>49.20%</b>
<b>MATERIALS</b>						
GARDEN SUPPLIES & PLANTS	\$ 1,576	\$ 966	\$ 1,575	\$ 198	\$ 198	12.57%
<b>TOTAL</b>	<b>\$ 1,576</b>	<b>\$ 966</b>	<b>\$ 1,575</b>	<b>\$ 198</b>	<b>\$ 198</b>	<b>12.57%</b>
<b>CONTRACTED SERVICES</b>						
FOLEY PARK & MEDIANS	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
UNIFORMS	\$ 4,800	\$ 3,722	\$ 4,800	\$ 1,685	\$ 200	35.10%
<b>TOTAL</b>	<b>\$ 4,800</b>	<b>\$ 3,722</b>	<b>\$ 4,800</b>	<b>\$ 1,685</b>	<b>\$ 200</b>	<b>35.10%</b>
<b>EQUIPMENT</b>						
OUTSIDE REPAIRS	\$ 1,960	\$ -	\$ 2,000	\$ 106	\$ -	5.28%
PARTS & SUPPLIES	\$ -	\$ 822	\$ 2,500	\$ 1,572	\$ (125)	62.86%
PETROLEUM PRODUCTS	\$ -	\$ -	\$ 2,800	\$ -	\$ -	0.00%
TOOLS	\$ -	\$ -	\$ 500	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 1,960</b>	<b>\$ 822</b>	<b>\$ 7,800</b>	<b>\$ 1,677</b>	<b>\$ (125)</b>	<b>21.50%</b>
<b>CAPITAL EXPENDITURES</b>						
DESIGNATED FUND-EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>
<b>TOTAL-BUILDING AND GROUNDS DIVISION</b>	<b>\$ 154,772</b>	<b>\$ 149,413</b>	<b>\$ 163,408</b>	<b>\$ 76,986</b>	<b>\$ 6,221</b>	<b>47.11%</b>
<b>SOLID WASTE DIVISION</b>						
TRANSFER STATION WAGES	\$ 42,774	\$ 42,729	\$ 43,097	\$ 31,908	\$ 3,443	74.04%
FICA	\$ 3,272	\$ 2,530	\$ 2,672	\$ 2,024	\$ 213	75.76%
MEDICARE	\$ -	\$ 602	\$ 603	\$ 473	\$ 50	78.56%
<b>TOTAL</b>	<b>\$ 46,046</b>	<b>\$ 45,862</b>	<b>\$ 46,372</b>	<b>\$ 34,405</b>	<b>\$ 3,706</b>	<b>74.19%</b>



**Town of Norwich  
FY23 Expenditures with Budget**

DESCRIPTION	FY 22 BUDGET	FY 22 ACTUAL	FY 23 APPROVED	FY 23 YTD	Current Month MAR 31, 2023	FY 23 PERF
<b>CONTRACTED SERVICES</b>						
GLVSWMD ASSESSMENT	\$ 37,554	\$ 37,554	\$ 36,120	\$ 36,120	\$ -	100.00%
MUNICIPAL SOLID WASTE	\$ 48,923	\$ 47,846	\$ 51,250	\$ 29,143	\$ 7,113	56.86%
RECYCLING	\$ 39,297	\$ 46,051	\$ 42,250	\$ 29,175	\$ 6,470	69.05%
C & D WASTE DISPOSAL	\$ 9,641	\$ 9,567	\$ 10,250	\$ 9,458	\$ 1,143	92.27%
FOOD WASTE DISPOSAL	\$ 6,850	\$ 17,476	\$ 21,250	\$ 14,382	\$ 2,055	67.68%
UNIFORMS	\$ -	\$ -	\$ 500	\$ 2,055	\$ 2,055	410.90%
<b>TOTAL</b>	<b>\$ 142,265</b>	<b>\$ 158,493</b>	<b>\$ 161,620</b>	<b>\$ 120,332</b>	<b>\$ 18,835</b>	<b>74.45%</b>
<b>EQUIPMENT</b>						
PARTS & SUPPLIES	\$ 1,000	\$ 1,132	\$ 1,000	\$ 195	\$ -	19.51%
REPAIRS & MAINTENANCE	\$ 3,000	\$ 31	\$ 3,000	\$ 6,390	\$ 5,641	213.01%
SMALL EQUIPMENT	\$ 500	\$ -	\$ 500	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 4,500</b>	<b>\$ 1,163</b>	<b>\$ 4,500</b>	<b>\$ 6,585</b>	<b>\$ 5,641</b>	<b>146.34%</b>
<b>TRANSFER STATION</b>						
PURCHASED SERVICES	\$ 2,500	\$ 1,628	\$ 2,500	\$ -	\$ -	0.00%
ELECTRICITY	\$ 2,000	\$ 1,791	\$ 2,250	\$ 3,814	\$ 3,054	169.50%
PROPANE	\$ 600	\$ 390	\$ 750	\$ 496	\$ -	66.19%
TELEPHONE	\$ 500	\$ 447	\$ 500	\$ 337	\$ 38	67.35%
ADMINISTRATION	\$ 1,000	\$ 1,249	\$ 1,000	\$ 761	\$ -	76.15%
FRANCHISE TAX TO VERMONT	\$ 2,000	\$ 417	\$ 2,000	\$ 384	\$ -	19.22%
<b>TOTAL</b>	<b>\$ 8,600</b>	<b>\$ 5,923</b>	<b>\$ 9,000</b>	<b>\$ 5,793</b>	<b>\$ 3,092</b>	<b>64.37%</b>
<b>CAPITAL EXPENDITURES</b>						
DESIGNATED FUND-EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL-TRANSFER STATION DIVISION</b>	<b>\$ 201,411</b>	<b>\$ 211,441</b>	<b>\$ 221,492</b>	<b>\$ 167,115</b>	<b>\$ 31,274</b>	<b>75.45%</b>
<b>TRACY HALL</b>						
WATER USAGE	\$ 875	\$ 739	\$ 875	\$ 328	\$ -	37.50%
ELECTRICITY	\$ 13,500	\$ 4,797	\$ 16,000	\$ 10,845	\$ 6,012	67.78%
HEATING	\$ 11,500	\$ 17,822	\$ 15,000	\$ 13,051	\$ 2,370	87.01%
ALARM MONITORING	\$ 200	\$ 950	\$ 1,250	\$ -	\$ -	0.00%
ELEVATOR MAINT	\$ 3,300	\$ 4,551	\$ 3,250	\$ 3,684	\$ 514	113.34%
CUSTODIAN PAGER	\$ 775	\$ -	\$ 750	\$ -	\$ -	0.00%
BUILDING SUPPLIES	\$ 4,200	\$ 3,621	\$ 4,200	\$ 1,693	\$ (146)	40.32%
REPAIRS & MAINT	\$ 10,000	\$ 8,166	\$ 10,000	\$ 10,547	\$ 1,603	105.47%
BANDSTAND & SIGN ELECT (Inc Huntley EV Charge)	\$ 2,000	\$ 1,666	\$ 2,500	\$ 879	\$ 236	35.16%
DESIGNATED FUND-TRACY HALL	\$ -	\$ -	\$ -	\$ 1,250	\$ -	0.00%
<b>TOTAL TRACY HALL</b>	<b>\$ 46,350</b>	<b>\$ 42,313</b>	<b>\$ 53,825</b>	<b>\$ 42,277</b>	<b>\$ 10,589</b>	<b>78.55%</b>
<b>TOTAL PUBLIC WORKS DEPARTMENT</b>	<b>\$ 2,045,677</b>	<b>\$ 2,006,284</b>	<b>\$ 1,970,385</b>	<b>\$ 1,366,404</b>	<b>\$ 143,618</b>	<b>69.35%</b>
<b>DEBT SERVICE EXPENDITURES</b>						
PUBLIC SAFETY FACILITY BOND - PRINCIPAL	\$ 47,000	\$ 47,000	\$ 47,000	\$ 47,000	\$ -	100.00%
Windsor County Bond	\$ -	\$ -	\$ -	\$ 18,433	\$ 18,433	0.00%
Windsor County Equalizati	\$ -	\$ -	\$ -	\$ 40,397	\$ 40,397	0.00%
PUBLIC SAFETY FACILITY - INTEREST	\$ 46,474	\$ 46,474	\$ 46,381	\$ 45,437	\$ 22,447	97.97%
BROWNS SCHOOLHOUSE RD PED. BRIDGE - PRINIPAL	\$ 14,040	\$ 28,611	\$ 14,000	\$ -	\$ -	0.00%
PUBLIC SAFE BLDG / HIGH. GARAGE ADD. - "OVER."	\$ 52,330	\$ 48,000	\$ 48,000	\$ 48,000	\$ -	100.00%
PUBLIC SAFE BLDG / HIGH. GARAGE ADD. - INTEREST	\$ -	\$ 5,660	\$ 7,500	\$ 4,236	\$ -	56.48%
FEMA LTR OF CREDIT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
FEMA LTR OF CREDIT - INTEREST PAID TO CLOSEOUT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 159,844</b>	<b>\$ 175,744</b>	<b>\$ 162,881</b>	<b>\$ 203,503</b>	<b>\$ 81,277</b>	<b>124.94%</b>
<b>TAX EXPENDITURES</b>						
TAX ADJUSTMENTS & ABATEMENT	\$ 3,000	\$ 452	\$ 3,000	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 3,000</b>	<b>\$ 452</b>	<b>\$ 3,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>
<b>INSURANCES</b>						
SOCIAL SECURITY	\$ -	\$ 10	\$ -	\$ -	\$ -	0.00%
COBRA (Inc. an HRA adjust. In FY20 Actual)	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
UNEMP INS RATE ASSMT	\$ 3,156	\$ 5,438	\$ 3,250	\$ 2,975	\$ 1,067	91.54%
PROP & CAS INSURANCE	\$ 87,385	\$ 102,432	\$ 90,000	\$ 101,234	\$ 28,493	112.48%
WORKER'S COMP INS	\$ 94,397	\$ 85,884	\$ 95,000	\$ 82,063	\$ 18,808	86.38%
<b>TOTAL</b>	<b>\$ 184,938</b>	<b>\$ 193,763</b>	<b>\$ 188,250</b>	<b>\$ 186,272</b>	<b>\$ 48,367</b>	<b>98.95%</b>
<b>TOTAL TOWN EXPENDITURES</b>	<b>\$ 4,780,866</b>	<b>\$ 5,578,492</b>	<b>\$ 4,958,866</b>	<b>\$ 3,736,479</b>	<b>\$ 529,795</b>	<b>75.35%</b>
		\$ 4,763,711				
<b>OTHER MONETARY ARTICLES</b>						
ADVANCE TRANSIT	\$ 13,514	\$ 13,514	\$ 13,514	\$ 6,757	\$ -	50.00%
CATV	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	100.00%
CLIMATE EMERGENCY FUND	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
ASH BORER REMEDIATION FUND	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -	100.00%
POLICING STUDY	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
GOOD BEGINNINGS	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	100.00%
GREEN MOUNTAIN ECONOMIC DEVELOPMENT CORP	\$ 1,659	\$ 1,659	\$ 1,659	\$ 1,705	\$ -	102.74%
HEADREST	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	100.00%
NORWICH AMERICAN LEGION	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	100.00%
NORWICH CEMETERY ASSOCATN	\$ 20,000	\$ 20,000	\$ 20,000	\$ 10,000	\$ -	50.00%
NORWICH CHILD CARE SCHOLARSHIP	\$ 4,348	\$ 4,348	\$ 4,348	\$ 2,174	\$ -	50.00%
NORWICH HISTORICAL SOCIETY	\$ 8,000	\$ 8,000	\$ 8,000	\$ 4,000	\$ -	50.00%
NORWICH LIONS CLUB FIREWORKS	\$ 3,500	\$ 30	\$ 3,500	\$ 3,500	\$ -	100.00%
NORWICH PUBLIC LIBRARY - OPERATING	\$ 288,660	\$ 288,660	\$ 300,000	\$ 150,000	\$ -	50.00%
PUBLIC HEALTH COUNCIL OF THE UPPER VALLEY	\$ 337	\$ 337	\$ 337	\$ 337	\$ -	100.00%
SENIOR SOLUTIONS	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ -	100.00%
SEVCA	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ -	100.00%
SPECIAL NEEDS SUPPORT CENTER	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	100.00%
THE FAMILY PLACE	\$ 6,000	\$ 6,000	\$ 6,000	\$ 3,000	\$ -	50.00%
UPPER VALLEY TRAILS ALLIANCE	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	100.00%
VISITING NURSE ASSOC. & HOSPICE	\$ 18,500	\$ 18,500	\$ 18,500	\$ 9,250	\$ -	50.00%
WHITE RIVER COUNCIL ON AGING	\$ 5,300	\$ 5,300	\$ 5,300	\$ 2,650	\$ -	50.00%
WINDSOR COUNTY MENTORS	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	100.00%
WISE	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	100.00%

Town of Norwich  
FY23 Expenditures with Budget

DESCRIPTION	FY 22 BUDGET	FY 22 ACTUAL	FY 23 APPROVED	FY 23 YTD	Current Month MAR 31, 2023	FY 23 PERF
YOUTH-IN-ACTION	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	-	100.00%
TOTAL VOTED MONETARY ARTICLES	\$ 395,268	\$ 391,798	\$ 416,608	\$ 228,823	-	54.93%
TOTAL TOWN EXPENDITURES IF ALL	\$ 5,176,134	\$ 5,970,290	\$ 5,375,474	\$ 3,965,301	\$ 529,795	73.77%

Town of Norwich General Ledger  
Balance Sheet Current Year - Period 9 Mar  
General

Account	Curr Yr Pd 9 Mar Encumbrances	Curr Yr Pd 9 Mar Actual
<b>ASSET</b>		
01-1-001 CASH	0.00	6,143,140.22
01-1-002 INVESTMENTS	0.00	0.00
01-1-003 RECEIVABLES		
01-1-0030 ACCOUNTS RECEIVABLE	0.00	1,187.03
01-1-0031 GRANT RECEIVABLE	0.00	91,589.73
01-1-0032 NOTES RECEIVABLE	0.00	0.00
01-1-0034 TAXES RECEIVABLE	0.00	267,399.68
<b>Total RECEIVABLES</b>	<b>0.00</b>	<b>360,176.44</b>
01-1-004 OTHER ASSETS	0.00	80,788.20
01-1-090000.00 DUE FROM/TO OTHER FUND	0.00	-4,313,813.14
<b>Total Asset</b>	<b>0.00</b>	<b>2,270,291.72</b>
<b>LIABILITY</b>		
01-2-001 ACCOUNTS PAYABLE	0.00	49,983.78
01-2-002 GRANT LIABILITY	0.00	0.00
01-2-003 OTHER LIABILITIES	0.00	0.00
01-2-004 DEFERRED REVENUES	0.00	0.00
<b>Total Liability</b>	<b>0.00</b>	<b>49,983.78</b>
<b>FUND BALANCE</b>		
01-3-0011 RESERVE-FUND BALANCE	0.00	0.00
01-3-0013 UNRESTRICTED FUNDS	0.00	732,913.35
<b>Total Prior Years Fund Balance</b>	<b>0.00</b>	<b>732,913.35</b>
Fund Balance Current Year	0.00	1,487,394.59
<b>Total Fund Balance</b>	<b>0.00</b>	<b>2,220,307.94</b>
<b>Total Liability, Reserves, Fund Balance</b>	<b>0.00</b>	<b>2,270,291.72</b>

**FUND BALANCE REPORT**

**As of March 31, 2023**

<b>Fund #</b>	<b>Fund Name</b>	<b>Account Balance</b>
04	Conservation Comm Fund	4,686.72
05	Recreation Facility & Imp	73,438.28
06	Fire Apparatus Fund	404,669.55
07	Highway Equipment Fund	149,559.80
08	Highway Garage Fund	104,489.44
09	Solid Waste Equip Fund	34,408.97
10	Police Station Fund	14,317.68
11	Police Cruiser	28,935.50
12	Town Reappraisal Fund	142,392.21
13	Tracy Hall Fund	66,643.81
14	General Admin. Fund	105,268.01
15	Granite Bench With Crysta	9.74
16	Recreation Fund-Dam	5.32
17	Recreation Fund-Tennis Co	33,519.57
19	Town Clerk Equip Fund	-
21	Police Spec Equip Fund	13,116.10
22	Kids & Cops Fund	-
23	Affordable Housing Fund	46,789.24
24	Land Management Council F	16,835.37
25	Fire Station Fund	5,060.08
26	Fire Equipment Fund	131,155.93
27	Sidewalk Fund	105,935.50
28	Long Term Facility Study	2.24
29	Town Manager Vehicle Fund	-
30	Bandstand Renovation Fund	-
31	Communications Study Fund	-
33	Citizen Assistance Fund	7,161.00
34	Wctu Fountain	-
35	Corridor Tree	-
36	Alura Grant	-
37	Main Street Flags	-
38	School Leaseland	-
39	Gospel Leaseland	-
40	Recreation Scholarships	1,886.47
41	DPW-Bridge Fund	566,437.91
42	DPW-Paving Fund	189,550.03
43	Buildings & Grounds	34,077.15
44	Communications Constructi	-
45	Records Restoration	47,209.54
46	Generator Fund	51,271.08
47	Public Safety Facility	(8,847.00)
48	Climate Emergency	40,423.85
49	ARPA (American Rescue Pla	1,025,898.10
50	Expense/Emergency Reserve	754,870.36
51	Operational Perf & Develo	110,714.32
52	Emerald Ash Borer Respons	11,921.27
	<b>Total Designated Funds</b>	<b>4,313,813.14</b>

**IREC Progress Report  
Town of Norwich  
March 2023**

- Worked with the IREC Steering Committee to update and revise the Energy and IREC pages of the TRORC website. The draft is complete and the updates to the website should be complete by the middle of April.
- The "Community Action for Individuals" (CAPI) had some minor revisions and will have a website link that is easier to access.
- Provided updated MERP information and recommended that Norwich apply for the MERP mini-grant and prepare for a MERP energy assessment.
- The MERP Community Capacity mini grant is now open. Provided information about the online application and guidelines for applying.
- Met with Town Manager Brennan Duffy and Linda Gray on March 22. We reviewed pending projects and status. Toured Tracy Hall and facilities with Linda.
- Tracy Hall: Continued to review proposals for weatherization and a new boiler and controls from EEI and Living Buildings. In the near future the proposals will be presented to town officials so that a preferred project plan can be developed for upcoming grant opportunities.
- Arranging a demonstration of electric grounds maintenance equipment including zero-turn mowers, push mowers, chain saws and leaf blowers.
- Upcoming grant opportunities include a VT Department of Housing and Community Development (DHCD) grant with significant funding for EV charging infrastructure expected to go live in May 2023.
- Check your fluorescent lights! VT will prohibit the sale of FL lamps at the end of this year. Efficiency VT has some significant rebates on LED lighting that will expire on June 30, 2023.

Gerald Fredrickson, Chair ~ Peter G. Gregory, AICP, Executive Director  
**128 King Farm Rd. Woodstock, VT 05091 ~ 802-457-3188 ~ [trorc.org](http://trorc.org)**

Barnard ~ Bethel ~ Bradford ~ Braintree ~ Bridgewater ~ Brookfield ~ Chelsea ~ Corinth ~ Fairlee ~ Granville ~ Hancock ~ Hartford  
Hartland ~ Newbury ~ Norwich ~ Pittsfield ~ Plymouth ~ Pomfret ~ Randolph ~ Rochester ~ Royalton ~ Sharon ~ Stockbridge ~ Strafford  
Thetford ~ Topsham ~ Tunbridge ~ Vershire ~ West Fairlee ~ Woodstock

NORWICH FIRE DEPARTMENT  
APRIL SB REPORT



PREPARED BY: FIRE CHIEF ALEX NORTHRN

DATE: 4/3/2023

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Thank you for reading my attached safety report. The town has many residents who own/use E-bikes. There have been growing incidents nationally, where the Lithium Batteries that are used to power this form of transportation are spontaneously combusting and causing large property loss fires and related and injuries. I hope this is informative for you.

Sincerely,

*Alexander Northern*

Town of Norwich Fire Chief

**We are looking for new volunteer members.** For those considering joining the NFD, please visit <http://norwichfire.com/recruiting-q-a/> for further information. Or, for more information about the Department, including recruiting, contact Norwich Fire Chief Alex Northern: [anorthern@norwich.vt.us](mailto:anorthern@norwich.vt.us); 802/649/1133.

March FIRE CALLS	19
March EMS CALLS	23
March FIRE MUTUAL AID	7

# E-Bike and E-Scooter Safety



The popularity of electric bikes and electric scooters (e-bikes and e-scooters) has taken off over the past few years. Lithium-ion batteries are usually the source of power for both, and if not used correctly, or if damaged, those batteries can catch on fire or explode. Whether you use e-bikes or e-scooters as your main way of getting around, or just for fun, there are important safety tips to keep in mind when charging or storing these devices.

## The Problem

- Damaged or defective batteries can overheat, catch fire, or explode.
- Lithium-ion battery fires give off toxic gases and they burn extremely hot.

## Safety Tips

- Only purchase and use devices, batteries, and charging equipment that are listed by a nationally recognized testing lab and labeled accordingly.
- Always follow the instructions from the manufacturer.
- Only use the battery and the charger that were designed for, and came with, the device.
- Do not keep charging the device or device battery after it is fully charged.
- Only charge one device or device battery at a time to prevent overloading the circuit.
- Keep batteries at room temperature when possible. Do not charge them at temperatures below 32°F (0°C) or above 105°F (40°C).
- Do not store batteries in direct sunlight or inside hot vehicles, and keep them away from children and liquids.

- Store e-bikes, e-scooters, and batteries away from exit doors and anything that can get hot or catch fire.
- Only have device repairs performed by a qualified professional.
- Do not put lithium-ion batteries in the trash. Recycling is always the best option. Take the batteries to a battery recycling location or contact your local waste department for disposal instructions.

## Signs of a Problem

Stop using the e-bike or e-scooter if you notice any of these problems with the battery: unusual odor, change in color, too much heat, change in shape, leaking, smoking, or not keeping a charge.



If you see a fire ...

- ❗ Leave the building immediately.
- ❗ Don't try to fight the fire.
- ❗ Call 911.

**LEARN  
MORE**

Visit [nfpa.org/ebikes](http://nfpa.org/ebikes)



# **OPEN POSITIONS**

## **Town Committes & Boards**

The Selectboard is considering applicants for the following positions at the April 26, 2023 meeting:

Conservation Commission	3 seats to expire in March 2027
Energy Committee	1 seat to expire in March 2026
	1 seat to expire in March 2024
Finance Committee	1 – 5 seats, staggered 3-yr terms, TBD
Recreation Council	7 seats to expire in March 2026
Town Service Officer	1 seat to expire in March 2024
Deputy Service Officer	1 seat to expire in March 2024
Tree Warden	1 seat to expire in March 2024
Development Review Board	2 seats & 2 alternates to expire in April 2026
EC Fiber Governing Board	1 seat & 1 alternate to expire in April 2024
Finance Committee	2 seats to expire in June 2023
	1 seat to expire in June 2024
Historic Preservation Commission	4 seats to expire in April 2026
Planning Commission	2 seats to expire in April 2027
Solid Waste Committee	3 seats to expire in April 2026
Two Rivers-Ottauquechee RC	1 seat & 1 alternate to expire in April 2024

**ALSO: future advertisement forthcoming for openings on CT River Joint Commissions – Upper Valley Subcommittee and Trustees of Public Funds**

Revised 04-21-2023



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

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

Name: Emily Myers

Address: 128 Union Village Rd. Norwich, VT 05055

Day phone: 907-385-9300

Evening phone: 907-385-9300

E-mail: Bearmyers1@mac.com

Position Applied For: Development Review Board

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

Terms:

Years:

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

Evening: (Yes  No ) Morning: (Yes  No )

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

No restrictions

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

Please see attached

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

Please see attached

5. Education and Current Employment

Name of Company:

Location:

Title:

Describe your work:

Working full-time on family farm.

6. Pertinent Education and/or Experience:

Norwich University - B.A in Criminal Justice - 1999

University of Oklahoma - Masters in Human Relations - 2010

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

Comments:

I was not able to write in comments for # 3 & 4, due to font size limitations on this PDF.

Signature



Date

3/15/23

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

Although I don't have any professional experience or qualifications for this board, I feel that my best skill is collaborating with others. I enjoy working together with others on a project, especially if it involves my hometown of Norwich. I know can be open-minded, unbiased and willing to focus on the best interests of Norwich.

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

Norwich Cemetery Commission until 2026, Norwich Public Library Board of Trustees member until 2026, Norwich Legion Post 8 Service Officer, Norwich Christmas Pageant Committee leader, Norwich Community Collaborative Board member and Substitute teacher for SAU 70 school district.

**Town of Norwich**  
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**APPLICATION FOR BOARDS/COMMISSIONS**  
*(and for those reapplying for continuing appointments)*

Name: richard stucker

Address: p.o. box 201

Day phone: 802.649.2025

Evening phone:

E-mail: richardstucker@gmail.com

Position Applied For: DRB

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

Terms: 4

Years: 12

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

Evening: (Yes  No  Morning: (Yes  No )

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

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

past membership on DRB and Planning Commission

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

5. Education and Current Employment

Name of Company: retired

Location:

Title:

Describe your work:

museum administrator

6. Pertinent Education and/or Experience:

MBA and appx. 40 years as administrator of non profit organizations

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

Comments:

It is uncertain if I will be able to complete the three term, since my wife and I may be moving to a retirement unit in Hanover. Please let me know if this precludes my remaining on the P.R.B.

Signature

*Richard A. ...*

Date

*March 8, 2023*

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

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

Name: Jack Candon

Address: P.O. Box 45 Norwich VT 05055

Day phone: 802-291-0276

Evening phone: 802-291-0276

E-mail: candonfamily@msn.com

Position Applied For: DRB Alternate

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

Terms:

Years:

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

Evening: (Yes  No ) Morning: (Yes  No )

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

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

46 years as a real estate attorney

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

Selectboard (Norwich), Vermont legislature (D-Norwich)

Not continuing.

5. Education and Current Employment

Name of Company: Retired

Location:

Title:

Describe your work:

6. Pertinent Education and/or Experience:

46 years as practicing real estate lawyer

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

Slight possibility of having to recuse if a former client's application creates a conflict.

---

Comments:

Signature

Jack Candon

Date

February 8, 2023

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

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

Name: Irv Thomae

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

Day phone: 802-649-5617

Evening phone: same

E-mail: irvthomae@alum.mit.edu

Position Applied For: Governing Board, E Central Vt Telecomm. District (ECFiber<sup>+</sup>)

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

Terms: 7 since District formation

Years: 7+8 prior

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

Evening: (Yes  No  Morning: (Yes  No

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

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

7.5 yrs as ECFiber Chair (since before transition to municipal status) involved advocating for the CUD law and subsequent legislative actions to facilitate funding for full-strength rural broadband throughout Norwich and state-wide.

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

ECVTD Governing Board: retired Chair, current Exec Comm. member & Gov't

Relations Officer. PAST: Norwich Finance Committee, before its change to

by-appointment. First elected ~1990, served ~16 yrs in all, Chair 2 or 3 times

Advocate since early 1990's for income-based school funding mechanisms.



5. Education and Current Employment

Name of Company: Dartmouth College

Location: Thayer School; ISTS

Title: Retired

Describe your work:

At Thayer School: Faculty (1974-1981), Design Fellow (1981-84) // Independent Software Developer (1984-2001) // At ISTS: Internet Security Researcher (2001-2006)

6. Pertinent Education and/or Experience:

Education: S.B. , Ph.D. , both from MIT

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

7. Do you feel there could be *any conflict of interest* with your personal beliefs, occupation or employer in serving on this board, commission or committee? (Yes

No). If yes, please explain:

None. My Comments start here: A Communications Union District such as ECFiber is legally a municipality (like a solid waste district, but NOT funded from members'

---

taxes.) Commercial providers have consistently ignored rural needs, so in 2021 ...

Comments:

Vermont's legislature passed Act 71, creating and funding a Community Broadband Board to speed up rural broadband construction chiefly by distributing grant funds and other assistance to and through CUD's across the state. Long ECFiber service equips me to help ECF, VCBB, and other CUD's avoid repeating early mistakes with lots more money.

Signature

Date

Irv Thomae

April 20, 2023

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

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

Name: Robert Gere

Address: 1399 Union Village Rd

Day phone: 802 280 5142

Evening phone: 802 649 3267

E-mail: rgere@mac.com

Position Applied For: Alternate to representative to EC Fiber  
Governing Board

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

Terms: 7

Years: 7

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

Evening: (Yes  No  Morning: (Yes  No

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

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

I have 30 years experience in technology fields

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

Finance Committee, Energy Committee, Justice of the Peace, BCA, Selectboard.

Current: EC Fiber Governing Board Alternate

5. Education and Current Employment

Name of Company:  
Title:  
Describe your work:

Location:

Retired

6. Pertinent Education and/or Experience:

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

Comments: ECFiber is a Communications Union District, a quasi municipal entity with the goal of bringing high speed fiber optic internet to all Vermont ~~the~~ member town locations. It is a multi-million dollar organization that needs an experienced, stable Governing Board.

Signature

Robert Ser

Date

4/6/23

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

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

Name: Erich Rentz

Address: 73 Doc Hardy Ln

Day phone: 6036676093

Evening phone:

E-mail: rentz.erich@gmail.com

Position Applied For: Energy Committee

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

Terms: 1

Years: 3

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

Evening: (Yes  No  Morning: (Yes  No

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

Two young children and a full-time job, but will do my best.

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

I worked as the Director of Site Selection for US Solar, a community solar development firm for which I learned about, and made connections within, the energy sector.

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

I have been serving on the Energy Committee for the last three years. I have no other municipal or school district Boards, Commissions, or Committees.

5. Education and Current Employment

Name of Company: Stripe

Location: Remote

Title: Geogrpaher

Describe your work:

I work on the sales tax compliance team of a payments company.

6. Pertinent Education and/or Experience:

BA Colgate University in Geography & History; MS in GIS Utah University

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

Comments:

I believe that I bring a wealth of knowledge from my work for a solar development firm and my previous life as a transporation consultant. I think I can provide a diversity of thought on potential aims and solutions for the Town.

Signature



Date

3/20/2022

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

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

Name: Robert Gere  
Address: 1399 Union Village Rd.  
Day phone: 802 280 5192 Evening phone: 802 649 5267  
E-mail: rgere@mac.com  
Position Applied For: Energy Committee

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

Terms:

Years:

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

Evening: (Yes  No ) Morning: (Yes  No )

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

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

Previous experience serving on the NEC, Article 36 Task Force and Selectboard

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

none current

5. Education and Current Employment

Name of Company:

Location:

Title:

Describe your work:

Retired

6. Pertinent Education and/or Experience:

BFA San Francisco Art Institute.

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

Comments: I would bring my previous experience on the committee as well as an understanding of the limitations on taking actions within the framework of town governance.

Signature

Robert Gere

Date

3/29/23

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

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

Name: *Linda Cook*  
Address: *PO Box 828*  
Day phone: *1-603-208-7847* Evening phone:  
E-mail: *cookL1574@gmail.com*

Position Applied For: *Norwich Historic Preservation Com.*

1. If you are re-applying for the same board/commission, how many terms/<sup>4-5</sup>years have you already served?  
Terms: \_\_\_\_\_ Years: *years*

2. Would you be available for evening and/or morning meetings?  
Evening: (Yes  No  Morning: (Yes  No   
Are there other restrictions on your availability? If so, please describe:

3. Please list any experiences, skills and/or qualifications which you feel would especially suit you for this appointment. *Institutional Knowledge, working on the town survey update, helped with children programs, and other activities.*

4. Please include service on other municipal or school district Boards, Commissions, or Committees both in Norwich and elsewhere and indicate whether or not any of those appointments are current ones:  
*Norwich Select Board, Norwich Fire Department, Histor, Solid Waste Committee,*



5. Education and Current Employment

Name of Company: *Town of Norwich*

Location: *Norwich, Vermont*

Title: *Fire Fighter*

Describe your work:  
*respond to car accidents  
fires, CO calls etc,*

6. Pertinent Education and/or Experience:

*work in children Fire Prevention  
teaching years of Historical  
research, many years volunteer  
at The Historical  
Society*

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

Comments: *We have been a Team working together,*

Signature

*Andrew E. Cook*

Date

*11/24/2023*

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

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

Name: **PETER FRENCH**

Address: **1074 NEW BOSTON RD, NORWICH, VT 05055**

Day phone: **603-252-1247** Evening phone:

E-mail: **pfrench53@gmail.com**

Position Applied For: **MEMBER - NHPC**

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

Terms:

Years:

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

Evening: (Yes  No  Morning: (Yes  No

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

3. Please list any experiences, skills and/or qualifications which you feel would especially suit you for this appointment. - **42 YRS DESIGN + CONSTRUCTION**

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

**NONE**

5. Education and Current Employment

Name of Company: FINE WOODWORK + DESIGN, Location: NORWICH  
Title: PRESIDENT - RETIRED 2016 INC

Describe your work: DESIGN + CONSTRUCTION OF RESIDENTIAL +  
COMMERCIAL RESTORATION, RENOVATION + NEW  
PROJECTS.

6. Pertinent Education and/or Experience:

B.S. UNH, 1975 - GENERAL STUDIES - ENGINEERING, PHYSICS  
DESIGN SERIES - MONTANA STATE UNIVERSITY SCHOOL OF ARCHITECTURE  
(I AM NOT A LICENSED ARCHITECT) 21980

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

Comments:

ALWAYS MAINTAINED KEEN INTEREST IN AMERICAN  
ARCHITECTURE, AND APPLIED THAT KNOWLEDGE IN EVERY  
PROJECT I DESIGNED.

Signature

Peter C French

Date

APRIL 11, 2023

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

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

Name: Jess Phelps

Address: 8 Hopson Road

Day phone: 603.643.3300 x. 1160

Evening phone:

E-mail: [jphelps@lymetimber.com](mailto:jphelps@lymetimber.com)

Position Applied For: Norwich Historic Preservation Commission

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

Terms: 1

Years: 3

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

Evening: (Yes  No  Morning: (Yes  No

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

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

Team Leader for Historic Preservation, Historic New England (2011-14)

I have also taught historic preservation law.

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

5. Education and Current Employment

Name of Company: The Lyme Timber Company Location: Hanover

Title: Associate General Counsel

Describe your work:

I'm primarily a real estate attorney.

6. Pertinent Education and/or Experience:

Past Board Member, Preservation Burlington (VT)

Past Board Member, Maryland Association of Historic District Commissions

Board Member, Vermont Land Trust

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

---

Comments:

Signature

Jess Phelps

Date

1/11/2023

Due 4/26/23 1:30 PM  
4/26/23 Meeting

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

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

Name: *Stewart Richards*

Address: *82 Elm St, PO Box 156*  
*617-459-4199*

Day phone: Evening phone: *802-649-5128*

E-mail: *srichards@globalITSCOO.COM*

Position Applied For: *PLANNING COMMISSION*

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

Terms: 2 Years:

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

Evening: (Yes  No  Morning: (Yes  No

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

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

*Waitsfield PLANNING COMMISSION*  
*VERMONT LICENSED REAL ESTATE BROKER*  
*OWNER MULTIPLE REAL ESTATE OFFICES*  
*LARGE SCALE REAL ESTATE DEVELOPER*  
*FAMILIARITY WITH ZONING & LAND DEVELOPMENT RULES*  
*HR EXPERIENCE W/ GE & CITIBANK*

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

*FOUNDER Director of FORD SAYRE ACADEMY*  
*MEMBER NORWICH SEWER COMMITTEE*  
*FOUNDER/DIRECTOR Norwich Affordable Housing INC. a non-profit with a 24 member advisory board.*

5. Education and Current Employment

Name of Company: Global Rescue LLC Location: Lebanon, NH

Title: Senior Vice President

Describe your work: Real Estate, HR, Sales, Administration  
Supervising

MANILA, PHILIPPINES  
AMSTERDAM, NETHERLANDS  
ISLAMABAD, PAKISTAN  
PUERTO RICO

6. Pertinent Education and/or Experience:

BA Dartmouth Coll.  
30 credits Beyond  
USMC  
BUILT 3 HOUSES; LIMITED HELP

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

Comments:

Signature

[Handwritten Signature]

Date

4/14/23, 4/20/23

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

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

Name: Anna Connolly

Address: 261 Main Street / PO Box 888 / Norwich, VT 05055

Day phone: 9149240136

Evening phone: 9149240136

E-mail: anna.f.connolly@gmail.com

Position Applied For: Norwich Recreation Council

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

Terms:

Years:

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

Evening: (Yes  No  Morning: (Yes  No

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

My schedule changes constantly due to work and childcare obligations, so the answer is yes, but they shift all the time.

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

I love all sorts of sports and recreation. I played soccer competitively when I was younger, and tennis, basketball, and softball less competitively. I love to

run, hike (have done many long-distance backpacking trips, including the Long

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

Board Chair, Gibney (internationally renowned contemporary dance company with a social justice/arts mission) Faculty committees through my employment at Vermont Law & Graduate School



5. Education and Current Employment

Name of Company: Vermont Law & Graduate  Location: South Royalton, VT

Title: Assistant Professor of Law

Describe your work:

I am a law professor and teach Appellate Advocacy and various Legal Writing courses.

6. Pertinent Education and/or Experience:

Dartmouth College, B.A.

Columbia Law School, J.D.

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

Comments:

I am applying to join the Rec Council because I think the recreation opportunities in Norwich are amazing. I love the sports and events that the Rec Dep't organizes, my three kids participate in tons of stuff through the Rec Dep't, and without Brie, this Council, and whoever else helps out, our town would be such a different place. I am so grateful for all of

Signature

Anna Connolly

Date

March 12, 2023

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

12/10  
delivered  
to Tm  
office

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

Name: Bram Litvinoff

Address: 348 Main St

Day phone: 603-443-2741

Evening phone: same

E-mail: Bram.litvinoff@gmail.com

Position Applied For: Solid Waste

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

Terms:

Years:

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

Evening: (Yes  No  Morning: (Yes  No

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

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

Worked for the Solid Waste division at City of Lebanon for 5 Years

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

5. Education and Current Employment

Name of Company: City of Lebanon

Location: Lebanon, NH

Title: Utility Operator

Describe your work:

Work in water distribution, safety and metering

6. Pertinent Education and/or Experience:

Twelve Years employed with City of Lebanon, Public Works

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

Comments:

Signature



Date

4/20/23

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

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

Name: Jordan Mueller

Address: 32 Douglas Ridge, Norwich VT 05055

Day phone: 617-417-8035

Evening phone: 617-417-8035

E-mail: jordanmueller@gmail.com

Position Applied For: Solid Waste Committee

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

Terms:

Years:

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

Evening: (Yes  No  Morning: (Yes  No)

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

Monday evenings are generally not good for meetings.

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

I don't have anything particular besides:

- appreciation for the work Jed, Paul, and Roger do to keep the transfer station running smoothly
- curiosity to understand more about how Norwich handles it's waste and recycling
- a desire to help

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

5. Education and Current Employment

Name of Company: Goldstar Learning, Inc.

Location: Chicago, IL

Title: Software Developer

Describe your work:

I design, build, and maintain assessment software used by K - 12 school districts.

6. Pertinent Education and/or Experience:

My experience with software development and web technologies could be useful if the committee is evaluating any tools or programs for waste reduction or communication.

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

Comments:

Thank you for your consideration.

Signature



Date 04/18/2023

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

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

Name: Brian Loeb

Address: 50 Willey Hill Rd.

Day phone: (617) 270-0310

Evening phone: (802) 649-7277

E-mail: loebbrian@gmail.com

Position Applied For: Two Rivers-Ottauquechee RC representative

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

Terms: N/A

Years:

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

Evening: (Yes  No  Morning: (Yes  No

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

N/A

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

Professional experience in affordable housing policy and finance, natural disaster response, grant administration, and other TRORC issues. Also

helped write the current Norwich Town Plan and Housing Strategy.

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

1) Norwich Planning Commission member (2019-present; current vice-chair);

2) Affordable Housing Subcommittee member (2019-present);

3) Norwich Childcare Committee member (2020-2022); 4) TRORC/

Mt. Ascutney Hosp./Vital Communities housing working group (2020-present)

5. Education and Current Employment

Name of Company: TD Bank

Location: Remote

Title: Community Development Manager

Describe your work:

Represent the bank to non-profit organizations in the areas of affordable housing and economic development in Vermont, New Hampshire and Maine.

6. Pertinent Education and/or Experience:

Tufts University (Bachelors & Masters degrees)

Certified small-claims court mediator (Mass.)

7. Do you feel there could be *any conflict of interest* with your personal beliefs, occupation or employer in serving on this board, commission or committee? (Yes

No). If yes, please explain:

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Comments:

I understand the value of the TRORC to the town and the dependence on the TRORC for the objectives in the Town Plan. I will be an advocate for the issues of importance to Norwich and for the development of policy and programs that lead to tangible regional collaboration.

Signature

Date

Brian S. Loeb

April 20, 2023

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

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

Name: Jacqueline Allen

Address: 15 Union Village Road

Day phone: 203-253-4871

Evening phone:

E-mail: allenjaci@gmail.com

Position Applied For: Alternate TRORC representative

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

Terms: One

Years: One

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

Evening: (Yes  No)  Morning: (Yes  No)

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

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

I have served on the Norwich Planning Commission since 2015. I have served representative for the Two Rivers Ottauquechee Regional Commission for the

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

I currently serve as board chair of the Upper Valley Educators Institute and on the Osher at Dartmouth Leadership Council as Planning Committee chair



5. Education and Current Employment

Name of Company: Retired

Location:

Title:

Describe your work:

6. Pertinent Education and/or Experience:

Work experience in strategic planning at Pitney Bowes, Peppers & Rogers Group, and

Volunteer experience on six non-profit boards, including Preserve RI and Vermont Pre

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

Comments:

TRORC is an important resource for our town. I look forward to continuing to serve as alter

Signature

Jacqueline Allen

Date

4/20/23

**TO: Brennan Duffy, Interim Town Manager**  
**FROM: Chris Kaufman**  
**RE: Paving for Culverts on New Boston Road**  
**DATE: April 20, 2023**

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To save money for the Town of Norwich, the DPW staff will be installing the four new stormwater culverts on New Boston Road as a part of the FY23 Better Roads Grant. The grant pays for 80% of the labor, materials, and equipment utilized for this project. The culverts will be installed by the DPW, but will need the services of a paving company to mill and repair the pavement cuts. The DPW has reached out to five companies: United Construction, Sunapee Paving, MPS Excavating, Pike Industries, and Blaktop, Inc. Four of these companies did not provide a response, nor could perform the work before the end of June 2023 (deadline for the grant), and several did not have the capability to mill the pavement transitions. The only company that has the capability to perform all the required work and provided a bid was Blacktop, Inc. The price for paving and milling the culverts is approximately \$12,175.00. Since we are getting reimbursed by VTrans approximately 80% of the costs, the actual paving cost to the town will be \$2,435.00. I recommend proceeding with Blaktop, Inc. for this work.

**Certification of Compliance  
for  
Town Road and Bridge Standards  
and  
Network Inventory**

We, the Legislative Body of the Municipality of Norwich, Vermont \_\_\_\_\_ certify that we have reviewed, understand and comply with the Town Road and Bridge Standards / Public Works Specifications and Standards passed and adopted by the Selectboard / City Council / Village Board of Trustees on July, 10 \_\_\_\_\_, 2019.

We further certify that our adopted standards  do  do not meet or exceed the minimum requirements included in the June 5, 2019 State-approved template.

We further certify that we  do  do not have an up-to-date highway network inventory which identifies location, size, deficiencies/condition of roads, bridges, causeways, culverts and highway-related retaining walls on class 1, 2, and 3 town highways, and estimated cost of repair.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
  
\_\_\_\_\_  
(Duly Authorized Administrator)

Date: \_\_\_\_\_

For a summary of your community's road and bridge information please visit: [tinyurl.com/rdsinfo](http://tinyurl.com/rdsinfo)

**TOWN/VILLAGE OF** Norwich VT

**DATE:** 4/12/23

**SELECTION BOARD/TRUSTEES:**

1. Marcia Calloway

CHAIR/PRESIDENT

MAILING ADDRESS: 17 Hopson Ln.

WORK PHONE:

Norwich, VT 05055

HOME PHONE: 649-9082

2. Roger Arnold

MAILING ADDRESS: 655 VT Rte. 132

WORK PHONE:

Norwich, VT 05055

HOME PHONE: 526-4597

3. Mary Layton

MAILING ADDRESS: 1463 Union Village Rd.

WORK PHONE:

Norwich, VT 05055

HOME PHONE: 649-1973

4. Pamela Smith

MAILING ADDRESS: 1445 New Boston Rd.

WORK PHONE:

Norwich, VT 05055

HOME PHONE: 649-7008

5. Priscilla Vincent

MAILING ADDRESS: 267 Main St.

WORK PHONE:

Norwich, VT 05055

HOME PHONE: 649-1807

**ROAD COMMISSIONER/ROAD FOREMAN/SUPERINTENDENT OF STREETS:**

Chris Kaufman

MAILING ADDRESS: 26 New Boston Rd

WORK PHONE: 802-649-2209

Norwich VT 05055

HOME PHONE:

CELL PHONE: 802-535-1547

**TOWN/VILLAGE CLERK:**

Lily Trajman

OFFICE MAILING ADDRESS: 300 Main St Norwich VT 05055

WORK PHONE: 802-649-1419

HOME PHONE:

**OFFICE HOURS:** 8:30 am - 4:30 pm Monday - Friday

**E-MAIL ADDRESS:** clerk@norwich.vt.us

**24-HOUR EMERGENCY CONTACT NAME & NUMBER (DISASTER USE ONLY)**

**TOWN/VILLAGE TREASURER:**

Cheryl Lindberg

OFFICE MAILING ADDRESS: 300 Main St

WORK PHONE: 802-649-1419

Norwich VT 05055

HOME PHONE:

**PLEASE COMPLETE AND RETURN THIS FORM AS SOON AS POSSIBLE TO:**

**VERMONT AGENCY OF TRANSPORTATION – OPERATIONS DISTRICT 4**

Email to:

[chris.bump@vermont.gov](mailto:chris.bump@vermont.gov)

[kim.lewis@vermont.gov](mailto:kim.lewis@vermont.gov)

**ANNUAL FINANCIAL PLAN - TOWN HIGHWAYS**  
**19 V.S.A. § 306(j)**

TA-60

Town of Norwich, Vermont Fiscal Year 2024 Begin July, 10 End 6/30/24

**INCOME**

DESCRIPTION	ESTIMATED
State Funds - 19 V.S.A. Section 306(a):	
Class 1    0.000	\$ 0.00
Class 2   14.550	\$ 63,865.24
Class 3   61.220	\$ 99,822.48
Town Tax Funds – 19 V.S.A. Section 307	\$ 1,738,591.00
Special Funds (e.g., bonds or earmarks):	
a. 46 years as a real estate attorney	\$ 39,500.00
b. Selectboard (Norwich), Vermont legi	\$ 19,300.00
c.	\$
<b>TOTAL</b>	<b>\$ 1,961,078.72</b>

**EXPENSES**

DESCRIPTION	ESTIMATED
Winter Maintenance	\$ 590,960.50
Non-Winter Maintenance	\$ 600,415.50
Major Construction Projects	
a.	\$ 65,110.00
b. <b>Not continuing.</b>	\$
c.	\$
<b>TOTAL</b>	<b>\$ 1,256,486.00</b>

**Comments:**

This form shall be signed by the appropriate town officials and forwarded to the District Transportation Administrator.

**ANNUAL FINANCIAL PLAN - TOWN HIGHWAYS**

**TA-60**

**19 V.S.A. § 306(j)  
(page 2)**

We, the Legislative Body of the Municipality of Norwich, Vermont certify that funds raised by municipal taxes are equivalent to or greater than a sum of at least **\$300.00** per mile for each mile of Class 1, 2, and 3 Town Highway in the municipality. (19 V.S.A. 307)

\_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Duly Authorized Representatives)

The submitted Town Plan meets the requirements of Title 19, Section 306(j).

\_\_\_\_\_ Date: \_\_\_\_\_

District Transportation Administrator

Town of Norwich, Vermont



CHARTERED 1761

**MEMO**

TO: Town of Norwich Selectboard

FROM: Brennan Duffy, Interim Town Manager

RE: Update on Building and Grounds position and Recreation needs

DATE: April 21, 2023

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As you recall, a proposal was made to the Selectboard previously in which certain positions and job descriptions within the Department of Public Works and the Recreation Department could be manipulated to address specific pressing needs and workforce challenges, specifically the immediate need to find a field maintenance solution for the Huntley Meadows Athletic Fields.

Following ongoing consideration, and in recognition of the time-urgency of need and complexities involved in this process, it has been determined to withdraw that proposal at this time and remain with the current jobs and duties of each respective department. This will include keeping the Building and Grounds Technician within the DPW and continuing to actively seek out a qualified candidate to fill this position. It would also maintain, as is, the recently funded Assistant Recreation Director position within the Recreation Department with no additional duties or responsibilities than those previously approved.

The underlying issue which prompted this discussion, the need to find a solution to support the field maintenance requirements of Huntley Meadows Athletic Fields, remains. To address this the Departments involved continue to seek a qualified candidate for the DPW B&G Technician position, which would continue to fill the field maintenance role as it has historically done. Further, we are also currently exploring opportunities to contract with an outside vendor to provide these services in an interim capacity. Lastly, as an immediate solution and if needed, a current DPW employee will provide this field maintenance service for the immediate future.