

Norwich Selectboard
Regular Meeting – May 24, 2023 – 6:30 p.m.

Participation: Hybrid Physical Location: Tracy Hall meeting room
ZOOM access information: <https://us02web.zoom.us/j/89116638939> Meeting ID: 891 1663 8939
US Toll-free: 888-475-4499 (Press *9 to raise hand; Press *6 to unmute after recognized by Chair)

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

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

3. Minutes – May 10, 2023 meeting..... 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 will be no immediate action and could be no public comment.

6. School Board Liaison(s) possible reports
7. Cannabis retail request follow up
8. Update on bike/pedestrian/Beaver Meadow Road issues
9. Update on Kids’ Bridge project.....Motion(s) possible.
10. Interim Town Manager update

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.

- Intermunicipal Regional Energy Coordinator (“IREC”)
- Recreation Department

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

11. Committee appointments continued.....Motion(s) anticipated.
12. Forest Fire Warden appointment.....Motion anticipated.
13. Review of Selectboard Decision to approve Preferred Site Letter for proposed 500 KW solar installation on Lewis Property, off Upper Loveland Road, Norwich.....Motion possible.
14. RFQ Draft for Town Manager search.....Motion(s) possible.
15. ARPA transfer of funds and documentationMotion(s) possible.
16. Personnel Matters and Hires, Executive Session may be required pursuant to 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.....Motions required.
17. Collective Bargaining Update. Executive Session may be required pursuant to 1 V.S.A. § 313(a)(1)(B) to receive an update on collective bargaining with employees after “finding that premature general public knowledge would clearly place the public body ... involved at a substantial disadvantage” pursuant to 1 V.S.A. § 313(a)(1), 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. Review of Committees, Commissions, Boards and coordination of town work.....Motion(s) possible.
19. ARPA public participation process for use of surplus funds.....Motion(s) possible.
20. Selectboard meeting dates in June.....Motion(s) possible.

Future Agenda Items Possible

June 7 or 14
Items

June 21 or 28
Items

Adjournment

DRAFT Minutes of the Selectboard Meeting of
Wednesday, May 10, 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; Wade Cochran, Police Chief; Stuart Rogers, Police Sergeant; Sarah Wraight; Brendan Classon; Jeffrey Goodrich; Suzanne Leitner; Jeffrey Lubell; Watt Alexander; Douglas Hardy; Demosthenes Sofronas; Lily Trajman; Robert Gere; Susan Barrett; Sohier Perry; Jacqueline Allen; Brie Swenson

1. Welcome. Meeting was called to order at 6:30pm by Calloway.

2. Agenda Review. Layton moved, seconded by Smith to approve the agenda.
Approved unanimously.

3. Sarah Wraight, TRORC: ARPA money options, community input, and planning. Wraight presented options for best managing funds from ARPA grants. Norwich received just over \$1M. She noted that the funds must be obligated by the end of 2024. She said that as with other communities, the category in question is compensation for “Lost Revenue.” Monies may be used for services at every level of government in the municipality and are not limited by precedent in terms of what the Town has done in the past and are not subject to federal procurement obligations. No Townwide vote is required governing allocation. The Legislature removed rules requiring that funds originally allocated to highways, for example, must be spent on highways.

Nonetheless, there are limitations. In particular, funds cannot be “squirreled away” in a rainy day fund, expended on debt servicing, applied to anything that might undermine anti-COVID efforts, used to satisfy court judgments (though exceptions apply), and cannot be used for projects not complying with regulations as stated in the grant materials. Interest may be earned so long as not derived from any rainy day fund.

Hardy endorsed getting public input in regard to the ARPA funding allocations, and stressed that the Police Department needs repeaters to have full coverage around Town. He expressed concern that their new cruiser had arrived equipped only with a “music radio.” He also said that he does not think even a contingent of five officers would be sufficient, considering the time away from the field necessary for training, etc.

4. Minutes – Approval of Minutes for 04/26/2023 meeting. Smith moved, seconded by Vincent, to approve the minutes of 4/26/2023 with the corrections suggested by

Smith and Cheryl Lindberg as outlined in the present meeting's packet. Motion withdrawn after discussion. Layton moved, seconded by Arnold, to approve the minutes of 4/26/2023 with proposed amendment by Cheryl Lindberg regarding added agenda item 6.5. **Approved unanimously.**

5. Correspondence. Several issues were discussed that had been raised in correspondence. Brendan Classon was invited to join the discussion regarding the noise and negative environmental impact of gasoline-powered leaf blowers. He said he thinks the California ban goes too far, but that there should be greater restrictions in Norwich as to the length of time over which such machines may be employed in a neighborhood on any particular day. Board determined to address by placing the issue on a future agenda. Goodrich said that any potential imposition of a decibel limit must be placed before the Planning Commission as it is a zoning issue. Lubell presented a memorandum signed onto by a number of Norwich residents seeking to establish principles of public discourse, stating they feel these are essential to ensure adequate attraction and retention of Town staff as well as volunteers, but recognized that any formal action would be deemed unconstitutional. Calloway responded that the Board strives itself to model the principles in question.

As a member of the Conservation Commission, Leitner stood to support a proposal to officially codify the Milt Frye Nature Area as such. Calloway said it would appear on a future agenda.

Richards spoke in support of his correspondence regarding the COLA/retention bonuses as discussed in previous meetings. Calloway reiterated that the legal advice received by the Town precludes any unilateral action not explicitly agreed to by the New England Police Benevolent Association.

The Board discussed correspondence, copied in the packet, from Joyce Hasbrouck, the interim Finance Director, suggesting a motion be made to "use the ARPA funds to create a surplus by covering the payroll and benefit expenses incurred in the first 3 quarters of FY23 (July 1, 2022- March 31-23), using the Police Department, Fire Department spending first, then the other departments at the discretion of the Town manager until we arrive at the total ARPA receipt of \$1,025,898.10."

Vincent moved, seconded by Layton, to approve receipt of the correspondence. **Approved unanimously.**

6. AP Warrant(s). It was decided to split the motion as proposed in the packet into two distinct statements. Layton moved, seconded by Arnold, to approve AP Warrant #999 in the amount of \$112,459.99. **Passed unanimously.** Layton then moved, seconded by Arnold, to approve Warrant #1000 in the amount of \$62,424.84. **Passed unanimously.**

Public Comments. Lubell and Alexander made statements that the Board should use a more deliberative process in regard to spending outlays vis-à-vis ARPA. The Board agreed to delay action on any such motion. Calloway said that it will be a priority discussion item at the next meeting, including how best to accommodate public participation.

Trajman, representing the School Board, said the Board's future meeting agendas should include a brief (approximately five minutes) report from the School Board, preferably early in the meeting. She stated that that could be made by Smith, as she is presently the official liaison from the Selectboard to the School Board.

Sofronas advocated for the potential fifth Police Department position, mentioning the ARPA funding, the ongoing shortage of crossing guards, and needs for training time and time off. He made a formal request that the Board work together to unanimously approve the hiring of a fifth officer, commenting that there is sufficient money in the budget, particularly considering that the Police force was understaffed for a period of time.

7. Police Department requests. In the context of various Police Department requests for equipment outlays, Police Chief Cochran and Sergeant Rogers spoke in support of their memo on the subject.

Arnold moved, seconded by Layton, to approve the public sale of the 2013 out-of-service unmarked police cruiser according to the proposal made by Police Chief Wade Cochran. **Passed unanimously.**

Arnold moved, seconded by Vincent, to approve the expenditure of up to \$33,000 from the FY 2023 operating budget for the purchase of five portable radios, according to the proposal made by Police Chief Wade Cochran. **Passed (4- yes; Smith – abstain).**

Arnold moved, seconded by Layton, to approve the expenditure of up to \$29,000 from the FY 2023 operating budget for the purchase of four mobile radios according to the proposal made by Police Chief Cochran. **Passed (4- yes; Smith – abstain).**

Arnold moved, seconded by Layton, to approve the expenditure of up to \$21,000 from the Police Cruiser Reserve Fund for the cost of outfitting the 2023 Ford Hybrid police vehicle. **Passed unanimously.**

Vincent inquired whether the Chief's proposed outlay from the Police Special Equipment Fund would include such things as shields and Rogers responded that they are currently looking into grant opportunities for personal protective equipment to include "heavy plated armor" at a cost of approximately \$3,000 per officer.

Layton moved, seconded by Vincent, to approve the expenditure of up to \$13,000 from the Police Special Equipment Fund for the cost of purchasing and setting up long guns. Calloway, Vincent, Layton Yes; Smith Abstain; Arnold No. **Motion passed.**

8. Committee appointments continued. Vincent suggested putting Cheryl Asa's application for appointment to the Conservation Commission on the next meeting's agenda rather addressing it at this meeting since Asa had been present but was not currently present. Arnold spoke on her behalf, however, as did Sofronas. Arnold moved, seconded by Smith, to appoint Cheryl Asa to the Conservation Commission for a term expiring on March 31, 2027. **Motion passed unanimously.**

Layton said the Board should address the first of several potential motions to be considered by the Board regarding the Planning Commission as detailed in a document for the Selectboard's consideration at this meeting, which would increase the number of its members from 7 to 9. Since this was not on the agenda, however, and based on the Board's past consideration and decisions not to increase the commission size, the Board determined to move forward and appoint the 7th position.

Gere stood to bolster his application for membership on the Planning Commission, mentioning that in addition to his record of civic service, including a stint on the Selectboard, he's lived in Town since 1978. Susan Barrett and Robert Pape, also appearing in person, similarly touted their qualifications and strong desire to serve on the Planning Commission. Jaan Laaspere, appearing via Zoom, made a similar case, emphasizing that in addition to his past work as a developer and builder in Norwich, he served for several years as the Town's representative to the GUVSWMD, and was the project manager early in the development of the Star Lake affordable housing community. Goodrich endorsed his application and recommended against increasing the membership beyond seven, as did Richards. Speaking as Chair of the Planning Commission, Allen spoke in favor of greater diversity in terms of both gender and length of time resident in Norwich.

Arnold moved to appoint Susan Barrett to the Planning Commission. The motion was not seconded and thus failed. Smith moved, seconded by Vincent, to appoint Jaan Laaspere to the Planning Commission for a term expiring on April 30, 2027. Calloway, Vincent, Smith, Layton Yes; Arnold No. **Motion passed.**

There being only one vacancy remaining on the Planning Commission, other potential motions in this regard were tabled as moot at least for the immediately foreseeable future.

Smith moved, seconded by Vincent, to appoint Sohier Perry to the Recreation Council for a term expiring on March 31, 2026. **Motion passed unanimously.**

Layton moved, seconded by Vincent, to appoint Pamela Smith as Trustee of Public Funds for a term expiring on March 5, 2024. Four, Yes; Smith, Abstain. **Motion passed.**

At this point in the meeting, due to the lateness of the hour, the Board agreed to revise the meeting agenda as follows:

- Item 11 becomes Item 9
- Item 13 becomes Item 10
- Item 9 becomes Item 11
- Item 10 becomes Item 12
- Item 12 becomes Item 13
- Items 14, 15 and 16 remain the same

9. Alcohol Waiver Request for Tracy Hall. Calloway requested and the Board agreed to move what had been item #11 to become #9. DeLugach and Melamut then appeared in support of their request seeking a waiver of the Alcohol Ordinance to accommodate the planned Bar Mitzvah celebration for their son in Tracy Hall on June 24. Their congregation is centered in Hanover, but they emphasized that many members reside in Norwich, as do they. DeLugach said that the tradition of this ceremony requires the consumption of a glass of wine. Calloway said she thought the Board nonetheless needed to follow the policy as established, and review the policy in future if it needs to be amended.

Layton moved, seconded by Smith, to grant a waiver of the provisions of the Norwich alcohol ordinance to permit the Upper Valley Jewish Community to hold a celebration in Tracy Hall. Three Yes; Calloway & Vincent, No. **Motion passed.**

10. Recreation Department job descriptions. At a previous meeting, the Board had asked to see the job descriptions for the Recreation Department. Brie Swenson answered questions from the Board regarding the two jobs. The Board took no action on this matter.

11. 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.

Layton moved, seconded by Vincent to find that premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage pursuant to 1 V.S.A. § 313(a)(1). **Passed unanimously.**

Layton moved, seconded by Smith, to enter Executive Session pursuant to 1 V.S.A. § 313(a)(1)(A) to consider the contract of the Interim Town Manager and to invite the Interim Town Manager. **Passed unanimously.**

The board entered executive session at 10:23 p.m.

Layton moved, seconded by Arnold, to enter public session. **Motion approved unanimously.** The board entered public session at 10:47 pm.

12. Litigation Discussions. Executive session may be required pursuant to 1 VSA §313(a)(1)(E) to consider pending civil litigation to which the public body is a party, and to invite the Interim Town Manager and possibly town counsel. Layton moved, seconded by Arnold, to find that premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage pursuant to 1 V.S.A. § 313(a)(1)(E). **Passed unanimously.**

Layton moved, seconded by Vincent, to enter Executive Session pursuant to 1 V.S.A. § 313(a)(1)(E) to consider pending civil litigation and to invite the Interim Town Manager and possibly town counsel. **Passed unanimously.**

The board entered executive session at 10:50 pm.

Layton moved, seconded by Smith, to enter public session. **Motion approved unanimously.** The board entered public session at 11:33 pm.

13. Trail Inspection/Insurance. Duffy provided information related to the Town of Norwich's obligations as verified with VLCT.

14. Kids Bridge update from Interim Town Manager. Duffy provided a brief synopsis regarding the status of the project. No action was taken by the Selectboard.

15. Financial Policies & Procedures Task 2. After brief discussion, no action was taken by the Selectboard.

16. Outside Human Resources Assistance & Scope. After brief discussion, no action was taken by the Selectboard.

Motion to adjourn was made by Layton, second by Smith. **Motion approved unanimously.** Board **adjourned at 11:45 p.m.**

Respectfully submitted,
Ralph C. Hybels, Minutes Taker

From: [Pam Smith](#)
To: [Marcia Calloway](#); [Mary Layton](#); [Roger Arnold](#); [Priscilla Vincent](#)
Cc: [Brennan Duffy](#); [Miranda Bergmeier](#)
Subject: Corrections to the May 10, 2023 SB Minutes
Date: Tuesday, May 16, 2023 10:38:17 AM

To all,

I wish to request several corrections to the May 10, 2023 minutes. On the motions for purchasing Police Radios for \$33,000 and \$29,000, respectively, I abstained from both of those motions. The minutes reflect that the vote was unanimous, which is incorrect.

On appointing me as a Trustee of Public Funds, this appointment can only be until next March when elections are held. Appointments for elected positions can only be for the period between elections. Therefore, this should state that my appointment is until March 5, 2024.

The section following the Executive Session motion reflects the actions taken at the April 26 meeting and not the May 10 meeting. This section needs to be corrected per notes from the Chair, as noted.

Thanks.....Pam

Pam Smith, Selectboard

Please note that any reply or response to this email is subject to the disclosure provisions under the Vermont Open Meeting Law and Public Records Act..

May 9, 2023 - correspondence from Jon Felde

I am writing in response to a memo presented in the packet for the May 10 Selectboard meeting relating to the subject of public safety. The memo purports to support the purchase of rifles for the police. As I read through the memo it struck me that it more logically supports the call for enhancing police and non-police capability in responding to mental health issues. Norwich police are interested in public safety but are not proposing the means that are most appropriate for our town. Chief Cochran has said he is interested in the mental health issue as it pertains to public safety. We should encourage that focus.

One cannot ignore the epidemic of gun violence and the fact that firearms are the leading cause of death of children. Mass shootings are a small part of that number, with most being from day to day violence—and a third of those childhood firearms deaths are death by suicide.

<https://www.npr.org/2022/04/22/1094364930/firearms-leading-cause-of-death-in-children>

Shouldn't we be focusing our attention on the mental health of our children? This is not just a national or speculative issue. Former Chief Justice of the New Hampshire Supreme court, John Broderick is devoting his retirement to sounding the alarm on mental health struggles among young people.

<https://www.vnews.com/John-Broderick-pens-book-about-mental-health-journey-49260266>

The Surgeon General recently released a study that relates how loneliness is a crisis of public health. He sees addressing our crisis of loneliness and isolation as one of our generation's greatest challenges.

<https://www.nytimes.com/2023/04/30/opinion/loneliness-epidemic-america.html>

One concrete step that we can do in our community is to devote considerably more funding to our Community Nurse. The modest request granted on the town warrant is a start but the potential is much greater. This person is a key to making sure that townspeople get regular visits and connections to medical care. The focus is largely on our older population. We should build on that. Can we expand the role to encompass a mental health element? We can spend money to inform people about the 9-8-8 hotline for mental health trouble and the 2-1-1 hotline that connects people to services. We can build up the program that connects HCRS social workers to police.

The memo promoting rifles cites instances of violent crimes without demonstrating how the added firepower would have prevented those crimes. The memo's first paragraph cites a California shoot-out a quarter century ago that supposedly lays the foundation for their request. That is unconvincing. Two local cases mentioned show that non-violent intervention by law enforcement or social workers might have prevented tragedy.

A tragic shooting occurred in a White River Junction hotel in 2022. What might have prevented that crime from happening was intervention days earlier by a mental health professional.

Newport police failed to detain or provide a plan of care for the suspect in a prior welfare check where his mental status was questionable and he was likely using methamphetamine. As it turns out, after the crime was committed, the Hartford police apprehended the suspect without incident outside his room at the hotel. It's not clear that a rifle would have altered the outcome.

<https://vtdigger.org/2022/10/11/suspect-in-shooting-at-white-river-junction-comfort-inn-pleads-not-guilty/>

The case where an officer exchanged gunfire with a suspect in Woodstock in June 2022 deserves a better analysis. A close reading of that case shows that the “suspect” was the occupant of a home that he feared losing and was protecting himself from that feared loss. In this complicated case, multiple law enforcement units were called and ultimately used irritant gas to attempt to evict the person from his domain. This exercise of overwhelming force led to the individual taking his own life inside his own residence. When one dies by suicide, does it suggest that a mental health issue was not addressed? It’s not clear how this case supports the premise that rifles would have averted tragedy.

<https://vtdigger.org/2022/06/15/police-say-money-at-center-of-dispute-between-mother-and-son-leading-to-fatal-shooting-in-woodstock/>

The memo uses statistics to raise alarm about the supposed risk of crime in Vermont. Citing percentage increases rather than raw numbers can reinforce a bias without addressing actual risk. If one starts with a low number of incidents and doubles the number, you still get a very low number of incidents. Going from one to two is a hundred percent increase. Contrary to the suggestion in the memo, Vermont is one of the safest states in the nation.

<https://wallethub.com/edu/safest-states-to-live-in/4566> Police are presumably expected to assure a supposedly nervous public that they are protecting the town. Do we instead uncover a paradox—that building an ever more imposing police presence may rest on their maintaining some level of fear?

To counter the examples offered in the memo, consider where the police use of force has turned deadly. Breonna Taylor, was shot to death by police in Louisville, Kentucky. The city of Louisville paid a \$12 million dollar settlement to the family for her wrongful death.

<https://www.nytimes.com/2020/09/15/us/breonna-taylor-settlement-louisville.html>

Perhaps there are grounds to increase the firepower of police in Norwich, but Sergeant Rogers’ memo does not offer a sound basis for that.

Citizens have pleaded with the Selectboard to install sidewalks for safety. Others have asked for rumble strips to be created for traffic entering town. Some have argued for expanded places for children to be cared for. Others believe it is time to provide housing to the less fortunate. These ideas to improve public safety are seemingly ignored, deferred or rejected. The Selectboard should think hard about what priorities it wants for public safety. This community and region are gripped by a mental health crisis and a shortage of drug treatment beds. This is not speculating about some future event. Here in Norwich recent incidents suggest an intervention by mental health professionals might have helped resolve situations that alarmed townspeople. But instead of creating a culture of care, we seem to lurch toward a future that relies on violence as the solution to our manifest deficiencies and inequalities.

From: [W Alexander](#)
To: [Miranda Bergmeier](#)
Subject: Public Comment - Open Meeting Law Litigation
Date: Thursday, May 11, 2023 7:45:36 AM

To the Norwich Selectboard -

The Selectboard, as duly elected officials, are entrusted to act in the best interests of our Town. While I do not always agree with the decisions made by the Selectboard, I do not question the integrity or good faith of its members. Well-meaning people can disagree on means and ends without impugning the character or motives of those with whom they differ. It is in that spirit that I wish to raise a concern regarding the on-going Open Meetings litigation.

The entire concept of Open Meetings laws points to an inherent conflict between regular citizens and those who serve on governing bodies. In a sense, Open Meetings laws protect us the voters, taxpayers and residents of Town from you -- our duly elected representatives -- and those you appoint to administrative roles. These laws are meant to codify transparency and accountability where a Selectboard or Town Manager may prefer to just get things done. In practical terms, they mean accepting the inconvenience of proper meeting warnings, agendas, and minutes for all public bodies engaged in the governance of our community to safeguard meaningful public participation.

Nevertheless, the Selectboard is now several years and perhaps a hundred thousand dollars into a protracted lawsuit brought by a citizen challenging alleged violations of Open Meeting compliance by the Town. Last week, the court granted plaintiff summary judgment on the question of whether the two budget committees were "public bodies" and therefore in violation of Vermont's Open Meeting Law -- so it's clear plaintiff's lawsuit had merit.

It is now a question for this Selectboard to decide whether to pursue the remaining Open Meeting claims to trial or seek settlement.

I'd respectfully suggest a Selectboard being sued by a citizen for alleged Open Meeting law violations may be too close to the matter to share the broader public interest in these issues as easily as you do in most other business that comes before you. In an effort to bridge that distance, it might be helpful for the Selectboard to take some time in Executive Session to adopt a public statement clearly setting out the Town's goals in continuing to litigate this matter.

Such a statement might address:

- 1) What does the Town hope to "win" by continuing to litigate the DEI and Finance Office issues?
- 2) Would some significant long-standing municipal practice or important public benefit be vindicated by victory on those two issues?
- 3) Given the tens of thousands in taxpayer dollars already spent defending this suit, can anything less justify the on-going cost?

Obviously, any public statement regarding ongoing litigation must be carefully crafted with aid of legal counsel. However, the exercise of seeking to articulate the public purpose of further defending this suit may well clarify the paucity of public benefit and obviate the need for a public statement at all.

Watt Alexander

From: [Jaci Allen](#)
To: [Marcia Calloway \(msbcalloway@gmail.com\)](mailto:msbcalloway@gmail.com); [Mary Layton](#)
Cc: [Brennan Duffy](#); [Miranda Bergmeier](#)
Subject: Letter of Resignation
Date: Thursday, May 18, 2023 11:45:27 AM

I'm writing to inform you that I'm submitting my resignation from the Planning Commission effective immediately. I've met with Brennan today to discuss a transition.

I appreciate the opportunity I've had to serve the town these past eight years in partnership with many dedicated Town employees and volunteers across departments and committees. I wish the Commission success in better positioning Norwich to diversify the housing stock, address our deteriorating infrastructure, and adapt to the demands of climate change already upon us.

Sincerely,

Jaci Allen

From: [Brian Loeb](#)
To: [Miranda Bergmeier](#)
Subject: Letter for Selectboard
Date: Thursday, May 18, 2023 11:50:51 AM

Hi Miranda,

Please pass along to the Selectboard my resignation from the Planning Commission, effective immediately. A strong partnership between the Selectboard and Planning Commission is essential to address the town's deeply felt and well understood needs: housing opportunities for low and moderate income families, appropriate and affordable childcare, relief from the rising cost of living for seniors, and public infrastructure that is fit for a town with ample private resources. Such a partnership is absent today and has been for some time. I look forward to working on these issues in other ways in the coming years.

Thank you,

Brian Loeb

Town of Norwich, Vermont



CHARTERED 1761

Investment Rate Response Summary

Community National Bank 3 or 6-month rate 4.25%

Ledyard National Bank Declined to bid

M & T Bank Declined to bid

Mascoma Bank 3 or 6-month rate = 4.75%

Northfield Savings Bank 3 or 6-month rate = 4.50%

My recommendation is to place \$1,000,000 of ARPA funds and another \$1,000,000 of General Fund funds into a 6-month term with Mascoma Bank. In anticipation of rates declining over the next week or two, we can maximize the Town's return by accepting the 6-month term over the 3-month term.

Cheryl A. Lindberg, Town Treasurer – May 18, 2023

A handwritten signature in blue ink, appearing to read 'Cheryl', is written below the printed name.

David Hubbard
687 Chapel Hill Road
Norwich, VT 05055
May 16, 2023

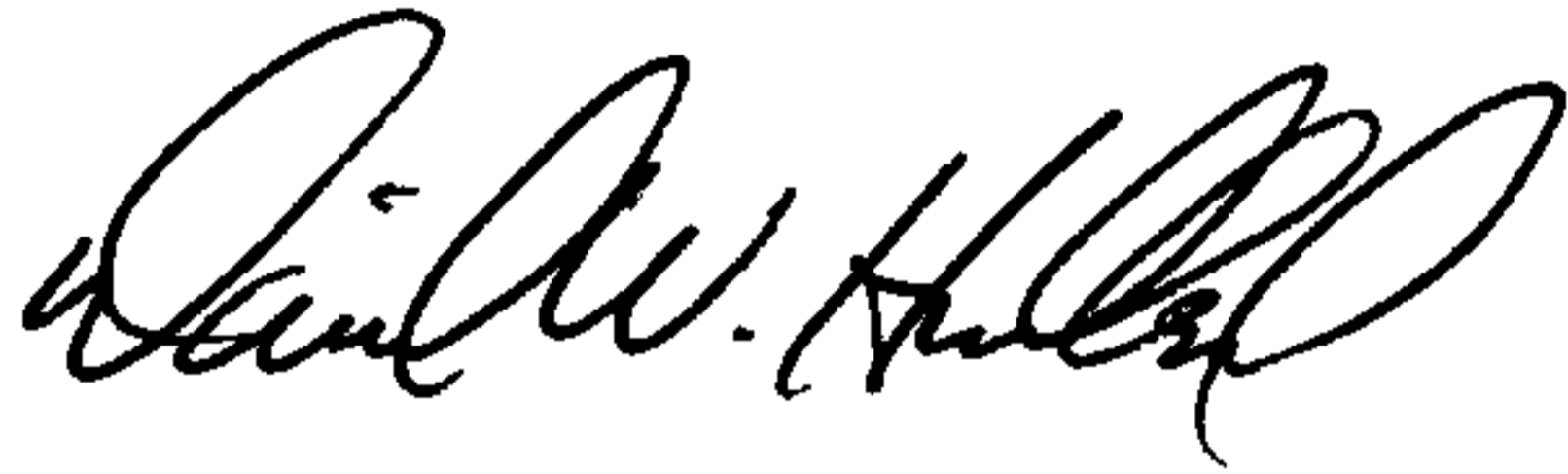
Norwich Selectboard, Chair
Town of Norwich
300 Main Street
Norwich, VT 05055

Dear Norwich Selectboard, Chair:

I wish to advise you of my resignation from the Norwich Conservation Commission (NCC) effective the last day of May, Wednesday the 31st.

It has been an honor to serve these many years on this town commission.

Sincerely,

A handwritten signature in black ink, appearing to read "David W. Hubbard". The signature is fluid and cursive, with the first name "David" being the most prominent.

David W. Hubbard

Cc: Craig Layne, NCC - Chair



Linda Cook <cookl1574@gmail.com>

(no subject)

Linda Cook <cookl1574@gmail.com>

Thu, May 18, 2023 at 12:17 PM

Draft To: Miranda Bergmeier <MBergmeier@norwich.vt.us>

Marcia Calloway regarding the upcoming pricing of the transfer station stickers, trash cards and other fees. When will the select Board put this on the agenda and IF THE SWC can contribute in any way.

Linda Cook
SWC



Virus-free.www.avast.com

May 18, 2023

Dear Members of the Norwich Selectboard:

We as concerned citizens of the Town of Norwich request that you review and reconsider the decision by the Selectboard on August 11, 2021, to approve the Preferred Site Letter concerning a proposed 500 KW solar installation in Norwich, on the Lewis Property located off Upper Loveland Road. Given that the Vermont Public Utility Commission has this project currently under review, we request that it be added to the Selectboard Meeting agenda as soon as possible.

All parties agree that the site is in a Ridgeline Protection Zone in the Norwich Town plan. Independent approval by both the Planning Commission and the Selectboard must be secured to receive a Preferred Site Letter. Without a Preferred Site letter, this project cannot be submitted to Public Utility Commission (PUC) where they will consider factors such as erosion, slope, aesthetics, and other considerations.

The role of the Town Planning Commission and the Town Selectboard in this process is to confirm that the project in question is in compliance with the town plan as approved by the Norwich citizens.

1. We assert that both the Planning Commission and the Selectboard were given incomplete and outdated information on the project from Norwich Solar Technologies (NST). The Planning Commission and the Selectboard approved the Preferred Site Letter based on a plan (Site Plan B) significantly different from the one presented to the State of Vermont (Site Plan C and D) and currently under consideration.
2. We acknowledge that plans evolve for projects, yet we assert that the plan submitted to the State of Vermont was completed 19 days before the discussion with the Planning Commission and nearly two months before the discussion with the Selectboard. NST did not present a viewshed analysis of this plan to the town committees and did not discuss this plan with the Selectboard.
3. We assert that NST presented one plan to the Town for review and a different plan to State of Vermont and the TRORC during the same period of time. NST did not review its "real" plan with the Town of Norwich.
4. We assert there is a material change in the size and placement of the solar field that would violate the intent of both the Town Plan and Ridgeline Protection Zone. That material change was known to NST as documented on Plan C, prior to the Planning Commission's approval of the Preferred Site Letter. NST promised to return to the Planning Commission if they made any changes but did not return.
5. We assert that then Town Interim Planning Director Rod Francis provided incorrect information and instructions to the Selectboard and to the Planning Commission and failed to flag the changed nature of the project after it was reviewed by the Planning Commission.
6. MOST IMPORTANTLY: We assert that the proposed site is not in accordance with the Town Plan. If built as proposed to the State PUC, the ridgeline will be exposed from several town roads, from I91 and from the town owned forested parcel that contains the Schmitt Bog adjacent to the site. We ask that the Selectboard rescind its approval and ask NST to return and discuss the project it intends to construct.

While we believe there are many reasons why this site is not ideal for a large-scale solar installation, our request is not to debate the issues adjudicated by the PUC. Rather we wish the Selectboard to embrace their responsibility to uphold the Town Plan as approved by the voters.

Overview of Timeline

Please note that the site plans referenced (and all provided by Norwich Solar Technologies) are on the final pages of this document.

May 6, 2021 – NST sent a preliminary site plan – Site Plan A – to neighbors on May 6, 2021. This letter describes a two to three acre site adjacent to the transmission line and notes “much of the parcel will remain undisturbed.”

June 24, 2021 – NST created its intended plan - Site Plan C - in June 2021. This plan depicts an array 2.7 acres, the limits of disturbance at 9.6 acres. This plan was never discussed with either the Selectboard or the Planning Commission, but it was presented to the State of Vermont PUC and TRORC as the intended plan.

July 13, 2021 – NST presented an outdated plan - Site Plan B - and the viewshed analysis of Site Plan B to the Norwich Planning Commission on July 13, 2021. Site Plan B has a slightly different shape and location for the project than the conceptual Site Plan A. (To be clear: The Planning Commission reviewed in detail the viewshed analysis of Site Plan B which was outdated at this time. Site Plan C stamped 19 days before the Planning Commission meeting, but NST instead presented an outdated plan and viewshed analysis to the Planning Commission).

July 14, 2021 - NST submitted its intended plan – Site Plan C - to the State of Vermont Public Utility Commission the for 45 day notice on July 14, 2021. (To be clear: *The day after the Planning Commission approved the preferred letter based on Site Plan B, NST submitted the significantly different Site Plan C to the State of Vermont*).

August 11, 2021 – NST submitted Site Plan B and its viewshed analysis to the Norwich Selectboard. In addition to the 15 pages of this plan and analysis, they included Site Plan C on the final page. (To be clear: *Rather than presenting a viewshed analysis on the plan submitted to the State of Vermont, NST presented a detailed viewshed analysis on outdated Site Plan B and the final page of its submission was Site Plan C*).

August 23, 2021 – NST submitted Site Plan C with the municipal letters of support to TRORC for its approval. (To be clear: *NST did not communicate that the municipal letters of support were based on a different, outdated Site Plan B*).

August 31, 2021 – NST submitted Site Plan D in its Petition to the PUC.

The Plan Changed in Significant Ways with Each Version

Description of the Area of Impact:

NST told the neighbors that “much of the parcel will remain undisturbed.” To the Planning Commission they estimated the project to be “about six acres” on July 13, 2021 and on July 14, 2021 (the very next day), the letter they sent to the State of Vermont PUC stated that “9.6+/- acres would be disturbed and/or cleared for installation and shade management.”

- NST Letter to the Neighbors on May 6, 2021: *“Solar array will occupy ~ two to three acres...Panels will be adjacent to the existing transmission corridor and include some tree clearing to reduce shading. Much of the parcel will remain undisturbed.”*
- NST Statement at Planning Commission Meeting, July 13, 2021: *“The particular project is proposed at about a six acre project...near the transmission line and cell tower. It would be about three acres of solar panels.”*
- NST letter State of Vermont PUC for 45 day notice, July 14, 2021: *“The solar array footprint is ~2.7 acres with 9.6+/- acres to be disturbed and/or cleared for installation and shade management.”*

Distance from the Closest Neighbor (per NST documents):

Site Plan B	Approved by PC and SB	“~500 feet”
Site Plan C	Submitted to TRORC and PUC	“405 feet”
Site Plan D	Petition to State PUC	“325+/- feet”

Visibility from Public Roads – Statements from NST

The Norwich Town Plan is clear that it wants to protect its ridgelines from development. Thus, in order to get a Preferred Site letter for a 500kw solar array, as directed by Director of Zoning and Planning Rod Francis, NST had to assess the project in light of the Town Plan’s Policies:

Policies 2-2c: Guide development away from visually prominent locations on ridgelines and hills as viewed from public vantage points.

As you will see, NST presented a viewshed analysis of an outdated plan (Site Plan B) stating that the array would not be visible. They submitted to TRORC and the State PUC Site Plan C which they describe as being “visible.”

May 6, 2021 Letter to Neighbors:

“By our analysis, the solar panels would be screened from view by existing trees and vegetation from any public roads or existing homes.” This statement accompanied Site Plan A.

July 13, 2021 Planning Commission Meeting:

- *“Our design of the solar arrays is done in such a way that the array would not be visible from any public roads or houses to it maintains the ridgeline protection viewshed.”*
- NST presented to the Planning Commission a viewshed analysis based on Site Plan B.

July 14, 2021, Letter to the State of Vermont Public Utility Commission for 45-day notice

- *“The low profile of the array, the topographic separation and natural vegetive screening will filter visibility from nearby public traveled ways.”*
- In one day, the plan has gone from being “not visible” to “filtering visibility.” Site Plan C accompanied this letter.

August 11, 2021, Selectboard Meeting:

- *“One of the big advantages of this project is that it’s not seen from any public way....so this particular project is a good example of one that is not going to be seen from any public way or homes.”*
- Even though NST presented Site Plan C to the State of VT PUC, they presented the viewshed analysis for Site Plan B, an outdated and inaccurate plan.

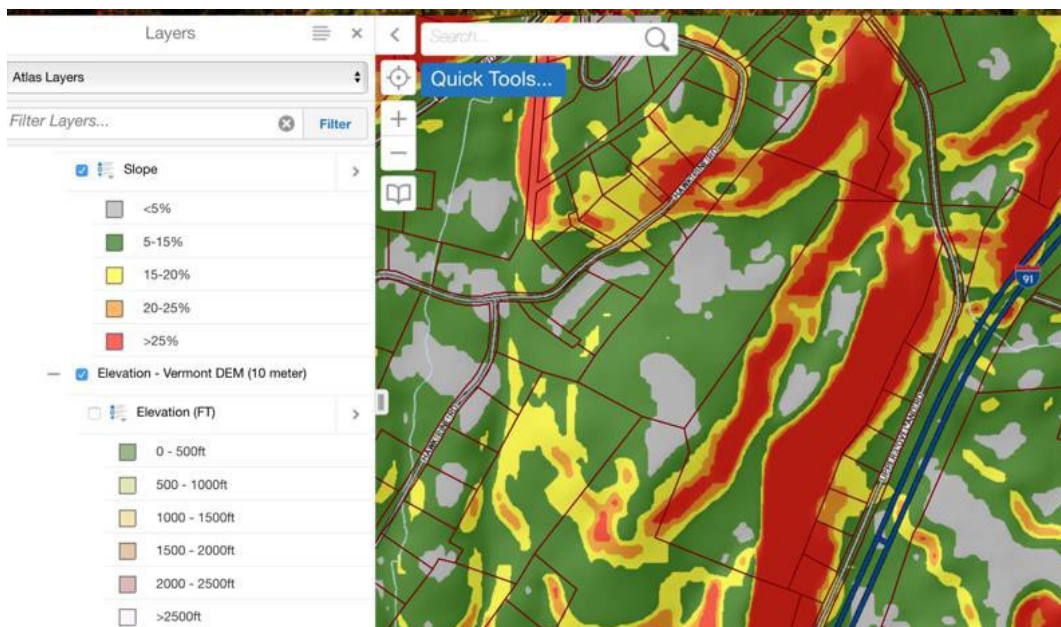
August 23, 2021, Regional Planning Committee (TRORC) Package:

- *“The nearest public road is town road, Upper Loveland Road, which passes adjacent to US Route 5, and I91 to the east. There will be vegetation clearing in the array area and trimming for shade management. There will be limited visibility of the array, due to remaining vegetation and rolling terrain in the surrounding areas. There will be no dwellings within 100 meters.”*

Steep Slopes

The Norwich Town Plan Policies 2-2e: Guide development away from steep slopes and require appropriate erosion control and stormwater management practices to protect water quality and avoid downstream flooding.

As you will see by the map below from the Agency of Natural Resources, there is an extensive area of steep slopes between Upper Loveland Road and the town owned land.



NST reviewed Site Plan B with the town committees and then submitted Site Plans C and D to the State of Vermont PUC. Site Plan B is not on steep slopes, but Site Plans C and D most certainly are.

Site Plan D: This plan was submitted to the State of Vermont Public Utility Commission. The map of Site Plan D depicts an area of disturbance (e.g. part of the 8.2 acres that will be cut) that extends well into the steep slope area.

Viewshed Analysis:

A viewshed analysis was conducted on Site Plan B only. The Town of Norwich Planning Commission or Selectboard never received or reviewed a viewshed analysis for Site Plan C or D, the plans presented to the State of Vermont Public Utility Commission.

Rod Francis Provided Incorrect and Incomplete Instructions to the Town Boards:

To the Selectboard:

- *In the Selectboard Packet, Rod included his instructions to the Planning Commission which included incorrect information including:*
 - Rod Francis received a copy of the July 14, 2021 NST letter to the State of Vermont PUC for the 45 day advance notice. This letter included Site Plan C as the proposed project. He had led the discussion the night before with the Planning Commission where Site Plan B, a significantly different site, was reviewed. He then moved forward to the Selectboard where he permitted Site Plan B and its viewshed analysis to be included in the packet. Rod Francis had a duty to ensure that the Selectboard viewed the most recent plan (Site Plan C) and he did not do this.
 - The July 14, 2021 letter to the State of Vermont PUC for the 45 days' notice stated that "The low profile of the array, the topographic separation and natural vegetive screening will filter visibility from nearby public traveled ways." Rod Francis had a duty to question NST's Troy McBride when he said to the Selectboard on August 11, 2021 the following: "just noting in the Ridgeline Protection Overlay, the Ridgeline Protection Overlay is for scenic views and that's why we've been very diligent in showing that we are not impacting the ridgeline view from any public, public highway or road or even house." Rod Francis had a duty to point out to the Selectboard that no viewshed analysis of the plan proposed to the state had been completed and that in the letter to the State, NST noted that the views would be "filtered."
 - Rod Francis' directions limited their review and discussion to be solely focused on whether the site would be visible from key scenic roads. *He described Upper Loveland Road as "non-scenic." He also told the Planning Commission that they could not base their decision on other issues, yet the 2020 Town Plan explicitly states the "Renewable Energy Siting Standards" to also have focus on, "Preserving the recreational and natural value of those lands identified in the Ridgeline Protection Overlay Area and Shoreline Protection Overlay Area."* Rod Francis had a duty to ensure that the project was fully vetted according to all aspects of the approved Town Plan.
 - Rod Francis knew that the Planning Commission members had many questions about the impact the solar development would have to the wetlands. Given the level of concern, Rod notes in the Planning Commission discussion, " if the proposed area of impact is dramatically different from what we've been provided with for review here, then I would flag that and draw that to your attention and I would draw it to Troy's attention and then the letter, the letter of support could either be withdrawn or modified to reflect the planning commission and the Selectboard's concern with the changed nature of the project. Troy then notes, "I am happy to come back and present and will send you the datadirectly to Rod when we have it....we're happy to come as well before the planning commission if you have the

bandwidth.” The very next day, NST submitted a revised plan with a significantly shifted array due to the concerns of the wetlands. NST never returned to the Planning Commission. Rod Francis had a duty to ensure that the concerns of the members of the Planning Commission were fully explored. He had a duty to share the Site Plan shared with the State of Vermont and point out the significant changes due to the watershed. If Rod had done as he stated, the project that NST intended to build would have been thoroughly reviewed by the Planning Commission and then forwarded to the Selectboard.

- Instructions: *Planning commission votes on a motion recommending the Selectboard provide a letter of support.*
- Correct Instructions: The Preferred Site letter process is supposed to entail independent assessments of the project. Rod Francis had a duty to instruct the Selectboard of the need for an independent review and assessment. He did not do this.
- Rod Francis notes in “staff findings” that the location for the solar generation project on the parcel is not subject to steep slopes:
- Correction: Site Plan C – which Rod knew was submitted to the State of Vermont on July 14, 2021 – clearly illustrates that the impact area is on steep slopes. He permitted NST to discuss Site Plan B with the Selectboard even though it was clear that this was not the correct plan. Rod Francis had a duty to ensure that the Selectboard considered the question of steep slopes impacted on Site Plan C.

The Renewable Energy Project Siting Standards in the Town Plan are clear: "For this policy to continue with broad community support it must be balanced with this plan's policies related to:

- Protecting natural resources, environmental quality, scenic resources and rural character
- Maintaining viable farms and the working lands needed to sustain them
- Focusing development in those areas of town already served by existing public infrastructure
- Preserving cultural resources within Norwich village
- Preserving the recreational and natural value of those lands identified in the Ridgeline Protection Overlay Area and Shoreline Protection Overlay Area
- Increasing the supply, diversity and affordability of housing in Norwich"

We respectfully request that the Selectboard rescind the letter and conduct a proper review of the actual site plan under consideration.

Respectfully submitted,
 Heather and Jay Benson
 Mary and Steve Gorman
 Jenn and Dan Goulet
 Lisa and Bob Holley
 Joy Kenseth
 Larry Ufford

SITE PLAN A- Applicant’s Letter to Neighbors, May 6, 2021. Proposed Solar Area is outlined in blue; Total area to be cleared outlined in white. Yellow line indicates the Lewis property line.



SITE PLAN B & Viewshed Analysis – Depicting a slightly different shape and location for the project than conceptual Site Plan A. This is the only plan reviewed by the Planning Commission (July 13, 2021) and Selectboard (August 11, 2021). **Viewshed Analysis done on this plan only.**

Norwich Upper Loveland Solar Viewshed analysis

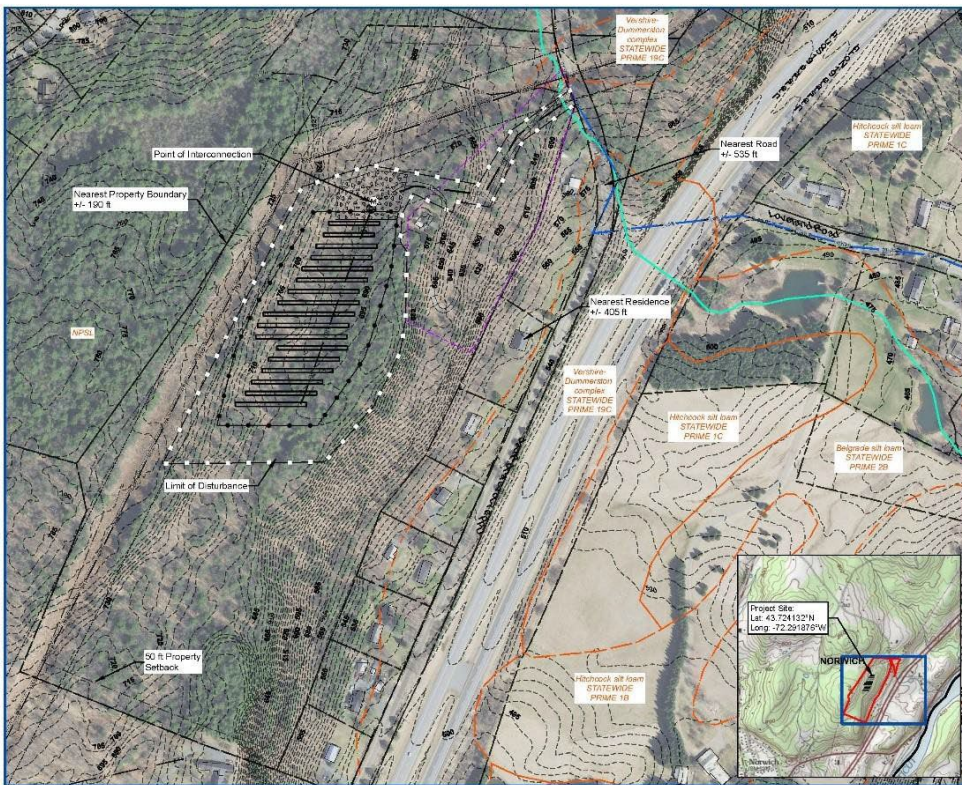
Array over the ridge behind these trees – near transmission line corridor



SITE PLAN C – Submitted to the VT State PUC for “45 Day Advance Notice Submission” on July 14, 2021 and to the TRORC on August 23, 2021. Included as the last page of the Selectboard Packet in August 11, 2021 but not discussed.

SITE PLAN C states that it was “Prepared on: 6/24/21 RD”, 19 days prior to the Applicant’s appearance at the Planning Commission meeting on July 13, 2021. Despite the Applicant’s promise to “come back and present” if the area of the proposed project changed dramatically due to the wetlands analysis, and the Applicant’s assurance regarding a possible change in plan that “you will not see it in the 45 day notice that will be coming out tomorrow,” that the change in the plan (which was the direct result of the wetlands delineation, the primary issue with the Planning Commission) was not disclosed to the Planning Commission. The Applicant did not return to the Planning Commission.

Applicant’s 45-Day Advance Notice SITE PLAN C, is a different site plan depicting the array occupying 2.7 acres, the limits of disturbance at 9.6 acres while moving the eastern boundary of the project site approximately 95 feet east, placing it only 405 feet from the nearest residence instead of maintaining SITE PLAN B’s 500 feet of buffer.



Attachment B
PRELIMINARY DRAFT
Norwich Upper
Loveland Solar
 201 Upper Loveland Road
 Norwich, Vermont

Legend

- Proposed Solar Array
- Existing Access Roads
- Proposed Upgraded Woods Road
- Proposed Temporary Staging Area
- Proposed Perimeter Fence
- Point of Interconnection
- AC Disconnect Pedestal
- AC Combiner Pad
- Proposed Upgraded Overhead Power
- Proposed New Overhead Power
- Proposed Underground Power
- Limit of Disturbance
- Approximate Subdivision Area
- Existing Overhead Power, VCGI
- Existing Transmission
- 150 ft Transmission ROW
- Streams, VCGI
- Deer Wintering Areas, VCGI
- Primary Agricultural Soils, VCGI
- Approximate Property Lines, VCGI
- 50 ft Property Setback
- 5 ft Elevation Contours, VCGI

0 150 300 600
Feet

Notes:

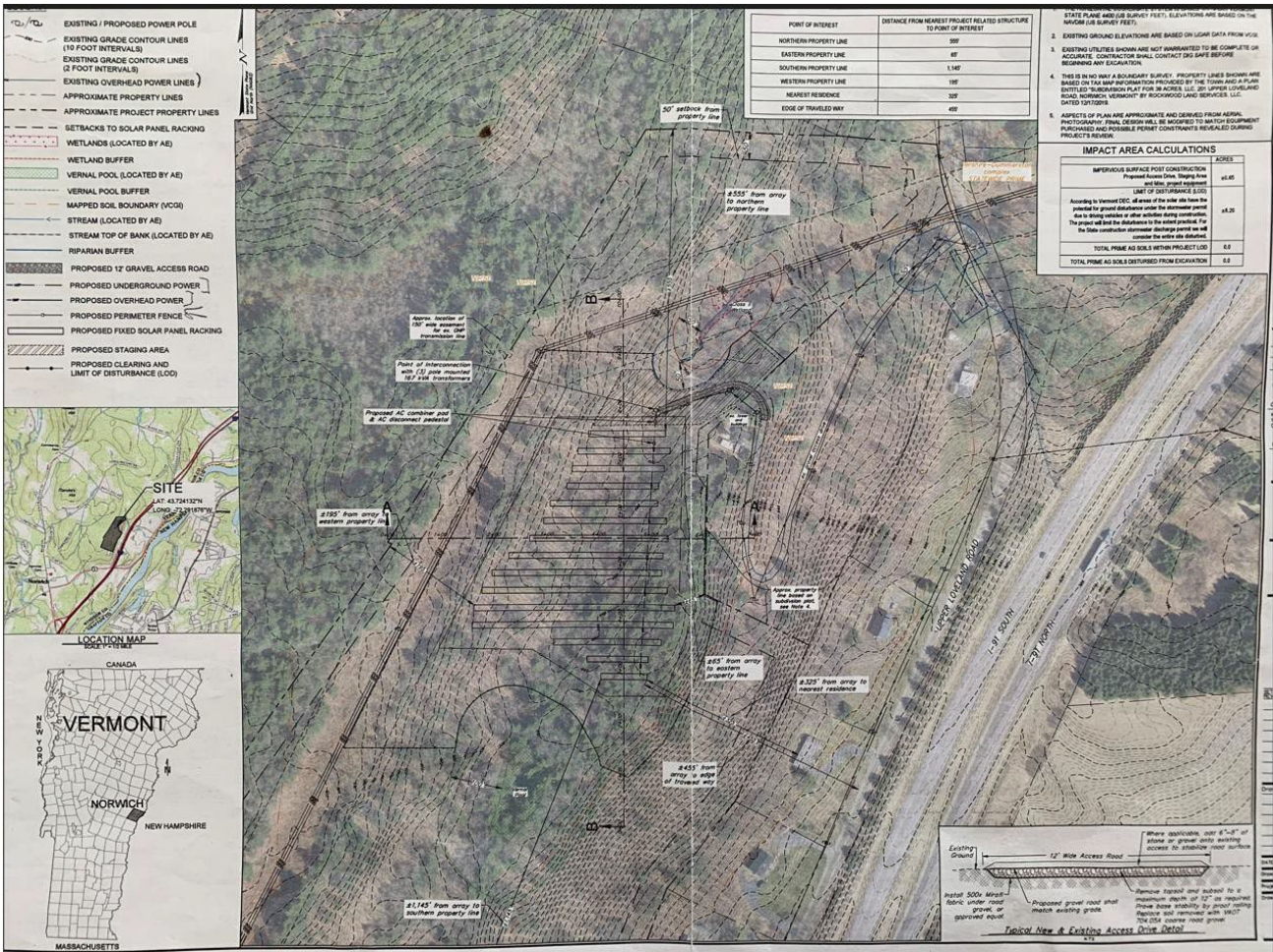
1. Array sizing for 500 kW AC using 33 ft rows.
2. The approximate solar array footprint is 2.7 acres.
3. The total Limit of Disturbance is 9.6 acres.
4. Aspects of this plan are approximate and from aerial imagery.
5. The design shown is for the purposes of permitting.
6. Publicly available data are provided by the Vermont Center for Geographic Information (VCGI).

Prepared on: 6/24/21 RD

Plan D – Applicant Submission to the State of Vermont Public Utility Commission, August 31, 2021

SITE PLAN D was prepared August 27, 2021, four (4) days after obtaining approval from the Regional Planning Commission with SITE PLAN C.

SITE PLAN D significantly moved the project site eastward again another 80 feet (for a total of 175 feet), so that the closest neighbor is now 325+/- feet from the array. This movement of the eastern boundary of the project site eastward causes the project to be relocated onto the top of and down the eastern slopes of the ridge. SITE PLAN D is a fundamentally different project than what was approved as a Preferred Site by the Town according to SITE PLAN B.





ARPA Funding

5/10/23



Timeline of Payments to NEUs

Payments to Municipalities:

- Local ARPA \$ – 2 equal payments
 - 1st Payment - August 2021
 - 2nd Payment - October 2022
- County ARPA \$ - 2 equal payments
 - 1st Payment - September 2021
 - 2nd Payment - October 2022

Total allocation for Norwich: \$1,019,038.83



Additional Notes on Timing

- Can cover eligible costs incurred since March 3, 2021
- All funds must be **obligated** by December 31, 2024
- All funds must be **expended** by December 31, 2026
- Any funds not spent by December 31, 2026 must be returned to Treasury



Treasury Guidance

What You CAN Spend \$ On

1. **Lost Revenue**: For the provision of any service traditionally provided by government
2. **Pandemic Response**: To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
3. **Premium Pay to Essential Workers**: To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers;
4. **Water, Sewer, and Broadband Infrastructure**: To make necessary investments in water, sewer, stormwater, or broadband infrastructure.

Treasury Guidance

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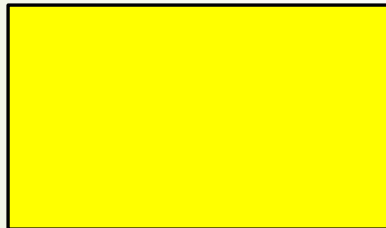


Some Notes on Revenue Replacement

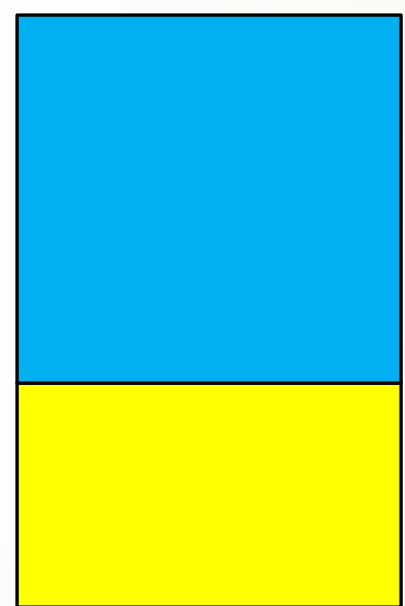
- Easiest and most flexible approach to using local ARPA dollars
- Standard allowance of \$10 million
- Use funds for “any service traditionally provided by a government,” excluding restricted uses
 - Not limited to existing/past services
 - Can cover projects eligible under other categories
 - Can cover administrative expenses
 - Exempt from federal procurement regulations
 - Possible strategy: free up operating budget funds



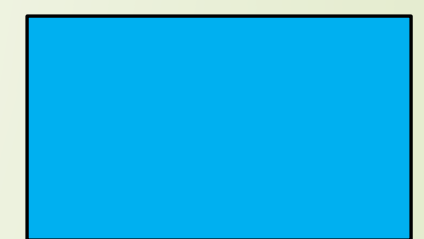
FEDERAL ARPA FUNDS



ANNUAL OPERATING BUDGET



LOCAL SURPLUS





Treasury Guidance

What You CAN NOT Spend \$ On

- Pensions
- Replenishing Rainy Day Funds or other financial reserves
- Debt Service
- Projects that undermine efforts to stop the spread of Covid-19
- Satisfaction of court, administrative, or regulatory settlements/judgments (certain exceptions apply)
- Projects that do not comply with the regulations referenced in the award documentation, or other federal, state, or local laws



Questions?



Ossipee Mountain Electronics, Inc.

832 Whittier Hwy. – PO Box 950

Moultonborough, NH 03254

603.476.5581 Fax: 603.476.5587 – www.omesbs.com



Manufacturer's Representative

April 20, 2023

Stuart Rogers, Sergeant
Norwich Police Department
PO Box 311
Norwich, VT 05055

Dear Sgt. Rogers,

On behalf of Ossipee Mountain Electronics, Inc., I am pleased to provide you with the following proposal for replacement portable radios.

ITEM	QTY	DESCRIPTION	PRICE
A	1	Motorola APX8000 Model 2.5 – 6 Watt, VHF/UHF Enabled Portable, P25 Digital-Conventional Operation, 3000 Channels, Dual Display W/Limited Keypad, GPS, Bluetooth, 3400 MaH Impres 2 Li-Ion Battery (Standard), 5 Yr. Essential Service Extended Warranty. No Encryption (Clear Radio). 7-800M Band can be Field Enabled at later time.	\$6,174.70
B	1	Motorola NNTN8860 – Charger, Single, Impres 2.	\$123.78
C	1	Motorola PMMN4062 – APX Remote Speaker Microphone w/Emergency Button.	\$92.80
D	1	Programming – P25 Series Radios – Dual Band \$125.00 First Radio \$30 Each Additional Similar Model Per Order.	

Prices quoted are current State Contract (NASPO 00318) prices.

For purchasing off of State Contract, a separate purchase order to Motorola for the radio equipment is required. You will be invoiced directly from Motorola for the radio. Please contact me when ready to order and I will provide you with the required information.

If you should have any questions or require additional information, please do not hesitate to contact me.

Quote Valid for 30 days

Sincerely,

Craig Belcher
Sales Representative

craig@omesbs.com



Ossipee Mountain Electronics, Inc.

832 Whittier Hwy. - PO Box 950

Moultonborough, NH 03254

603.476.5581 Fax: 603.476.5587 - www.omesbs.com



Manufacturer's Representative

April 20, 2023

Stuart Rogers, Sergeant
Norwich Police Department
PO Box 311
Norwich, VT 05055

Dear Sgt. Rogers,

On behalf of Ossipee Mountain Electronics, Inc., I am pleased to provide you with the following proposal for a mobile radio.

OPTION	QTY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
A	2	Motorola - APX8500, 100 Watt, All-Band Mobile, <u>VHF/UHF Enabled</u> , Digital P25/Analog, 3000 Channels, Remote Mount, E5 Control Head, 13 Watt Speaker, Palm Microphone, 17' Control Cable, RF Pre-Amp, All Band Antenna, No Encryption (Clear Radio), 5 YR Essential Service Extended Warranty. 7/800M Band can be Field Enabled at a later time.	\$6,790.18	\$13,580.36
B	2	Configure Radio for Microphone Connection to Come out of Rear of Control Head.	\$160.55	\$321.10
C	1	Programming - APX Series <u>Dual</u> Band Radio (2) First Radio per Order per Model - \$125.00 Additional, Similar Model Radio per Order - \$30.00	\$155.00	\$155.00

Prices quoted on Motorola product are current State Contract (NASPO 00318) prices.

For purchasing off of State Contract, a separate purchase order to Motorola for the radio equipment is required. You will be invoiced directly from Motorola for the radio. Please contact me when ready to order and I will provide you with the required information.

If you should have any questions or require additional information, please do not hesitate to contact me.

Quote Valid for 30 days

Sincerely,

Craig Belcher
Sales Representative

craig@omesbs.com

**Hard Wired Auto Electronics
 LLC**
 1586 VT Route 109
 Waterville, VT 05492 US
 (802)644-8470
 jesse@hardwiredautoelectro
 nics.com
 www.hardwiredautoelectronic
 s.com



Estimate 678

ADDRESS Norwich Police Dept.	SHIP TO Norwich Police Dept.	DATE 04/13/2023	TOTAL \$18,197.22
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ACTIVITY	QTY	RATE	AMOUNT
Sales Whelen Inner Edge (BSFW508/OEWS50), Core, Speaker Package	1	2,869.00	2,869.00
Sales Whelen BSFW508 WCX FST DUO with Take-Downs, Blue/White (Included)	1	0.00	0.00
Sales Whelen OEWS50 WCX Outer Edge, B/A (Outside) B/W (Middle) B/R (Inside) (Included)	1	0.00	0.00
Sales Whelen CenCom CORE WCX Control Center with OBDII Installation Kit (Included)	1	0.00	0.00
Sales Whelen CCTL6 WeCanX 8 Push Button, Rotary Knob Control Head (Included)	1	0.00	0.00
Sales 100 Watt Siren Speaker with SAK66D Siren Speaker Mounting Bracket (Included)	1	0.00	0.00
Whelen CEM16 WeCanX 16-Output Expansion Module	1	193.90	193.90
Whelen TLI2E Whelen Ion T-Series DUO, Blue/White	6	132.30	793.80
Part Whelen TIONBKT5 2020-2022 Ford Interceptor Utility Grille Array, for 6 TLI Lightheads Purchased Separately	1	133.70	133.70
Whelen VTX609B Vertex Hide-A-Way Super-LED, Blue	2	95.20	190.40
Whelen LINSV2B Linear V-Series Super-LED, Puddle, Blue Warning	2	205.10	410.20

All past due invoices will be subject to a finance charge of 2% per month.
 If you have any questions concerning this invoice, contact Jesse Hanley, (802) 644-8470,
 jesse@hardwiredautoelectronics.com

THANK YOU FOR YOUR BUSINESS!

ACTIVITY	QTY	RATE	AMOUNT
Part Whelen LSVBKT50 Under Mirror Bracket Set for LINSV2	1	20.40	20.40
Part Whelen MBFX20 Mirror Beam Housing Ford Police Interceptor Utility, 2020-2021	1	329.00	329.00
Part Whelen MBI2E Mirror-Beam ION DUO Blue/White	2	21.00	42.00
Whelen I2M Whelen Ion Universal Mount DUO, Blue/Amber	2	136.50	273.00
Whelen TLI2M Whelen Ion T-Series DUO, Blue/Amber	2	132.30	264.60
Whelen TLI2E Whelen Ion T-Series DUO, Blue/White	2	132.30	264.60
Whelen VTX609B Vertex Hide-A-Way Super-LED, Blue	2	95.20	190.40
Whelen TLIB Whelen Ion T-Series Linear Super LED, Blue	2	114.10	228.20
Whelen 3SRCCDCR Compartment Light, Combination Red/White, with Independent Control of Red and White Light	2	68.60	137.20
Sales Havis C-VS-1012-INUT High Angled Console for 2020-2021 Ford Interceptor Utility	1	481.60	481.60
Part Havis Accessories CUP2-1001 Self-Adjusting Double Cup Holder (1), C-MCB Mic Clip Bracket (2), C-ARM-103 Armrest For Top Mount, Console, Large Pad (1)	1	229.60	229.60
Sales Havis PKG-PSM-3006 2020-2023 Ford Interceptor Utility And Ford Retail Explorer Premium Pedestal Mount Package	1	669.60	669.60
Sales Havis DS-PAN-435 Docking Station For Panasonic TOUGHBOOK 55 Laptop With Standard Port Replication & LIND Power Supply	1	945.60	945.60
Magnetic Mic Magnetic Mic	1	35.00	35.00
Sales Setina PK1130ITU20TM #10XL Horizontal Sliding Window Coated Polycarbonate XL Panel Partition TM (Tall Man)	1	989.00	989.00
Sales Setina WK0514ITU20 Window Barrier VS Steel Vertical	1	319.00	319.00
Sales Setina PK0123ITU202ND Cargo Area Rear Partition #12VS Stationary Window Vinyl Coated Expanded Metal *FOR USE WITH: -2nd Row Seat"	1	579.00	579.00

All past due invoices will be subject to a finance charge of 2% per month.
If you have any questions concerning this invoice, contact Jesse Hanley, (802) 644-8470,
jesse@hardwiredautoelectronics.com

THANK YOU FOR YOUR BUSINESS!

ACTIVITY	QTY	RATE	AMOUNT
Sales Setina TK0241ITU20 CARGO BOX DSC- Drawer, Sliding With Combination Lock BSN- Base Sliding With No Lock"	1	1,709.00	1,709.00
Part Setina TPA9289 Cargo Radio Tray With No lock TRN	1	389.00	389.00
Sales Setina GK10271UHK Single T-Rail Mount Universal XL With Handcuff Key Override	1	369.00	369.00
Tremco Tremco Anti Theft Device	1	135.00	135.00
Antenna Cable/Conn. 3/4" Brass Mount 0-1000 MHz, 3/4" Brass Mount Antenna Cable/Conn.	2	28.66	57.32
UHF 1/4 Wave Antenna 450-470 1/4 Wave Antenna, Brass Button	1	12.05	12.05
VHF 1/4 Wave Antenna 152-162 MHz 1/4 Wave Antenna w/ Brass Button	1	12.05	12.05
Sales Decatur G3 radar with VIP2	1	2,750.00	2,750.00
Installation Supplies Installation Supplies*	1	175.00	175.00
Labor - Patrol Car Carbide/CanTrol/Core Install Labor	1	2,000.00	2,000.00
*Could Include - Wire, Fuse Holders, Terminals, Screws, Solder, Tape, and Wire Loom.			
		SUBTOTAL	18,197.22
		TAX	0.00
		TOTAL	\$18,197.22

THANK YOU.

Accepted By

Accepted Date

All past due invoices will be subject to a finance charge of 2% per month.
If you have any questions concerning this invoice, contact Jesse Hanley, (802) 644-8470,
jesse@hardwiredautoelectronics.com

THANK YOU FOR YOUR BUSINESS!

A-1 *Graphics*

Established 1999

ESTIMATE

DATE: 4/18/2023

Pete Ainsworth, Jr.
172 Three Mile Bridge Rd.
Middlesex, VT 05602
Phone & Fax (802) 223-0465
Email: A1GraphicsVT@aol.com

Estimate For:
Norwich Police Department

	DESCRIPTION	UNIT PRICE	T	AMOUNT
1	Decals & Application of Decals for Cruisers	\$ 1800.00		\$ 1800.00
SUBTOTAL				\$ 1800.00
TAX RATE				6.00%
SALES TAX				0.00
OTHER				-
TOTAL				\$ 1800.00

THANK YOU FOR YOUR BUSINESS!

05/18/23
04:07 pm

Town of Norwich Accounts Payable
Check Warrant Report # 1006 Current Prior Next FY Invoices For Fund (General)
For Check Acct 03(General) All check #s 05/24/23 To 05/24/23 & Fund 01

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
ADVANCE	ADVANCE AUTO PARTS	03/06/23	DPW-ASSOTED SUPPLIES 084306571193	01-5-703403.00 PARTS & SUPPLIES	272.84	13131	05/24/23
ADVANCE	ADVANCE AUTO PARTS	03/17/23	DPW-OIL FILTER 084307613647	01-5-703403.00 PARTS & SUPPLIES	14.87	13131	05/24/23
ADVANCE	ADVANCE AUTO PARTS	03/20/23	DPW-U JOINT 084307971493	01-5-703403.00 PARTS & SUPPLIES	86.38	13131	05/24/23
ADVANCE	ADVANCE AUTO PARTS	03/21/23	DPW-OIL & FILTERS 084308061816	01-5-703403.00 PARTS & SUPPLIES	113.59	13131	05/24/23
ADVANCE	ADVANCE AUTO PARTS	03/21/23	DPW-LAMP 084308061818	01-5-703403.00 PARTS & SUPPLIES	3.39	13131	05/24/23
ADVANCE	ADVANCE AUTO PARTS	03/23/23	DPW-FUEL 084308270776	01-5-703403.00 PARTS & SUPPLIES	16.97	13131	05/24/23
ADVANCE	ADVANCE AUTO PARTS	03/24/23	DPW-SEAFOAM SUPPLY 084308330820	01-5-703403.00 PARTS & SUPPLIES	18.92	13131	05/24/23
ADVANCE	ADVANCE AUTO PARTS	03/27/23	DPW-DIESEL EXHAUST FLUID 084308600981	01-5-703403.00 PARTS & SUPPLIES	89.70	13131	05/24/23
ANYTIME	ANYTIME CARPET CARE & CLE	05/02/23	PD-STATION CLEANING 963589	01-5-485304.00 CLEANING	360.00	13132	05/24/23
BDM SWEEP	BDM SWEEPER SERVICES INC	05/13/23	DPW-MACHINE SWEEPING 26896	01-5-703303.00 ROAD SWEEPING	2480.00	13133	05/24/23
BETHELMIL	BETHEL MILLS	04/18/23	NCC-ASSORTED SUPPLIES 184470/6	01-5-650710.00 PROJECT RESTORATION	151.27	13134	05/24/23
BETHELMIL	BETHEL MILLS	04/25/23	NCC-WOOD, MESH & PIPE 187483/6	01-5-650710.00 PROJECT RESTORATION	80.96	13134	05/24/23
BETHELMIL	BETHEL MILLS	04/27/23	NCC-GROW MIX 187998/6	01-5-650635.00 MILT FRYE NATURE AREA	54.99	13134	05/24/23
BCBS	BLUE CROSS/BLUE SHIELD OF	05/01/23	TH-JUNE '23 HEALTH INS 161509356	01-5-703123.00 HEALTH INSUR	6417.24	13135	05/24/23
BCBS	BLUE CROSS/BLUE SHIELD OF	05/01/23	TH-JUNE '23 HEALTH INS 161509356	01-5-704123.00 HEALTH INSURANCE	1162.88	13135	05/24/23
BCBS	BLUE CROSS/BLUE SHIELD OF	05/01/23	TH-JUNE '23 HEALTH INS 161509356	01-5-555123.00 HEALTH INSURANCE	1874.69	13135	05/24/23
BCBS	BLUE CROSS/BLUE SHIELD OF	05/01/23	TH-JUNE '23 HEALTH INS 161509356	01-5-005123.00 HEALTH INSUR	3999.56	13135	05/24/23
BCBS	BLUE CROSS/BLUE SHIELD OF	05/01/23	TH-JUNE '23 HEALTH INS 161509356	01-5-500123.00 HEALTH INS	8080.69	13135	05/24/23
BCBS	BLUE CROSS/BLUE SHIELD OF	05/01/23	TH-JUNE '23 HEALTH INS 161509356	01-5-100123.00 HEALTH INS	3609.99	13135	05/24/23
BCBS	BLUE CROSS/BLUE SHIELD OF	05/01/23	TH-JUNE '23 HEALTH INS 161509356	01-5-200123.00 HEALTH INS	994.55	13135	05/24/23
BUSINESS	BUSINESS CARD	04/24/23	P&R-LACROSSE NET 4765852	01-5-425211.00 EQUIPMENT	122.87	13137	05/24/23
BUSINESS	BUSINESS CARD	05/08/23	TC-MAY 23 WHITE PAGES 508WHTPGS	01-5-100538.00 POSTAGE	20.99	13137	05/24/23
BUSINESS	BUSINESS CARD	04/10/23	DPW-STORMWATER PERMIT 8028-9040.AR	01-5-705515.00 ADMINISTRATION	1125.00	13137	05/24/23
BUSINESS	BUSINESS CARD	04/20/23	TH-MAY '23 SUBSCRIPTION INV198580912	01-5-275627.00 Remote Meeting Services	503.83	13137	05/24/23
BUSINESS	BUSINESS CARD	04/20/23	DPW-FENCE REPAIR WP64600991	01-5-703403.00 PARTS & SUPPLIES	184.89	13137	05/24/23

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
CARGILL	CARGILL INC-SALT DIVISION	12/30/22	DPW-SALT 64,300 LBS 2907836991	01-5-703201.00 SALT & CHEMICALS	2764.90	13138	05/24/23
CASELLA	CASELLA WASTE SERVICES	05/01/23	DPW-APRIL '23 RECYCLE 0814057	01-5-705305.00 RECYCLING	3333.55	13139	05/24/23
CASELLA	CASELLA WASTE SERVICES	05/01/23	DPW-APRIL '23 RECYCLE 0814057	01-5-705308.00 FOOD WASTE DISPOSAL	2054.52	13139	05/24/23
CASELLA	CASELLA WASTE SERVICES	05/01/23	DPW-MAY '23 TRASH 0814058	01-5-705303.00 MUNICIPAL SOLID WASTE	3646.44	13139	05/24/23
CASELLA	CASELLA WASTE SERVICES	05/01/23	DPW-MAY '23 TRASH 0814058	01-5-705306.00 C & D WASTE DISPOSAL	1630.33	13139	05/24/23
CCI	CCI MANAGED SERVICES	05/01/23	TH-MAY '23 TECH SUPPORT CW-56645	01-5-275632.00 SERVER MAINTENANCE	3136.90	13140	05/24/23
COMCAST	COMCAST	04/01/23	PD-APRIL '23 INTERNET 401PDINT	01-5-485238.00 PHONE & INTERNET	439.71	13141	05/24/23
COMCAST	COMCAST	05/01/23	PD-MAY '23 INTERNET 501PDINT	01-5-485238.00 PHONE & INTERNET	440.81	13141	05/24/23
COMCAST	COMCAST	05/06/23	TH-JUNE '23 INTERNET 506THINT	01-5-275632.00 SERVER MAINTENANCE	24.95	13141	05/24/23
COTT	COTT SYSTEMS INC	05/01/23	TC-MONTHLY RESOLUTION 3 152815	01-5-100613.00 SOFTWARE	290.00	13142	05/24/23
CRYSTAL	CRYSTAL ROCK, LLC	03/28/23	DPW-WATER COOLER RENTAL 736065032823	01-5-703507.00 SUPPLIES	73.95	13143	05/24/23
D&B	D&B OUTDOOR POWER EQUIP.,	05/04/23	B&G-ASSORTED SUPPLIES 35605	01-5-704405.00 PETROLEUM PRODUCTS	180.60	13144	05/24/23
D&B	D&B OUTDOOR POWER EQUIP.,	05/04/23	B&G-RECOIL SPRING 35606	01-5-704405.00 PETROLEUM PRODUCTS	12.99	13144	05/24/23
DHMC	DARTMOUTH-HITCHCOCK	05/09/23	FD-DEMBINSKI SCREENING 509DEMBSRN	01-5-555636.00 OSHA COMPLIANCE	136.00	13145	05/24/23
DEADRIVER	DEAD RIVER COMPANY	05/11/23	TH-190.5 GALS HEATING OIL 7660	01-5-706103.00 HEATING	564.44	13146	05/24/23
DOMAIN	DOMAIN LISTINGS	04/25/23	TH-ANNUAL WEBSITE LISTING 242-1848	01-5-275631.00 WEB SITE SUPPORT	288.00	13147	05/24/23
FRIETS	ERIC FRIETS	05/17/23	FD-ERIC STATION SUPPLIES 517EMPREIMB	01-5-555422.00 FIRE TOOLS & EQUIPMENT	98.43	13148	05/24/23
EVANSMOTO	EVANS GROUP, INC.	04/19/23	DPW-DIESEL 450 GALS 0047033-IN	01-5-703405.00 PETROLEUM PRODUCTS	1316.08	13149	05/24/23
EVANSMOTO	EVANS GROUP, INC.	05/02/23	DPW-500 GAL REG GAS 0047477-IN	01-5-703405.00 PETROLEUM PRODUCTS	1645.46	13149	05/24/23
EVANSMOTO	EVANS GROUP, INC.	05/03/23	DPW-350 GAL DIESEL 0047504-IN	01-5-703405.00 PETROLEUM PRODUCTS	913.51	13149	05/24/23
GATEKEEP	GATEKEEPER LOCK & SAFE, L	09/20/22	DPW-KEY FOBS & INSTALL I-220323-1A	01-5-703511.00 REPAIRS & MAINTENANCE	522.50	13151	05/24/23
GATEKEEP	GATEKEEPER LOCK & SAFE, L	09/13/22	DPW-KEY SARGENT SO-59932	01-5-703511.00 REPAIRS & MAINTENANCE	4.00	13151	05/24/23
GATEKEEP	GATEKEEPER LOCK & SAFE, L	09/13/22	DPE-KEY SARGENT SO-59935	01-5-703511.00 REPAIRS & MAINTENANCE	12.00	13151	05/24/23
GMPC	GREEN MOUNTAIN POWER CORP	04/28/23	319 MN ST SLR 48815990790 428319MNST	01-5-706115.00 BNDSTND/SIGN/EVCH ELECTRI	22.95	13152	05/24/23
GMPC	GREEN MOUNTAIN POWER CORP	04/28/23	111 TRNPK RD 38951919299 428TRNPKRD	01-5-706115.00 BNDSTND/SIGN/EVCH ELECTRI	49.03	13152	05/24/23

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
MISC	05/11/23	HAWK PINE PROSPECT II LLC 16-141.000 TAX REFUND	01-2-001149.00	5161.95	13153	05/24/23
		HAWKPINEREF	TAX CLEARING ACCOUNT			
POWELLJUD	05/12/23	JUDITH POWELL PD-JUDY EE CLOTHES/GEAR	01-5-500501.00	34.98	13154	05/24/23
		512EMPREIMB	ADMINISTRATION			
POWELLJUD	05/12/23	JUDITH POWELL PD-JUDY EE CLOTHES/GEAR	01-5-500114.00	260.00	13154	05/24/23
		512EMPREIMB	ADMINISTRATIVE WAGE			
POWELLJUD	05/12/23	JUDITH POWELL PD-JUDY EE CLOTHES/GEAR	01-5-500116.00	45.79	13154	05/24/23
		512EMPREIMB	CROSSING GUARD WAGE			
LEAF	04/30/23	LEAF CAPITAL FUNDING, LLC PD-COPIER LEASE	01-5-500501.00	82.00	13155	05/24/23
		14690096	ADMINISTRATION			
LEGENDARY	04/07/23	LEGENDARY AUTO WORX LLC PD-RAV 4 TOW	01-5-500306.00	150.00	13156	05/24/23
		003082	CRUISER MAINT			
MAGEE	04/06/23	MAGEE OFFICE PRODUCTS PD-WATER COOLER FILTERS	01-5-500501.00	74.82	13157	05/24/23
		FS01183262	ADMINISTRATION			
MAYER	05/19/23	MAYER & MAYER Payroll Transfer	01-2-001120.00	25.00	13158	05/24/23
		PR-05/19/23	EMPLOYEE JUDGEMENT ORDER			
MODERN	04/30/23	MODERN CLEANERS & TAILORS PD-APRIL '23 UNIFORM CLEA	01-5-500583.00	65.00	13159	05/24/23
		341475	UNIFORMS CLEANING			
MONTCALRI	05/17/23	MONTSHIRE CAL RIPKEN LEAG P&R-LEAGUE FEES & INSURAN	01-5-425218.00	579.00	13188	05/24/23
		006	REGISTRATION FEES			
NORFIREDI	05/11/23	NFD-WATER DEPT P&R-QUARTERLY WATER	01-5-425332.00	92.29	13161	05/24/23
		05/11TRNPK	WATER USAGE			
OTIS	06/01/23	OTIS ELEVATOR COMPANY TH-JUNE '23 ELEVATOR SRVC	01-5-706107.00	311.48	13162	05/24/23
		100401184603	ELEVATOR MAINTENANCE			
ROBERT HA	04/26/23	ROBERT HALF FIN-JOYCE WK END 4/21	01-5-200112.10	3816.99	13163	05/24/23
		61915814	FINANCE OFFICER WAGE			
ROBERT HA	04/27/23	ROBERT HALF FIN-RANDY WK END 4/21	01-5-200112.10	3800.00	13163	05/24/23
		61921207	FINANCE OFFICER WAGE			
ROBERT HA	05/04/23	ROBERT HALF FIN-JOYCE WK END 4/28	01-5-200112.10	3983.88	13163	05/24/23
		61955086	FINANCE OFFICER WAGE			
ROBERT HA	05/11/23	ROBERT HALF FIN-JOYCE WK END 4/14	01-5-200112.10	352.65	13163	05/24/23
		61988940	FINANCE OFFICER WAGE			
SABIL	05/03/23	SABIL & SONS INC DPW-TOWING & REPAIRS	01-5-703401.00	344.50	13164	05/24/23
		97840	OUTSIDE REPAIRS			
SABIL	05/05/23	SABIL & SONS INC DPW-INSPECTION & BRAKES	01-5-703401.00	196.10	13164	05/24/23
		97872	OUTSIDE REPAIRS			
SAFARILAN	05/04/23	SAFARILAND, LLC PD-UNIFORM & GEAR	01-5-500582.00	735.00	13165	05/24/23
		I010-491162	UNIFORMS			
SIRCHIE	05/02/23	SIRCHIE ACQUISITION COMPA PD-TRAINING SUPPLIES	01-5-500543.00	243.81	13166	05/24/23
		0589868-IN	TRAINING SUPPLIES			
SOLAFLECT	05/15/23	SOLAFLECT SOLAR PARK I, L MAY '23 SOLAR PANELS	01-5-706115.00	16.96	13167	05/24/23
		MAY 23	BNDSTND/SIGN/EVCH ELECTRI			
SOLAFLECT	05/15/23	SOLAFLECT SOLAR PARK I, L MAY '23 SOLAR PANELS	01-5-705501.00	72.09	13167	05/24/23
		MAY 23	ELECTRICITY			
SOLAFLECT	05/15/23	SOLAFLECT SOLAR PARK I, L MAY '23 SOLAR PANELS	01-5-485233.00	656.46	13167	05/24/23
		MAY 23	ELECTRICITY			
SOLAFLECT	05/15/23	SOLAFLECT SOLAR PARK I, L MAY '23 SOLAR PANELS	01-5-575233.00	21.20	13167	05/24/23
		MAY 23	TOWER POWER			
SOLAFLECT	05/15/23	SOLAFLECT SOLAR PARK I, L MAY '23 SOLAR PANELS	01-5-500204.00	81.42	13167	05/24/23
		MAY 23	SPEED SIGNS			

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
SOLAIV	SOLAFLECT SOLAR PARK IV,	05/15/23	MAY '23 SOLAR PANELS 2305_01	01-5-706101.00 ELECTRICITY	653.40	13168	05/24/23
SOLAIV	SOLAFLECT SOLAR PARK IV,	05/15/23	MAY '23 SOLAR PANELS 2305_01	01-5-705501.00 ELECTRICITY	246.60	13168	05/24/23
STANTEC	STANTEC CONSULTING SERVIC	04/21/23	DPW-BRIDGE MANAGEMENT 2070194	01-5-703321.00 BRIDGES	2851.62	13169	05/24/23
STITZEL	STITZEL PAGE & FLETCHER P	05/08/23	TH-MARCH '23 LEGAL SRVCS 73862	01-5-005305.00 LEGAL	3685.50	13170	05/24/23
MISC	STUART ROGERS	04/28/23	PD-STUART PHONE CASE 428EMPREIMB	01-5-500501.00 ADMINISTRATION	28.57	13171	05/24/23
LOCALIQ	THE BURLINGTON FREE PRESS	05/04/23	P&Z-PLANNING DIRECTOR AD 0005586410	01-5-350540.00 ADVERTISING	336.58	13172	05/24/23
TWNWINDSR	THE WINDSOR POLICE DEPART	04/26/23	P&R-WOMEN'S SELF-DEFENSE 426SELF-DEF	01-5-425200.00 Instructor/Contractor Fee	685.00	13189	05/24/23
HARTFORD	TOWN OF HARTFORD	04/01/23	PD-DISPATCH SRVCS APR-JUN 13117	01-5-500536.00 DISPATCH SERVICES	18227.75	13173	05/24/23
HARTFORD	TOWN OF HARTFORD	04/30/23	PD-APRIL '23 VERIZON 13212	01-5-500535.00 VIBRS	126.75	13173	05/24/23
TSSAND	TWIN STATE SAND & GRAVEL	05/11/23	DPW-SCREENED SAND 108801	01-5-703203.00 SAND	62465.34	13175	05/24/23
TSSAND	TWIN STATE SAND & GRAVEL	05/11/23	DPW-STONE 42.7 TONS 108802	01-5-703207.00 GRAVEL & STONE	836.92	13175	05/24/23
TWORIVERS	TWO RIVERS - OTTAUQUECHEE	04/13/23	P&Z-KYLE KATZ 2/9-3/31 23-126	01-5-350110.00 PLAN ADMIN WAGE	3796.95	13176	05/24/23
TWORIVERS	TWO RIVERS - OTTAUQUECHEE	05/03/23	P&Z-KYLE KATZ APRIL '23 23-140	01-5-350110.00 PLAN ADMIN WAGE	2740.45	13176	05/24/23
UNIFIRST	UNIFIRST CORPORATION	05/08/23	DPW-UNIFORM CLEANING 1070226305	01-5-703311.00 UNIFORMS	260.03	13177	05/24/23
UNIFIRST	UNIFIRST CORPORATION	05/08/23	DPW-UNIFORM CLEANING 1070226305	01-5-704311.00 UNIFORMS	40.00	13177	05/24/23
UNIFIRST	UNIFIRST CORPORATION	05/15/23	DPW-UNIFORM CLEANING 1070228378	01-5-704311.00 UNIFORMS	40.00	13177	05/24/23
UNIFIRST	UNIFIRST CORPORATION	05/15/23	DPW-UNIFORM CLEANING 1070228378	01-5-703311.00 UNIFORMS	232.95	13177	05/24/23
UNITED AG	UNITED AG & TURF NE, LLC	12/27/22	DPW-INSTALL TIE ROD 9790686	01-5-703401.00 OUTSIDE REPAIRS	967.02	13178	05/24/23
UVEQUIPME	UPPER VALLEY EQUIPMENT RE	04/07/23	DPW-SUBMERSIVE PUMP RENTA 1922B	01-5-703215.00 OTHER PROJECTS	80.00	13179	05/24/23
VALLEYNEW	VALLEY NEWS	04/30/23	TH-ADVERTISEMENTS 806204	01-5-703515.00 ADMINISTRATION	396.00	13180	05/24/23
VALLEYNEW	VALLEY NEWS	04/30/23	TH-ADVERTISEMENTS 806204	01-5-005540.00 ADVERTISING	150.50	13180	05/24/23
VALLEYNEW	VALLEY NEWS	04/30/23	TH-ADVERTISEMENTS 806204	01-5-275631.00 WEB SITE SUPPORT	1.00	13180	05/24/23
VALLEYNEW	VALLEY NEWS	04/30/23	TH-ADVERTISEMENTS 806204	01-5-005540.00 ADVERTISING	-195.50	13180	05/24/23
VERIZWIRE	VERIZON WIRELESS	05/04/23	APRIL '23 WIRELESS PHONES 9934113066	01-5-005532.00 T MNGR CELL PHONE	70.26	13181	05/24/23
VERIZWIRE	VERIZON WIRELESS	05/04/23	APRIL '23 WIRELESS PHONES 9934113066	01-5-500501.00 ADMINISTRATION	161.09	13181	05/24/23

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
VERIZWIRE	05/04/23	VERIZON WIRELESS APRIL '23 WIRELESS PHONES 9934113066	01-5-555625.00 TELEPHONE & INTERNET	40.01	13181	05/24/23
VTMUNI	05/01/23	VERMONT MUNICIPAL ASSESSO LISTERS-MAY '23 ASSESSOR 1399	01-5-300300.00 PROFESS SERVICES	2972.29	13182	05/24/23
VRPA	05/18/23	VRPA P&R-MEMBERSHIP 518MMBRSHP	01-5-425160.00 DUES/MTGS/EDUC	100.00	13183	05/24/23
WBMASON	05/10/23	W.B. MASON CO., INC. TC-SHEET PROTECTORS 238332286	01-5-275610.00 OFFICE SUPPLIES	39.21	13184	05/24/23
WBMASON	05/10/23	W.B. MASON CO., INC. DPW-OFFICE SUPPLIES 238335692	01-5-703507.00 SUPPLIES	73.94	13184	05/24/23
WBMASON	05/10/23	W.B. MASON CO., INC. DPW-TOWELS & TISSUES 238338304	01-5-703507.00 SUPPLIES	233.89	13184	05/24/23
WBMASON	05/10/23	W.B. MASON CO., INC. PD-ASSRTD SUPPLIES 238338450	01-5-485301.00 BUILDING SUPPLIES	168.25	13184	05/24/23
WBMASON	05/10/23	W.B. MASON CO., INC. PD-ASSRTD SUPPLIES 238338450	01-5-500501.00 ADMINISTRATION	101.13	13184	05/24/23
HEALTHEQ	05/02/23	WAGeworks, INC TH-APRIL '23 COBRA ADMIN 0423TR112178	01-5-005123.00 HEALTH INSUR	40.00	13185	05/24/23
EARTHLINK	05/01/23	WINDSTREAM TH-MAY '23 PHONE 75650916	01-5-350531.00 TELEPHONE	41.19	13186	05/24/23
EARTHLINK	05/01/23	WINDSTREAM TH-MAY '23 PHONE 75650916	01-5-300531.00 TELEPHONE	41.19	13186	05/24/23
EARTHLINK	05/01/23	WINDSTREAM TH-MAY '23 PHONE 75650916	01-5-425127.00 TELEPHONE	41.19	13186	05/24/23
EARTHLINK	05/01/23	WINDSTREAM TH-MAY '23 PHONE 75650916	01-5-705505.00 TELEPHONE	35.13	13186	05/24/23
EARTHLINK	05/01/23	WINDSTREAM TH-MAY '23 PHONE 75650916	01-5-275531.00 TELEPHONE	41.19	13186	05/24/23
EARTHLINK	05/01/23	WINDSTREAM TH-MAY '23 PHONE 75650916	01-5-005531.00 ADMIN TELEPHONE	41.19	13186	05/24/23
EARTHLINK	05/01/23	WINDSTREAM TH-MAY '23 PHONE 75650916	01-5-100531.00 TELEPHONE	41.19	13186	05/24/23
EARTHLINK	05/01/23	WINDSTREAM TH-MAY '23 PHONE 75650916	01-5-200531.00 TELEPHONE	41.19	13186	05/24/23
WITMER	05/10/23	WITMER PUBLIC SAFETY GROU FD-SAFETY GEAR INV255338	01-5-555422.00 FIRE TOOLS & EQUIPMENT	1797.92	13187	05/24/23

05/18/23

Town of Norwich Accounts Payable

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04:07 pm

Check Warrant Report # 1006 Current Prior Next FY Invoices For Fund (General)

ashleyw

For Check Acct 03(General) All check #s 05/24/23 To 05/24/23 & Fund 01

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
Report Total				181421.36		

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 \$ ***181,421.36
Let this be your order for the payments of these amounts.

Staff Accountant:

Ashley Wohler
Ashley Wohler

Town Manager:

DocuSigned by:
Brennan Duffy
D4520EC72DA7484
Brennan Duffy

SELECTBOARD:

Marcia Calloway
Chair

Mary Layton
Vice Chair

Priscilla Vincent

Roger Arnold

Pam Smith

05/18/23

04:06 pm

Town of Norwich Accounts Payable

Check Warrant Report # 1004 Current Prior Next FY Invoices For Fund (GENERATOR FUND)

ashleyw

For Check Acct 03 (General) All check #s 05/24/23 To 05/24/23 & Fund 46

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
VTPOWER	04/12/23	DPW-GENERATOR 44375REV	46-5-575740.00 Generator expense	49563.00	13136	05/24/23
Report Total				49563.00		

To the Treasurer of Town of Norwich, We hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ ****49,563.00
Let this be your order for the payments of these amounts.

Staff Accountant:

Ashley Wohler
Ashley Wohler

Town Manager:

DocuSigned by:
Brennan Duffy
D4520EC72DA7484...
Brennan Duffy

SELECTBOARD:

Marcia Calloway
Chair

Mary Layton
Vice Chair

Priscilla Vincent

Roger Arnold

Pan Smith

05/18/23
04:06 pm

Town of Norwich Accounts Payable
Check Warrant Report # 1003 Current Prior Next FY Invoices For Fund (FIRE EQUIPMENT FUND)
For Check Acct 03(General) All check #s 05/24/23 To 05/24/23 & Fund 26

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
FTSNE	FIRE TECH & SAFETY OF NEW	05/10/23	FD-SCBA ORDER 213412	26-5-555322.00 FIRE EQUIPMENT	6255.00	13150	05/24/23
Report Total					6255.00		

To the Treasurer of Town of Norwich, We hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ *****6,255.00
Let this be your order for the payments of these amounts.

Staff Accountant:

Ashley Wokler
Ashley Wokler

Town Manager:

DocuSigned by:
Brennan Duffy
D4520EC72DA7484
Brennan Duffy

SELECTBOARD:

Marcia Calloway
Chair

Mary Layton
Vice Chair

Priscilla Vincent

Roger Arnold

Fam Smith

TO: Norwich Selectboard and Interim Town Manager Brennan Duffy
FROM: Marcia Calloway, Selectboard Chair
DATE: May 18, 2023
RE: Cannabis Retail in Norwich

Facts: Luke O'Neill, a cannabis farmer, on behalf of his family business, Simpson Brook Farm, appeared at the April 10, 2023 selectboard meeting to indicate an interest in establishing a cannabis retail business in Norwich. His email of April 3, 2023 indicated an interest in "locating a dispensary" in Norwich.

State law and sources of information:

- Title 7 of the Vermont Statutes Annotated governs Alcoholic Beverages, Cannabis, and Tobacco.
 - Regulation of cannabis by local government is found at 7 V.S.A. § 863.
- The Vermont Cannabis Control Board website is here <https://ccb.vermont.gov/>
 - Including an FAQ page for municipal questions, here: <https://ccb.vermont.gov/FAQ>
 - Municipal Guidance, here: https://ccb.vermont.gov/sites/ccb/files/2022-06/Municipal.Guidance_FINAL.pdf
 - Local Commission Guidance, here: https://ccb.vermont.gov/sites/ccb/files/2023-04/Local.Commission.Guidance_FINAL.pdf

Pertinent information from the above-listed sources:

- According to the State of Vermont Cannabis Control Board website, here <https://ccb.vermont.gov/>, a retail cannabis business and/or the retail portion of dispensary would only be allowed if a majority of the town voted to "opt-in" to host such a retail establishment.¹

"Prior to a cannabis retailer or the retail portion of an integrated licensee operating within a municipality, the municipality shall affirmatively permit the operation of such cannabis establishments by majority vote of those present and voting by Australian ballot at an annual or special meeting warned for that purpose. A municipality may place retailers or integrated licensees, or both, on the ballot for approval." [7 V.S.A. § 863\(a\)\(1\)](#).
- An "opt-in" vote only applies to retail and the retail portion of integrated (dispensary) license types, it does not impact other license types such as cultivators, wholesalers, manufacturers, and testing laboratories.²
- Whether or not the municipality creates a "local cannabis control commission" is up to the "local government," i.e. the selectboard.

"Any municipality that hosts any cannabis establishment **may** establish a cannabis control commission composed of commissioners who may be members of the municipal legislative body." [7 V.S.A. § 863\(b\)](#) [emphasis added] Any municipality may form a local cannabis control commission. However, creating a local cannabis control commission is not required for a cannabis establishment to operate in any town. Municipalities must give notice to the Cannabis Control Board if they have formed a local cannabis control commission."³

If a local cannabis control commission is established, that body could review all types of licenses not just retail, or it could inform the Cannabis Control Board that it will only review retail.⁴However,

"A municipality's decision to form a Local Control Commission *does not* expand its authority under state law. A municipality that has formed a Local Control Commission may still only regulate, generally speaking, zoning, public nuisance, and signage."⁵

"The local commission may issue and administer local control licenses and condition licenses to comply with bylaws under [24 V.S.A. § 4414](#) [zoning regulations] and ordinances regulating signs or public

¹ See <https://ccb.vermont.gov/FAQ> municipal questions

² Id.

³ Id.

⁴ Id.

⁵ Id.

nuisances under [24 V.S.A. §2291](#). The local commission may also deny, suspend, or revoke a local control license if it violates conditions placed on the license. Local commissions must inform the Board of such actions.”⁶

The business would also be subject to environmental regulations enforced by the Cannabis Control Board, for example those that speak to use of public water supply: “larger cultivators who operate on municipal water will be required to obtain a notice that the municipal water authority has capacity to serve the cultivation operation.”⁷

Next steps: A person has indicated a desire to operate a retail cannabis business in Norwich. To be granted permission for that business, the town must vote by majority “at an annual or special meeting warned for that purpose.” The next annual meeting will be in March 2024. The options for a town meeting vote are now:

1. The selectboard can choose to hold a special meeting for the purpose of voting to allow a retail cannabis business to operate in Norwich.
2. Mr. O’Neill/ Simpson Brook Farm can file petition with the town clerk.
 - “Petitions for special meetings may be turned into the town clerk at anytime and must contain signatures of five percent of the voters. 17 V.S.A. §2643(a)
 - “Once found to conform, a special meeting shall be warned within 60 days of the receipt of the petition by the clerk. 17 V.S.A. §2643(a)” <https://sos.vermont.gov/elections/election-info-resources/town-meeting-local-elections/local-petitions/>
3. Mr. O’Neill/Simpson Brook Farm can petition the selectboard to place an article on the annual warning for the March 2024 town meeting.
 - “The petition must contain signatures of five percent of the voters requesting placement of articles on the warning for annual meeting and must be received by the selectboard or the school board at least 47 days prior to town meeting. 17 V.S.A. §2642(a)(3)(A).
 - Note the Secretary of State’s Office offers the following guidance to petitioners: “Although the law requires that petitions be received 47 days before the meeting, most selectboards and school boards like to post their full warning as soon as possible (40 days before the meeting), so it would be most courteous and a best practice to deliver your petition to the town clerk before the last selectboard or school board meeting that will occur before the 40th day before the town meeting. Call your town clerk and they can advise you of the best time to file.” <https://sos.vermont.gov/elections/election-info-resources/town-meeting-local-elections/local-petitions/>

⁶ See https://ccb.vermont.gov/sites/ccb/files/2022-06/Municipal.Guidance_FINAL.pdf , page 6.

⁷ Id., page 8.

**Intermunicipal Regional Energy Coordinator
(IREC)
Progress Report Town of Norwich April 2023**

- Presented IREC project update at the April 12 Norwich Selectboard meeting. The focus was on the Tracy Hall energy upgrade project and the Municipal Energy Resilience Program (MERP). Provided updated MERP information and recommended that Norwich apply for the MERP mini-grant and prepare for a MERP energy assessment at the Town Hall.
- The MERP mini-grant application was completed and Norwich has received a notice of award for the \$4000 MERP energy grant.
- The next phase of the MERP is a free energy assessment financed by the state of VT, and is required for a grant award. The MERP grant focuses on weatherization and heating system upgrades for VT municipal buildings, so Tracy Hall is a good candidate. However, the MERP prioritizes grants to towns with high energy burdens (high % of resident income to energy costs). Norwich has been categorized as a low energy burden town, but applying for the energy assessment is still recommended because it is likely that all towns that apply will receive it, and the completed assessment can be used to apply for the MERP grant, MERP financing or other grants. MERP energy assessment applications are expected to open before the end of May.
- Reviewing and monitoring proposals for the Tracy Hall energy upgrade that includes weatherization, a new boiler and controls.
- Continuing to organize a demonstration of electric grounds maintenance equipment including zero-turn mowers, push mowers, chain saws and leaf blowers. Woodstock High School has volunteered to host the event.
- 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.

Gerald Fredrickson, Chair ~ Peter G. Gregory, AICP, Executive Director
128 King Farm Rd. Woodstock, VT 05091 ~ 802-457-3188 ~ trorc.org

PREPARED BY: BRIE SWENSON, RECREATION DIRECTOR

DATE: MAY 3, 2023

Huntley Meadows – the work scheduled to be done at the baseball fields has been postponed due to weather and the contractor’s workload. The tennis courts were visited by VLCT’s representative, and he is requesting that the tape be peeled, cracks cleaned out and tape re-applied. The contractor hired to line our athletic fields went out of business less than a week before they were scheduled to be in Norwich. We were fortunate to find another contractor in short time, and had the fields painted 2 weeks into our lacrosse season.

Barrett Oven – the contractor who is putting the finishing layer on the oven is delayed until July. In the meantime, signs were ordered for the oven, the frame and the road side. Once they arrive, DPW will be asked to secure them in place.

Spring programs opened after April vacation. These programs include – lacrosse, trail running, mountain biking, indoor tennis for the youth and outdoor soccer, basketball, volleyball, pickleball, table tennis and badminton for adults. Special events included a ‘Parents Night Out’, with the Hanover High School Class of 2025. The teens and their supervisors did a wonderful job of keeping over 40 kids entertained and safe. We also hosted our final indoor potluck at Tracy Hall. We will move outdoors in May.

Future special events include a partnership with the Historical Society where we will explore an old barn site and the surrounding landscape at Parcel 5. We will end the program with a mini ‘foragers foray’ to identify ramps in a very reliable, public patch, and discuss how to harvest them sustainably and responsibly. Following this excursion, we will host our first outdoor Community Potluck at Huntley Meadows.

Summer Camp staff was finalized this month. We have quite a few Counselors in Training signing on, which is encouraging.

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: Cody Williams

Address: 239 Mitchell Brook Road

Day phone: 612.220.5784

Evening phone: 612.220.5784

E-mail: codywilliams@mac.com

Position Applied For: Conservation Commission

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

Terms: One

Years: Three

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

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

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

I work relatively normal weekday full time hours. Most Mondays I am busy with fire department drill nights.

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

I value and spend a great deal of time in Norwich's conserved spaces. In addition my botany degree helps, my software development has been useful in helping develop the conservation and trail committee websites, and my love of our rich network of trails and love of work outdoors helps in contributing to trail work.

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: Adimab

Location: Lebanon, NH

Title: Software developer

Describe your work:

Adimab is a biotech company that does antibody discovery and engineering. I write custom software used in the lab to acquire and analyze data.

6. Pertinent Education and/or Experience:

Bachelor of science from the University of Wisconsin Madison

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:

Apologies on missing the deadline to submit this application.

Signature



Date May 16

Memo to the Town Manager

From: Interim Finance Director, J Hasbrouck

April 28, 2023

RE: Creating a Budget Surplus with the ARPA money

After speaking with Sarah Wraight from Two Rivers, and reviewing the guidance provided in the *Coronavirus State & Local Fiscal Recovery Funds: Overview of the Final Rule* provided by the US Department of the Treasury, my “nutshell synopsis” is that there are two steps that the Town currently needs to take in order to properly record the ARPA revenue and convert the money so the town is able to spend the money without the treasury strings carrying forward.

Step 1 will be to receive the revenue into the operating revenue to create a budget surplus. This step is necessary to remove two federal restrictions on the funds. First is to remove the time constraints that state:

ARPA funds must be *obligated* (promised through orders, subgrants, or contracts, or exact expenditures approved by Selectboard) by December 31, 2024. ARPA funds must be actually spent by December 31, 2026. That may feel like a lot of time, but if you’re considering using ARPA funds on a large project that requires public discussion at Town Meeting Day and/or does not have engineering and permits yet, that timeline is getting tight.

S Wraight Email 1-30-23

and the second that confines the spending to specific “obligated” purposes. Completing this conversion will allow the town freedom to use the town’s policies for spending to allocate the spending of the funds because they are no longer encumbered by Treasury rules but rather are now considered “budget surplus” funds. This conversion will require recording certain treasury approved spending lines with equal ARPA revenue receipts. This information will need to be reported to the treasury to satisfy the “use of the ARPA fund” requirements and recorded in the town’s financials (including the audit) as surplus resulting from the ARPA money receipt and conversion.

Step 2 will be the spending of the surplus funds. The treasury says there should be *public engagement* related to the spending but ultimately it is up to the Select Board to spend the money per the municipalities spending policies. The public comments may be through surveys or public forums or a combination and these, then the comments become the tools for the SB to use in a spending plan. Because this is surplus money the treasury’s “approved spending items” restraints are removed so the town has leeway to create spending plans that do not have to be completed by the end of calendar year 2026 and do not have to meet the treasury’s qualified expenses.

I recommend making a motion to “use the ARPA funds to create a surplus by covering the payroll and benefit expenses incurred in the first 3 quarters of FY23 (July 1, 2022- March 31-23), using the Police Department, Fire Department spending first, then the other departments at the discretion of the Town manager until we arrive at the total ARPA receipt of \$1,025,898.10”.

Report of Fiscal Year 2023 Payroll Expensed (By Department)

Department	Amount
PD Q1 FY23	35009.53
FD Q1 FY23	24622.1
Transfer Station (TS)	10557.16
B&G	12737.7
DPW	64381.81
DPW Q1 FY23	241915.69
Q1 TOTAL	\$ 301,547.32
PD Q2 FY23	62163.25
FD Q2 FY23	34640.87
TS	11606.19
B&G	15745.63
DPW	87116.68
DPW Q2 FY23	320193.12
Q2 TOTAL	\$ 416,997.24
PD Q3 FY23	79195.2
FD Q3 FY23	27420.79
TS	10485.26
B&G	12667.3
DPW	102000.44
DPW Q3 FY23	354488.48
Q3 TOTAL	\$ 461,104.47
PD Q4 FY23	50509.3
FD Q4 FY23	14648.19
TS	5703.27
B&G	6298.2
DPW	46829.05
DPW Q4 FY23	165005.58
Q4 TO DATE	\$ 230,163.07
FY23 To Date	<u>\$ 1,409,812.10</u>

Updated 5/19/2023

NOTE: this list may not reflect all changes since March 2023

Norwich Town Officers

	<u>Length of term</u>	<u>Term expires</u>
<u>Advance Transit Board – Norwich Rep.</u> <i>Vacant</i>	3 year term	SB appoints May 20XX
<u>Article 36 Task Force</u> Eva Rosenbloom John (Jack) Cushman, Chair? Robert Gere Ernie Ciccotelli Aaron Lamperti	no set terms	SB appoints ??? 20XX
<u>Audit Committee (6 reg.)</u> <i>Vacant, at-large member 3 year term</i> <i>Unspecified, ex officio Selectboard member</i> <i>Unspecified, ex officio Selectboard member</i> <i>Unspecified, ex officio Finance Cmtee member</i> <i>Unspecified, ex officio Finance Cmtee member</i> Cheryl A. Lindberg, <i>ex officio Town Treasurer (or Finance Cmtee. member if Town Treasurer not on Finance Cmtee.)</i>		SB appoints at large member March 20XX
<u>Cemetery Commission (5 reg.)</u> Bonnie Munday, Chair Dan Goulet C. Wilbur Hardy Emily Myers	5 year terms	Elected March 2024 March 2024 March 2026 March 2026
<u>Childcare Committee</u> Bob Haynes Rebecca Holcombe, Chair Mary Layton, Secretary (SB liaison) Brian Loeb Neil Odell (School Bd liaison) Jamie Rosenfeld		SB appoints short-term committee (expires Jan. 2022)
<u>Conservation Commission (8 reg., 1 youth)</u> Lynnwood Andrews Craig Layne* Alex Gottlieb Cheryl Asa Chris Rimmer Cody Williams* Courtney Dragiff <i>vacant</i> Charlotte Tagupa (Youth Rep.) *Trails Subcmtee. Member	4 year terms	SB appoints March 31, 2025 March 31, 2026 March 31, 2026 March 31, 2027 March 31, 2023 March 31, 2023 March 31, 2024 March 31, 2024 March 31, 20?? (not set)

Updated 5/19/2023

	<u>Length of term</u>	<u>Term expires</u>
<u>Development Review Board (7 reg., 2 alt.)</u>		
Patrick Bradley	3 year terms	SB appoints April 30, 2024
Sue Pitiger		April 30, 2024
Linda Gray		April 30, 2024
Matthew W. Stuart		April 30, 2024
Don McCabe		April 30, 2025
Emily Myers		April 30, 2026
Richard Stucker, Vice Chair		April 30, 2026
Jack Candon, alternate		April 30, 2026
<i>vacant</i> , alternate		April 30, 20XX__
 <u>Emergency Management Coordinator</u>		
Herb Durfee, Town Mgr.		Town Manager appoints
 <u>Deputy Emergency Management Director</u>		
Alexander Northern, Fire Chief		Town Manager appoints
 <u>ECFiber Governing Board (1 reg., 1 alt.)</u>		
Irv Thomae	1 year terms	SB appoints April 30, 2024
Robert Gere, alternate		April 30, 2024
 <u>Energy Committee (at least 5 reg.)</u>		
Garrett Heaton, Vice Chair	3 year terms	SB appoints March 31, 2024
Linda Gray		March 31, 2024
Robert Gere		March 31, 2024
Charles Lindner		March 31, 2025
Brad Wible		March 31, 2025
Erich Rentz, Chair		March 31, 2026
Eva Rosenbloom		March 31, 2026
 <u>Finance Committee (3-7 reg., include. Treasurer)</u>		
Linda Cook	3 year terms	SB appoints June 30, 2023
Cheryl A. Lindberg, Town Treasurer, <i>ex officio</i>		
<i>Vacant (1-3 positions)</i>		June 30, 20XX
 <u>Fire Warden (1 reg, 1 deputy)</u>		
Linda Cook	5 year terms	State appoints upon SB recommendation June 2023
Alexander Northern, Deputy		June 2023
 <u>GUV Solid Waste Management District (1 reg., 1 alt.)</u>		
Neil Fulton, Representative	2 year terms	SB appoints March 2023
<i>vacant</i> , Alternate		March 2023
 <u>Health Officer (1 reg., 1 deputy)</u>		
Alka Dev	3 year terms	State appoints upon SB recommendation October 31, 2025
Alena Berube, Deputy H.O.		October 31, 2025
 <u>Historic Preservation Commission (up to ??)</u>		
Jess Phelps	3 year terms	SB appoints April 30, 2026
Linda Cook		April 30, 2026
<i>vacant</i>		April 30, 2026
Maggie Boone		April 30, 2024
Nancy Osgood, Chair		April 30, 2024
Phil Zea, Vice Chair		April 30, 2025
<i>vacant</i>		April 30, 2025

Updated 5/19/2023

	<u>Length of term</u>	<u>Term expires</u>
<u>Justices of the Peace</u> (12 reg.)		Elected
Diane Amme	2 year terms	February 2025
Ernie Ciccotelli		February 2025
Carolyn Clinton		February 2025
Fran DeGasta		February 2025
Linda Gray		February 2025
Corlan Johnson		February 2025
Dave Krimmel		February 2025
Suzanne Leiter		February 2025
Stuart Richards		February 2025
Arline Rotman		February 2025
Emily Scherer		February 2025
Alix Manny		February 2025
<u>Listers</u> (3 reg.)		Elected
Ernie Ciccotelli	3 year terms	March 2024
Cheryl Lindberg, Chair		March 2025
Jonathan Vincent		March 2026
<u>Moderator</u>		Elected
<i>vacant</i>	1 year term	March 2024
<u>Norwich School Board</u> (5 reg.)		Elected
Neil Odell, Dresden Vice Chair	3 year term	March 2024
Garrett Palm, Dresden Secretary	2 year term	March 2024
Lily Trajman	3 year term	March 2025
Michael Costa	3 year term	March 2026
Lisa Christie, Secretary	3 year term	March 2026
<u>Planning Commission</u> (7 reg.)		SB appoints
Jeff Goodrich	4 year terms	April 30, 2024
<i>vacant</i>		April 30, 2025
Ernie Ciccotelli		April 30, 2026
Vincent Crowe		April 30, 2026
<i>vacant</i>		April 30, 2026
<i>vacant</i>		April 30, 2026
Stuart Richards		April 30, 2027
<u>Recreation Council</u>		SB appoints
Sohier Perry	3 year terms	March 31, 2026
Marisa Lorenzo		March 31, 2025
Anna Connolly		March 31, 2026
<i>vacant</i>		March 31, 2025
<i>vacant</i>		March 31, 2025
<i>vacant</i>		March 31, 2025
<i>vacant</i>		March 31, 2025
<i>vacant</i>		March 31, 2025
<i>vacant</i> , Youth Member		March 31, 2025

Length of term

Term expires

Updated 5/19/2023

Selectboard (5 reg.)

Mary Layton, Vice Chair	3 year term	Elected	March 2024
Priscilla Vincent	2 year term		March 2024
Roger Arnold	3 year term		March 2025
Pamela Smith	2 year term		March 2025
Marcia Calloway, Chair	3 year term		March 2026

Solid Waste Committee (5 reg.)

Andrew Scherer	TBD terms (2&3 yr terms)	SB appoints	TBD
Alex Thorngren			TBD
John Cushman, Chair			TBD
Linda Cook			April 2023
Bram Litvinoff			April 2026
Jordan Mueller			April 2026

Surveyor of Wood and Lumber

David Hubbard	serves until successor named	SB appoints	
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Town Clerk

Lily Trajman	3 year term	Elected	March 2026
Judy Trussell, Assistant	no set term	Town Clerk appoints	

Town Nurse

Kathy Watson	no set term	Hired – by ??	
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Town Service Officer

Stacy Morig	1 year term	SB appoints	March 2023
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Town Treasurer

Cheryl Lindberg	3 year term	Elected	March 2026
Pam Smith, Assistant	no set term	Town Treasurer appoints	
Elaine Waterman, Assistant	no set term	Town Treasurer appoints	

Tree Warden

<i>vacant</i>	1 year term	SB appoints	March 31, 20XX
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Trustees of Public Funds (3 reg.)

Douglas Wilberding	3 year term	Elected	March 2024
Cheryl Lindberg	3 year term		March 2025
Pamela Smith	3 year term		March 2026

Two Rivers-Ottawquechee RC (1 reg., 1 alt.)

Brian Loeb, Rep.	1 year term	SB appoints	April 30, 2024
Jaci Allen, Alternate	1 year term		April 30, 2024

Upper Valley River Subcmtee of the CT River Joint Commissions

<i>vacant</i>	no set term	SB appoints	
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Watershed Land Management Council (3 reg.)

<i>vacant</i> (At Large)	3 year term	March 31, 20XX SB appoints	
<i>vacant</i> (Village)	3 year term	20XX Prudential Com appoints	
<i>vacant</i> (Village)	3 year term	March 31, 20XX SB appoints	

TO: Norwich Selectboard and Interim Town Manager Brennan Duffy
FROM: Marcia Calloway, Selectboard Chair
RE: ARPA Public Participation Process Options

DATE: May 18, 2023

As discussed at the May 10, 2023 Selectboard meeting, ARPA requires some level of public participation vis-à-vis how a town's legislative body decides to use ARPA monies. This memo att

VLCT Guidance. The intent of ARPA funding is summarized on the VLCT website:

“The State and Local Fiscal Recovery Funds (SLFRF, aka ARPA) program provides governments across the country with the resources needed to:

- Fight the pandemic and support families and businesses struggling with its public health and economic impacts
- Maintain vital public services, even amid declines in revenue resulting from the crisis
- Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity”¹

To help prioritize uses of ARPA funds, VLCT offers the following:

“As you begin to gather feedback on how your local ARPA funds should be spent, you might consider the following questions as you formulate your criteria for uses/requests:

- Does the use/request follow the intent of the Coronavirus State and Local Fiscal Recovery Funds (aka ARPA)?²
- Does the use/request comply with the Town Plan?
- If the Town has a Master Plan or any other plans, studies or reports, is the use/request included in them?
- If the Town has a Capital Improvement Plan, is the use/request contained in the CIP?
- Does the use/request set a precedent that will be difficult for the Town to fulfill for others in the future? (ex. stormwater project on private property)
- Does the use/request create an ongoing expense that will need to be funded with property taxes when ARPA funds have been exhausted? (ex. hiring new Town employees)
- Does the use/request have broad community benefit or does it benefit just a few?
- Does the use/request bring long-term value to the community for generations to come?
- Can the use/request leverage other grant funds? (ex. Town Hall improvements – town could apply for funding through new source from H.518; paving projects – has the Town applied for a paving grant from VTrans?)
- Can the use/request be redirected to an existing program with the State's ARPA (or other funds)? (ex. direct assistance to households for housing expenses, refer them to: [Housing Resources for Vermonters in Need](#))³

Possible options to provide opportunities for Norwich public participation. As a means of starting the conversation, the Selectboard might opt for multiple points of community engagement. Each effort should probably identify a small number of projects/expenditures to be rated, allow suggestions to be made, and provide explanation about why some things are not allowed and why some things might not be wise choices if they would bind the town to continued funding of a project through tax dollars. The multiple points of engagement might include:

1. A short survey
2. A public meeting at Tracy Hall
3. A second public meeting either at Tracy Hall or another location e.g. Root School House.

To focus the engagement efforts, the Selectboard might suggest a small number of ARPA-acceptable projects/expenditures and then invite additional ideas. For example, the survey and meetings could begin by asking people to rate their preference of three different projects/expenditures and then make any other suggest they wish. Possible choices might include things like (a) Tracy Hall upgrades to make the space more conducive to safe and productive work environment with space for community meetings and functions; (b) investment in structuring safer walking and cycling routes through town; (c) investment in land for a housing project; (d) investment in land for expanded childcare; (e) other suggestion.

¹ See: <https://www.vlct.org/resource/arpa-faqs>

² *Fight the pandemic and support families and businesses struggling with its public health and economic impact*
Maintain vital public services, even amid declines in revenue resulting from the crisis
Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity

³ See: <https://www.vlct.org/resource/arpa-faqs>