

Norwich Selectboard  
 Regular/Special Meeting – **TUESDAY**, November 21, 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)

Welcome

1. Agenda..... Motion required.

**Budget Presentations**.....**6:30 p.m. to 8:00 p.m.**

- **Department heads**

**Public Comments for Items not on the Agenda.**

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

2. Katucki v. Town of Norwich, **8:00 p.m.** Executive Session under 1 V.S.A. § 313(a)(1)(E) regarding pending civil litigation to which the public body is a party.....Motion(s) possible.
- 3 Kids’ Bridge expenditure request for Designated Fund #53 .....Motion possible.
4. Hydro Quebec FERC relicensing application comment ..... Motion(s) possible.
5. Historic Preservation Commission request to apply for CLG’24 Grant for Grange Hall...Motions possible.

**Correspondence, AP Warrant, Minutes** – SB considers each category. Public comment possible.

6. Minutes – November 8 and 15, 2023 meeting minutes..... Motion(s) required.
7. Correspondence..... Motion required.
8. AP Warrant(s)..... Motion(s) possible.

**Informational Items** – Important information for which there will be no immediate action.

- Town Manager’s report
- Finance Office monthly report
- Route 5 Bike Corridor survey

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

- Fire, Police

**Discussion Items** – Issues being framed for future action.

- None

**Future Meeting Dates and Potential Topics**

Day	Date	Meeting Type	Time & Content	Time & Content
11/21/2023	<b>Tuesday</b>	<b>Special</b> (not Wednesday because of Thanksgiving) & <b>Regular</b> (4th week of the month)	6:30-8:00 Budget presentation & discussion	8:00-? Other business
11/29/2023	Wednesday	Special	6:30-8:00 Budget only	No other business
12/6/2023	Wednesday	Special	6:30-8:00 Budget only	No other business
12/13/2023	Wednesday	Regular	6:30-8:00 Budget presentation & discussion	8:00-? Other business

Ongoing and future work

**Interim Town Manager’s Office**

- Personnel Policies – work in progress
- H.R. structure, ID nature of assistance, scope/purpose – work in progress
- Budget preparation for FY 24 – in progress

**Selectboard**

- Handbook for Committees, Boards, Commissions – in progress
- Committees: coordination with overall town priorities – beginning soon
- Norwich/Sharon Town Line – to begin
- Public Safety – on-going hiring
- Financial Policies & Procedures – on-going reviews

**Adjournment**



# FY25 Budget Department Presentation Part I

Town of Norwich, VT  
November 21, 2023

# Agenda

- ▶ Budget Reviews & Overviews by Department
- ▶ Department of Public Works (25 Minutes)
  - ▶ Chris Kaufman
    - ▶ Highway
    - ▶ Buildings and grounds
    - ▶ Transfer Station
- ▶ Police Department (25 Minutes)
  - ▶ Chief Matt Romei
    - ▶ Police Department
    - ▶ Public Safety Facility
- ▶ Fire Department (25 Minutes)
  - ▶ Chief Alex Northern
    - ▶ Fire Department
    - ▶ Emergency Management

# Slide Index

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## Review- Increase percentages

- The FY25 Budget increase without the monetary articles is 15.84%
- The budget increase without the Capital allocations is 6.55%
- Of the 6.55% increase, 6.41% is related to salaries and benefits
- Operating budget increase without capital allocations or salary and Benefits is 0.14% for a flat budget increase.
- Capital allocation increases account for 9.29% of the total budget increase without considering any surplus spending.

# Review- Budget Summary

## Salary and Benefits Summary

Salary and Benefits	Exhibit 1				
Department Summary	FY24 Budget	FY25 Budget	Change \$	% change	Cost
<b>Town Compilation</b>					
Salaries	\$ 1,902,754	\$ 1,977,641	\$ 74,888	3.94%	\$ 0.00985
Payroll Taxes	\$ 145,561	\$ 151,290	\$ 5,729	3.94%	\$ 0.00075
Benefits	\$ 478,520	\$ 559,825	\$ 81,305	16.99%	\$ 0.01070
<b>Salary &amp; Benefits Grand Totals</b>	<b>\$ 2,526,834</b>	<b>\$ 2,688,756</b>	<b>\$ 161,922</b>	<b>6.41%</b>	<b>\$ 0.02131</b>

## Capital Allocations

Budget without Capital Expenses	Exhibit 2				
Department Summary	FY24 Budget	FY25 Budget	Change \$	% change	Cost
<b>Town Compilation</b>					
Total Dept Budget	\$ 5,522,127	\$ 6,396,740	\$ 874,614	15.84%	\$ 0.11508
Capital Allocations- Equipment	\$ 267,001	\$ 609,500	\$ 342,499	128.28%	\$ 0.04507
Capital Allocations- Infrasfracture	\$ 185,000	\$ 385,000	\$ 200,000	108.11%	\$ 0.02632
<b>Budget w/o Capital Allocations</b>	<b>\$ 5,070,126</b>	<b>\$ 5,402,240</b>	<b>\$ 332,114</b>	<b>6.55%</b>	<b>\$ 0.04370</b>

## Review- Surplus Funds

- After public meetings in the spring of 2023, using the Federal guidelines and guidance from VLCT the ARPA money was used to offset Salaries in FY23 creating a budget surplus in FY23. There is no APRA money to be earmarked, only surplus money.
- The surplus/deficit fund balance changes every year based on the Town's bottom line at the end of each year.
- At the end of FY23, the unaudited surplus fund balance is estimated to be \$1.8M.

	6/30/2018	6/30/2019	6/30/2020	6/30/2021	6/30/2022	UNAUDITED 6/30/2023
<b>Balances</b>						
General Fund Bal Unrestricted	1,228,378	(1,233,213)	(319,304)	860,620	1,259,643	738,288
Current Year	(2,461,591)	911,376	1,180,019	439,349	(521,355)	1,072,065
<b>Balance at Year End</b>	<b>(1,233,213)</b>	<b>(321,836)</b>	<b>860,715</b>	<b>1,299,968</b>	<b>738,287</b>	<b>1,810,353</b>

## Review- Calculations for “A Sum”

- The average increase of FY23 and FY24 was \$370,631.
- If we buy down the increase in FY25 in the amount of \$500,000, then the FY25 increase would be \$374,614.
- The 3-year average would be \$371,958.
- The over all budget increase is approx. 6.78% which is close to the Salary and benefits increase of 6.41%. This provides a relatively flat budget for costs over which we have some “control.”

FY25 Budget Compare to FY24 Budget	FY23	FY24	FY25	FY25 w/ Infusion
Total Town Expenditures Cost of \$76,000/100	0.652	0.727	0.8415	0.7757
TTL Town Exp \$ Change	178,008	563,253	\$ 872,903	\$ 372,903
TTL town % increase w/ monetary articles	3.85%	11.11%	15.14%	6.77%
TTL town % increase w/o monetary articles	3.72%	11.36%	15.81%	6.75%
				500,000 Infusion amount



## Overall Slide Notes

### Budget Slides - Color Key

- ▶ Color coding in column 1
  - ▶ Blue- New Lease expense lines
  - ▶ Bright Green- Capital Funds
  - ▶ Yellow - Non-Capital Funds
- ▶ Color Coding in column 4
  - ▶ Peach- above the 9% increase
  - ▶ Various- Dept talking points

### Capital Expenditure Slides

- ▶ 5 Year projections are shown FY25-FY29
- ▶ When possible, given the space on the page, the entire list of assets has been shown.
- ▶ Assets slated for replacement within the 5-year projection are all included
- ▶ Fund Balances do not include interest earned

# Department Expense Summary

Department Expense Summary	FY 24 Approved	FY25 Budget Request	FY25 Budget Change	Dept % TTL Budget	Dept Tax Rate (cents)	Increase Amount	Fractional Increase
TOWN ADMINISTRATION	\$ 469,632	\$ 526,375	12.08%	8.23%	0.0578	\$ 56,744	6.26%
BCA/BOA	\$ 985	\$ 1,163	18.10%	0.02%	0.0001	\$ 178	0.02%
STATUTORY MEETINGS	\$ 9,575	\$ 10,438	9.02%	0.16%	0.0011	\$ 863	0.10%
TOWN CLERK	\$ 196,729	\$ 231,977	17.92%	3.63%	0.0255	\$ 35,249	3.89%
FINANCE	\$ 235,584	\$ 253,896	7.77%	3.97%	0.0279	\$ 18,312	2.02%
GENERAL ADMINISTRATION	\$ 65,800	\$ 66,157	0.54%	1.03%	0.0073	\$ 357	0.04%
LISTER	\$ 112,890	\$ 107,313	-4.94%	1.68%	0.0118	\$ (5,577)	-0.62%
PLANNING	\$ 160,331	\$ 192,670	20.17%	3.01%	0.0212	\$ 32,339	3.57%
RECREATION	\$ 335,865	\$ 344,848	2.67%	5.39%	0.0379	\$ 8,982	0.99%
PUBLIC SAFETY FACILITY	\$ 36,062	\$ 37,447	3.84%	0.59%	0.0041	\$ 1,385	0.15%
POLICE	\$ 746,344	\$ 865,261	15.93%	13.53%	0.0950	\$ 118,917	13.12%
FIRE/FAST	\$ 526,236	\$ 590,242	12.16%	9.23%	0.0648	\$ 64,006	7.06%
EMERGENCY MGMT.	\$ 47,910	\$ 49,274	2.85%	0.77%	0.0054	\$ 1,364	0.15%
CONSERVATION COMMISSION	\$ 8,500	\$ 8,500	0.00%	0.13%	0.0009	\$ -	0.00%
PUBLIC WORKS	\$ 2,206,984	\$ 2,692,478	22.00%	42.09%	0.2957	\$ 485,494	53.57%
LONG TERM DEBT	\$ 167,400	\$ 215,743	28.88%	3.37%	0.0237	\$ 48,343	5.33%
TAXES	\$ 3,000	\$ 3,000	0.00%	0.05%	0.0003	\$ -	0.00%
INSURANCES	\$ 192,300	\$ 199,958	3.98%	3.13%	0.0220	\$ 7,658	0.85%
<b>TOWN TOTAL</b>	<b>\$ 5,522,127</b>	<b>\$ 6,396,740</b>	<b>15.84%</b>	<b>100.00%</b>	<b>0.7024</b>	<b>\$ 874,614</b>	<b>96.51%</b>
OUTSIDE APPROPRIATIONS	\$ 450,560	\$ 482,168	7.02%		0.0626	\$ 31,609	3.49%
<b>TOTAL</b>	<b>\$ 5,972,686</b>	<b>\$ 6,878,908</b>	<b>15.17%</b>		<b>0.765</b>	<b>\$ 906,222</b>	<b>100.00%</b>

# Budget Totals by Department

<b>Budget without Capital Expenses</b>					
<b>Department Summary</b>	<b>FY24 Budget</b>	<b>FY25 Budget</b>	<b>Change \$</b>	<b>% change</b>	<b>Cost</b>
<b>POLICE DEPARTMENT &amp; PUBLIC SAFETY</b>					
Total Budget	\$ 782,406	\$ 902,708	\$ 120,302	15.38%	\$ 0.01583
Capital Allocations-PD	\$ 40,000	\$ 65,000	\$ 25,000	62.50%	\$ 0.00329
Capital Allocations-Public Safety	\$ -	\$ -	\$ -	0.00%	\$ -
<i>Budget w/o Capital Allocations</i>	<i>\$ 742,406</i>	<i>\$ 837,708</i>	<i>\$ 95,302</i>	<i>12.84%</i>	<i>\$ 0.01254</i>
<b>FIRE/FAST DEPT. &amp; Emergency Mngt</b>					
Total Budget	\$ 574,146	\$ 639,516	\$ 65,371	11.39%	\$ 0.00860
Capital Allocations- FD	\$ 110,000	\$ 150,000	\$ 40,000	36.36%	\$ 0.00526
Capital Allocations- Emerg Mngt	\$ 15,000	\$ 15,000	\$ -	0.00%	\$ -
<i>Budget w/o Capital Allocations</i>	<i>\$ 449,146</i>	<i>\$ 474,516</i>	<i>\$ 25,371</i>	<i>5.65%</i>	<i>\$ 0.00334</i>
<b>DPW- Highway Dept</b>					
Total Budget	\$ 1,738,591	\$ 2,199,935	\$ 461,343	26.54%	\$ 0.06070
Capital Allocations- Equipment	\$ 102,000	\$ 280,500	\$ 178,500	175.00%	\$ 0.02349
Capital Allocations- Infrasfracture	\$ 185,000	\$ 385,000	\$ 200,000	108.11%	\$ 0.02632
<i>Budget w/o Capital Allocations</i>	<i>\$ 1,451,591</i>	<i>\$ 1,534,435</i>	<i>\$ 82,843</i>	<i>5.71%</i>	<i>\$ 0.01090</i>
<b>DPW- Building &amp; Grounds and Tracy Hall</b>					
Total Budget	\$ 230,177	\$ 240,174	\$ 9,997	4.34%	\$ 0.00132
Capital Allocations - B&G	\$ 0	\$ 2,000	\$ 2,000	19999900.00%	\$ 0.00026
Capital Allocations - Tracy Hall	\$ -	\$ -	\$ -	0.00%	\$ -
<i>Budget w/o Capital Allocations</i>	<i>\$ 230,177</i>	<i>\$ 238,174</i>	<i>\$ 7,997</i>	<i>3.47%</i>	<i>\$ 0.00105</i>
<b>DPW- Solid Waste</b>					
Total Budget	\$ 238,215	\$ 252,368	\$ 14,153	5.94%	\$ 0.00186
Capital Allocations	\$ 5,000	\$ 2,000	\$ (3,000)	-60.00%	\$ (0.00039)
	\$ -	\$ -	\$ -	0.00%	\$ -
<i>Budget w/o Capital Allocations</i>	<i>\$ 233,215</i>	<i>\$ 250,368</i>	<i>\$ 17,153</i>	<i>7.36%</i>	<i>\$ 0.00226</i>
<b>DPW Grand Total w/o Cap Allocations</b>	<b>\$ 1,914,984</b>	<b>\$ 2,022,978</b>	<b>\$ 107,994</b>	<b>5.64%</b>	<b>\$ 0.01421</b>

# Salary and Benefits by Department

Salary and Benefits Department Summary	FY24 Budget	FY25 Budget	Change \$	% change	Cost
<b>POLICE DEPARTMENT</b>					
Salaries	\$ 408,437	\$ 419,750	\$ 11,313	2.77%	\$ 0.00149
Payroll Taxes	\$ 31,245	\$ 32,111	\$ 865	2.77%	\$ 0.00011
Benefits	\$ 120,491	\$ 154,943	\$ 34,452	28.59%	\$ 0.00453
<b>Dept Totals</b>	<b>\$ 560,174</b>	<b>\$ 606,803</b>	<b>\$ 46,630</b>	<b>8.32%</b>	<b>\$ 0.00614</b>
<b>FIRE/FAST DEPT.</b>					
Salaries	\$ 108,893	\$ 116,392	\$ 7,499	6.89%	\$ 0.00099
Payroll Taxes	\$ 8,330	\$ 8,904	\$ 574	6.89%	\$ 0.00008
Benefits	\$ 21,360	\$ 25,248	\$ 3,888	18.20%	\$ 0.00051
<b>Dept Totals</b>	<b>\$ 138,583</b>	<b>\$ 150,544</b>	<b>\$ 11,961</b>	<b>8.63%</b>	<b>\$ 0.00157</b>
<b>PUBLIC WORKS DEPARTMENT -HWY</b>					
Salaries	\$ 488,056	\$ 500,314	\$ 12,258	2.51%	\$ 0.00161
Payroll Taxes	\$ 37,336	\$ 38,274	\$ 938	2.51%	\$ 0.00012
Benefits	\$ 114,889	\$ 134,103	\$ 19,214	16.72%	\$ 0.00253
<b>Dept Totals</b>	<b>\$ 640,281</b>	<b>\$ 672,690</b>	<b>\$ 32,409</b>	<b>5.06%</b>	<b>\$ 0.00426</b>
<b>PUBLIC WORKS DEPARTMENT -Bld&amp;Grnd</b>					
Salaries	\$ 112,225	\$ 112,093	\$ (132)	-0.12%	\$ (0.00002)
Payroll Taxes	\$ 8,585	\$ 8,575	\$ (10)	-0.12%	\$ (0.00000)
Benefits	\$ 34,067	\$ 36,510	\$ 2,443	7.17%	\$ 0.00032
<b>Dept Totals</b>	<b>\$ 154,877</b>	<b>\$ 157,178</b>	<b>\$ 2,301</b>	<b>1.49%</b>	<b>\$ 0.00030</b>
<b>PUBLIC WORKS DEPARTMENT -Solid Wst</b>					
Salaries	\$ 45,482	\$ 47,897	\$ 2,415	5.31%	\$ 0.00032
Payroll Taxes	\$ 3,479	\$ 3,664	\$ 185	5.31%	\$ 0.00002
Benefits	\$ -	\$ -	\$ -	0.00%	\$ -
<b>Dept Totals</b>	<b>\$ 48,961</b>	<b>\$ 51,561</b>	<b>\$ 2,599</b>	<b>5.31%</b>	<b>\$ 0.00034</b>
<b>DPW Grand Total</b>	<b>\$ 844,120</b>	<b>\$ 881,429</b>	<b>\$ 37,309</b>	<b>4.42%</b>	<b>\$ 0.00491</b>

# DPW- Highway Department - Salaries

DESCRIPTION	FY 23 ACTUAL Unaudited	FY24 Budget	Pass 1 Notes	FY25 Budget Request	FY25 Budget Change
<b>HIGHWAY DIVISION</b>					
DIRECTOR OF PUBLIC WORKS	\$ 95,647	\$ 96,520		\$ 100,230	3.84%
ADMINISTRATIVE ASSISTANT, PART-TIME	\$ 1,221	\$ 22,823		\$ 23,459	2.78%
ROAD CREW WAGES	\$ 187,537	\$ 316,182	Going rate for new hire	\$ 331,013	4.69%
ROAD CREW OVERTIME	\$ 39,813	\$ 47,881	Expecting icier winters, tree falls, and more call outs. Spent 40K the last two years.	\$ 40,000	-16.46%
PAGER COMPENSATION	\$ 4,482	\$ 4,650		\$ 5,612	20.69%
FICA	\$ 19,842	\$ 30,259		\$ 31,019	2.51%
MEDICARE	\$ 4,641	\$ 7,077		\$ 7,255	2.51%
HEALTH INSURANCE	\$ 45,419	\$ 76,438		\$ 91,482	19.68%
DISABILITY & LIFE INSURANCE	\$ 2,685	\$ 4,176		\$ 4,616	10.54%
DENTAL INSURANCE	\$ 1,902	\$ 2,872		\$ 2,983	3.87%
RETIREMENT	\$ 21,463	\$ 31,403		\$ 35,022	11.52%
<b>TOTAL</b>	\$ 424,653	\$ 640,281	\$ -	\$ 672,690	5.06%

# DPW- Highway Department - Operating Expenses

## ► Materials and Contracted Services

DESCRIPTION	FY 23 ACTUAL Unaudited	FY24 Budget	Pass 1 Notes	FY25 Budget Request	FY25 Budget Change
<b>MATERIALS</b>					
SALT & CHEMICALS	\$ 116,830	\$ 119,626	Wetter snow and icier conditions each year requiring more salt	\$ 125,000	4.49%
SAND	\$ 97,094	\$ 125,511		\$ 130,331	3.84%
DUST CONTROL	\$ 10,115	\$ 24,120		\$ 25,046	3.84%
GRAVEL & STONE	\$ 54,097	\$ 58,960	Using more stone and gravel for road ditching and road re-surfacing	\$ 70,000	18.72%
CULVERTS & OTHER ROAD SUPPLIES	\$ 13,132	\$ 20,000		\$ 20,768	3.84%
ASPHALT PRODUCTS	\$ 1,118	\$ 3,100		\$ 3,219	3.84%
BRIDGE REPAIR & MAINTENANCE	\$ 1,865	\$ 2,000	Need to do more outstanding bridge maintenance work	\$ 5,000	150.00%
OTHER PROJECTS	\$ 6,426	\$ 1,900	Need more funding for unanticipated projects based on past two years	\$ 5,000	163.16%
SIGNS	\$ 2,360	\$ 2,400		\$ 2,500	4.17%
<b>TOTAL</b>	<b>\$ 303,038</b>	<b>\$ 357,617</b>	<b>\$ -</b>	<b>\$ 386,864</b>	<b>8.18%</b>
<b>CONTRACTED SERVICES</b>					
PLOWING & SANDING	\$ 78,560	\$ 25,683	Continue to use a contractor for snowplow support until existing department is fully staffed and trained	\$ 65,000	153.09%
ROAD SWEEPING	\$ 2,480	\$ 2,325	Need to increase due to additional roads and pricing	\$ 2,500	7.53%
LEAF REMOVAL	\$ -	\$ 3,220		\$ 3,000	-6.83%
STREETLIGHTS	\$ 14,109	\$ 13,900	Needs to increase slightly further due to trending upwards	\$ 14,000	0.72%
TREE CUTTING & REMOVAL	\$ 8,650	\$ 10,275	Increase of decaying and dying trees in ROW	\$ 12,000	16.79%
UNIFORMS	\$ 13,000	\$ 12,325	Uniform increases year to year	\$ 14,000	13.59%
PAVING	\$ 4,648	\$ 30,000	Asphalt repairs for culvert replacement	\$ 10,000	-66.67%
OTHER PROJECTS	\$ 13,014	\$ 16,000	Need more funding for unanticipated projects	\$ 16,000	0.00%
CRACK SEALING	\$ 18,000	\$ 18,000		\$ 18,691	3.84%
PAVEMENT MARKING	\$ 20,105	\$ 39,000		\$ 20,000	-48.72%
BRIDGES	\$ 80,583	\$ 51,375	Increased costs due to delayed bridge maintenance	\$ 55,000	7.06%
CULVERTS	\$ -	\$ -	Need funding for medium size projects done by contractors. Larger projects to be funded from new culvert capital designated fund.	\$ 10,000	0.00%
<b>TOTAL</b>	<b>\$ 253,149</b>	<b>\$ 222,103</b>	<b>\$ -</b>	<b>\$ 240,191</b>	<b>8.14%</b>

# DPW- Highway Department - Operating Expenses

## ► Equipment and Highway Garage

DESCRIPTION	FY 23 ACTUAL Unaudited	FY24 Budget	Pass 1 Notes	FY25 Budget Request	FY25 Budget Change
<b>EQUIPMENT</b>					
OUTSIDE REPAIRS	\$ 36,921	\$ 45,000	Aging fleet and equipment with higher costs for repairs	\$ 55,000	22.22%
PARTS & SUPPLIES	\$ 53,007	\$ 55,000	Aging fleet and equipment with higher costs for repairs	\$ 65,000	18.18%
PETROLEUM PRODUCTS	\$ 32,626	\$ 77,070		\$ 50,000	-35.12%
Capital Equipment Lease	\$ -	\$ -	Excavator rental for storm water ditching at \$2,700 per month.	\$ 8,100	0.00%
<b>TOTAL</b>	\$ 122,554	\$ 177,070		\$ 178,100	0.58%
<b>HIGHWAY GARAGE</b>					
ELECTRICITY	\$ 7,517	\$ 6,000	Costs trending upwards	\$ 8,000	33.33%
PROPANE	\$ 4,915	\$ 10,395		\$ 9,000	-13.42%
TELEPHONE (Inc. Internet)	\$ 4,507	\$ 6,950		\$ 7,217	3.84%
SUPPLIES	\$ 5,604	\$ 8,800		\$ 9,138	3.84%
ALARM MONITORING	\$ 119	\$ 1,000		\$ 1,038	3.84%
REPAIRS & MAINTENANCE	\$ 11,811	\$ 8,300	Costs trending upwards	\$ 8,619	3.84%
TOOLS	\$ 635	\$ 7,775		\$ 8,074	3.84%
ADMINISTRATION	\$ 10,547	\$ 5,300	Costs trending upwards	\$ 5,504	3.84%
<b>TOTAL</b>	\$ -	\$ 54,520	\$ -	\$ 56,589	3.80%

# DPW- Highway Department - Designated Funds

DESCRIPTION	FY 23 ACTUAL Unaudited	FY24 Budget	Pass 1 Notes	FY25 Budget Request	FY25 Budget Change
<b>CAPITAL EXPENDITURES</b>					
DESIGNATED FUND-EQUIPMENT (Fund 7)	\$ 40,000	\$ 75,000	See capital plan	\$ 250,000	233.33%
DESIGNATED FUND-GARAGE (Fund 8)	\$ -	\$ 27,000	Should be closer to 200K to balance garage capital fund	\$ 30,500	12.96%
DESIGNATED FUND-SIDEWALKS (Fund 27)	\$ 10,000	\$ 10,000	See capital plan	\$ -	-100.00%
DESIGNATED FUND-PAVING (Fund 42)	\$ 45,000	\$ 75,000	See capital plan	\$ 75,000	0.00%
DESIGNATED FUND-BRIDGES (Fund 41)	\$ 100,000	\$ 100,000	See capital plan	\$ 150,000	50.00%
Design Fund- Roadway and Pedestrian Safety (Fund TBD)		\$ -	See capital plan	\$ 10,000	0.00%
Designated Fund- Culvert Replacements (Fund TBD)		-	See capital plan	\$ 150,000	0.00%
<b>TOTAL</b>	<b>\$ 195,000</b>	<b>\$ 287,000</b>	<b>\$ -</b>	<b>\$ 665,500</b>	<b>131.88%</b>



# DPW- Highway Dept - Capital Expenses Highway Equipment & Garage

			TOWN OF NORWICH					
			Replacement Schedule					
			2024	2025	2026	2027	2028	2029
Department & Asset Tag	Fund & Capital Expenses	Fund Activity & Replacement info						
Dpt. of Public Works	Fund 07- Highway Equipment	Estimated Fund Balance 6/30/2022						
	Equipment	Additions-Allocations	\$75,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
		Estimated Fund Balance 6/30	\$20,096	\$70,096	\$320,096	\$505,096	\$615,096	\$340,096
B&G-02	WRIGHT STANDING MOWER	Not sure of exact age. Maybe 10 years					\$20,000	
B&G21LEAF	2021 Leafblower	remove this line item. Below \$5,000					\$0	
DPW-COMPR	Compressor System 2021	25 year life. Purchased new in 2021						
DPW-TRAIL	23 FOOT DECK OVER TRAILER	DPW has two flatbed trailers. One is for						
B&G22MOWR	2022 B&G Electric Exmark 60" Mower	15 year replacement. 15,000 in 2024						
DPW-SDWKPL	2022 John Deere Sidewalk Plow	25 year life. \$40,000 in 2023 dollars						
HWY-01	2004 CAT MOTOR GRADER	This grader has over 8600 hours. The						
HWY-13	1999 JOHN DEERE TRACTOR & MOWE	This could be a lease/rent option if	\$195,000					
HWY-14	1986 JOHN DEERE TRACTOR/MOWER	The 1986 tractor is almost 40 years old						
HWY-21	HUSTLER WALK BEHIND MOWER	We have two Wright Standing ZK Mowers					\$20,000	
HWY-25	JOHN DEERE TRACTOR	This could be a lease/rental item if						\$260,000
HWY-28	JOHN DEERE 672G MOTOR GRADER	We currently have one John Deere 2012						
HWY-31	CATERPILLAR BACKHOE LOADER	We currently have one CAT 2017 430F2						
HWY-32	JOHN DEERE BUCKET LOADER	We currently have one John Deere 2017						
HWY - 36	2021 Chevy Silverado Black	The 2021 Silverado 1500 Pickup Truck #6				\$65,000		
HWY-07B	2010 FREIGHTLINER	55,000 miles. This 4WD truck appears to						\$265,000
HWY-21F550	F550 Body and Plow	The 2021 Ford 550 dump Truck #2 has						
HWY-23	1981 FORD PUMPER	Used for chloride for roads. Currently has						
HWY-29	2012 FREIGHTLINER & BODY	81,000 miles. This truck appears to be in	\$50,000	\$200,000				
HWY-30	2015 FREIGHTLINER & BODY	57,000 miles. This truck appears to be in						
HWY-33	2017 FORD F-550	The 2017 Ford 550 dump Truck #1 has						
HWY-34	2019 FREIGHTLINER	2019 Truck 1030,000 miles. This truck is						
HWY-35	2021 Chevy Silverado Black	The 2021 Silverado 2500 Pickup Truck #7					\$100,000	
Dpt. of Public Works	Fund 08 Highway Garage Fund	Estimated Fund Balance 6/30/2022						
	Buildings	Additions-Allocations	\$27,000	\$30,500	\$32,000	\$32,675	\$33,800	\$38,200
		Estimated Fund Balance 6/30	\$155,798	\$81,298	\$13,298	(\$154,027)	(\$235,227)	(\$297,027)
CIP-ROOFIN	ROOFING FOR BUILDINGS & GROUNDS	This is covered under Improvements at						
HWY-GAS	GAS PUMPS	Pump station is functioning, but pump						\$100,000
HWY-SS	SALT SHED	The salt shed needs some repair to the		\$5,000			\$15,000	
IMPRO-23TG	2023 Improvements at Town Garage	Update the name to just "Improvements at		\$100,000	\$100,000	\$200,000	\$100,000	
IMPRO-FUEL	FUEL PUMPS CANOPY	Canopy and support appears to be in						
IMPRO-TGHT	HEATING SYSTEM AT TOWN GARAGE	The heating system at the DPW is fueled						

# DPW- Highway Dept Capital Expenses Bridge

			TOWN OF NORWICH					
			Replacement Schedule					
			2024	2025	2026	2027	2028	2029
Department & Asset Tag	Fund & Capital Expenses	Fund Activity & Replacement info						
3	Dpt. of Public Works	Fund 41 - DPW Bridge Fund	Estimated Fund Balance 6/30/2022					
4		Infrastructure	Additions-Allocations					
5			\$100,000	\$150,000	\$150,000	\$150,000	\$150,000	\$100,000
5					\$200,000		\$80,000	
5			Grant-VTrans Structures 80/20					
5			\$ (30,667)	\$ (48,598)	\$ (217,771)	\$ 7,963	\$ 34,440	\$ (16,640)
7	DPW-GUARD	GUARDRAIL ON UNION VILLAGE RD.						
8		Chapel Hill Bridge Removal	\$40,000	\$21,101	-	\$18,602	-	-
9	HWY-BR 10	BRIDGE 10-TURNPIKE RD.	\$1,339	-	-	-	\$4,322	-
0	HWY-BR13	BRIDGE 13 TH#2 BEAVER MEADOW R	-	\$6,896	-	-	-	-
1	HWY-BR31	BRIDGE #31 TH #52 BRAGG HILL RD.	\$2,678	\$47,995	-	-	-	-
2	HWY-BR41	BR 41 TURNPIKE RD	\$27,192	-	-	-	-	-
3	HWY-BR42	BRIDGE 42- TURNPIKE RD	-	-	-	\$2,195	-	-
4	HWY-BR46	ROUTE 132 BRIDGE-POMPY	-	-	-	\$4,389	-	\$3,004
5	HWY-BR48	BRIDGE # 48-BRAGG HILL	-	-	-	\$2,701	-	\$2,328
5	HWY-BR49	BROWN SCHOOLHOUSE	\$5,768	-	-	-	-	-
7		Bragg Hill Rd_2	-	-	-	-	-	\$13,373
0		Bragg Hill Rd_24	-	-	-	-	-	\$9,039
2		Bragg Hill Rd_28	-	-	-	-	-	\$3,105
3		Bragg Hill Rd_40	-	-	-	-	-	\$3,105
4		Bragg Hill Rd_45	-	-	-	-	-	\$23,957
5		Elm St_0	-	-	\$71,753	-	-	-
7		Goodrich Four Corners Rd_1	-	-	-	\$18,008	-	-
8		Goodrich Four Corners Rd_2	-	-	-	\$18,463	-	-
9		Goodrich Four Corners Rd_3	\$3,000	\$9,765	-	-	-	-
0		Goodrich Four Corners Rd_5	-	-	-	\$14,690	-	-
1		Goodrich Four Corners Rd_6	-	-	-	\$19,021	-	-
2		Goodrich Four Corners Rd_23	-	-	-	\$2,926	-	-
3		Hopson Rd_2	-	-	-	\$2,926	-	-
4		Mitchell Brook Rd_1	-	-	\$493,366	-	-	-
9		Route 132_20	-	\$28,008	-	-	-	\$58,728
0		Tigertown Rd_2	\$34,608	-	-	-	-	-
1		Tigertown Rd_6	-	-	-	\$15,307	-	-
2		Tigertown Rd_14	-	\$8,487	-	\$12,678	-	-
3		Tigertown Rd_15	-	-	-	-	\$18,623	-
5		Tigertown Rd_29	-	-	-	\$7,203	-	-
7		Tigertown Rd_50	-	-	-	\$2,926	-	-
8		Turnpike Rd_8	-	-	-	-	\$22,258	-
9		Turnpike Rd_11	-	-	-	-	\$16,694	-
0		Turnpike Rd_18	-	-	\$2,652	-	-	-
3		Turnpike Rd_43	\$2,009	-	-	-	-	-
4		Turnpike Rd_46	\$14,074	-	-	-	-	-
5		Turnpike Rd_47	-	\$22,809	-	-	-	-
5		Turnpike Rd_48	-	-	-	-	\$7,535	-
7		Union Village Rd_27	-	\$53,537	-	-	-	-
8		Union Village Rd_39	-	-	-	-	\$22,258	-
9		Upper Turnpike Rd_1	-	-	-	-	\$3,014	-
0		Upper Turnpike Rd_2	-	-	-	-	\$100,857	-

# DPW- Highway Dept Capital Expenses Paving & Sidewalk

			TOWN OF NORWICH					
			Replacement Schedule					
			2024	2025	2026	2027	2028	2029
Department & Asset Tag	Fund & Capital Expenses	Fund Activity & Replacement info						
3 Dpt. of Public Works	Fund 42 DPW Paving Fund	Estimated Fund Balance 6/30/2022						
4	Infrastructure	Additions-Allocations	\$75,000	\$75,000	\$75,000	\$75,000	\$100,000	\$100,000
5		Grant-Vtrans Paving Grant 80/20		\$200,000			\$200,000	
5		Estimated Fund Balance 6/30	\$ 75,000	\$ 25,000	\$ (50,000)	\$ (35,000)	\$ (125,000)	\$ (40,000)
7 HWY#1-15	MAIN STREET PAVING							
3 HWY#1-19	BLACKTOP UNION VILLAGE ROAD							
3 HWY#1-2016	MAIN STREET PAVING 2015-2016 2ND PART							
0 HWY#12-15	PAVING BEAVER MEADOW RD. TOWN LINE							
1 HWY#12-17	New Boston Rd.							
2 HWY#12-18	NEW BOSTON RD 2018 PAVING							
3 HWY#16BL17	Paving-Turnpike Rd. 2017							
4 HWY#24BL	PAVING 2013-GOODRICH 4 CORNERS							
5 HWY#3-2016	RTE 132 PAVING							
3 HWY#58BL	HOPSON RD-PAVING & SPEED BUMPS							
7 HWY#96BLK	BEAVER MEADOW RD #96							
3 HWY-19PAV	Blaktop paving of Union Village							
3 HWY-21PAV	Paving- Beaver Meadow Rd 2021							
0	Beaver Mdw	Approx. 2 miles of reclaim, pave, and		\$250,000				
1	New Boston Rd	Approx. 0.95 miles of shim, overlay,			\$125,000			
2	New Boston Rd	Approx. 0.8 miles of shim, overlay, and				\$110,000		
3	Campbell Flats	Approx. 1.3 miles of full reclaim, pave,					\$425,000	
4	Turnpike Rd	Approx. 1 mile of shim, overlay, and						\$140,000
5	New Boston Rd	Approx. 0.9 miles of shim, overlay, and						
5	Storm Drain Work	Approx. 0.7 miles of reclaim and pave						
7	Douglas Rd	Approx. 1 mile of shim, overlay, and						
3	New Boston Rd	Approx. 1 mile of shim, overlay, and						
0	RTE 132 PAVING	Approx. 0.9 miles of shim, overlay, and						

			TOWN OF NORWICH					
			Replacement Schedule					
			2024	2025	2026	2027	2028	2029
Department & Asset Tag	Fund & Capital Expenses	Fund Activity & Replacement info						
3 Dpt. of Public Works	Fund 27 Sidewalk Fund	Estimated Fund Balance 6/30/2022						
4	Infrastructure	Additions-Allocations	\$10,000	\$0	\$0	\$0	\$0	\$0
5		Grant						
5		Estimated Fund Balance 6/30	\$116,566	\$116,566	\$116,566	\$116,566	\$116,566	\$116,566
7 CIP-CHURCH	CHURCH STREET SIDEWALKS							
3 DPW-SDWHUN	SIDEWALK AT HUNTLEY FIELDS							
3 DPW-SWKKOC	SIDEWALK -KOCK RD TO TURNPIKE							
0	Project 1							
1	Project 2							



# DPW- Buildings and Grounds- Salaries

DESCRIPTION	FY 23 ACTUAL	FY24 Budget	Pass 1 Notes	FY25 Budget	FY25 Budget
	Unaudited			Budget Request	Change
<b>BUILDINGS &amp; GROUNDS DIVISION</b>					
BUILDING & GROUND WAGES	\$ 71,513	\$ 105,475		\$ 108,106	2.49%
OVERTIME WAGES	\$ 1,522	\$ 6,000		\$ 2,398	-60.03%
PAGER COMPENSATION	\$ 1,034	\$ 750		\$ 1,589	111.83%
FICA	\$ 4,749	\$ 6,958		\$ 6,950	-0.12%
MEDICARE	\$ 1,111	\$ 1,627		\$ 1,625	-0.12%
HEALTH INSURANCE	\$ 16,960	\$ 24,570		\$ 26,654	8.48%
DISABILITY & LIFE INSURANCE	\$ 694	\$ 1,088		\$ 1,203	10.57%
DENTAL INSURANCE	\$ 735	\$ 884		\$ 918	3.87%
RETIREMENT	\$ 4,919	\$ 7,525		\$ 7,735	2.80%
<b>TOTAL</b>	\$ 103,238	\$ 154,877	\$ -	\$ 157,178	1.49%

# DPW- Buildings and Grounds- Operating Expenses & Designated Fund

DESCRIPTION	FY 23 ACTUAL Unaudited	FY24 Budget	Pass 1 Notes	FY25 Budget Request	FY25 Budget Change
<b>MATERIALS</b>					
GARDEN SUPPLIES & PLANTS	\$ 418	\$ 1,575		\$ 1,635	3.84%
<b>TOTAL</b>	\$ 418	\$ 1,575	\$ -	\$ 1,635	3.84%
<b>CONTRACTED SERVICES</b>					
FOLEY PARK & MEDIANS	\$ -	\$ -	\$ -	\$ -	
UNIFORMS	\$ 2,550	\$ 5,100		\$ 5,296	3.84%
<b>TOTAL</b>	\$ 2,550	\$ 5,100	\$ -	\$ 5,296	3.84%
<b>EQUIPMENT</b>					
OUTSIDE REPAIRS	\$ 106	\$ 2,100		\$ 2,181	3.84%
PARTS & SUPPLIES	\$ 2,682	\$ 2,600		\$ 2,700	3.84%
PETROLEUM PRODUCTS	\$ 616	\$ 3,083		\$ 3,201	3.84%
TOOLS	\$ 136	\$ 550		\$ 571	3.84%
Capital Equipment Lease	\$ -	\$ -		\$ -	0.00%
<b>TOTAL</b>	\$ 3,539	\$ 8,333	\$ -	\$ 8,653	3.84%
<b>CAPITAL EXPENDITURES</b>					
DESIGNATED FUND-EQUIPMENT (Fund 43)	\$ -	\$ 0	\$ -	\$ 2,000	19999900.00%
<b>TOTAL</b>	\$ -	\$ 0	\$ -	\$ 2,000	19999900.00%

# DPW- Building & Grounds- Capital Expenses Equipment and Generator Funds

			TOWN OF NORWICH					
			Replacement Schedule					
			2024	2025	2026	2027	2028	2029
<b>Department &amp; Asset Tag</b>	<b>Fund &amp; Capital Expenses</b>	<b>Fund Activity &amp; Replacement info</b>						
Bldg & Grounds	Fund 43 Building & Grounds Fund Equipment?	Estimated Fund Balance 6/30/2022						
		Additions-Allocations	\$0	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
		Estimated Fund Balance 6/30	\$ 34,280	\$ 36,280	\$ 38,280	\$ 25,280	\$ 27,280	\$ 29,280
FD-12	2000 FORD DUMP TRUCK Add new item - see note Item?	The 2001 Ford 550 Truck #12 has Add 23 ft flatbed trailer				\$15,000		
Bldg & Grounds	Fund 46 Generator Fund Equipment	Estimated Fund Balance 6/30/2022						
Emergency Mngt		Additions-Allocations	\$15,000	\$15,000	\$10,000	\$3,000	\$3,100	\$3,200
		Estimated Fund Balance 6/30	\$ 16,718	\$ 31,718	\$ (18,282)	\$ (15,282)	\$ (12,182)	\$ (8,982)
PSF - GENE	Generator PSF Generator at DPW Generator at Norwich Town Office	Police/Fire new generator in 2019? Replaced DPW Generator at DPW in May need replacement in next few			\$60,000			

## Notes:

- ▶ The Generator Fund allocation is also shown in the Emergency Management department.
- ▶ The 2000 Ford dump truck is expected to need replacing in 2031 at an estimated cost of \$120,000. Current funding level will not allow this replacement in 2031.

# DPW- Transfer Station- Salaries

DESCRIPTION	FY 23 ACTUAL Unaudited	FY24 Budget	Pass 1 Notes	FY25 Budget Request	FY25 Budget Change
<b>SOLID WASTE DIVISION</b>					
TRANSFER STATION WAGES	\$ 45,877	\$ 45,482	I am requesting that the TS staff have an additional 7% increase this year due to salaries not keeping up with pay levels in Vermont, cost of living increases from inflation, and lack of any benefits being provided for these important positions.	\$ 47,897	5.31%
FICA	\$ 2,872	\$ 2,820		\$ 2,970	5.31%
MEDICARE	\$ 672	\$ 659		\$ 694	5.31%
<b>TOTAL</b>	\$ 49,420	\$ 48,961	\$ -	\$ 51,561	5.31%



# DPW- Transfer Station- Operating Expenses & Designated Fund

DESCRIPTION	FY 23 ACTUAL Unaudited	FY24 Budget	Pass 1 Notes	FY25 Budget Request	FY25 Budget Change
<b>CONTRACTED SERVICES</b>					
GUVSWMD ASSESSMENT	\$ 36,120	\$ 32,508	Upward costs; fees assessed	\$ 37,000	13.82%
MUNICIPAL SOLID WASTE	\$ 45,393	\$ 52,650		\$ 54,672	3.84%
RECYCLING	\$ 43,865	\$ 45,300		\$ 47,040	3.84%
C & D WASTE DISPOSAL	\$ 14,362	\$ 15,600		\$ 16,199	3.84%
FOOD WASTE DISPOSAL	\$ 24,654	\$ 22,780	Upward costs	\$ 25,000	9.75%
UNIFORMS	\$ -	\$ -		\$ -	0.00%
<b>TOTAL</b>	\$ 164,394	\$ 168,838	\$ -	\$ 179,910	6.56%
<b>EQUIPMENT</b>					
PARTS & SUPPLIES	\$ 1,384	\$ 1,075	Upward costs	\$ 1,116	3.84%
REPAIRS & MAINTENANCE	\$ 6,390	\$ 3,000	Outstanding bulding repairs needed	\$ 6,000	100.00%
Capital Equipment Lease	\$ -	\$ -		\$ -	0.00%
SMALL EQUIPMENT	\$ -	\$ 500		\$ 524	4.80%
<b>TOTAL</b>	\$ 7,774	\$ 4,575	\$ -	\$ 7,640	67.00%
<b>TRANSFER STATION</b>					
PURCHASED SERVICES	\$ 825	\$ 4,000		\$ 4,154	3.84%
ELECTRICITY	\$ 2,360	\$ 2,300		\$ 2,388	3.84%
PROPANE	\$ 608	\$ 866		\$ 899	3.84%
TELEPHONE	\$ 448	\$ 525		\$ 545	3.84%
ADMINISTRATION	\$ 1,960	\$ 1,000		\$ 1,038	3.84%
FRANCHISE TAX TO VERMONT	\$ 715	\$ 2,150		\$ 2,233	3.84%
<b>TOTAL</b>	\$ 6,915	\$ 10,841	\$ -	\$ 11,257	3.84%
<b>CAPITAL EXPENDITURES</b>					
DESIGNATED FUND-EQUIPMENT (Fund 9)	\$ -	\$ 5,000		\$ 2,000	-60.00%
	\$ -	\$ 5,000	\$ -	\$ 2,000	-60.00%

# DPW- Transfer Station- Capital Expenses

			TOWN OF NORWICH					
			Replacement Schedule					
			2024	2025	2026	2027	2028	2029
Department & Asset Tag	Fund & Capital Expenses	Fund Activity & Replacement info						
Solid Waste Fund	Fund 09 Solid Waste Equip Fund	Estimated Fund Balance 6/30/2022						
	Equipment/Building	Additions-Allocations	\$5,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
		Estimated Fund Balance 6/30	\$ 39,614	\$ 36,614	\$ 33,614	\$ 25,614	\$ 17,614	\$ 9,614
SW-01A	CONVERSION TO ZERO SORT COMPA	Remove this item. Has been						
SW-03	TRASH COMPACTOR	The Town owns three, 2-yard						
SW-04	WASTEQUIP COMPACTOR							
IMPRO-SW	SHED AT TRANSFER STATION	Repairs needed to buildings at		\$5,000	\$5,000	\$10,000	\$10,000	\$10,000

# Police Department - Salaries

DESCRIPTION	FY 23 ACTUAL Unaudited	FY24 Budget	Pass 1 Notes	FY25 Budget Request	FY25 Budget Change
<b>WAGES &amp; BENEFITS</b>					
POLICE CHIEF WAGE	\$ 72,929	\$ 96,998		\$ 100,726	3.84%
POLICE OFFICER WAGE	\$ 121,364	\$ 197,539	Does NOT Include Comm Safety Officer	\$ 218,331	10.53%
ON-CALL WAGE	\$ 4,875	\$ 5,500	40 Hrs/ week @ 3.06/Hr	\$ 5,310	-3.45%
OVERTIME OFFICER WAGE	\$ 19,357	\$ 24,000		\$ 9,069	-62.21%
ADMINISTRATIVE WAGE	\$ 57,332	\$ 58,346		\$ 59,382	1.78%
PARTTIME OFFICER WAGE	\$ -	\$ 3,250	10 Hours per week + training	\$ 3,250	0.00%
CROSSING GUARD WAGE	\$ 8,204	\$ 22,804	2 Crossing guards	\$ 23,681	3.84%
GOVERNOR'S HIGHWAY SAFETY GRANT WAGE	\$ 181	\$ -		\$ -	0.00%
SPECIAL DUTY WAGE	\$ -	\$ -		\$ -	0.00%
FICA TAX	\$ 13,242	\$ 25,323		\$ 26,024	2.77%
MEDI TAX	\$ 3,097	\$ 5,922		\$ 6,086	2.77%
HEALTH INS	\$ 53,028	\$ 88,947	Increase based on different plans chosen	\$ 120,227	35.17%
DISABILITY/LIFE INS	\$ 2,154	\$ 3,305		\$ 4,466	35.10%
DELTA DENTAL	\$ 3,618	\$ 2,209		\$ 2,754	24.64%
VT RETIREMENT	\$ 22,419	\$ 26,030		\$ 27,497	5.64%
<b>TOTAL</b>	\$ 381,800	\$ 560,174	\$ -	\$ 606,803	8.32%

# Police Department - Operating Expenses

DESCRIPTION	FY 23 ACTUAL Unaudited	FY24 Budget	Pass 1 Notes	FY25 Budget Request	FY25 Budget Change
<b>COMMUNITY POLICING</b>					
ANIMAL CONTROL	\$ 1,036	\$ 2,950		\$ 3,000	1.69%
COMMUNITY RELATIONS	\$ 386	\$ 700		\$ 500	-28.57%
SPEED SIGNS	\$ 9,985	\$ 2,150	Includes connectivity for 5 devices x \$500/year, + 2 new devices	\$ 9,000	318.60%
NORWICH CADET PROGRAM	\$ -			\$ -	0.00%
<b>TOTAL</b>	\$ 11,406	\$ 5,800	\$ -	\$ 12,500	115.52%
<b>EQUIPMENT &amp; MAINTENANCE</b>					
RADIO MAINTENANCE	\$ 62,867	\$ 800	Estimated battery and accessory purchase, plus minor repairs	\$ 850	6.25%
PETROLEUM PRODUCTS	\$ 7,658	\$ 9,063		\$ 10,000	10.34%
CRUISER VIDEO EQUIP	\$ 1,635	\$ 4,300	New Cruiser & Body Cameras (Drops to +/-12K going forward)	\$ -	-100.00%
CRUISER MAINT	\$ 11,340	\$ 8,800	Expecting to use more due to age and construction of fleet	\$ 8,800	0.00%
CRUISER SUPPLIES	\$ 374	\$ 500	Things cost more	\$ 519	3.84%
Protective Equipment- Annual Purchase Line			Protective Vest, Helmet, AED, MDT, Pistol, Rifle	\$ -	0.00%
Capital Equipment Lease		0	lease 2 cruisers	\$ 27,006	10802156.00%
<b>TOTAL</b>	\$ 83,873	\$ 23,463	\$ -	\$ 47,175	101.06%
GRANTS (Inc PACIF Equip & Women's Club)				\$ -	
<b>SUPPORT</b>					
ADMINISTRATION	\$ 4,457	\$ 4,250	In House Computer Replacement	\$ 10,000	135.29%
VIBRS	\$ 3,615	\$ 3,000	MDT Broadband, Annual Spillman License, Annual DPS License	\$ 5,000	66.67%
DISPATCH SERVICES	\$ 72,911	\$ 95,800		\$ 99,479	3.84%
TRAINING	\$ 2,299	\$ 3,500		\$ 3,634	3.84%
TRAINING SUPPLIES (inc. Equipment & Ballistic Vests)	\$ 2,697	\$ 4,500	Vests accounted for in Annual Purchase Line above	\$ 8,000	77.78%
MILEAGE REIMB	\$ 304	\$ 250		\$ -	-100.00%
DUES/MTGS/EDUC	\$ 682	\$ 1,000		\$ 1,000	0.00%
UNIFORM	\$ 4,246	\$ 3,000	4382 Avg to outfit a new officer	\$ 5,000	66.67%
UNIFORMS CLEANING	\$ 919	\$ 1,608		\$ 1,670	3.84%
Bullet Proof Vests	\$ -	\$ -		\$ -	0.00%
<b>TOTAL</b>	\$ 92,130	\$ 116,908	\$ -	\$ 133,783	14.43%

# Police Department - Designated Funds

DESCRIPTION	FY 23 ACTUAL Unaudited	FY24 Budget	Pass 1 Notes	FY25 Budget Request	FY25 Budget Change
<b>DESIGNATED FUNDS</b>					
DESIGNATED FUND-SPECIAL EQUIP (fund 21)	\$ 5,000	\$ 5,000		\$ 30,000	500.00%
DESIGNATED FUND-CRUISER (Fund 11)	\$ 37,669	\$ 35,000		\$ 35,000	0.00%
<b>TOTAL</b>	\$ 42,669	\$ 40,000	\$ -	\$ 65,000	62.50%

## Looking at the color-coded expenses- Operating and Fund lines

DESCRIPTION	FY 23 ACTUAL Unaudited	FY24 Budget	Pass 1 Notes	FY25 Budget Request	FY25 Budget Change
<b>EQUIPMENT &amp; MAINTENANCE</b>					
CRUISER VIDEO EQUIP	\$ 1,635	\$ 4,300	New Cruiser & Body Cameras (Drops to +/-12K going forward)	\$ -	-100.00%
CRUISER MAINT	\$ 11,340	\$ 8,800	Expecting to use more due to age and construction of fleet	\$ 8,800	0.00%
Protective Equipment- Annual Purchase Line			Protective Vest, Helmet, AED, MDT, Pistol, Rifle	\$ -	0.00%
Capital Equipment Lease		0	lease 2 cruisers	\$ 27,006	10802156.00%
<b>TOTAL</b>	\$ 83,873	\$ 23,463	\$ -	\$ 47,175	101.06%
<b>SUPPORT</b>					
MILEAGE REIMB	\$ 304	\$ 250		\$ -	-100.00%
Bullet Proof Vests	\$ -	\$ -		\$ -	0.00%
<b>TOTAL</b>	\$ 92,130	\$ 116,908	\$ -	\$ 133,783	14.43%
<b>DESIGNATED FUNDS</b>					
DESIGNATED FUND-SPECIAL EQUIP (fund 21)	\$ 5,000	\$ 5,000		\$ 30,000	500.00%
DESIGNATED FUND-CRUISER (Fund 11)	\$ 37,669	\$ 35,000		\$ 35,000	0.00%
<b>TOTAL</b>	\$ 42,669	\$ 40,000	\$ -	\$ 65,000	62.50%

# Police Department - Capital Expenses

- Police Station Fund-10 has a remaining balance (\$14,512). Recommend an article to transfer the remaining funds to Public Safety Facility Fund # 47 and close the police station fund.

			TOWN OF NORWICH					
			Replacement Schedule					
			2024	2025	2026	2027	2028	2029
Department & Asset Tag	Fund & Capital Expenses	Fund Activity & Replacement info						
Police Department	Fund 11-Police Cruiser Fund Vehicles	Estimated Fund Balance 6/30/2022						
		Additions-Allocations	\$35,000	\$35,000	\$60,000	\$60,000	\$60,000	\$60,000
		Estimated Fund Balance 6/30	\$48,548	\$23,548	\$23,548	\$23,548	\$23,548	\$23,548
EQ#2	2017 FORD SUV	Replace with Chevy Tahoe				\$60,000		
PD-1	2013 FORD INTERCEPTOR SEDAN	Currently Deadlined						
PD-2	2013 INTERCEPTOR SEDAN	Sold 2023						\$60,000
PD-22TRAV4	2022 Toyota Rav4 Hybrid Cruiser	Replace with Chevy Tahoe					\$60,000	
PD-23FCRZR	2023 Ford Interceptor	Replace with Chevy Tahoe			\$60,000			
PD-4	2020 Ford Explorer Hybr	Replace with Chevy Tahoe		\$60,000				
	Ford Responder (New, replaces PD-2)	Replace with Ford Responder or Chevy SSV Truck						
	Chevy Tahoe (Replaces PD-1)	Replace with Chevy Tahoe						
Police Department	Fund 21- Police Special Equipmt Fund Equipment	Estimated Fund Balance 6/30/2022						
		Additions-Allocations	\$5,000	\$30,000	\$5,000	\$5,000	\$5,000	\$5,000
		Grants	\$0					
		Estimated Fund Balance 6/30	\$194	\$194	\$194	\$194	\$194	\$194
	Radios		\$5,000	\$0	\$5,000	\$5,000	\$5,000	\$5,000
	Camaras			\$18,000				
	Long Guns	How often are these replaced? Cost/Gun?						
PD-4EQUIP	EQ4 EQUIPMENT			\$12,000				
	Body Armor							

## Police Department - Public Safety Facility Operating and Designated Fund

DESCRIPTION	FY 23 ACTUAL Unaudited	FY24 Budget	Pass 1 Notes	FY25 Budget Request	FY25 Budget Change
<b>PUBLIC SAFETY FACILITY</b>					
WATER USAGE	\$ 939	\$ 1,200		\$ 1,246	3.84%
ELECTRICITY	\$ 9,161	\$ 8,000		\$ 8,307	3.84%
HEATING (Inc. Apparatus Bay)	\$ -	\$ 3,450	Should we split the Apparatus Bay Out?	\$ 3,582	3.84%
ADMIN TELEPHONE & INTERNET	\$ 4,749	\$ 5,492		\$ 5,703	3.84%
SUPPLIES	\$ 568	\$ 700		\$ 727	3.84%
REPAIRS & MAINTENANCE (Inc. Apparatus Bay)	\$ 6,921	\$ 5,000		\$ 5,192	3.84%
ALARM MONITORING	\$ 1,276	\$ 1,500	Includes Fire Alarm Testing	\$ 1,558	3.84%
CLEANING	\$ 9,360	\$ 10,720		\$ 11,132	3.84%
DESIGNATED FUND - Public Safety (Fund 47)	\$ -	\$ -	Propose to move balance from Police station fund to this fund; \$5,000 future year funding begin FY26	\$ -	0.00%
<b>TOTAL PUBLIC SAFETY FACILITY</b>	\$ 32,974	\$ 36,062	\$ -	\$ 37,447	3.84%





# Fire Department - Salaries

DESCRIPTION	FY 23 ACTUAL Unaudited	FY24 Budget	Pass 1 Notes	FY25 Budget Request	FY25 Budget Change
<b>FIRE/FAST DEPT.</b>					
FIRE CHIEF WAGES	\$ 77,183	\$ 73,168		\$ 79,295	8.37%
FIRE OFFICER STIPEND	\$ 2,100	\$ 2,100	Reduced to FY24 Level	\$ 2,100	0.00%
FIREFIGHTERS WAGE	\$ 30,478	\$ 31,125	Reduced to FY24 Level	\$ 31,125	0.00%
FF DRILLS/MTGS WAGE	\$ 1,512	\$ 2,500	Reduced to FY24 Level	\$ 2,500	0.00%
C-19 GRANT	\$ -	\$ -		\$ -	0.00%
C-19 MILEAGE REIUMBURSEMENT	\$ -	\$ -		\$ -	0.00%
FICA TAX	\$ 6,739	\$ 6,751	Ok	\$ 7,131	5.63%
MEDI TAX	\$ 1,576	\$ 1,579	Ok	\$ 1,668	5.63%
HEALTH INSURANCE	\$ 14,688	\$ 15,102		\$ 18,438	22.09%
DISABILITY/LIFE INSURANCE	\$ 719	\$ 736	Ok	\$ 800	8.78%
VT RETIREMENT	\$ 5,051	\$ 5,081		\$ 5,551	9.25%
DENTAL INSURANCE	\$ 448	\$ 442	Ok	\$ 459	3.87%
<b>TOTAL</b>	\$ 140,494	\$ 138,583	\$ -	\$ 149,067	7.57%

# Fire Department - Operating Expenses

DESCRIPTION	FY 23 ACTUAL Unaudited	FY24 Budget	Pass 1 Notes	FY25 Budget Request	FY25 Budget Change
<b>EDUCATION &amp; TRAINING</b>					
FIRE EDUC/TRAINING	\$ 909	\$ 750	Reduced to FY24 Level	\$ 750	0.00%
EMS EDUC/TRNG	\$ 775	\$ 1,200	Reduced to FY24 Level	\$ 1,200	0.00%
FIRE DUES/MTGS/EDUC	\$ 480	\$ 500	Reduced to FY24 Level	\$ 500	0.00%
<b>TOTAL</b>	<b>\$ 2,164</b>	<b>\$ 2,450</b>	<b>\$ -</b>	<b>\$ 2,450</b>	<b>0.00%</b>
<b>TOOLS &amp; EQUIPMENT</b>					
Capital Equipment Lease		-		\$ -	0.00%
FIRE TOOLS & EQUIPMENT	\$ 4,304	\$ 4,200	Reduced to FY24 Level	\$ 4,200	0.00%
EMS TOOLS/ EQUIP	\$ 2,171	\$ 2,000	Reduced to FY24 Level	\$ 2,000	0.00%
RADIO PURCH/REPAIR	\$ 1,785	\$ 800	Reduced to FY24 Level	\$ 800	0.00%
<b>TOTAL</b>	<b>\$ 8,260</b>	<b>\$ 7,000</b>	<b>\$ -</b>	<b>\$ 7,000</b>	<b>0.00%</b>
<b>MAINTENANCE</b>					
FIRE TRK R & M	\$ 21,169	\$ 14,500	Significantly aging fleet (see FY 22&23 actuals)	\$ 15,500	6.90%
EQUIPMENT MAINTENANCE & SAFETY TESTING	\$ 1,106	\$ 4,000	Ok	\$ 4,154	3.85%
RADIO MAINTENANCE	\$ -	\$ 500	Reduced to FY24 Level	\$ 500	0.00%
SOFTWARE MAINTENANCE	\$ 120	\$ -		\$ -	0.00%
COMPUTER MAINTENANCE	\$ -	\$ -		\$ -	0.00%
VEHICLE FUEL	\$ 3,137	\$ 4,500	Ok	\$ 4,673	3.84%
<b>TOTAL</b>	<b>\$ 25,531</b>	<b>\$ 23,500</b>	<b>\$ -</b>	<b>\$ 24,827</b>	<b>5.65%</b>
<b>SUPPORT</b>					
RECRUITMENT	\$ 179	\$ 100	Reduced to FY24 Level	\$ 100	0.00%
POSTAGE	\$ 10	\$ 25	Reduced to FY24 Level	\$ 25	0.00%
FIRE PREVENTION BOOKS & MATERIALS	\$ -	\$ 100	Reduced to FY24 Level	\$ 100	0.00%
FIREFIGHTERS CASUL INS	\$ 3,610	\$ 5,800	Reduced to FY24 Level	\$ 5,800	0.00%
TELEPHONE & INTERNET	\$ 1,226	\$ -	FD required to have own WiFi (previously shared WiFi with PD)	\$ 1,000	0.00%
OFFICE SUPPLIES	\$ 724	\$ 650		\$ 700	7.69%
DISPATCH SERVICE	\$ 24,698	\$ 28,755	Dispatch estimates 5% increase	\$ 30,193	5.00%
UNIFORM	\$ -	\$ 250	Ok	\$ 260	4.00%
HYDRANT RENTAL	\$ 34,000	\$ 34,000	FY24 level	\$ 34,000	0.00%
DRY HYDRANT	\$ 670	\$ 500	Reduced to FY24 Level	\$ 500	0.00%
OSHA COMPLIANCE	\$ 665	\$ 1,000	Reduced to FY24 Level	\$ 1,000	0.00%
WATER LINE REPAIR	\$ -	\$ -		\$ -	0.00%
<b>TOTAL</b>	<b>\$ 65,783</b>	<b>\$ 71,180</b>	<b>\$ -</b>	<b>\$ 73,678</b>	<b>3.51%</b>

# Fire Department - Ambulance and Designated Funds

DESCRIPTION	FY 23 ACTUAL Unaudited	FY24 Budget	Pass 1 Notes	FY25 Budget Request	FY25 Budget Change
<b>AMBULANCE EXPENDITURES</b>					
AMBULANCE CONTRACT	\$ 149,212	\$ 160,575	Hanover Ambulance estimates 5% increase	\$ 168,604	5.00%
AMBULANCE LIAB	\$ 8,667	\$ 5,500	Ok	\$ 5,711	3.84%
<b>TOTAL</b>	\$ 157,878	\$ 166,075	\$ -	\$ 174,315	4.96%

DESCRIPTION	FY 23 ACTUAL Unaudited	FY24 Budget	Pass 1 Notes	FY25 Budget Request	FY25 Budget Change
<b>DESIGNATED FUNDS</b>					
DESIGNATED FUND-APPARATUS (Fund 6)	\$ 60,000	\$ 80,000	Severely underfunded in FY20, 21 & 22	\$ 120,000	50.00%
Designated Fund Fire Dept Apparatus Bay (Fund 25)	\$ 10,000	\$ 30,000	Ok	\$ 30,000	0.00%
DESIGNATED FUND-EQUIPMENT (Fund 26)	\$ 70,000	\$ 110,000	\$ -	\$ 150,000	36.36%
<b>TOTAL</b>	\$ 70,000	\$ 110,000	\$ -	\$ 150,000	36.36%

Fund 25 is currently named Fire Station Fund. Is this to be changed to the FD Apparatus Bay Fund and retain the current funds (\$5,129) or move the funds to the Public Safety Facility fund?

# Fire Department - Capital Expenses

			TOWN OF NORWICH					
			Replacement Schedule					
			2024	2025	2026	2027	2028	2029
Department & Asset Tag	Fund & Capital Expenses	Fund Activity & Replacement info						
Fire Department	Fund 06- Fire Apparatus Fund	Estimated Fund Balance 6/30/2022						
	Vehicles	Additions-Allocations	\$80,000	\$120,000	\$126,000	\$132,300	\$138,915	\$145,861
		Estimated Fund Balance 6/30	\$220,427	\$304,027	(\$109,973)	\$22,327	(\$244,758)	(\$98,897)
FD-06	1999 FREIGHTLINER PUMPER	Engine 2 (Replaced by Engine 3 in 2023)						
FD-07	2003 FREIGHTLINER FL80 TANKER	Tanker 1					\$406,000	
FD-12A	Outfitting of Forestry Unit	Single refit of forestry skid						
FD-12B	2019 FORD F550 SUPER D	Utility 1						
FD-16	2005 RESCUE/PUMPER 1000 GALLON P	Engine 1						
FD-21	1991 SPARTAN 75' AERIAL LADDER TRU	Ladder 1			\$540,000			
FD-23PMPR	2022 Custom Chassis Pumper Truck	Engine 3						
FD-CAR 1	2013 FORD INTERCEPTOR SUV	Car 1		\$36,400				
Fire Department	Fund 25- Fire Station- Apparatus Bay Fund	Estimated Fund Balance 6/30/2022						
	Vehicles	Additions-Allocations	\$0	\$0	\$0	\$0	\$0	\$0
		Estimated Fund Balance 6/30	\$ 5,090	\$ 5,090	\$ 5,090	\$ 5,090	\$ 5,090	\$ 5,090
Fire Department	Fund 26- Fire Equipment Fund	Estimated Fund Balance 6/30/2022						
	Equipment	Additions-Allocations	\$30,000	\$30,000	\$33,075	\$34,729	\$36,465	\$38,288
		Estimated Fund Balance 6/30	\$60,334	\$73,009	\$43,903	\$71,686	(\$14,007)	\$3,222
FD-20	SCBA- BOTTLES	SCBA Cylinders (Replacing 3 each interval	\$0	\$0				\$0
FD-20A	FD-SCBA	SCBA Cylinders (Bought in 2008, Replaced in 2023)						
FD-21RADIO	Radio- Fire Department 2021	Radio Packages (C1, E1, E3, T1, L1, U1)		\$11,025	\$11,576			\$13,401
FD-23EQPMT	2023 Personal Safety Equipment	SCBA Package (15 Packs & 30 Clinders)						
FD-DOOR	FD- MULTI-FORCE DOOR	Single purchase (Bought with grant)						
FD-KME21	2004 KME pumper repair 2021	Single purchase (Partial overhaul of E1)						
		Battery Operated Auto Extrication Tool	\$16,000					
		Battery Operated Scene Lights x 4	\$5,200					
		Battery Operated Vent Fan	\$5,000					
		Air Compressor & Cascade System			\$43,990			
		Firefighting PPE (Jacket, Pants, Helmet, B	\$6,000	\$6,300	\$6,615	\$6,946	\$7,293	\$7,658
		Portable Radios					\$114,865	

# Fire Department - Emergency Management

DESCRIPTION	FY 23 ACTUAL	FY24 Budget	Pass 1 Notes	FY25 Budget	FY25 Budget
	Unaudited			Request	Change
<b>EMERGENCY MANAGEMENT</b>					
DEBT SERVICE ON TOWER BOND PRINCIPAL	\$ 27,500	\$ 26,775	Last principle payment to be paid Nov 15, 2024	\$ 27,500	2.71%
DEBT SERVICE ON TOWER BOND INTEREST	\$ 1,422	\$ 3,025	Last interest payment to be paid Nov 15, 2024	\$ 750	-75.21%
TOWER POWER	\$ 1,253	\$ 430		\$ 450	4.65%
EMERG MAN ADMIN	\$ -	\$ 30		\$ 30	0.00%
EMERG MNGMT SUPPLIES	\$ 24	\$ 50		\$ 50	0.00%
GENERATOR FUEL	\$ 248	\$ 100	LP fuel rising	\$ 200	100.00%
EMERG GEN MAINT	\$ -	\$ 2,500		\$ 2,600	4.00%
EMERG GENERATOR REPAIR	\$ 436	\$ -		\$ -	0.00%
BASE RADIO MAINTENANCE PD & DPW	\$ -	\$ -		\$ -	0.00%
HAZARD MITIGATION PLAN (FEMA Grant) - Consultant	\$ -	\$ -		\$ -	0.00%
DESIGNATED FUND- GENERATORS (Fund 46)	\$ 15,000	\$ 15,000	Four generators? Does this tie into the generator capital replacement plan?	\$ 15,000	0.00%
<b>TOTAL</b>	\$ 45,883	\$ 47,910	\$ -	\$ 46,580	-2.78%

Generator Fund 46 is also shown on slide 18

		TOWN OF NORWICH						
		Replacement Schedule						
		2024	2025	2026	2027	2028	2029	
Department & Asset Tag	Fund & Capital Expenses	Fund Activity & Replacement info						
Bldg & Grounds	Fund 46 Generator Fund	Estimated Fund Balance 6/30/2022						
Emergency Mngt	Equipment	Additions-Allocations						
		\$ 15,000	\$ 15,000	\$ 10,000	\$ 3,000	\$ 3,100	\$ 3,200	
		Estimated Fund Balance 6/30						
		\$ 16,718	\$ 31,718	\$ (18,282)	\$ (15,282)	\$ (12,182)	\$ (8,982)	
PSF - GENE	Generator PSF	Police/Fire new generator in 2019?						
	Generator at DPW	Replaced DPW Generator at DPW in						
	Generator at Norwich Town Office	May need replacement in next few years						
				\$60,000				

Town of Norwich

Departmental Request for Spending

Date: 11/17/23 Department: Town Manager

Request by: Brennan Duffy (Name) Town Manager (Title)

Town Manager Approval Date: 11/17/23 For Selectboard Meeting Date: 11/21/23

What is being requested: SB approval to expend funds for completion of "Kids Bridge" project out of Fund 53

Has this request been budgeted by the Selectboard: (No)  (Yes) (Fiscal Year)

How much will the request cost, including any additional expenses such as set-up, decals, customization, etc., explain: Not to exceed \$5,000

Which fund will be used to pay for this request: Fund 53 (Number of Fund)

Kids Bridge - Huntley Meadow (Name of Fund)

How much is in the above-named fund on this date: \$7,612

List other items/costs that are expected to be paid from the above-named fund in \_\_\_\_\_ (Fiscal Year)  
N/A

Request for Quotes required: (Yes)  (No) To be sent out by Town Manager: (Yes)  (No)

Expected Date of purchase, if known: \_\_\_\_\_

Other information: \_\_\_\_\_

Signature of Requestor: [Signature] Date: 11/17/23

Signature of Town Manager: [Signature] Date: 11/17/23

Action by Selectboard: \_\_\_\_\_ (Approved) \_\_\_\_\_ (Denied) \_\_\_\_\_ (Tabled) Date: \_\_\_\_\_

Concerns of Selectboard: \_\_\_\_\_

Quotes: Date sent out \_\_\_\_\_ Due date \_\_\_\_\_ Date selection made \_\_\_\_\_

Date quotes given to selectboard \_\_\_\_\_

Purchase: Date purchased \_\_\_\_\_ Date Received \_\_\_\_\_

## Memorandum

TO: Selectboard, Town Manager, Planning Commission, Conservation Commission  
FROM: Marcia Calloway  
DATE: November 10, 2023  
RE: Hydro Quebec FERC relicensing application process

This memo will report on an informational session, suggest some next steps for Norwich, and ask for Selectboard input.

Information session: On Thursday, November 9, 2023, Kathy Urffer of the Connecticut River Conservancy (“CRC”) shared a PowerPoint presentation with me, Planning Commission member Ernie Ciccotelli, and Conservation Commission Chair Craig Layne. The meeting was at the invitation of CRC and for the purpose of relaying information about the application of Hydro Quebec for relicensing through the Federal Energy Regulatory Commission (“FERC”).

Hydro Quebec-owned dams under license by FERC. Hydro Quebec owns multiple dams on the Connecticut including the Wilder dam, and their ‘flowage’ rights extend onto Norwich land and up and adjacent to the mouth of the Ompompanoosuc River where it empties into the Connecticut in Norwich. FERC licenses hydro plants: such licenses can have durations between 30-50 years, and they affect things like flowage rights over lands adjacent to the river, erosion, recreation, and the creatures and environment dependent upon the river. The current application has been in process for approximately 10 years and has produced 33 studies on things like erosion, recreation, how dam operation affects creatures, etc. During that time, CRC has been negotiating with Hydro Quebec about their hours of operation and rates of inflow and outflow, all of which can have a significant effect on the river structure, towns, property, recreation, the environment and creatures.

When the licensing process reaches the stage known as Ready for Environmental Assessment (“REA”), a 60-day comment period is triggered, among other things. CRC wants communities to know that it would be wise to submit comments for things of concern to us or things we would like to see built-in to the new license, e.g.

- how changes in dam operations could make erosion worse in our particular area;
- what accountability processes we would like to see in the license so that the public can engage over time as things change;
- what mitigation efforts e.g.
  - marketing assistance for enhancing businesses with an economic dependency on the river;
  - assistance to purchase lands for more river/recreational access;
  - funds to address culvert replacements or to buy at-risk land within the project area to avoid on-going damage due to the effects of changes in plant operation.

An interesting aside, Kathy shared an additional importance of hydro power. During times of high energy demand or other problems which shut down “the grid,” only hydro power can “restart the grid” and regulate it. Neither solar nor coal nor nuclear energy can do that because they all require electricity.

Although climate change is not one of the allowed criteria of consideration in relicensing, Norwich has experienced the effects of weather events, exhibit the 2017 floods, and the 2023 rains that caused damage on Hemlock Road in particular. Notably, Hemlock Road is immediately adjacent to the Ompompanoosuc, which is within the flowage boundary of the Wilder Dam.

Next steps: Kathy Urffer will send us the powerpoint, and any additional maps, information, or documentation which could help Norwich evaluate how we might evaluate and create a comment for submission.

I would propose a joint meeting of Selectboard, Town Manager, Planning Comm., Conservation Comm., and any other appropriate appointed commissions/committees/boards or persons who would like to consider the effects of relicensing and Norwich’s needs and concerns. Potential topics might include impact on zoning bylaw decisions/development, avoidance of future land erosion/degradation, recreational or business concerns, etc. The proposed outcome would be a decision about whether the town should prepare a comment, what the content would include and how to develop it. This would be a warned meeting with public access. I am looking for Selectboard input to start.

To: Town of Norwich Selectboard

From: The Norwich Historic Preservation Commission (“NHPC”)

Date: November 16, 2023

Re: 2024 Certified Local Government (“CLG”) Grant Application

Selectboard:

The 2024 Round of CLG grants from the Vermont Division of Historic Preservation (“VDHP”) was recently announced. These grants have funded a survey of Norwich’s barns, and most recently, the proposed nomination of the Jones Circle neighborhood to the National Register of Historic Places. These grants are the NHPC’s most significant tool for working on historic preservation initiatives. While CLG grants require a match, to date, the NHPC has largely utilized volunteer hours to meet fulfill its match obligations.

Here is a high-level summary of this year’s proposed application:

- The NHPC seeks a grant to assist the Norwich Community Collaborative Inc. (the “NCC”) in obtaining architectural plans for its rehabilitation of the former Upper Valley Community Grange Hall, a contributing structure (c. 1890) to the Norwich Village National Register District.
- This project is eligible under the CLG guidelines given the building’s historic status and ownership by a 501(c)(3) non-profit which proposes to carry out a rehabilitation consistent with the Secretary of the Interior’s Standards.
- This project qualifies as Priority I for the VDHP as pre-development work which serves as the base for larger grant opportunities.
- This specific grant, which seeks \$7,576.00 in CLG funding, will not commit the Town to any financial obligations as the match obligations (both cash and in kind) will be the NCC’s obligation.
- Given the NCC’s 501(c)(3) status, the grant award (and binding grant agreement) would be directly made to and entered into by the NCC, rather than the Town, so the grant administration obligations would also be shifted to the NCC.

The NHPC strongly supports this project because the Grange Hall is a highly significant historic building in our community that would benefit from being restored. This use of CLG funding is consistent with past practice by the VDHP as, for example, a grant was awarded for the East Calais General Store project as part of that structure’s rehabilitation. The NHPC believes that applying for this grant is an important way to support this significant historic preservation project. As a result, the NHPC requests that the Selectboard authorize the Town Manager to sign the grant application evidencing the Town’s support of this project. The grant application is due to the VDHP by 4:30 p.m. on December 11th.

Sincerely,

Nancy Osgood, Chair

Norwich Historic Preservation Commission



**DRAFT Minutes of the Selectboard Meeting of  
Wednesday, November 8, 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; Pamela Smith; Priscilla Vincent

Member absent: Roger Arnold

Also participating: Brennan Duffy, Town Manager; Joyce Hasbrouck, Interim Finance Director; Cheryl Lindberg, Listers Clerk; Wayne Kniffin; Lilly Trajman, Town Clerk;

Note that sections are presented here in the order they were addressed at the meeting, which may occasionally differ from their sequential item numbering.

**Welcome.** Meeting was called to order by Calloway at 6:30 PM. She reminded anyone wishing to join via Zoom® to present with both first and last names to help prevent unwelcome intrusions, commonly known as “Zoom-bombing.”

**1. Agenda.** Calloway noted she had received news from the Town Manager of the resignation of the Town Assessor and the Listers’ intent to hire another assistant in addition to having already hired Cheryl Lindberg as a clerk.

Layton moved, seconded by Vincent, to approve the Agenda. Discussion ensued, including Cheryl Lindberg via Zoom, regarding potential changes in the Listers’ Office. Layton amended her motion to include Item 8.1 for further discussion of these matters. Calloway, Layton, Smith, Vincent, Yes; Arnold, Absent. **Motion Passed.**

**Budgeting and Capital Planning.** Duffy commented briefly on the budgeting process for FY25 and introduced Joyce Hasbrouck, Interim Finance Director, to the discussion via Zoom. Barrie Rosalinda, the recently hired permanent Finance Director also joined through Zoom.

Hasbrouck delivered an extensive presentation on capital planning, both in general and specifically in Norwich, which can be read in its entirety at <http://norwich.vt.us/wp-content/uploads/2023/11/00-Selectboard-Packet-11-08-2023-indexed.pdf>, beginning on page 3,

**Public Comment.** Rick Morales, Public Affairs Specialist from SBA Disaster Assistance, joined the meeting in person to present information on applying for additional funds still available to cover damages from the July flooding. In addition to businesses, the support is available for nonprofits, homeowners and renters. For assistance in applying, he advised going in person to the Disaster Recovery Center in Barre, which represents both FEMA and SBA.

**2. Committee Appointment for Recreation Council: youth member (tabled from 10/25/2023).**

Layton moved, seconded by Vincent, to appoint Charlie Forbush to the Recreation Council for a 3-year term ending 11/7/2026. Calloway, Layton, Smith, Vincent, Yes; Arnold, Absent. **Motion Passed.**

**3. Town Clerk request to spend monies from Records Restoration Account # 45.**

Layton moved, seconded by Vincent, to authorize the expenditure of \$1,625.50 from the Record Restoration Designated Fund # 45 for 3 additional land records books and paper, and shelving. Calloway, Layton, Smith, Vincent, Yes; Arnold, Absent. **Motion Passed.**

**4. Preservation Assistance Grant for Smaller Institutions (Funding Opportunity Number: 20240111-PG) from the National Endowment for the Humanities.**

Layton moved, seconded by Vincent, to authorize the Town Clerk to work with the Town Manager to apply for a Preservation Assistance grant from the National Endowment for the Humanities up to the amount of \$10,000.00 and to issue bids to preservation and conservation firms to get estimates for a survey of the Town of Norwich vault contents. Calloway, Layton, Smith, Vincent, Yes; Arnold, Absent. **Motion Passed.**

**5. Fire Department Request to spend monies for Apparatus from Fund # 6.** Chief Alex Northern appeared via Zoom to speak in support of the Fire Department's request.

Layton moved, seconded by Vincent, to authorize the expenditure of \$1,547.00 from the Fire Apparatus Designated Fund #6 to purchase required modification items which were not previously included in the Selectboard's approval of the new fire engine expense in May 2021. Calloway, Layton, Smith, Vincent, Yes; Arnold, Absent. **Motion Passed.**

## **6. Police Department request to spend monies for equipment from Fund #21.**

Duffy spoke in support of this request. Layton moved, seconded by Vincent, to authorize the expenditure of \$1,996.45 from the Police Special Equipment Fund #21 to purchase state-mandated soft restraint equipment for the transportation of persons in mental health crisis, pursuant to 18 V.S.A. § 7511(d) (as effective July 1, 2023). Calloway, Layton, Smith, Vincent, Yes; Arnold, Absent. **Motion Passed.**

## **7. Hemlock Road Update and Possible Decisions.**

Duffy reported that the geotechnical analysis has been completed, which concluded that while the slope remains problematic, the road can be partially reopened, which has already been put into effect. He said the DPW Director was recommending the placement of concrete “Jersey barriers” to firmly separate the approved passage from the portion of the road still at risk from slope failure.

Layton moved, seconded by Vincent, to authorize the expenditure of \$9,040.00 from account # 01-5-703215.00 Other Projects to purchase up to twenty (20) jersey-style concrete barriers from Weed Precast to create a single lane traffic channel on Hemlock Road to provide a temporary method of access to properties pending future permanent repair work. Calloway, Layton, Smith, Vincent, Yes; Arnold, Absent. **Motion Passed.**

## **8. Update on Collective Bargaining Union Negotiations, Executive Session pursuant to 1 V.S.A. § 313(a)(1)(B) to discuss labor relation agreements with employees.**

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). Calloway, Layton, Smith, Vincent, Yes; Arnold, Absent. **Motion Passed.**

Layton moved, seconded by Vincent, to enter Executive Session under 1 V.S.A. § 313(a)(1)(B) to discuss labor relations agreements with employees and to invite the Town Manager. Calloway, Layton, Smith, Vincent, Yes; Arnold, Absent. **Motion Passed.**

**TIME ENTERED EXECUTIVE SESSION: 8:37**

Layton moved, seconded by Smith, to enter public session. Calloway, Layton, Smith, Vincent, Yes; Arnold, Absent. **Motion Passed.**

**TIME ENTERED PUBLIC SESSION: 9:32 PM**

**8.1 The Listers' Request to Hire an Identified Person for a Newly Created Position.**

Following extensive discussion, including Cheryl Lindberg as the Listers' Clerk, it was determined that in fact since the total expenditure will be under \$10,000, the Town Manager is authorized to manage the hiring process in its entirety and so there was no need for a motion.

**9. Approval of Minutes.**

Layton moved, seconded by Vincent, to approve the minutes of October 25, 2023 as amended. Calloway, Layton, Smith, Vincent, Yes; Arnold, Absent. **Motion Passed.**

**10. Correspondence.** Layton moved, seconded by Smith, to accept the correspondence. Calloway, Layton, Smith, Vincent, Yes; Arnold, Absent. **Motion Passed.**

**11. AP Warrant.** Layton moved, seconded by Vincent, to approve AP Warrant number 1070 in the amount of \$1,800.00 for monies from Account 11-5-500322.00 for police cruiser decals. Calloway, Layton, Smith, Vincent, Yes; Arnold, Absent. **Motion Passed.**

Layton moved, seconded by Vincent, to approve AP Warrant number 1071 in the amount of \$89,011.28 for expenses paid from the General Fund. Calloway, Layton, Smith, Vincent, Yes; Arnold, Absent. **Motion Passed.**

**Adjournment.** Layton moved to adjourn, seconded by Vincent. **Passed Unanimously.**

**Meeting Adjourned: 10:37 PM.**

Respectfully submitted,  
Ralph C. Hybels  
Minutes Taker

Approved by the Selectboard on

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Marcia Calloway, Selectboard Chair

PLEASE NOTE: JUNCTION ARTS & MEDIA (formerly CATV) POSTS RECORDINGS OF ALL REGULAR MEETINGS OF THE NORWICH SELECTBOARD.

**From:** [Cheryl Lindberg](#)  
**To:** [Select Board](#); [Marcia Calloway](#); [Mary Layton](#); [Pam Smith](#); [Roger Arnold](#); [Priscilla Vincent](#)  
**Cc:** [Brennan Duffy](#); [Miranda Bergmeier](#); [Listers](#)  
**Subject:** Draft minutes edits - November 8, 2023  
**Date:** Thursday, November 16, 2023 1:17:14 PM

---

The draft minutes of the November 8, 2023 meeting need to be corrected as the Board of Listers did not make a request to the Town Manager to hire another assistant. We made a request of the Town Manager to sign a contract to replace the previous contracted assessor. Emails to document this exchange are available, if helpful.

The following edits should be made:

**Attendance** - Cheryl A. Lindberg, Chair Board of Listers (not Listers Clerk)

1. **Agenda** - "...resignation of the Contract Assessor..." and the Listers' plan to hire a new contract person to replace the previous one and the request of the Board of Listers for the Town Manager to sign the new contract. (this would be consistent with the email exchange between the Listers and the Town Manager).

**8.1 - Board of Listers request to have Town Manager sign a new contract for professional services in the Listers office.**

Cheryl Lindberg, Chair of the Board of Listers, explained the replacement of the former contract assessor with a new person that will do a portion of the work previously performed and at a reduced hourly rate. No assessment work is necessary with the town-wide reappraisal currently underway by the professional firm, KRT Appraisal. The Listers need assistance with the processing of PTTRs and Current Use records. It was determined after extensive discussion that the total expenditure will be under \$10,000 and, per the Master Financial Policy, there is no need for a Selectboard motion.

Thank you,  
Cheryl

Cheryl A. Lindberg, Chair  
Board of Listers  
Norwich, VT

Any response to this email is subject to disclosure under the Vermont Public Records Act.

**DRAFT Minutes of the Selectboard Meeting of  
Wednesday, November 15, 2023, at 6:30 p.m.**

This special meeting was held by Zoom only.

Members present: Marcia Calloway, Chair; Mary Layton, Vice Chair; Pamela Smith; Priscilla Vincent. Roger Arnold joined at 6:36 p.m.

Also participating: Brennan Duffy, Town Manager; Joyce Hasbrouck, Interim Finance Director; Matt Swett; Jack Cushman; Linda Cook; Lily Trajman.

**Welcome.** Meeting was called to order by Calloway at 6:31 p.m. She reminded everyone that the meeting was via Zoom® only, that the meeting was being recorded, and the agenda for this special meeting included only budget presentation and discussion.

**1. Agenda.** Layton moved, seconded by Vincent, to approve the agenda. Calloway, Layton, Smith, Vincent, Yes; Arnold, Absent. **Motion Passed.**

**Budget Presentation.** Interim Finance Director Hasbrouck presented a comprehensive explanation of summary data related to the FY25 Budget, with some capital asset spending details from the Capital Plan. The presentation was included in the Selectboard meeting packet and may be found here: <http://norwich.vt.us/wp-content/uploads/2023/11/00-Selectboard-Packet-11-15-2023-indexed-2.pdf>

Notable points made during the presentation included:

- The changing COLA amount which was 3.84 % at the time she created the slides, but which had decreased to 3.79 % as of this date; Hasbrouck estimates a 3.8 % COLA.
- A suggestion to consider in future years a method to make the transfer station self sustaining.
- A suggestion to create two new DW funds for culvert and roadway/pedestrian safety infrastructure.
- Grant fund estimates for 5 years due to the yearly variability in their availability.
- The figures for life expectancy of certain assets are not correct in NEMRC system so the capital spending plan incorporates actual life expectancy information received from departments.
- The suggestion is to use part of the surplus (\$1,810,3530) which for this year is (\$1,072,065) to inject a sum of surplus money to 'buy down' the amount of allocations needed. Hasbrouck added three additional slides which considered injections of \$300,000; \$500,000; and \$700,000 from surplus.

Board members discussed options which included waiting to make any decisions until there was data for Tracy Hall or other potential projects; proposing to voters the use of Reserve Funds to earmark portions of surplus for future projects; injecting some of the surplus to reduce allocations to sustain funding the the final budget. Matt Swett mentioned the value of bonds. Jack Cushman reminded the board that Article 36 required the board to consider climate change in their decision making. No decisions were made.

On November 21 the board will hear from the departments of Public Works, Fire and Police. On November 29, remaining department heads will be heard as needed. On December 6, a draft budget is expected to be presented. On December 13, the Finance Office and Town Manager expect to present a final budget to the board.

**Adjournment.** Smith moved to adjourn, seconded by Layton. **Passed Unanimously.**

**Meeting Adjourned:** 8:32 p.m.

Respectfully submitted, Marcia S. Calloway, Selectboard Chair

Approved by the Selectboard on \_\_\_\_\_, Marcia S. Calloway, Selectboard Chair

----- Forwarded message -----

From: **Pam Smith** <[pamsmith.sb@gmail.com](mailto:pamsmith.sb@gmail.com)>

Date: Fri, Nov 3, 2023 at 12:16 PM

Subject: Re: Additional Questions on John Girard Fund

To: Brennan Duffy <[BDuffy@norwich.vt.us](mailto:BDuffy@norwich.vt.us)>

Cc: Marcia Calloway <[msbcalloway@gmail.com](mailto:msbcalloway@gmail.com)>, Mary Layton <[marydlayton@gmail.com](mailto:marydlayton@gmail.com)>, Roger Arnold <[rogerarnoldvt@gmail.com](mailto:rogerarnoldvt@gmail.com)>, Priscilla Vincent <[priscillavincentsb@gmail.com](mailto:priscillavincentsb@gmail.com)>, Treasurer <[Treasurer@norwich.vt.us](mailto:Treasurer@norwich.vt.us)>

Brennan,

I have researched the donations and expenditures related to the John Girard Fund (which we know to be co-mingled in Fund #05 - Recreational Facilities and Improvement Fund). It is my belief that it is important to account for these funds apart from operational expenditures made from Town appropriations to the Recreational Facilities and Improvement Fund. Here is what I have learned:

Total Donations = \$39,475.81

Total Expense = \$28,907.64

Remaining Balance = \$10,568.17

There have been 4 expenditures attributed to the John Girard Fund donations. Below are the details:

11/07/18 - No pre-approval found in any SB minutes. SB approves an AP Warrant #19-10 for \$10,000 payment to Tri-State Folding for basketball backstops

4/21/20 - Expenditure of \$969.50 to BSN Sports -- No pre-approval found in any SB minutes and no AP Warrant in any packet



9/23/20 - SB minutes of 9/23/20 approve \$3958.00 for the purchase of chairs and AP Warrant #21-05 is approved at the same meeting

10/11/23 - SB minutes of March 22, 2023 reflect approval of an amount not to exceed \$34,000 to Valley Turf Services. AP Warrant #1056 approved 10/11/23 for \$14,000 payment to Valley Turf Services.

I welcome any corrections if any of the information presented here is not accurate.

I have copied the SB members here to give them background on the John Girard Fund and to point out that there appears to have been a lack of adherence to the Master Financial Policy at times in the past. It is my hope that we can be consistent in adherence to all policies going forward.

This is informational only and I ask that no one "reply to all".

Respectfully,

Pam Smith

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Please note that any response to this email may be subject to the Vermont Public Records Act and the Vermont Open Meeting Law.

On Fri, Oct 27, 2023 at 10:51 AM Pam Smith <[pamsmith.sb@gmail.com](mailto:pamsmith.sb@gmail.com)> wrote:  
Clarification: expenditures since August 2018 when donations were solicited in the John Girard obituary.

Pam

On Fri, Oct 27, 2023, 10:49 AM Pam Smith <[pamsmith.sb@gmail.com](mailto:pamsmith.sb@gmail.com)> wrote:  
Brennan,

I would still like to have an accounting of any expenditures from Fund #05 and the date of SB approval for each expenditure.

Respectfully,

Pam

On Fri, Oct 27, 2023, 8:07 AM Brennan Duffy <[BDuffy@norwich.vt.us](mailto:BDuffy@norwich.vt.us)> wrote:

Dear Pam,

Below is a definitive answer to this latest in your recurring chain of questions about this topic. I am including the other four members of the Selectboard on this response so that everyone is aware of this response.

Due to OML requirements this is for group information only, not discussion, so please do not respond all.

Hello everyone.

There is NO Girard Fund. Never has been. But some towns people think there is one because someone created a write-up in a newspaper and obit that was not per accounting standards. All the Girard donations have been put into the 05-Recreation Facility and Improvement fund which has a purpose that was understood to be in keeping with the John Girard family memorial and has been verified at least twice by Brie with the family. There are no donor specified restrictions on the spending of these donations outside the purpose of the named fund and GASB rules therefore determine there is no separate fund needed.

Girard donations are tracked through a separate revenue GL line so that donation reports are available for the family, but not as a separate fund. Spending is at the discretion of the SB as for the stated purpose of the 05-Fund.

I reviewed this fund (05) set up and spending with the auditors and it is set up per current accounting standards.

Simply put, Ms. Smith is trying to create something that is outside of accounting standards.

Hope this helps.

Joyce Hasbrouck  
Interim Finance Director

Sincerely,

Brennan Duffy, CEcD

Town of Norwich

Town Manager

(802) 649-1419 x17

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

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**From:** Pam Smith <[pamsmith.sb@gmail.com](mailto:pamsmith.sb@gmail.com)>  
**Sent:** Thursday, October 26, 2023 5:53 PM  
**To:** Brennan Duffy <[BDuffy@norwich.vt.us](mailto:BDuffy@norwich.vt.us)>  
**Cc:** Treasurer <[Treasurer@norwich.vt.us](mailto:Treasurer@norwich.vt.us)>  
**Subject:** Additional Questions on John Girard Fund

Brennan,

Other than the latest payment of \$14,000, what payments have been made from the John Girard Fund since its inception? When were these payments approved by the SB?

Respectfully,

Pam Smith

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Please note that any response to this email may be subject to the Vermont Open Meeting Law and the Vermont Public Records Act.

--  
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.

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**From:** [Miranda Bergmeier](#)  
**To:** [Miranda Bergmeier](#)  
**Subject:** FW: Response to October 27, 2023 Email  
**Date:** Monday, November 6, 2023 12:24:24 PM

---

**From:** Pam Smith <[PamSmith.SB@gmail.com](mailto:PamSmith.SB@gmail.com)>  
**Date:** November 3, 2023 at 7:32:18 PM EDT  
**To:** Brennan Duffy <[BDuffy@norwich.vt.us](mailto:BDuffy@norwich.vt.us)>  
**Cc:** Marcia Calloway <[msbcalloway@gmail.com](mailto:msbcalloway@gmail.com)>, Mary Layton <[marydlayton@gmail.com](mailto:marydlayton@gmail.com)>, Roger Arnold <[rogerarnoldvt@gmail.com](mailto:rogerarnoldvt@gmail.com)>, Priscilla Vincent <[priscillavincentsb@gmail.com](mailto:priscillavincentsb@gmail.com)>, Treasurer <[Treasurer@norwich.vt.us](mailto:Treasurer@norwich.vt.us)>, [broosalinda@norwich.vt.us](mailto:broosalinda@norwich.vt.us), Miranda Bergmeier <[MBergmeier@norwich.vt.us](mailto:MBergmeier@norwich.vt.us)>  
**Subject: Response to October 27, 2023 Email**

Brennan,

I was out of town for several days and am just now able to respond to the email you sent on October 27 (content below).

I would note that the obituary for John Girard asked residents to make donations to the "John Girard Fund". Any donor would have a reasonable expectation that these funds would be accounted for in a separate special purpose fund specifically named the "John Girard Fund". Any other interpretation would strain the imagination as the solicitation of donations did not mention the Recreational Facilities and Improvement Fund (Fund #05).

As noted in an earlier email, some expenditures of the John Girard Fund donations have lacked not only pre-approval by the SB, they also lacked approval of an AP warrant. Pre-approval by the SB from reserve funds and subsequent approval of an AP warrant are required under the Master Financial Policy.

Another instance of co-mingled funds was the Kids Bridge at Huntley Meadow. The Kids Bridge donations have been verified and are now being tracked separately in a special purpose fund....Fund #53. I don't see how the Girard Fund donations are any different from the Kids Bridge donations. Wouldn't the same accounting standards that necessitated the creation of Fund #53 for the Kids Bridge also apply to the John Girard Fund?

It is my belief that co-mingling funds lacks adequate transparency and accountability. I further believe that, to be good stewards of the taxpayers' dollars and donations made to special projects under the auspices and control of the SB, transparency, accountability and adherence to policy are essential. Once again, I am requesting that the John Girard Fund donations be placed in a separate special purpose fund for all of the above reasons.

I am copying the other SB members as well as the Treasurer and the Finance Director for informational reasons only. Please do not "respond to all" to avoid any violation of the OML.

I request that this email be included in the next SB packet under correspondence.

Respectfully,

Pam Smith

-----  
Please note that any response to this email may be subject to the Vermont Public Records Act and the Vermont Open Meeting Law.

=====  
**Brennan Duffy**

Oct 27, 2023, 8:07 AM (7 days ago)

to Marcia, Mary, Roger, Priscilla, Finance, me

Dear Pam,

Below is a definitive answer to this latest in your recurring chain of questions about this topic. I am including the other four members of the Selectboard on this response so that everyone is aware of this response.

Due to OML requirements this is for group information only, not discussion, so please do not respond all.

Hello everyone.

There is NO Girard Fund. Never has been. But some towns people think there is one because someone created a write-up in a newspaper and obit that was not per accounting standards. All the Girard donations have been put into the 05-Recreation Facility and Improvement fund which has a purpose that was understood to be in keeping with the John Girard family memorial and has been verified at least twice by Brie with the family. There are no donor specified restrictions on the spending of these donations outside the purpose of the named fund and GASB rules therefore determine there is no separate fund needed.

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I reviewed this fund (05) set up and spending with the auditors and it is set up per current accounting standards.

Simply put, Ms. Smith is trying to create something that is outside of accounting standards.

Hope this helps.

Joyce Hasbrouck  
Interim Finance Director

Sincerely,

Brennan Duffy, CEcD  
Town of Norwich  
Town Manager  
(802) 649-1419 x17

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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.

**From:** [Tom Sexton](#)  
**To:** [Select Board](#)  
**Cc:** [Planner](#); [Brennan Duffy](#)  
**Subject:** U.S. Highway 5 Bicycle Corridor Priority Assessment Survey  
**Date:** Tuesday, November 7, 2023 9:51:17 AM

---

Good morning, Norwich Selectboard,

I'm writing to urge you to take part in this survey and support further study of bicycling and pedestrian safety improvements on Route 5.

As you may recall, Route 5 was once part of an active federal bi-state Connecticut River Byway with New Hampshire almost 20 years ago. During my trip to your area two weeks to "ride along" with VTrans to see the rebuild of the Lamoille Valley Rail-Trail (LVRT), I again noticed old Byway signs and literature in some visitor centers.

The original idea behind the survey came from recently passed legislation that focused on the fact that Route 5 has many people in towns every 5 to 10 miles along its length, and often paired with towns on the New Hampshire side. Bicyclists currently enjoy "loop" bike rides of various lengths along this section by using the half dozen bridges between the two states. But the experience can be greatly improved, and the economic opportunities spread beyond just the immediate trail corridors.

Also, Route 5 is also critical to completing the 1000-mile New England Rail-Trail Network Vision. <https://www.railstotrails.org/our-work/trailnation/newengland/>

Route 5 is the western half of the 45-mile on-road section of this network from White River Junction to the St. Johnsbury area and it would connect with New Hampshire's Northern and Ammonoosuc rail-trails, and of course the LVRT and the Cross Vermont Trail, and hopefully the future Twin State Rail-Trail which will extend from St. Johnsbury into Whitefield, NH.

Thank you and please contact me with any questions, Tom Sexton, Northeast Region Director, 717-512-7245 or [tom@railstotrails.org](mailto:tom@railstotrails.org)

Tom

Tom Sexton  
Director, Northeast Region  
Rails-to-Trails Conservancy  
717-512-7245  
[tom@railstotrails.org](mailto:tom@railstotrails.org)

**From:** [Ainsley Morse](#)  
**To:** [Select Board](#)  
**Subject:** support for Norwich Rec  
**Date:** Thursday, November 9, 2023 8:05:33 AM

---

Dear Selectboard,

We are downtown Norwich residents with two kids at MCS, both enthusiastic participants in a range of programs offered by Norwich Rec (sports teams, Witchy Walk and other community events, and *especially* summer camps).

We were dismayed to hear that the Selectboard has even wanted to discuss cutting funding to Norwich Rec. This would seem, like too many Selectboard-sponsored initiatives, to ignore the fact that Norwich is home to many young relatively middle-income families (of course, no one poorer can afford to live here—but that is a separate conversation!).

We wish we could be more involved in Norwich politics, but as a two-working-parent family with two small kids, we don't have time. Nevertheless we hope that our voices and those of the many other families in Norwich can be heard and supported by town government.

Ainsley Morse & Carl Mautner



**From:** [Aaron Sacks](#)  
**To:** [Select Board](#)  
**Cc:** [Rebecca Sacks](#)  
**Subject:** Norwich Rec  
**Date:** Thursday, November 9, 2023 1:55:40 PM

---

To the Board -

I am a new resident to town, having moved from Scottsdale, Arizona this summer with my wife and 2 boys (aged 9 and 11) to pursue a wonderful opportunity for my wife at DHMC. I'd like to take this opportunity to sing the praises of the Norwich Rec department, the programs offered and Brie Swenson who is a wonderful ambassador for the community. My kids' transition into MCS was made so much smoother by their participation in the Sports Camp this summer. My youngest has continued to make friends in his grade and the grade above in Boys 3/4 Soccer (a sport he's never played before but was super excited to be involved with and meet people). My older boy cannot wait to participate in the drama program this winter. I cannot say enough good things other than to ask for more of it.

As an aside, at one point we lived in a smaller community and the community funded a position known as the "Community Concierge." As new folks joined the community, this person rolled out the welcome mat, made introductions, gave tours, and the like. My wife and I are meeting people through work and through MCS but it would be wonderful if there was a similar role here in Norwich. A welcoming committee of such. It took us almost 2 months to learn that there was a back part of Dan & Witts!

Anyways, this is all to say that the Rec Program, and Brie are doing wonderful things, are a great reflection on the community and we love it. Keep up the great work!

Regards,

Aaron Sacks

**(cell) 440-821-0357**

**From:** [Rebecca Sacks](#)  
**To:** [Select Board](#)  
**Subject:** Norwich Rec  
**Date:** Thursday, November 9, 2023 5:46:03 AM

---

Hello Selectboard,

My family is new to Norwich having moved from Scottsdale, AZ over the summer. The youth activities run by Norwich are integral to our integration into Norwich. The boys made their first friends at the summer sports camp, continued and deepened those friendships through youth sports like soccer and are able to explore their passions with programs like drama club.

For families like ours moving across the country from large metro areas Norwiche's rec department was a major selling point. Housing and its tie to school placement was new for our family and without the connections and community building we knew we could develop through Norwich rec we would have picked Hanover instead of Norwich. Please understand the value the rec department holds for such a small community in welcoming and engaging young families. Many programs like drama club are run by parent volunteers and those are chances to develop future leaders within the community.

Thank you for your time.

Thanks!

Becca Sacks

BeccaCSacks@gmail.com

330-285-7795

**From:** [Michelle Tyler](#)  
**To:** [Select Board](#)  
**Subject:** Norwich rec  
**Date:** Monday, November 13, 2023 7:37:47 PM

---

hello

I write to urge you to not consider cutting the Rec department in Norwich. This is an extraordinary resource for the children of Norwich and allows them to participate in activities locally with their friends. Cutting this would mean that we would either not be able to participate in such activities, or have to travel Across the border to do so, which would cause significant inconvenience. I know this sounds potentially low importance, but what the rec department provides for the children of Norwich, and also the adults I might say, is invaluable.

Thank you  
Michelle

**From:** [Joyce Hasbrouck](#)  
**To:** [Miranda Bergmeier](#)  
**Cc:** [Barrie Rosalinda](#); [Brennan Duffy](#)  
**Subject:** Insurance- P&C and WC  
**Date:** Thursday, November 16, 2023 6:50:16 AM

---

Good morning, Miranda,

Would you please send the new insurance premium/invoice information for Property and Casualty and Workers Comp down to the finance department. Our current information expires on 12-31-23 so assume we now have the new period information from VLCT (starts Jan 1.) We would like to use this updated information in the FY25 budget.

thanks

Joyce Hasbrouck  
Interim Finance Director  
Town of Norwich  
P.O. Box 376  
Norwich, VT 05055  
802-649-1419 option 3

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

**From:** [Pam Smith](#)  
**To:** [Marcia Calloway](#); [Mary Layton](#); [Roger Arnold](#); [Priscilla Vincent](#)  
**Cc:** [Brennan Duffy](#); [Treasurer](#); [Miranda Bergmeier](#)  
**Subject:** Budget Discussion & Utilization of Surplus Dollars  
**Date:** Thursday, November 16, 2023 12:22:54 PM

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NOTE: I would like this placed in correspondence for the next SB meeting packet.

To all,

The most recent budget discussions have included the proposal by the Town Manager and the Interim Finance Director to place an article on the Town Warrant asking the voters to approve adding: \$542,499 as shown on Slide 8; or \$532,499; as shown on Slide 14; or, \$527,499 as shown on Slide 16 in the November 15, 2023 packet. (At this point, I am not clear on what the specific amount will be, but I assume it will be one of the 3 numbers above.) This recommended infusion from the FY23 accumulated surplus is proposed to "buy down" the tax rate. I have several problems with this approach. They are:

- 1) If this Article does not specifically state which items in the budget would be supplemented by this infusion, and the Article does not pass but the total budget passes, we will then have to increase the tax rate to cover a budget that is 15.84% higher than FY24. Only by specifically stating which items would be funded (if the Article passes) can we avoid a disastrous tax increase in the event the Article fails.
- 2) Over \$1,000,000 of the surplus was created by utilizing the "Standard Allowance" approach offered by the ARPA regulations. (At the May 24, 2023 SB meeting, the motion to apply the ARPA funds to payroll expenses passed unanimously.)
- 3) ARPA guidelines also call for public participation in the utilization of these funds through surveys or public forums. At the May 24, 2023 SB meeting (at 4:13:00 on the recording) the Chair offers some possible ways that public engagement can take place, which she says "should happen sooner, rather than later". She proposes 3 public events.....a survey and 2 public sessions. She further states that we could offer 4 options: 1) fixing Tracy Hall boilers; 2) doing "X"; 3) doing "Y"; and 4) a free form -- give us your proposal. Because the Chair has not asked the SB or the TM to develop a survey or schedule public sessions, it is my opinion that the SB has not met the requirement of the ARPA guidelines for public participation.

As you know, there are many ways this surplus could be utilized. We know we need to replace the boilers at Tracy Hall, and there are many other upgrades and updates needed, such as space utilization, electrical, plumbing, IT network cabling, and a revamp of the Town's website. We know there are proposals from the residents about an increased number of officers on the police force and walkability of the downtown by expanding the network of sidewalks. The DPW has asked for improvements to the Town garage and an additional equipment shed to protect equipment that currently sits out in all types of weather. And, through the budget presentation on November 15, we have just learned that the DPW Director wants to replace Truck #8 because of the rusted truck bed (I assume this is the dump body) at a cost of \$250,000 in FY25. Our interim Police Chief has told us that we should develop a plan to replace the entire fleet of police vehicles because they are inadequate for police work.....and so on.....and so on.

Tracy Hall is still operating with boilers that are almost 30 years old and deemed to be unreliable. In spite of having known the state of the boilers for several years, we are still awaiting estimates on the cost of Tracy Hall improvements. The DPW request for improvements to vehicle storage has not been received. And, I have to wonder, could the DPW Director forestall the replacement of Truck #8 by just replacing the dump body and not the entire truck?

There are still so many questions that remain unanswered. Given all of the uncertainty and the lack of cost estimates, it seems prudent to me that we delay making any decisions on how best to utilize the surplus until we have firm numbers in hand. And, I am not in favor of spending any of the surplus unless.....and until.... there is a process by which we engage the residents of Norwich, as proposed by the Chair almost 6 months ago.

Pam Smith, Selectboard

Please do not "reply to all" to avoid violating the OML.

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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.

11/17/23  
03:30 pm

Town of Norwich Accounts Payable  
Check Warrant Report # 1072 Current Prior Next FY Invoices For Fund (General)  
For Check Acct 03(General) All check #s 11/21/23 To 11/21/23 & Fund 01

Page 1 of 6  
ashleyw

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
ADVANCE	09/25/23	ADVANCE AUTO PARTS DPW-OIL 084326877388	01-5-703403.00 PARTS & SUPPLIES	76.62	13959	11/21/23
ATG	11/01/23	ADVANTAGE TRUCK GROUP DPW-FILTERS 701034230:01	01-5-703403.00 PARTS & SUPPLIES	387.23	13960	11/21/23
<del>NOTHERNAL</del>	<del>11/15/23</del>	<del>ALEX NORTHERN FD-ALEX NEW SIREN 1115EMPREIMB</del>	<del>01-5-555422-00 FIRE TOOLS &amp; EQUIPMENT</del>	<del>520.99</del>	<del>13961</del>	<del>11/21/23</del>
AMERICAN	11/02/23	AMERICAN ROCK SALT CO., L DPW-94.67 TONS OF SALT 0747617	01-5-703201.00 SALT & CHEMICALS	8151.09	13962	11/21/23
ANYTIME	11/12/23	ANYTIME CARPET CARE & CLE PD-STATION CLEANING 734185	01-5-485304.00 CLEANING	410.00	13963	11/21/23
ATYOUR	11/12/23	AT YOUR HOUSE APPARATUS S FD-SIREN/LIGHT REPAIR 764	01-5-555528.00 FIRE TRK R & M	675.35	13964	11/21/23
BETHELMIL	10/12/23	BETHEL MILLS DPW-TOWELS 198581/7	01-5-705403.00 PARTS & SUPPLIES	17.99	13965	11/21/23
BETHELMIL	10/02/23	BETHEL MILLS DPW-VALVE & FLY TRAP 220711/6	01-5-706109.00 BUILDING SUPPLIES	22.98	13965	11/21/23
BCBS	11/01/23	BLUE CROSS/BLUE SHIELD OF TH-DEC '23 HEALTH INSURAN 171634980	01-5-555123.00 HEALTH INSURANCE	1874.69	13966	11/21/23
BCBS	11/01/23	BLUE CROSS/BLUE SHIELD OF TH-DEC '23 HEALTH INSURAN 171634980	01-5-704123.00 HEALTH INSURANCE	1994.39	13966	11/21/23
BCBS	11/01/23	BLUE CROSS/BLUE SHIELD OF TH-DEC '23 HEALTH INSURAN 171634980	01-5-703123.00 HEALTH INSUR	6417.24	13966	11/21/23
BCBS	11/01/23	BLUE CROSS/BLUE SHIELD OF TH-DEC '23 HEALTH INSURAN 171634980	01-5-200123.00 HEALTH INS	1826.06	13966	11/21/23
BCBS	11/01/23	BLUE CROSS/BLUE SHIELD OF TH-DEC '23 HEALTH INSURAN 171634980	01-5-005123.00 HEALTH INSUR	5667.63	13966	11/21/23
BCBS	11/01/23	BLUE CROSS/BLUE SHIELD OF TH-DEC '23 HEALTH INSURAN 171634980	01-5-100123.00 HEALTH INS	3609.99	13966	11/21/23
BCBS	11/01/23	BLUE CROSS/BLUE SHIELD OF TH-DEC '23 HEALTH INSURAN 171634980	01-5-500123.00 HEALTH INS	4194.98	13966	11/21/23
VTPOWER	10/01/23	BROOK FIELD SERVICE EM-ANNUAL GENERATOR CTRCT '24CONTRACT	01-5-575620.00 EMERG GEN MAINT	701.00	13967	11/21/23
VTPOWER	10/01/23	BROOK FIELD SERVICE EM-ANNUAL GENERATOR CTRCT 2024CONTRACT	01-5-575620.00 EMERG GEN MAINT	1019.00	13967	11/21/23
BUSINESS	10/24/23	BUSINESS CARD TC-NOV '23 WHITE PAGES 1027WHTPGS	01-5-100538.00 POSTAGE	22.99	13968	11/21/23
BUSINESS	10/20/23	BUSINESS CARD TC-PAPER SHREDDER 3544211	01-5-100611.00 OFFICE EQUIPMENT	49.86	13968	11/21/23
BUSINESS	10/23/23	BUSINESS CARD P&Z-COMPUTER DESK 3808217	01-5-350610.00 OFFICE SUPPLIES	81.47	13968	11/21/23
BUSINESS	10/20/23	BUSINESS CARD TH-OCT '23 ZOOM SUBSCRIP INV224074816	01-5-275627.00 Remote Meeting Services	503.83	13968	11/21/23
BUSINESS	10/28/23	BUSINESS CARD FIN-ANNUAL DOUSIGN INV44711352	01-5-200613.00 SOFTWARE	300.00	13968	11/21/23
CALIBRE	11/06/23	CALIBRE PRESS PD-ANNA FEMALE EVENT 88513	01-5-500538.00 TRAINING	359.00	13969	11/21/23
CASELLA	11/01/23	CASELLA WASTE SERVICES DPW-OCT '23 RECYCLE 0868948	01-5-705305.00 RECYCLING	3117.04	13970	11/21/23
CASELLA	11/01/23	CASELLA WASTE SERVICES DPW-OCT '23 RECYCLE 0868948	01-5-705308.00 FOOD WASTE DISPOSAL	2054.52	13970	11/21/23

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Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
CASELLA	11/01/23	CASELLA WASTE SERVICES DPW-OCT '23 TRASH 0868949	01-5-705303.00 MUNICIPAL SOLID WASTE	3851.14	13970	11/21/23
CASELLA	11/01/23	CASELLA WASTE SERVICES DPW-OCT '23 TRASH 0868949	01-5-705306.00 C & D WASTE DISPOSAL	1508.09	13970	11/21/23
<del>CCI</del>	<del>11/01/23</del>	<del>CCI MANAGED SERVICES TH-NOV '23 TECH SUPPORT CW-57910</del>	<del>01-5-275632.00 SERVER MAINTENANCE</del>	<del>2906.79</del>	<del>13971</del>	<del>11/21/23</del>
CHASESITE	11/01/23	CHASE SITE SERVICES, INC. DPW-PLOWING PYMNT 1/5 17797	01-5-703301.00 PLOWING & SANDING	19115.00	13972	11/21/23
CKAUFMAN	11/14/23	CHRIS KAUFMAN DPW-WORK PANTS 1114EMPREIMB	01-5-703311.00 UNIFORMS	38.99	13973	11/21/23
MORLCH	08/02/23	CHRISTIANNNA MORLEY P&R-YOGA JULY 24-28 802YOGA	01-5-425200.00 Instructor/Contractor Fee	374.50	13974	11/21/23
COHEN	11/01/23	COHEN STEEL SUPPLY, INC. DPW-TRUCK SUPPLIES W264682	01-5-703215.00 OTHER PROJECTS	871.08	13975	11/21/23
COMCAST	11/06/23	COMCAST TH-DEC '23 INTERNET 1106THINT	01-5-275632.00 SERVER MAINTENANCE	24.95	13976	11/21/23
COOP	11/13/23	COOP SERVICE CENTER PD-BATTERY CHARGER 20167	01-5-500306.00 CRUISER MAINT	207.94	13977	11/21/23
COOP	11/14/23	COOP SERVICE CENTER PD-BATTERY CHARGER 20186	01-5-500306.00 CRUISER MAINT	387.94	13977	11/21/23
COOP	11/15/23	COOP SERVICE CENTER PD-TIRES & BATTERY CHARGE 20219	01-5-500306.00 CRUISER MAINT	1377.70	13977	11/21/23
COTT	11/01/23	COTT SYSTEMS INC TC-MONTLY RESOLUTION 156007	01-5-100613.00 SOFTWARE	290.00	13978	11/21/23
CRYSTAL	11/07/23	CRYSTAL ROCK, LLC DPW-WATER COOLER RENTAL 736065110723	01-5-703507.00 SUPPLIES	77.97	13979	11/21/23
DEADRIVER	11/07/23	DEAD RIVER COMPANY TH-495.7 GAL HEATING OIL 51540	01-5-706103.00 HEATING	1875.63	13980	11/21/23
DURGIN	10/24/23	DURGIN AND CROWELL LUMBER P&R-PLAYGROUND CHIPS 2023-6036	01-5-425330.00 REPAIRS & MAINT	700.00	13982	11/21/23
EAGLEPOIN	11/09/23	EAGLE POINT GUN/T.J. MORR PD-8 AE223N 150582	01-5-500543.00 TRAINING SUPPLIES	1151.36	13983	11/21/23
EASTERN	11/07/23	EASTERN SALES, INC. FIN-PURPLE CHECKS 16554	01-5-200610.00 OFFICE SUPPLIES	319.00	13984	11/21/23
ECFIBER	11/01/23	ECFIBER FD-NOV '23 INTERNET 2311-0207044	01-5-555625.00 TELEPHONE & INTERNET	76.00	13985	11/21/23
EVANSMOTO	11/08/23	EVANS GROUP, INC. DPW-DIESEL 320 GALS 0055725-IN	01-1-004105.00 Inventory-DPW Fueling Sta	1029.41	13986	11/21/23
GOODPOINT	10/27/23	GOOD POINT RECYCLING DPW-RECYCLING JULY-SEPT 77378	01-5-705305.00 RECYCLING	292.32	13987	11/21/23
GMPC	10/25/23	GREEN MOUNTAIN POWER CORP 300 MN ST BND 95726000003 1025BNDSTND	01-5-706101.00 ELECTRICITY	9.56	13988	11/21/23
GMPC	10/25/23	GREEN MOUNTAIN POWER CORP SS BVR MDW RD 24966000002 1025BRVMDW	01-5-500204.00 SPEED SIGNS	10.16	13988	11/21/23
GMPC	10/25/23	GREEN MOUNTAIN POWER CORP CHRCH ST TGLT 55726000007 1025CHRCHST	01-5-500204.00 SPEED SIGNS	6.91	13988	11/21/23
GMPC	10/25/23	GREEN MOUNTAIN POWER CORP MN ST TWR 35066725603 1025MNSTTWR	01-5-575233.00 TOWER POWER	192.84	13988	11/21/23
GMPC	10/25/23	GREEN MOUNTAIN POWER CORP 24 NW BSTN RD 14695000001 1025NBWSTNRD	01-5-705501.00 ELECTRICITY	146.86	13988	11/21/23



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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
GMPC	GREEN MOUNTAIN POWER CORP	10/25/23	RT 10A SIGN 65726000006 1025RT10A	01-5-500204.00 SPEED SIGNS	7.13	13988	11/21/23
GMPC	GREEN MOUNTAIN POWER CORP	10/25/23	SS TRNPK RD 75726000005 1025TRNPKRD	01-5-500204.00 SPEED SIGNS	9.43	13988	11/21/23
<del>GMPC</del>	<del>GREEN MOUNTAIN POWER CORP</del>	<del>10/25/23</del>	<del>SS UN VLG 85726000004 1025UNNVLG</del>	<del>01-5-500204.00 SPEED SIGNS</del>	<del>11.23</del>	<del>13988</del>	<del>11/21/23</del>
GMPC	GREEN MOUNTAIN POWER CORP	10/30/23	STRT LGHTS 24926000001 1030STRTLTS	01-5-703307.00 STREETLIGHTS	1263.12	13988	11/21/23
GMPC	GREEN MOUNTAIN POWER CORP	10/31/23	111 TRNPK RD 38951919299 1031111TRNPK	01-5-706115.00 BNDSTND/SIGN/EVCH ELECTRI	104.63	13988	11/21/23
GMPC	GREEN MOUNTAIN POWER CORP	10/31/23	319 MN ST SLR 48815990790 1031MNSTSLR	01-5-706115.00 BNDSTND/SIGN/EVCH ELECTRI	25.80	13988	11/21/23
GREENUPVT	GREEN UP VERMONT	11/09/23	DPW-GREEN UP DAY SUPPORT GUV23	01-5-705515.00 ADMINISTRATION	200.00	13989	11/21/23
IDS	IDS	10/27/23	TC-ANIMAL TAGS 24-277	01-5-100207.00 DOG/CAT LICENSE	302.44	13990	11/21/23
LEMASURIE	JANE LEMASURIER	11/13/23	P&R-MOUNTAIN BIKE CLASSES 1123BIKING	01-5-425212.00 Program Wage	600.00	13992	11/21/23
LAWSON	LAWSON PRODUCTS, INC.	10/25/23	DPW-ASSRTD SUPPLIES 9311027991	01-5-703513.00 TOOLS	364.83	13995	11/21/23
LAWSON	LAWSON PRODUCTS, INC.	10/30/23	DPW-ASSRTD SUPPLIES 9311039085	01-5-703507.00 SUPPLIES	165.13	13995	11/21/23
LYMESCOOL	LYME HOLIDAY BASKETBALL T	11/14/23	P&R-BOYS BASKETBALL TOURN 1114BBALL	01-5-425218.00 REGISTRATION FEES	100.00	13996	11/21/23
MAINEOXY	MAINE OXY	11/07/23	DPW-TOOLS 3002835662	01-5-703513.00 TOOLS	110.68	13997	11/21/23
HERBERT	MATTHEW HERBERT	11/02/23	PD-CPR/FIRST AID TRAINING 1113CPR	01-5-500538.00 TRAINING	50.00	13998	11/21/23
MAYER	MAYER & MAYER	11/17/23	Payroll Transfer PR-11/17/23	01-2-001120.00 EMPLOYEE JUDGEMENT ORDER	25.00	13999	11/21/23
GEORGE	MICHELE S. GEORGE	11/15/23	P&R-YOGA 9/24-11/12 1115YOGA	01-5-425200.00 Instructor/Contractor Fee	2054.50	14000	11/21/23
NEMRC	NEW ENGLAND MUNI RESOURCE	11/07/23	FIN-BARRIE YEAR END SEMIN 53832	01-5-200615.00 DUES/MTGS/EDUC	175.00	14001	11/21/23
NORNURSE	NORTHERN NURSERIES	11/01/23	DPW-TOLERANT 171865	01-5-704403.00 PARTS & SUPPLIES	745.00	14002	11/21/23
OTIS	OTIS ELEVATOR COMPANY	11/13/23	TH-DEC '23 ELEVATOR MAINT 100401376771	01-5-706107.00 ELEVATOR MAINTENANCE	311.48	14004	11/21/23
SAUCPA	PAUL A SAUCIER	11/13/23	FD-WORK ON SIRENS 102	01-5-555528.00 FIRE TRK R & M	660.00	14005	11/21/23
EDSOPE	PETE EDSON CONSTRUCTION	09/27/23	P&R-PLAYGROUND WORK 719347	01-5-425200.00 Instructor/Contractor Fee	2486.29	14006	11/21/23
ROBERT HA	ROBERT HALF	11/06/23	FIN-JOYCE WK END 11/3 62778435	01-5-200112.10 FINANCE OFFICER WAGE	3755.44	14007	11/21/23
ROBERT HA	ROBERT HALF	11/08/23	FIN-JOYCE WK END 11/3 62799963	01-5-200112.10 FINANCE OFFICER WAGE	88.16	14007	11/21/23
ROBERT HA	ROBERT HALF	11/13/23	FIN-JOYCE WK END 11/10 62810642	01-5-200112.10 FINANCE OFFICER WAGE	3612.11	14007	11/21/23
ROBERT HA	ROBERT HALF	11/13/23	FIN-JOYCE WK END 11/10 62810670	01-5-200112.10 FINANCE OFFICER WAGE	344.02	14007	11/21/23

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Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
ROBERT HA ROBERT HALF	11/15/23	FIN-JOYCE WK END 11/10 62831109	01-5-200112.10 FINANCE OFFICER WAGE	88.16	14007	11/21/23
SABIL SABIL & SONS INC	11/08/23	DPW-TIRE BALANCE BEADS 99755	01-5-703403.00 PARTS & SUPPLIES	101.92	14008	11/21/23
<del>SOLAFLECT SOLAFLECT SOLAR PARK I, L</del>	<del>11/15/23</del>	<del>TH-NOV '23 SOLAR NOV 23</del>	<del>01-5-705501.00 ELECTRICITY</del>	<del>239.04</del>	<del>14009</del>	<del>11/21/23</del>
SOLAFLECT SOLAFLECT SOLAR PARK I, L	11/15/23	TH-NOV '23 SOLAR NOV 23	01-5-706101.00 ELECTRICITY	609.09	14009	11/21/23
SOLAIV SOLAFLECT SOLAR PARK IV,	11/15/23	TH-NOV '23 SOLAR 2311_01	01-5-500204.00 SPEED SIGNS	84.41	14010	11/21/23
SOLAIV SOLAFLECT SOLAR PARK IV,	11/15/23	TH-NOV '23 SOLAR 2311_01	01-5-706115.00 BNDSTND/SIGN/EVCH ELECTRI	17.59	14010	11/21/23
SOLAIV SOLAFLECT SOLAR PARK IV,	11/15/23	TH-NOV '23 SOLAR 2311_01	01-5-485233.00 ELECTRICITY	698.87	14010	11/21/23
SOLAIV SOLAFLECT SOLAR PARK IV,	11/15/23	TH-NOV '23 SOLAR 2311_01	01-5-705501.00 ELECTRICITY	76.77	14010	11/21/23
SOLAIV SOLAFLECT SOLAR PARK IV,	11/15/23	TH-NOV '23 SOLAR 2311_01	01-5-575233.00 TOWER POWER	22.36	14010	11/21/23
VTTREASUR STATE OF VERMONT	11/13/23	FY24 EDUCATION PYMNT #1 FY24EDUC#1	01-2-001123.00 SCHOOL DISTRICT TAX	253718.00	14012	11/21/23
STITZEL STITZEL PAGE & FLETCHER P	10/30/23	TH-SEPT '23 LEGAL SRVCS 78375	01-5-005305.00 LEGAL	6847.70	14013	11/21/23
SULLIVAN SULLIVAN, POWERS & COMPAN	10/31/23	FIN-FY23 AUDIT PROGRESS 133000	01-5-200322.00 INDEPENDENT AUDIT	10273.00	14014	11/21/23
TOTAL CLI TOTAL CLIMATE CONTROL, IN	11/14/23	PD-RESET UNITS 48299638	01-5-485302.00 REPAIRS & MAINTENANCE	124.00	14016	11/21/23
HANOVERTO TOWN OF HANOVER	11/03/23	FD-AMB SRVCS JULY-SEPT 23 01801	01-5-555901.00 AMBULANCE CONTRACT	39172.14	14017	11/21/23
HANOVERTO TOWN OF HANOVER	11/03/23	FD-AMB SRVCS OCT-DEC '23 01805	01-5-555901.00 AMBULANCE CONTRACT	39172.14	14017	11/21/23
TWORIVERS TWO RIVERS - OTTAUQUECHEE	11/14/23	P&Z-OCT '23 KYLE 24-75	01-5-350110.00 PLAN ADMIN WAGE	2248.62	14018	11/21/23
TWORIVERS TWO RIVERS - OTTAUQUECHEE	11/14/23	P&Z-OCT '23 KYLE 24-75	01-5-350580.00 MILEAGE REIMB	20.96	14018	11/21/23
UNIFIRST UNIFIRST CORPORATION	10/02/23	DPW-UNIFORM CLEANING 1070264787	01-5-703311.00 UNIFORMS	242.49	14019	11/21/23
UNIFIRST UNIFIRST CORPORATION	10/02/23	DPW-UNIFORM CLEANING 1070264787	01-5-704311.00 UNIFORMS	60.00	14019	11/21/23
UNIFIRST UNIFIRST CORPORATION	10/16/23	DPW-UNIFORM CLEANING 1070268388	01-5-704311.00 UNIFORMS	60.00	14019	11/21/23
UNIFIRST UNIFIRST CORPORATION	10/16/23	DPW-UNIFORM CLEANING 1070268388	01-5-703311.00 UNIFORMS	269.21	14019	11/21/23
UNIFIRST UNIFIRST CORPORATION	11/06/23	DPW-UNIFORM CLEANING 1070273773	01-5-703311.00 UNIFORMS	269.21	14019	11/21/23
UNIFIRST UNIFIRST CORPORATION	11/06/23	DPW-UNIFORM CLEANING 1070273773	01-5-704311.00 UNIFORMS	60.00	14019	11/21/23
UNIFIRST UNIFIRST CORPORATION	11/13/23	DPW-UNIFORM CLEANING 1070275547	01-5-704311.00 UNIFORMS	60.00	14019	11/21/23
UNIFIRST UNIFIRST CORPORATION	11/13/23	DPW-UNIFORM CLEANING 1070275547	01-5-703311.00 UNIFORMS	269.21	14019	11/21/23

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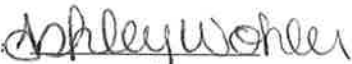
Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
VERIZWIRE	11/04/23	VERIZON WIRELESS DPW-OCT '23 EE PHONES 9948483127	01-5-555625.00 TELEPHONE & INTERNET	80.40	14020	11/21/23
VERIZWIRE	11/04/23	VERIZON WIRELESS DPW-OCT '23 EE PHONES 9948483127	01-5-425127.00 TELEPHONE	40.39	14020	11/21/23
VERIZWIRE	11/04/23	VERIZON WIRELESS DPW-OCT '23 EE PHONES 9948483127	01-5-500501.00 ADMINISTRATION	161.56	14020	11/21/23
VERIZWIRE	11/04/23	VERIZON WIRELESS DPW-OCT '23 EE PHONES 9948483127	01-5-005532.00 T MNGR CELL PHONE	40.39	14020	11/21/23
WBMASON	10/26/23	W.B. MASON CO., INC. PD-USB 242131003	01-5-500501.00 ADMINISTRATION	27.96	14021	11/21/23
WBMASON	11/01/23	W.B. MASON CO., INC. PD-AIR FRESHNER 242269176	01-5-485301.00 BUILDING SUPPLIES	6.98	14021	11/21/23
WBMASON	11/02/23	W.B. MASON CO., INC. PD-DISINFECTING WIPES 242298111	01-5-485301.00 BUILDING SUPPLIES	62.08	14021	11/21/23
WBMASON	11/06/23	W.B. MASON CO., INC. TS-COMPUTER INK 242369161	01-5-705403.00 PARTS & SUPPLIES	35.98	14021	11/21/23
WBMASON	11/09/23	W.B. MASON CO., INC. TC-AIR DUSTER 242455137	01-5-100610.00 OFFICE SUPPLIES	36.98	14021	11/21/23
LEWIWI	11/10/23	WILLIAM LEWIS ELECTRICAL FD-FIRE TRUCK REPAIR 23/119	01-5-555528.00 FIRE TRK R & M	226.50	14022	11/21/23
EARTHLINK	11/01/23	WINDSTREAM TH-NOV '23 PHONES 76029896	01-5-705505.00 TELEPHONE	35.98	14023	11/21/23
EARTHLINK	11/01/23	WINDSTREAM TH-NOV '23 PHONES 76029896	01-5-425127.00 TELEPHONE	40.79	14023	11/21/23
EARTHLINK	11/01/23	WINDSTREAM TH-NOV '23 PHONES 76029896	01-5-300531.00 TELEPHONE	40.79	14023	11/21/23
EARTHLINK	11/01/23	WINDSTREAM TH-NOV '23 PHONES 76029896	01-5-350531.00 TELEPHONE	40.79	14023	11/21/23
EARTHLINK	11/01/23	WINDSTREAM TH-NOV '23 PHONES 76029896	01-5-005531.00 ADMIN TELEPHONE	40.79	14023	11/21/23
EARTHLINK	11/01/23	WINDSTREAM TH-NOV '23 PHONES 76029896	01-5-200531.00 TELEPHONE	40.79	14023	11/21/23
EARTHLINK	11/01/23	WINDSTREAM TH-NOV '23 PHONES 76029896	01-5-100531.00 TELEPHONE	40.79	14023	11/21/23
EARTHLINK	11/01/23	WINDSTREAM TH-NOV '23 PHONES 76029896	01-5-275531.00 TELEPHONE	40.79	14023	11/21/23
WITMER	11/09/23	WITMER PUBLIC SAFETY GROU FD-CHARGER STRAP INV353853	01-5-555422.00 FIRE TOOLS & EQUIPMENT	241.93	14024	11/21/23

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Report Total				454557.05		

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 \$ \*\*\*454,557.05  
Let this be your order for the payments of these amounts.

Staff Accountant:   
Ashley Wohler

Town Manager:   
Brennan Duffy

SELECTBOARD:

Marcia Calloway  
Chair

Mary Layton  
Vice Chair

Priscilla Vincent

Roger Arnold

Pam Smith

11/17/23  
03:31 pm

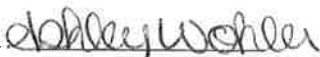
Town of Norwich Accounts Payable  
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For Check Acct 03(General) All check #s 11/21/23 To 11/21/23 & Fund 45

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ashleyw

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
DUPONT	10/24/23	TC-ACROSS STYLE SHELVING 17280	45-5-100341.00 RESTORATION EXPENSE	382.16	13981	11/21/23
KOFILE	10/31/23	TC-LAND RECORDS KT-013103	45-5-100341.00 RESTORATION EXPENSE	1243.34	13993	11/21/23
Report Total				1625.50	=====	

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 \$ \*\*\*\*\*1,625.50  
Let this be your order for the payments of these amounts.

Staff Accountant

  
Ashley Wohler

Town Manager:

  
Brennan Duffy

SELECTBOARD:

Marcia Calloway  
Chair

Mary Layton  
Vice Chair

Priscilla Vincent

Roger Arnold

Pam Smith

11/17/23

Town of Norwich Accounts Payable

03:31 pm

Check Warrant Report # 1074 Current Prior Next FY Invoices For Fund (FIRE EQUIPMENT FUND)

ashleyw

For Check Acct 03(General) All check #s 11/21/23 To 11/21/23 & Fund 26

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
INDUSTRIA INDUSTRIAL PROTECTION SER	10/31/23	FD-COMBI TOOL PACKAGE 191220-00	26-5-555322.00 FIRE EQUIPMENT	15752.00	13991	11/21/23
NOVACOOOL NOVACOOOL FOAM	10/30/23	FD-NOVACOOOL FOAM 1332	26-5-555322.00 FIRE EQUIPMENT	4747.74	14003	11/21/23
Report Total				20499.74		

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 \$ \*\*\*\*20,499.74  
Let this be your order for the payments of these amounts.

Staff Accountant:   
Ashley Wohler

Town Manager:   
Brennan Duffy

SELECTBOARD:

- Marcia Calloway  
Chair
- Mary Layton  
Vice Chair
- Priscilla Vincent
- Roger Arnold
- Pam Smith

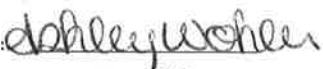
11/17/23  
03:31 pm

Town of Norwich Accounts Payable

Check Warrant Report # 1075 Current Prior Next FY Invoices For Fund (TOWN REAPPRAISAL FUND)  
For Check Acct 03(General) All check #s 11/21/23 To 11/21/23 & Fund 12

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
KRT	11/06/23	LISTERS-REAPPRAISAL 2749	12-5-300322.00 REAPPRAISAL	7166.35	13994	11/21/23
Report Total				7166.35		

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 \$ \*\*\*\*\*7,166.35  
Let this be your order for the payments of these amounts.

Staff Accountant:   
Ashley Wohler

Town Manager:   
Brennan Duffy

SELECTBOARD:

- \_\_\_\_\_  
Marcia Calloway  
Chair
- \_\_\_\_\_  
Mary Layton  
Vice Chair
- \_\_\_\_\_  
Priscilla Vincent
- \_\_\_\_\_  
Roger Arnold
- \_\_\_\_\_  
Pam Smith

11/17/23  
03:32 pm

Town of Norwich Accounts Payable  
Check Warrant Report # 1076 Current Prior Next FY Invoices For Fund (Expense/Emergency Reserve)  
For Check Acct 03(General) All check #s 11/21/23 To 11/21/23 & Fund 50

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
STANTEC	11/03/23	STANTEC CONSULTING SERVIC DPW-HEMLOCK RD 2153183	50-5-000300.00 Unexpected/Emergency Exp	3864.88	14011	11/21/23
Report Total				3864.88		

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 \$ \*\*\*\*\*3,864.88  
Let this be your order for the payments of these amounts.

Staff Accountant:   
Ashley Wohler

Town Manager:   
Brennan Duffy

SELECTBOARD:

Marcia Calloway  
Chair

Mary Layton  
Vice Chair

Priscilla Vincent

Roger Arnold

Pam Smith



11/21/23

12:48 pm

Town of Norwich Accounts Payable

Check Warrant Report # 1079 Current Prior Next FY Invoices For Fund (FIRE APPARATUS FUND)

ashleyw

For Check Acct 03 (General) All check #s 11/21/23 To 11/21/23 & Fund 06

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
DINGEE	10/23/23	DINGEE MACHINE FD-FINAL APPARATUS PAYMEN 9319	06-5-555322.00 FIRE EQUIPMENT PURCHASES	287141.00	14025	11/21/23
Report Total				287141.00		

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 \$ \*\*\*287,141.00  
Let this be your order for the payments of these amounts.

Staff Accountant: Ashley Wohler  
Ashley Wohler

Town Manager: Brennan Duffy  
Brennan Duffy

SELECTBOARD:

Marcia Calloway  
Chair

Mary Layton  
Vice Chair

Priscilla Vincent

Roger Arnold

Pam Smith

## MEMORANDUM

TO: Selectboard packet  
FROM: Marcia Calloway, Selectboard Chair  
DATE: November 17, 2023  
RE: VTrans U.S. Highway 5 Bike Corridor Survey

The Vermont Department of Transportation asked the Chairs of the Selectboard and Planning Commission to, separately, complete a survey on interest in a Route 5 Bike Corridor. I solicited input from the other selectboard members, received one response, and incorporated that into my answers which were due today.

The questions and answers appear below.

5. Is your organization supportive of a planning study related to a future bicycle corridor on or along a route that is roughly adjacent to U.S. 5?

Please note that while project funding and timeline have not been defined, the scale of this effort will require financial support in the form of local investment or funding match

Yes

6. How important is improving bicycling conditions on or along a route that is roughly adjacent to U.S. 5. in your town or region?

- very important

7. How would you anticipate a bicycle corridor on or along a route that is roughly adjacent to U.S. 5 to be used in your town or region?

- local and/or regional transportation
- Exercise and health
- Access to outdoor recreation opportunities
- Connection to existing trail networks in the region
- Connection to Local Transit buses to employment/school/college

8. How do you rate present bicycling conditions on U.S. 5 in your town or region?

- Poor

9. What factors currently DISCOURAGE bicycling on U.S. 5 in your town or region?

- Lack of connected facilities (multi-use paths, sidewalks and bicycle lanes)
- Deficient or unmaintained facilities (multi-use paths, sidewalks or bicycle lanes)
- Aggressive motorist behavior
- Narrow shoulders
- Significant vehicular traffic on route

10. Thinking about your town or region, are there specific destinations you feel should be highlighted and incorporated into the planning and development of a bicycle corridor adjacent to U.S. 5.

- Access points for links to Hanover/Lebanon (NH) educational & employment locations
- Marion Cross Elementary School
- Farmers' Market, Farmstand, and Dresden athletic fields
- King Arthur Baking Company Company
- Montshire Museum of Science

11. Thinking about your town or region, are there specific locations along U.S. 5 that you observe significant vehicular traffic and would benefit from additional inquiry?

- Intersection of Routes 5 and 10A
- Intersection of Route 5/Main Street and Church Street
- Route 5 South businesses from the intersection of Rtes 5 & 10A to the Wilder town line

12. Thinking about your town or region, are there specific locations along U.S. 5 that you consider particularly dangerous?

- The village downtown/Main Street/Church Street
- Intersection of Routes 5 and 10A
- Narrow shoulders north of the elementary school on Church Street and beyond

13. Thinking about your town or region, are there any specific locations along U.S. 5 that you observe high volumes of bicycle and pedestrian activity?

- Bicycle and pedestrian activity from Route 10A up to Route 5 and through the village
- Bicycle and pedestrian activity from Route 10A/Route 5 intersection and south
- Bicycle activity from Church Street north

14. If you have any additional comments or concerns, please feel free to share them below.

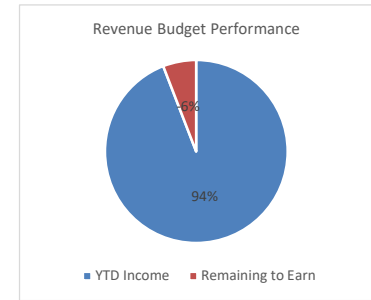
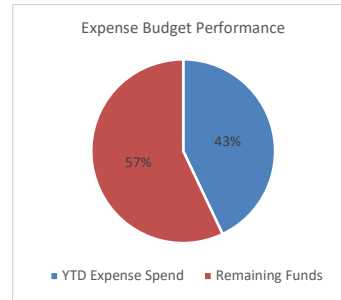
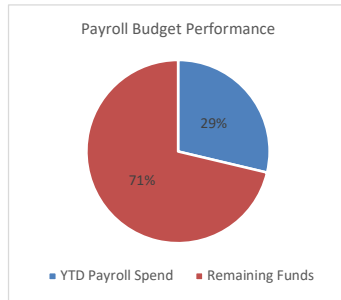
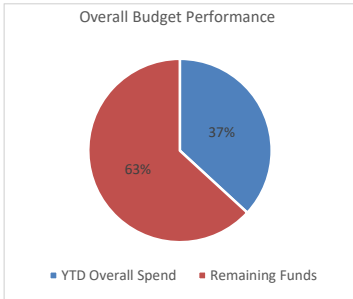
The selectboard is mindful of the constraints of budget and the looming increases in our state school education taxes. We are also deeply aware of safety concerns on our roads, and the community interest in healthy activities and alternate transportation. It is impossible to predict how much financial contribution would be supported by our voters as we face these competing issues in the years to come.

Town of Norwich, Vermont



CHARTERED 1761

**TOWN OF NORWICH FINANCIAL DASHBOARD**  
As of October 31, 2023

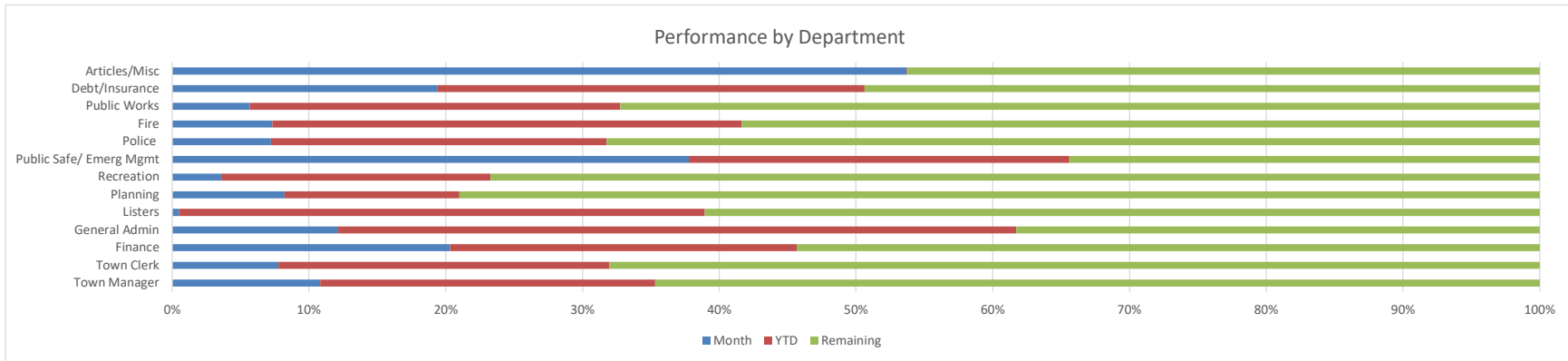


<b>FY23 Overall Budget</b>	<b>\$ 5,972,683</b>
<b>YTD Overall Spend</b>	<b>\$ 2,200,951</b>
<b>Remaining Funds</b>	<b>\$ 3,771,732</b>
<b>FY 23 Performance</b>	<b>36.85%</b>

<b>FY23 Payroll Budget</b>	<b>\$ 2,552,823</b>
<b>YTD Payroll Spend</b>	<b>\$ 732,707</b>
<b>Remaining Funds</b>	<b>\$ 1,820,116</b>
<b>FY23 Performance</b>	<b>28.70%</b>

<b>FY23 Expense Budget</b>	<b>\$ 3,419,860</b>
<b>YTD Expense Spend</b>	<b>\$ 1,468,244</b>
<b>Remaining Funds</b>	<b>\$ 1,951,616</b>
<b>FY23 Performance</b>	<b>42.93%</b>

<b>FY23 Revenue Projection</b>	<b>\$ 5,375,482</b>
<b>YTD Income</b>	<b>\$ 5,732,767</b>
<b>Remaining to Earn</b>	<b>\$ (357,286)</b>
<b>FY 23 Performance</b>	<b>106.65%</b>



**Town of Norwich Revenue Report**  
**October 31, 2023**  
**Unaudited**

	FY 23 Projection	FY 23 YTD	FY24 Projection	FY 24 YTD	FY 24 31-Oct	FY 24 YTD PERF
<b>PROPERTY TAX REVENUES</b>						
TOWN PROPERTY TAX	\$ 4,098,806	\$ 4,283,028	\$ 4,621,999	\$ 4,779,215.98	\$ 8,444	103.40%
WINDSOR COUNTY TAX		\$ 58,829	\$ -	\$ 61,444	\$ -	0.00%
PROPERTY TAX FOR OTHER MONETARY ARTICLES	\$ 425,938	\$ 406,654	\$ 450,560	\$ 450,560	\$ -	100.00%
VT LAND USE TAX (HOLD HARMLESS PAYMENT)	\$ 187,863	\$ 219,466	\$ 205,000	\$ 22	\$ 11	0.01%
PROPERTY TAX INTEREST	\$ 30,000	\$ 21,795	\$ 30,000	\$ 24,915	\$ 5,756	83.05%
PROPERTY TAX COLLECTION FEE	\$ 20,000	\$ 33,207	\$ 20,000	\$ 5,798	\$ -	28.99%
<b>TOTAL PROPERTY TAX REVENUE</b>	<b>\$ 4,762,607</b>	<b>\$ 5,022,979</b>	<b>\$ 5,327,559</b>	<b>\$ 5,321,954</b>	<b>\$ 14,210</b>	<b>99.89%</b>
<b>LICENSE &amp; PERMIT REVENUE</b>						
LIQUOR LICENSE	\$ 600	\$ 600	\$ 600	\$ 70	\$ -	11.67%
DOG LICENSE	\$ 1,750	\$ 2,593	\$ 1,750	\$ 80	\$ 8	4.57%
HUNTING & FISHING LICENSES	\$ 200	\$ 84	\$ 200	\$ 27	\$ 5	13.50%
PEDDLER LICENSE	\$ -	\$ 25	\$ -	\$ 25	\$ 25	0.00%
BUILDING/DEVELOPMENT PERMITS	\$ 8,000	\$ 7,880	\$ 9,000	\$ 3,327	\$ 1,081	36.96%
LAND POSTING PERMIT	\$ 200	\$ 215	\$ 200	\$ 210	\$ 145	105.00%
<b>TOTAL LICENSE &amp; PERMIT REVENUE</b>	<b>\$ 10,750</b>	<b>\$ 11,397</b>	<b>\$ 11,750</b>	<b>\$ 3,739</b>	<b>\$ 1,263</b>	<b>31.82%</b>
<b>INTERGOVERNMENTAL REVENUE</b>						
VT HIWAY GAS TAX	\$ 160,000	\$ 163,688	\$ 160,000	\$ 168,134	\$ 45,706	105.08%
VT ACT 60	\$ 13,750	\$ 15,495	\$ 15,000	\$ -	\$ -	0.00%
PILOT PAYMENTS	\$ 10,000	\$ 13,930	\$ 10,000	\$ 2,427	\$ -	24.27%
VT NATURAL RESRCS	\$ 2,500	\$ -	\$ 2,500	\$ 78	\$ -	3.12%
LATE FEES-REVISED TAX BILLS		\$ -	\$ -	\$ -	\$ -	0.00%
EDUCATION TAX RETAINER	\$ 27,000	\$ -	\$ 27,000	\$ -	\$ -	0.00%
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>\$ 213,250</b>	<b>\$ 193,112</b>	<b>\$ 214,500</b>	<b>\$ 170,639</b>	<b>\$ 45,706</b>	<b>79.55%</b>
<b>SERVICE FEE REVENUE</b>						
RECORDING FEE & RESTORATION	\$ 25,000	\$ 23,909	\$ 25,000	\$ 6,692	\$ 1,873	26.77%
RESTORATION		\$ -	\$ -	\$ -	\$ -	0.00%
DOCUMENT COPY FEE	\$ 2,100	\$ 3,696	\$ 2,100	\$ 551	\$ 166	26.24%
USE OF RECRDS FEE	\$ 250	\$ 589	\$ 250	\$ 112	\$ 34	44.80%
VITAL STATISTIC FEE	\$ 800	\$ 1,610	\$ 800	\$ 475	\$ 85	59.38%
MOTOR VEHICLE RENEWAL FEE	\$ 50	\$ 30	\$ 50	\$ 9	\$ 9	18.00%
PHOTOCOPYING FEE	\$ 50	\$ 2	\$ 50	\$ -	\$ -	0.00%
EV CHARGING FEES	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
TRACY HALL RENTAL FEE	\$ 3,500	\$ 4,910	\$ 3,500	\$ 145	\$ 75	4.14%
POLICE REPORT FEE	\$ 500	\$ 236	\$ 500	\$ 114	\$ 15	22.80%
POLICE ALARM RESPONSE FEE	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
SPECIAL POLICE DUTY FEES	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
PLANNING DOC COPY FEE	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
PLANNING MAPS	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
RECREATION PROGRAM FEES	\$ 125,000	\$ 106,716	\$ 155,000	\$ 73,140	\$ 6,105	47.19%
TRANSFER STATION STICKERS	\$ 40,000	\$ 46,255	\$ 40,000	\$ 32,700	\$ 1,226	81.75%
RECYCLING SOLID WASTE FEES	\$ 3,500	\$ -	\$ 3,500	\$ -	\$ -	0.00%
E-WASTE REVENUE	\$ 3,500	\$ 3,456	\$ 3,500	\$ 1,455	\$ 340	41.57%
RECYCLING REBATES	\$ 6,500	\$ 15,005	\$ 6,500	\$ 5,455	\$ 928	83.93%
C & D WASTE REVENUE	\$ 10,000	\$ 13,458	\$ 10,000	\$ 7,459	\$ 2,376	74.59%
TRASH COUPON	\$ 105,000	\$ 100,970	\$ 105,000	\$ 38,255	\$ 7,855	36.43%
<b>TOTAL SERVICE FEE REVENUE</b>	<b>\$ 325,750</b>	<b>\$ 320,842</b>	<b>\$ 355,750</b>	<b>\$ 166,562</b>	<b>\$ 21,087</b>	<b>46.82%</b>
<b>GRANT REVENUE</b>						
BETTER BACK ROADS GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
HIWAY PAVING GRANT		\$ 210,302	\$ -	\$ -	\$ -	0.00%
HIWAYBRIDGE GRANT		\$ -	\$ -	\$ -	\$ -	0.00%
FEMA	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
HISTORIC PRESERVATION GRANT	\$ -	\$ 9,000	\$ -	\$ -	\$ -	0.00%
DRY HYDRANT GRANT	\$ -	\$ 3,038	\$ -	\$ -	\$ -	0.00%
ENERGY GRANT			\$ -	\$ 4,000	\$ -	0.00%
VLCT GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
GRANTS IN AID PROJECT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
BEAVER MEADOW SIDEWALK SCOPING GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%

**Town of Norwich Revenue Report**  
**October 31, 2023**  
**Unaudited**

	FY 23 Projection	FY 23 YTD	FY24 Projection	FY 24 YTD	FY 24 31-Oct	FY 24 YTD PER%
HIWAY CULVERT GRANT	\$ -	\$ -	\$ -	\$ 7,613	\$ -	0.00%
VLCT PACIF GRANT		\$ -	\$ -	\$ -	\$ -	0.00%
GOVERNORS HIGHWAY SAFETY GRANT	\$ -	\$ 8,171	\$ -	\$ 1,334	\$ 1,156	0.00%
PLANNING GRANT	\$ -	\$ 7,835	\$ -	\$ -	\$ -	0.00%
RECREATION DEPT GRANT		\$ -	\$ -	\$ -	\$ -	0.00%
MAHHC GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
NORWICH WOMEN'S CLUB GRANTS	\$ -	\$ 800	\$ -	\$ -	\$ -	0.00%
RECREATION RESTART GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
VTRANS TAP GRANT		\$ 219,638	\$ -	\$ -	\$ -	0.00%
CONSERV COMM GRANT		\$ -	\$ -	\$ -	\$ -	0.00%
ENERGY COMMITTEE GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
COVID 19 GRANT	\$ -	\$ 25,663	\$ -	\$ -	\$ -	0.00%
VTRANS BIKE & PED GRANT		\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL GRANT REVENUE</b>	<b>\$ -</b>	<b>\$ 484,446</b>	<b>\$ -</b>	<b>\$ 12,947</b>	<b>\$ 1,156</b>	<b>0.00%</b>
<b>OTHER TOWN REVENUES</b>						
TOWN REPORT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
BANK INTEREST	\$ 20,000	\$ 26,170	\$ 20,000	\$ 30,669	\$ 12,706	153.34%
TRX FROM SCHOLARSHIP FUND		\$ 2,330	\$ -	\$ -	\$ -	0.00%
INSURANCE CLAIMS	\$ -	\$ 4,158	\$ -	\$ 500	\$ -	0.00%
ATHLETIC FIELD RENTAL	\$ 32,000	\$ 25,125	\$ 32,000	\$ 11,450	\$ 11,000	35.78%
LINE OF CREDIT (FEMA)		\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL OTHER TOWN REVENUES</b>	<b>\$ 52,000</b>	<b>\$ 57,783</b>	<b>\$ 52,000</b>	<b>\$ 42,619</b>	<b>\$ 23,706</b>	<b>81.96%</b>
<b>PUBLIC SAFETY REVENUES</b>						
POLICE FINE	\$ 10,000	\$ 2,402	\$ 10,000	\$ 2,127	\$ 1,713	21.27%
PARKING FINE	\$ 500	\$ -	\$ 500	\$ 10	\$ 5	2.00%
DOG FINE	\$ 125	\$ -	\$ 125	\$ -	\$ -	0.00%
<b>TOTAL PUBLIC SAFETY REVENUES</b>	<b>\$ 10,625</b>	<b>\$ 2,402</b>	<b>\$ 10,625</b>	<b>\$ 2,137</b>	<b>\$ 1,718</b>	<b>20.12%</b>
<b>MISCELLANEOUS REVENUE</b>						
AMBULANCE BILLS PAID	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
COBRA REIMBURSEMENTS		\$ 775	\$ -	\$ -	\$ -	0.00%
TOWN CLERK	\$ -	\$ 38	\$ -	\$ 8	\$ 4	0.00%
VTGFOA SCHOLARSHIP	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
PLANNING DEPT		\$ -	\$ -	\$ -	\$ -	0.00%
POLICE DEPT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
RECREATION DEPT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
FIRE DEPT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
HIGHWAY DEPT	\$ -	\$ 276	\$ -	\$ -	\$ -	0.00%
CONSERVATION COMM.	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
ARPA REVENUE	\$ -	\$ 1,019,279	\$ -	\$ -	\$ -	0.00%
OPIOID SETTLEMENT REVENUE	\$ -	\$ -	\$ -	\$ 11,765	\$ -	0.00%
FIN DEPT MISCEL	\$ -	\$ 210	\$ -	\$ 70	\$ -	0.00%
MISCELLANEOUS	\$ 500	\$ 5,277	\$ 500	\$ 327	\$ -	65.38%
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>\$ 500</b>	<b>\$ 1,025,855</b>	<b>\$ 500</b>	<b>\$ 12,170</b>	<b>\$ 4</b>	<b>2434.07%</b>
<b>TOTAL FEES &amp; SERVICES</b>	<b>\$ 612,875</b>	<b>\$ 2,095,837</b>	<b>\$ 645,125</b>	<b>\$ 410,813</b>	<b>\$ 94,641</b>	<b>63.68%</b>
ALLOWANCE FOR TAX ADJUSTMENTS*	\$ -				\$ -	
<b>TOTAL TOWN REVENUES</b>	<b>\$ 5,375,482</b>	<b>\$ 7,118,816</b>	<b>\$ 5,972,684</b>	<b>\$ 5,732,767</b>	<b>\$ 108,851</b>	<b>95.98%</b>

**Town of Norwich**  
**Department Expense Summary**  
**October 31, 2023 Unaudited**

	FY 23 Budget	FY 24 Budget	FY 24 YTD	FY 24 FY 24	FY 24 Oct Performance
TOWN ADMINISTRATION	\$ 383,197	\$ 469,631	\$ 165,851	\$ 50,770	35.32%
BCA/BOA	\$ 975	\$ 985	\$ 5	\$ -	0.48%
STATUTORY MEETINGS	\$ 14,025	\$ 9,575	\$ 72	\$ 7	0.75%
TOWN CLERK	\$ 183,230	\$ 196,728	\$ 66,164	\$ 16,069	33.63%
FINANCE	\$ 215,646	\$ 235,584	\$ 107,592	\$ 47,879	45.67%
GENERAL ADMINISTRATION	\$ 64,822	\$ 65,800	\$ 40,616	\$ 7,985	61.73%
LISTER	\$ 121,767	\$ 112,890	\$ 43,976	\$ 574	38.96%
PLANNING	\$ 185,801	\$ 160,330	\$ 33,660	\$ 13,151	20.99%
RECREATION	\$ 260,412	\$ 335,865	\$ 78,123	\$ 12,066	23.26%
PUBLIC SAFETY FACILITY	\$ 30,680	\$ 36,062	\$ 11,295	\$ 3,369	31.32%
POLICE	\$ 642,802	\$ 746,344	\$ 237,065	\$ 53,886	31.76%
FIRE/FAST	\$ 473,816	\$ 526,236	\$ 219,037	\$ 38,567	41.62%
EMERGENCY MGMT.	\$ 47,875	\$ 47,910	\$ 43,784	\$ 28,350	91.39%
CONSERVATION COMMISSION	\$ 9,300	\$ 8,500	\$ 578	\$ 365	6.80%
PUBLIC WORKS	\$ 1,970,385	\$ 2,206,983	\$ 723,327	\$ 125,102	32.77%
LONG TERM DEBT	\$ 162,881	\$ 167,400	\$ 134,380	\$ 69,447	80.27%
TAXES	\$ 3,000	\$ 3,000	\$ -	\$ -	0.00%
INSURANCES	\$ 188,250	\$ 192,300	\$ 49,228	\$ 1,000	25.60%
TOWN TOTAL	\$ 4,958,866	\$ 5,522,124	\$ 1,954,752	\$ 468,586	35.40%
OUTSIDE APPROPRIATIONS	\$ 416,608	\$ 450,560	\$ 246,200	\$ 246,200	54.64%
<b>TOTAL</b>	<b>\$ 5,375,474</b>	<b>\$ 5,972,683</b>	<b>\$ 2,200,951</b>	<b>\$ 714,786</b>	<b>36.85%</b>

**Town of Norwich**  
**Expenditures Detail**  
**October 31, 2023 Unaudited**

DESCRIPTION	FY 23 Budget	FY 23 Actual	FY 24 APPROVED	FY 24 YTD	Current Month Oct. 31, 2023	FY 24 PERF
<b>TOWN ADMINISTRATION</b>						
SELECTBOARD STIPEND	\$ 2,500	\$ 2,582	\$ 2,500	\$ -	\$ -	0.00%
TOWN MANAGER WAGE	\$ 96,877	\$ 197,368	\$ 103,997	\$ 46,835	\$ 11,642	45.03%
TREASURER STIPEND	\$ 1,750	\$ 1,750	\$ 1,750	\$ -	\$ -	0.00%
ADMIN ASSIST WAGE	\$ 58,458	\$ 64,203	\$ 89,284	\$ 26,056	\$ 7,033	29.18%
ADMIN ASSIST OT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
FICA TAX	\$ 9,631	\$ 16,261	\$ 12,247	\$ 4,412	\$ 1,094	36.03%
MEDI TAX	\$ 2,175	\$ 3,803	\$ 2,864	\$ 1,032	\$ 256	36.03%
HEALTH INSUR	\$ 43,929	\$ 37,611	\$ 43,087	\$ 23,304	\$ 10,493	54.09%
DISABILITY/LIFE INSURANCE	\$ 1,541	\$ 892	\$ 1,857	\$ 340	\$ 101	18.30%
DENTAL INSURANCE	\$ 884	\$ 579	\$ 1,105	\$ 258	\$ 108	23.35%
VT RETIREMENT	\$ 10,485	\$ 17,150	\$ 13,046	\$ 5,381	\$ 1,368	41.24%
VT RETIREMENT ADJUSTMENT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
PROFESSIONAL SERVICES	\$ 17,500	\$ 8,503	\$ 18,000	\$ 1,384	\$ -	7.69%
CONTRACTED SERVICES	\$ 30,670	\$ 30,670	\$ -	\$ 300	\$ 300	0.00%
LEGAL	\$ 90,000	\$ 174,772	\$ 95,000	\$ 30,975	\$ 17,385	32.61%
VLCT MEMBERSHIP	\$ 5,657	\$ 5,657	\$ 5,863	\$ 5,863	\$ -	100.00%
TOWN REPORT	\$ 3,750	\$ 4,046	\$ 4,000	\$ -	\$ -	0.00%
TELEPHONE	\$ 800	\$ 556	\$ 800	\$ 177	\$ 47	22.09%
T MNGR CELL PHONE	\$ 480	\$ 944	\$ 1,500	\$ 122	\$ 42	8.16%
T MNGR RECRUITMENT	\$ -	\$ -	\$ 30,000	\$ -	\$ -	0.00%
T MNGR RELOCATION EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
POSTAGE	\$ 100	\$ 56	\$ 100	\$ 1	\$ -	0.63%
ADVERTISING	\$ 1,000	\$ 2,149	\$ 3,000	\$ 984	\$ -	32.79%
PRINTING	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
MILEAGE	\$ 200	\$ 182	\$ 200	\$ -	\$ -	0.00%
OFFICE SUPPLIES	\$ 1,500	\$ 1,768	\$ 2,000	\$ 1,026	\$ 41	51.28%
OFFICE EQUIP	\$ 300	\$ 290	\$ 1,000	\$ 56	\$ -	5.60%
DUES/MTS/EDUC	\$ 750	\$ 1,105	\$ 3,000	\$ 1,942	\$ 860	64.74%
SB COMMITTEE EXPENSES	\$ -	\$ 118	\$ 500	\$ -	\$ -	0.00%
ENERGY COMMITTEE GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
ENERGY COMMITTEE	\$ 1,760	\$ 722	\$ 1,760	\$ -	\$ -	0.00%
EVCS GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
NEGRASS GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
DES FUND-FACILITIES STUDY	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
DES FUND-CITIZEN ASSISTANCE	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
DES FUND - CLIMATE EMERGENCY	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
REGIONAL ENERGY COORDINATOR	\$ -	\$ -	\$ 30,670	\$ 15,335	\$ -	50.00%
MISCELLANEOUS	\$ 500	\$ 82	\$ 500	\$ 69	\$ -	13.70%
BUSINESS E-MAIL COMPROMISES (BEC'S)	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 383,197</b>	<b>\$ 573,820</b>	<b>\$ 469,631</b>	<b>\$ 165,851</b>	<b>\$ 50,770</b>	<b>35.32%</b>
<b>BOARD OF CIVIL AUTHORITY/ABATEMENT</b>						
JUSTICES WAGE	\$ 500	\$ -	\$ 500	\$ -	\$ -	0.00%
FICA TAX	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
MEDI TAX	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
CONTRACTED SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
POSTAGE	\$ 150	\$ -	\$ 160	\$ 5	\$ -	2.97%
OFFICE SUPPLIES	\$ 25	\$ -	\$ 25	\$ -	\$ -	0.00%
DUES/MTS/EDUC	\$ 300	\$ -	\$ 300	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 975</b>	<b>\$ -</b>	<b>\$ 985</b>	<b>\$ 5</b>	<b>\$ -</b>	<b>0.48%</b>
<b>STATUTORY MEETINGS</b>						
POLLWORKERS WAGE	\$ 700	\$ -	\$ 500	\$ -	\$ -	0.00%
FICA TAX	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
MEDI TAX	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
CONTRACTED SERVICES	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ -	0.00%
POSTAGE	\$ 2,500	\$ 575	\$ 400	\$ 72	\$ 7	17.98%
ADVERTISING	\$ 200	\$ 290	\$ 225	\$ -	\$ -	0.00%
PRINTING	\$ 5,000	\$ 2,298	\$ 3,000	\$ -	\$ -	0.00%
OFFICE SUPPLIES	\$ 400	\$ 97	\$ 450	\$ -	\$ -	0.00%
VOTING MACH EXPENSE	\$ 75	\$ -	\$ 100	\$ -	\$ -	0.00%
VOTING MACH MAINT AGRMT	\$ 650	\$ -	\$ 400	\$ -	\$ -	0.00%
VTG MCHN PROGRAMING	\$ 3,500	\$ 1,589	\$ 3,500	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 14,025</b>	<b>\$ 4,848</b>	<b>\$ 9,575</b>	<b>\$ 72</b>	<b>\$ 7</b>	<b>0.75%</b>
<b>TOWN CLERK</b>						
TOWN CLERK WAGE	\$ 75,848	\$ 91,523	\$ 78,472	\$ 20,479	\$ 5,467	26.10%
ASST CLK WAGE	\$ 49,982	\$ 55,006	\$ 52,316	\$ 15,656	\$ 4,064	29.93%
FICA TAX	\$ 7,787	\$ 8,479	\$ 8,109	\$ 2,119	\$ 553	26.14%
MEDI TAX	\$ 1,758	\$ 2,005	\$ 1,896	\$ 496	\$ 129	26.14%
HEALTH INS	\$ 30,633	\$ 27,469	\$ 33,113	\$ 16,671	\$ 4,435	50.35%
DISABILITY/LIFE INS	\$ 1,340	\$ 1,264	\$ 1,340	\$ 460	\$ 111	34.36%
DENTAL INSURANCE	\$ 884	\$ (236)	\$ 884	\$ 220	\$ 140	24.89%
VT RETIREMENT	\$ 8,478	\$ 9,545	\$ 8,828	\$ 2,463	\$ 643	27.90%
DOG/CAT LICENSE	\$ 275	\$ -	\$ 300	\$ -	\$ (625)	0.00%
VITAL STATISTICS	\$ 20	\$ 38	\$ 50	\$ -	\$ -	0.00%
RECORD RESTORATION	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
ADVERTISING	\$ 200	\$ -	\$ 200	\$ -	\$ -	0.00%
TELEPHONE	\$ 550	\$ 595	\$ 600	\$ 182	\$ 49	30.37%
POSTAGE	\$ -	\$ 31	\$ -	\$ 67	\$ 23	0.00%
OFFICE SUPPLIES	\$ 1,200	\$ 682	\$ 1,290	\$ 248	\$ 14	19.21%
OFFICE EQUIPMENT	\$ 500	\$ 33	\$ 500	\$ 354	\$ 347	70.80%
SOFTWARE	\$ 3,600	\$ 3,900	\$ 3,480	\$ 870	\$ 290	25.00%
DUES/MTGS/EDUC	\$ 175	\$ 125	\$ 350	\$ 878	\$ 429	250.83%
WOMEN'S CLUB GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
DES FUND-RECORD RESTORATION	\$ -	\$ 854	\$ 5,000	\$ 5,000	\$ -	100.00%
<b>TOTAL</b>	<b>\$ 183,230</b>	<b>\$ 201,314</b>	<b>\$ 196,728</b>	<b>\$ 66,164</b>	<b>\$ 16,069</b>	<b>33.63%</b>
<b>FINANCE DEPARTMENT</b>						
FINANCE ASSISTANT WAGE	\$ 49,982	\$ 57,822	\$ 55,389	\$ 16,465	\$ 4,287	29.73%
FINANCE OFFICER WAGE	\$ 83,428	\$ 164,769	\$ 91,054	\$ 66,123	\$ 27,211	72.62%



**Town of Norwich**  
**Expenditures Detail**  
**October 31, 2023 Unaudited**

DESCRIPTION	FY 23 Budget	FY 23 Actual	FY 24 APPROVED	FY 24 YTD	Current Month Oct. 31, 2023	FY 24 PERF
FICA TAX	\$ 8,508	\$ 9,160	\$ 9,079	\$ 2,393	\$ 688	26.36%
MEDI TAX	\$ 1,921	\$ 2,142	\$ 2,123	\$ 560	\$ 161	26.36%
HEALTH INS	\$ 37,522	\$ 15,388	\$ 27,400	\$ 6,691	\$ 4,338	24.42%
DISABILITY/LIFE INS	\$ 1,445	\$ 836	\$ 1,445	\$ 359	\$ 199	24.88%
DENTAL INSURANCE	\$ 884	\$ 902	\$ 884	\$ 216	\$ 108	24.43%
VT RETIREMENT	\$ 9,005	\$ 5,908	\$ 9,885	\$ 1,946	\$ 767	19.69%
PROFESSIONAL SERVICES	\$ 3,000	\$ 2,627	\$ 3,000	\$ 103	\$ 73	3.42%
INDEPENDENT AUDIT	\$ 14,250	\$ 29,430	\$ 28,600	\$ 10,257	\$ 9,627	35.86%
TELEPHONE	\$ 1,000	\$ 892	\$ 1,000	\$ 179	\$ 44	17.92%
POSTAGE	\$ -	\$ 2	\$ -	\$ -	\$ -	0.00%
ADVERTISING	\$ 175	\$ -	\$ 175	\$ -	\$ -	0.00%
PRINTING	\$ 75	\$ 119	\$ 100	\$ -	\$ -	0.00%
OFFICE SUPPLIES	\$ 1,750	\$ 1,067	\$ 1,750	\$ 187	\$ -	10.68%
OFFICE EQUIPMENT	\$ 750	\$ -	\$ 750	\$ 1,587	\$ -	211.60%
SOFTWARE	\$ 1,425	\$ 4,586	\$ 1,425	\$ -	\$ -	0.00%
DUES/MTGS/EDUC	\$ 525	\$ 20	\$ 525	\$ 385	\$ 236	73.30%
BANK CHARGE	\$ -	\$ 278	\$ 1,000	\$ 141	\$ 141	14.14%
<b>TOTAL</b>	<b>\$ 215,646</b>	<b>\$ 295,948</b>	<b>\$ 235,584</b>	<b>\$ 107,592</b>	<b>\$ 47,879</b>	<b>45.67%</b>
<b>GENERAL ADMINISTRATION</b>						
TELEPHONE	\$ 600	\$ 496	\$ 650	\$ 168	\$ 43	25.78%
POSTAGE METER RENTAL	\$ 700	\$ 638	\$ 750	\$ 160	\$ -	21.28%
POSTAGE	\$ 4,000	\$ 3,973	\$ 4,300	\$ 2,461	\$ (9)	57.23%
OFFICE SUPPLIES	\$ 1,250	\$ 755	\$ 1,300	\$ 53	\$ 53	4.11%
PHOTOCOPIER	\$ 1,600	\$ 1,695	\$ 1,700	\$ 528	\$ 528	31.07%
Remote Meeting Services	\$ -	\$ 6,550	\$ -	\$ 1,511	\$ 504	0.00%
COMPUTER SOFTWARE	\$ -	\$ -	\$ -	\$ 240	\$ -	0.00%
COMPUTER EQUIPMENT	\$ 1,400	\$ 4,363	\$ 1,500	\$ 1,100	\$ -	73.30%
WEB SITE SUPPORT	\$ 600	\$ 541	\$ 600	\$ -	\$ -	0.00%
SERVER MAINTENANCE	\$ 39,672	\$ 44,150	\$ 40,000	\$ 19,395	\$ 6,865	48.49%
DESIGNATED FUND EQUIPMENT	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	100.00%
<b>TOTAL</b>	<b>\$ 64,822</b>	<b>\$ 78,160</b>	<b>\$ 65,800</b>	<b>\$ 40,616</b>	<b>\$ 7,985</b>	<b>61.73%</b>
<b>BOARD OF LISTERS</b>						
LISTER WAGE	\$ 4,500	\$ 3,245	\$ 4,500	\$ -	\$ -	0.00%
ASSESSING CLERK WAGE	\$ 22,547	\$ -	\$ 27,000	\$ 1,895	\$ 481	7.02%
FICA TAX	\$ 1,677	\$ 201	\$ 1,953	\$ 117	\$ 30	6.02%
MEDI TAX	\$ 663	\$ 47	\$ 457	\$ 27	\$ 7	6.01%
HEALTH INS	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
DISABILITY/LIFE INS	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
DENTAL INSURANCE	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
VT RETIREMENT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
PROFESSIONAL ASSESSOR SERVICES	\$ 35,000	\$ 34,834	\$ 36,000	\$ 6,550	\$ -	18.19%
TAX MAPPING	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
SOFTWARE MAINT/UPDATE	\$ 6,000	\$ 5,680	\$ 6,000	\$ -	\$ -	0.00%
TELEPHONE	\$ 530	\$ 528	\$ 600	\$ 172	\$ 46	28.70%
POSTAGE	\$ 150	\$ 442	\$ 180	\$ 10	\$ 10	5.80%
ADVERTISING	\$ 150	\$ -	\$ 180	\$ -	\$ -	0.00%
PRINTING	\$ 100	\$ 66	\$ 180	\$ 24	\$ -	13.33%
MILEAGE REIMB	\$ 100	\$ 11	\$ 180	\$ 55	\$ -	30.57%
OFFICE SUPPLIES	\$ 125	\$ 168	\$ 180	\$ -	\$ -	0.00%
OFFICE EQUIPMENT	\$ 125	\$ 1,393	\$ 180	\$ -	\$ -	0.00%
DUES/MTGS/EDUC	\$ 100	\$ 20	\$ 300	\$ 125	\$ -	41.67%
DESIGNATED FUND REAPPRAISAL	\$ 50,000	\$ 50,000	\$ 35,000	\$ 35,000	\$ -	100.00%
<b>TOTAL</b>	<b>\$ 121,767</b>	<b>\$ 96,635</b>	<b>\$ 112,890</b>	<b>\$ 43,976</b>	<b>\$ 574</b>	<b>38.96%</b>
<b>PLANNING/DRB DEPARTMENT</b>						
PLAN ADMIN WAGE	\$ 78,874	\$ 28,612	\$ 88,803	\$ 9,551	\$ 6,625	10.75%
PLANNING DEPT. WAGES	\$ 58,357	\$ 31,996	\$ 28,601	\$ 11,784	\$ 2,966	41.20%
FICA TAX	\$ 8,508	\$ 2,801	\$ 7,279	\$ 744	\$ 184	10.22%
MEDI TAX	\$ 1,921	\$ 655	\$ 1,702	\$ 174	\$ 43	10.22%
HEALTH INS	\$ 15,408	\$ 2,058	\$ 9,671	\$ -	\$ -	0.00%
DISABILITY/LIFE INS	\$ 779	\$ 113	\$ 779	\$ -	\$ -	0.00%
DENTAL INSURANCE	\$ 442	\$ 72	\$ 442	\$ -	\$ -	0.00%
VT RETIREMENT	\$ 5,324	\$ 882	\$ 5,994	\$ -	\$ -	0.00%
TOWN PLAN	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
PLANNING SERVICES	\$ 3,000	\$ 604	\$ 3,000	\$ -	\$ -	0.00%
TWO RIVER PLANNING COMM.	\$ 5,223	\$ 5,707	\$ 5,600	\$ 5,888	\$ -	105.14%
U.V. TRANSPORTATION MGMT	\$ 1,134	\$ -	\$ 1,225	\$ -	\$ -	0.00%
MAPPING	\$ 2,000	\$ 822	\$ 2,144	\$ -	\$ -	0.00%
HISTORIC PRES CLG GRANT	\$ 1,000	\$ -	\$ 1,000	\$ 2,960	\$ 2,960	296.00%
RURAL SETTLEMENT GRANT	\$ -	\$ 4,340	\$ -	\$ -	\$ -	0.00%
PLANNING GRANT	\$ -	\$ -	\$ -	\$ 1,840	\$ -	0.00%
TELEPHONE	\$ 930	\$ 648	\$ 1,000	\$ 183	\$ 52	18.33%
POSTAGE	\$ 450	\$ 130	\$ 500	\$ 70	\$ 7	13.97%
ADVERTISING	\$ 500	\$ 1,061	\$ 540	\$ 81	\$ -	15.00%
PRINTING	\$ 200	\$ -	\$ 200	\$ -	\$ -	0.00%
MILEAGE REIMB	\$ 400	\$ 52	\$ 400	\$ 68	\$ 68	17.03%
OFFICE SUPPLIES	\$ 350	\$ 254	\$ 375	\$ 317	\$ 247	84.60%
OFFICE EQUIPMENT	\$ 250	\$ -	\$ 275	\$ -	\$ -	0.00%
DUES/MTGS/EDUC	\$ 750	\$ 169	\$ 800	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 185,801</b>	<b>\$ 80,977</b>	<b>\$ 160,330</b>	<b>\$ 33,660</b>	<b>\$ 13,151</b>	<b>20.99%</b>
<b>RECREATION DEPARTMENT</b>						
<b>RECREATION ADMINISTRATION</b>						
RECREATION DIR WAGE	\$ 71,796	\$ 78,245	\$ 74,280	\$ 22,690	\$ 5,915	30.55%
RECREATION ADMIN ASST	\$ -	\$ -	\$ 41,714	\$ -	\$ -	0.00%
FICA TAX	\$ 4,451	\$ 5,219	\$ 7,192	\$ 1,829	\$ 367	25.44%
MEDI TAX	\$ 1,005	\$ 1,220	\$ 1,682	\$ 428	\$ 86	25.44%
HEALTH INS	\$ 23,046	\$ 400	\$ 17,729	\$ -	\$ -	0.00%
DISABILITY/LIFE INSUR	\$ 756	\$ 738	\$ 1,511	\$ 274	\$ 66	18.14%
DENTAL INSURANCE	\$ 442	\$ 84	\$ 884	\$ -	\$ -	0.00%
VT RETIREMENT	\$ 4,846	\$ 5,092	\$ 7,830	\$ 1,568	\$ 399	20.02%



**Town of Norwich**  
**Expenditures Detail**  
**October 31, 2023 Unaudited**

DESCRIPTION	FY 23 Budget	FY 23 Actual	FY 24 APPROVED	FY 24 YTD	Current Month Oct. 31, 2023	FY 24 PERF
<b>SUPPORT</b>						
ADMINISTRATION	\$ 4,000	\$ 4,318	\$ 4,250	\$ 2,677	\$ 446	62.98%
VIBRS	\$ 3,000	\$ 3,255	\$ 3,000	\$ 1,447	\$ 1,052	48.25%
DISPATCH SERVICES	\$ 73,000	\$ 72,911	\$ 95,800	\$ 32,040	\$ 16,020	33.44%
TRAINING	\$ 2,500	\$ 2,299	\$ 3,500	\$ 750	\$ 275	21.43%
TRAINING SUPPLIES	\$ 2,000	\$ 2,184	\$ 4,500	\$ 2,264	\$ 1,118	50.32%
MILEAGE REIMB	\$ 200	\$ 304	\$ 250	\$ 165	\$ -	66.02%
DUES/MTGS/EDUC	\$ 1,000	\$ 682	\$ 1,000	\$ 220	\$ 120	22.00%
UNIFORM	\$ 2,500	\$ 4,046	\$ 3,000	\$ 2,174	\$ 137	72.48%
UNIFORMS CLEANING	\$ 1,500	\$ 919	\$ 1,608	\$ 175	\$ 152	10.85%
BULLET PROOF VESTS	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 89,700</b>	<b>\$ 90,917</b>	<b>\$ 116,908</b>	<b>\$ 41,912</b>	<b>\$ 19,320</b>	<b>35.85%</b>
<b>DESIGNATED FUNDS</b>						
DESIGNATED FUND-SPECIAL EQUIP	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	100.00%
DESIGNATED FUND-CRUISER	\$ 35,000	\$ 37,669	\$ 35,000	\$ 35,000	\$ -	100.00%
<b>TOTAL</b>	<b>\$ 40,000</b>	<b>\$ 42,669</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>100.00%</b>
<b>TOTAL POLICE DEPARTMENT</b>	<b>\$ 642,802</b>	<b>\$ 549,953</b>	<b>\$ 746,344</b>	<b>\$ 237,065</b>	<b>\$ 53,886</b>	<b>31.76%</b>
<b>FIRE/FAST DEPT.</b>						
FIRE CHIEF WAGES	\$ 70,761	\$ 77,733	\$ 73,168	\$ 22,173	\$ 5,865	30.30%
FIRE OFFICER STIPEND	\$ 2,100	\$ 2,100	\$ 2,100	\$ -	\$ -	0.00%
FIREFIGHTERS WAGE	\$ 30,000	\$ 30,478	\$ 31,125	\$ 8,259	\$ 3,362	26.53%
FF DRILLS/MTGS WAGE	\$ 2,500	\$ 1,512	\$ 2,500	\$ 620	\$ -	24.80%
C-19 GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
C-19 MILEAGE REIUMBURSEMENT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
FICA TAX	\$ 6,532	\$ 6,739	\$ 6,751	\$ 1,880	\$ 553	27.84%
MEDI TAX	\$ 1,528	\$ 1,576	\$ 1,579	\$ 440	\$ 129	27.85%
HEALTH INSURANCE	\$ 21,141	\$ 14,688	\$ 15,102	\$ 7,395	\$ 3,255	48.96%
DISABILITY/LIFE INSURANCE	\$ 736	\$ 719	\$ 736	\$ 285	\$ 63	38.76%
VT RETIREMENT	\$ 4,770	\$ 5,051	\$ 5,081	\$ 1,534	\$ 396	30.19%
DENTAL INSURANCE	\$ 442	\$ 448	\$ 442	\$ 144	\$ 36	32.56%
<b>TOTAL</b>	<b>\$ 140,510</b>	<b>\$ 141,044</b>	<b>\$ 138,583</b>	<b>\$ 42,728</b>	<b>\$ 13,660</b>	<b>30.83%</b>
<b>EMS WAGES</b>						
EMS WAGE	\$ 5,000	\$ 7,722	\$ 5,000	\$ 3,501	\$ 854	70.02%
EMS DRILL WAGE	\$ 1,900	\$ 1,200	\$ 1,900	\$ 300	\$ 200	15.79%
EMS FICA TAX	\$ 428	\$ 420	\$ 444	\$ 189	\$ 51	42.48%
EMS MEDI TAX	\$ 100	\$ 98	\$ 104	\$ 44	\$ 12	42.42%
<b>TOTAL</b>	<b>\$ 7,428</b>	<b>\$ 9,440</b>	<b>\$ 7,448</b>	<b>\$ 4,034</b>	<b>\$ 1,117</b>	<b>54.16%</b>
<b>EDUCATION &amp; TRAINING</b>						
FIRE EDUC/TRAINING	\$ 750	\$ 909	\$ 750	\$ -	\$ -	0.00%
EMS EDUC/TRNG	\$ 1,200	\$ 775	\$ 1,200	\$ -	\$ -	0.00%
FIRE DUES/MTGS/EDUC	\$ 500	\$ 480	\$ 500	\$ 280	\$ 25	56.00%
<b>TOTAL</b>	<b>\$ 2,450</b>	<b>\$ 2,164</b>	<b>\$ 2,450</b>	<b>\$ 280</b>	<b>\$ 25</b>	<b>11.43%</b>
<b>TOOLS &amp; EQUIPMENT</b>						
FIRE TOOLS & EQUIPMENT	\$ 4,000	\$ 4,304	\$ 4,200	\$ 26	\$ -	0.62%
EMS TOOLS/ EQUIP	\$ 1,900	\$ 2,171	\$ 2,000	\$ 142	\$ -	7.08%
RADIO PURCH/REPAIR	\$ 750	\$ 1,785	\$ 800	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 6,650</b>	<b>\$ 8,260</b>	<b>\$ 7,000</b>	<b>\$ 168</b>	<b>\$ -</b>	<b>2.39%</b>
<b>MAINTENANCE</b>						
FIRE TRK R & M	\$ 13,000	\$ 21,169	\$ 14,500	\$ 5,263	\$ 2,743	36.30%
EQUIPMENT MAINTENANCE & SAFETY TESTING	\$ 4,000	\$ 1,106	\$ 4,000	\$ 800	\$ 800	20.00%
RADIO MAINTENANCE	\$ 500	\$ -	\$ 500	\$ -	\$ -	0.00%
SOFTWARE MAINTENANCE	\$ -	\$ 120	\$ -	\$ -	\$ -	0.00%
COMPUTER MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
VEHICLE FUEL	\$ 3,500	\$ 3,137	\$ 4,500	\$ 1,991	\$ 1,371	44.24%
<b>TOTAL</b>	<b>\$ 21,000</b>	<b>\$ 25,531</b>	<b>\$ 23,500</b>	<b>\$ 8,054</b>	<b>\$ 4,914</b>	<b>34.27%</b>
<b>SUPPORT</b>						
RECRUITMENT	\$ 100	\$ 179	\$ 100	\$ -	\$ -	0.00%
POSTAGE	\$ 25	\$ 10	\$ 25	\$ -	\$ -	0.00%
FIRE PREVENTION BOOKS & MATERIALS	\$ 100	\$ -	\$ 100	\$ -	\$ -	0.00%
FIREFIGHTERS CASUL INS	\$ 5,800	\$ 3,610	\$ 5,800	\$ -	\$ -	0.00%
TELEPHONE & INTERNET	\$ -	\$ 1,226	\$ -	\$ 1,768	\$ 1,385	0.00%
OFFICE SUPPLIES	\$ 600	\$ 724	\$ 650	\$ 881	\$ 670	135.52%
DISPATCH SERVICE	\$ 25,004	\$ 24,698	\$ 28,755	\$ 13,634	\$ 13,229	47.41%
UNIFORM	\$ 225	\$ -	\$ 250	\$ 370	\$ -	147.98%
HYDRANT RENTAL	\$ 34,000	\$ 34,000	\$ 34,000	\$ 30,000	\$ -	88.24%
DRY HYDRANT	\$ 500	\$ 670	\$ 500	\$ 690	\$ -	138.00%
OSHA COMPLIANCE	\$ 1,000	\$ 665	\$ 1,000	\$ -	\$ -	0.00%
WATER LINE REPAIR	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 67,354</b>	<b>\$ 65,783</b>	<b>\$ 71,180</b>	<b>\$ 47,342</b>	<b>\$ 15,284</b>	<b>66.51%</b>
<b>DESIGNATED FUNDS</b>						
DESIGNATED FUND-APPARATUS	\$ 60,000	\$ 60,000	\$ 80,000	\$ 80,000	\$ -	100.00%
DESIGNATED FUND-EQUIPMENT	\$ 10,000	\$ 10,000	\$ 30,000	\$ 30,000	\$ -	100.00%
<b>TOTAL</b>	<b>\$ 70,000</b>	<b>\$ 70,000</b>	<b>\$ 110,000</b>	<b>\$ 110,000</b>	<b>\$ -</b>	<b>100.00%</b>
<b>GRANT</b>						
VLCT PACIF GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
FEMA GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
DRY HYDRANT GRANT	\$ -	\$ 2,940	\$ -	\$ -	\$ -	0.00%
FY 17 HOMELAND SECURITY	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 2,940</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>
<b>AMBULANCE EXPENDITURES</b>						

**Town of Norwich**  
**Expenditures Detail**  
**October 31, 2023 Unaudited**

DESCRIPTION	FY 23 Budget	FY 23 Actual	FY 24 APPROVED	FY 24 YTD	Current Month Oct. 31, 2023	FY 24 PERF
AMBULANCE CONTRACT	\$ 152,925	\$ 149,212	\$ 160,575	\$ -	\$ -	0.00%
AMBULANCE LIAB	\$ 5,500	\$ 8,667	\$ 5,500	\$ 6,432	\$ 3,569	116.95%
<b>TOTAL</b>	<b>\$ 158,425</b>	<b>\$ 157,878</b>	<b>\$ 166,075</b>	<b>\$ 6,432</b>	<b>\$ 3,569</b>	<b>3.87%</b>
<b>TOTAL FIRE DEPT.</b>	<b>\$ 473,816</b>	<b>\$ 483,040</b>	<b>\$ 526,236</b>	<b>\$ 219,037</b>	<b>\$ 38,567</b>	<b>41.62%</b>
<b>EMERGENCY MANAGEMENT</b>						
DEBT SERVICE ON TOWER BOND PRINCIPAL	\$ 26,775	\$ 27,500	\$ 26,775	\$ 27,500	\$ 27,500	102.71%
DEBT SERVICE ON TOWER BOND INTEREST	\$ 3,025	\$ 1,422	\$ 3,025	\$ 470	\$ 470	15.53%
TOWER POWER	\$ 400	\$ 1,220	\$ 430	\$ 389	\$ 133	90.51%
EMERG MAN ADMIN	\$ 25	\$ -	\$ 30	\$ -	\$ -	0.00%
EMERG MNGMT SUPPLIES	\$ 50	\$ 24	\$ 50	\$ 177	\$ -	354.00%
GENERATOR FUEL	\$ 100	\$ 248	\$ 100	\$ 248	\$ 248	247.95%
EMERG GEN MAINT	\$ 2,500	\$ -	\$ 2,500	\$ -	\$ -	0.00%
EMERG GENERATOR REPAIR	\$ -	\$ 436	\$ -	\$ -	\$ -	-
BASE RADIO MAINTENANCE PD & DPW	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
HAZARD MITIGATION PLAN (FEMA Grant) - Consultant	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
DESIGNATED FUND- GENERATORS	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	100.00%
<b>TOTAL</b>	<b>\$ 47,875</b>	<b>\$ 45,850</b>	<b>\$ 47,910</b>	<b>\$ 43,784</b>	<b>\$ 28,350</b>	<b>91.39%</b>
<b>GRANTS</b>						
LOCAL HAZARD MITIGATION GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>
<b>CONSERVATION COMM.</b>						
PRINTING	\$ -	\$ -	\$ -	\$ 57	\$ 57	-
OFFICE SUPPLIES & EMAIL	\$ -	\$ -	\$ -	\$ -	\$ -	-
DUES/MTGS/EDUC	\$ 300	\$ -	\$ 200	\$ 32	\$ -	16.17%
SPKRS/PUBLIC INFO / GEN'L PUBLIC EDUCATION	\$ 500	\$ 250	\$ 1,250	\$ -	\$ -	0.00%
PUBLICITY / OUTDOOR STUDENT PROGRAMS - LEEEP	\$ 1,750	\$ 2,100	\$ 750	\$ -	\$ -	0.00%
TRAILS	\$ 2,750	\$ 2,390	\$ 1,800	\$ 181	\$ -	10.04%
WATER QUAL MONIT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
MILT FRYE NATURE AREA	\$ 1,500	\$ 924	\$ 1,500	\$ 150	\$ 150	9.99%
NATRL RESRCS INVEN	\$ 1,000	\$ 490	\$ 1,000	\$ -	\$ -	0.00%
PROJECT RESTORATION / NATURAL RES. PROJS.	\$ 1,500	\$ 1,449	\$ 2,000	\$ 158	\$ 158	7.91%
WOMAN'S CLUB GRANT	\$ -	\$ 799	\$ -	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 9,300</b>	<b>\$ 8,402</b>	<b>\$ 8,500</b>	<b>\$ 578</b>	<b>\$ 365</b>	<b>6.80%</b>
<b>PUBLIC WORKS DEPARTMENT</b>						
<b>HIGHWAY DIVISION</b>						
DIRECTOR OF PUBLIC WORKS	\$ 87,664	\$ 96,269	\$ 96,520	\$ 28,158	\$ 7,351	29.17%
ADMINISTRATIVE ASSISTANT, PART-TIME	\$ 22,385	\$ 1,221	\$ 22,823	\$ 6,402	\$ 1,587	28.05%
ROAD CREW WAGES	\$ 271,472	\$ 187,537	\$ 316,182	\$ 67,399	\$ 18,122	21.32%
ROAD CREW OVERTIME	\$ 46,150	\$ 39,813	\$ 47,881	\$ 3,240	\$ 422	6.77%
PAGER COMPENSATION	\$ 4,650	\$ 4,482	\$ 4,650	\$ 615	\$ 164	13.23%
FICA	\$ 26,884	\$ 19,842	\$ 30,259	\$ 6,312	\$ 1,643	20.86%
MEDICARE	\$ 6,071	\$ 4,641	\$ 7,077	\$ 1,476	\$ 384	20.86%
HEALTH INSURANCE	\$ 90,929	\$ 45,419	\$ 76,438	\$ 29,517	\$ 11,890	38.62%
DISABILITY & LIFE INSURANCE	\$ 3,859	\$ 2,685	\$ 4,176	\$ 1,340	\$ 286	32.10%
DENTAL INSURANCE	\$ 2,651	\$ 1,902	\$ 2,872	\$ 881	\$ 216	30.69%
RETIREMENT	\$ 27,761	\$ 21,463	\$ 31,403	\$ 6,752	\$ 1,759	21.50%
<b>TOTAL</b>	<b>\$ 590,476</b>	<b>\$ 425,274</b>	<b>\$ 640,281</b>	<b>\$ 152,093</b>	<b>\$ 43,824</b>	<b>23.75%</b>
<b>MATERIALS</b>						
SALT & CHEMICALS	\$ 115,000	\$ 116,830	\$ 119,626	\$ -	\$ -	0.00%
SAND	\$ 115,000	\$ 97,094	\$ 125,511	\$ -	\$ -	0.00%
DUST CONTROL	\$ 22,500	\$ 10,115	\$ 24,120	\$ -	\$ -	0.00%
GRAVEL & STONE	\$ 55,000	\$ 54,097	\$ 58,960	\$ 1,640	\$ 1,640	2.78%
CULVERTS & OTHER ROAD SUPPLIES	\$ 12,000	\$ 13,000	\$ 20,000	\$ -	\$ -	0.00%
ASPHALT PRODUCTS	\$ 3,000	\$ 1,118	\$ 3,100	\$ -	\$ -	0.00%
BRIDGE REPAIR & MAINTENANCE	\$ 2,000	\$ 1,865	\$ 2,000	\$ -	\$ -	0.00%
OTHER PROJECTS	\$ 1,785	\$ 6,426	\$ 1,900	\$ -	\$ -	0.00%
SIGNS	\$ 2,250	\$ 2,360	\$ 2,400	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 328,535</b>	<b>\$ 302,906</b>	<b>\$ 357,617</b>	<b>\$ 1,640</b>	<b>\$ 1,640</b>	<b>0.46%</b>
<b>CONTRACTED SERVICES</b>						
PLOWING & SANDING	\$ 25,000	\$ 78,560	\$ 25,683	\$ -	\$ -	0.00%
ROAD SWEEPING	\$ -	\$ 2,480	\$ 2,325	\$ -	\$ -	0.00%
LEAF REMOVAL	\$ 3,000	\$ -	\$ 3,220	\$ -	\$ -	0.00%
STREETLIGHTS	\$ 13,000	\$ 14,109	\$ 13,900	\$ 3,575	\$ 1,166	25.72%
TREE CUTTING & REMOVAL	\$ 10,000	\$ 6,250	\$ 10,275	\$ -	\$ -	0.00%
UNIFORMS	\$ 12,000	\$ 13,000	\$ 12,325	\$ 3,627	\$ 992	29.43%
PAVING	\$ 7,500	\$ 4,648	\$ 30,000	\$ 30,000	\$ -	100.00%
OTHER PROJECTS	\$ 15,500	\$ 13,014	\$ 16,000	\$ 9,970	\$ 7,939	62.31%
CRACK SEALING	\$ 15,000	\$ 18,000	\$ 18,000	\$ -	\$ -	0.00%
PAVEMENT MARKING	\$ 38,000	\$ 20,105	\$ 39,000	\$ -	\$ -	0.00%
BRIDGES	\$ 50,000	\$ 45,968	\$ 51,375	\$ (34,300)	\$ -	-66.76%
<b>TOTAL</b>	<b>\$ 189,000</b>	<b>\$ 216,134</b>	<b>\$ 222,103</b>	<b>\$ 12,872</b>	<b>\$ 10,097</b>	<b>5.80%</b>
<b>EQUIPMENT</b>						
OUTSIDE REPAIRS	\$ 35,000	\$ 36,921	\$ 45,000	\$ 7,518	\$ 3,577	16.71%
PARTS & SUPPLIES	\$ 50,000	\$ 50,301	\$ 55,000	\$ 18,481	\$ 5,184	33.60%
PETROLEUM PRODUCTS	\$ 70,000	\$ 49,025	\$ 77,070	\$ 14,322	\$ 3,227	18.58%
<b>TOTAL</b>	<b>\$ 155,000</b>	<b>\$ 136,246</b>	<b>\$ 177,070</b>	<b>\$ 40,320</b>	<b>\$ 11,988</b>	<b>22.77%</b>
<b>HIGHWAY GARAGE</b>						
ELECTRICITY	\$ 4,000	\$ 936	\$ 6,000	\$ -	\$ -	0.00%

**Town of Norwich**  
**Expenditures Detail**  
**October 31, 2023 Unaudited**

DESCRIPTION	FY 23 Budget	FY 23 Actual	FY 24 APPROVED	FY 24 YTD	Current Month Oct. 31, 2023	FY 24 PERF
PROPANE	\$ 9,000	\$ 4,915	\$ 10,395	\$ -	\$ -	0.00%
TELEPHONE (Inc. Internet)	\$ 6,500	\$ 4,507	\$ 6,950	\$ 1,083	\$ 276	15.58%
SUPPLIES	\$ 8,250	\$ 4,968	\$ 8,800	\$ 3,997	\$ 793	45.42%
ALARM MONITORING	\$ 900	\$ 119	\$ 1,000	\$ 335	\$ -	33.50%
REPAIRS & MAINTENANCE	\$ 7,750	\$ 7,159	\$ 8,300	\$ 2,989	\$ 405	36.01%
TOOLS	\$ 7,250	\$ 16	\$ 7,775	\$ 135	\$ -	1.74%
ADMINISTRATION	\$ 5,000	\$ 10,547	\$ 5,300	\$ 270	\$ 100	5.09%
<b>TOTAL</b>	<b>\$ 48,650</b>	<b>\$ 33,168</b>	<b>\$ 54,520</b>	<b>\$ 8,808</b>	<b>\$ 1,574</b>	<b>16.16%</b>
<b>CAPITAL EXPENDITURES</b>						
DESIGNATED FUND-EQUIPMENT	\$ 40,000	\$ 40,000	\$ 75,000	\$ 75,000	\$ -	100.00%
DESIGNATED FUND-SIDEWALK	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	100.00%
DESIGNATED FUND-PAVING	\$ 45,000	\$ 45,000	\$ 75,000	\$ 75,000	\$ -	100.00%
DESIGNATED FUND-BRIDGES	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	100.00%
DESIGNATED FUND-GARAGE	\$ 25,000	\$ 25,000	\$ 27,000	\$ 27,000	\$ -	100.00%
<b>TOTAL</b>	<b>\$ 220,000</b>	<b>\$ 220,000</b>	<b>\$ 287,000</b>	<b>\$ 287,000</b>	<b>\$ -</b>	<b>100.00%</b>
<b>GRANTS</b>						
VTRANS - PAVING GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Culvert Grant				\$ 1,622	\$ 1,622	
FEMA GRANT	\$ -	\$ -	\$ -	\$ 20,091	\$ -	0.00%
Two Rivers-Betr Back Road					\$ -	0.00%
BETTER ROADS / GRANTS IN AID	\$ -	\$ 4,310	\$ -	\$ 40,174	\$ 982	0.00%
VTRANS - BIKE & PED	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
VTRANS - TAP GRANT (Tigertown Culverts - 20%)	\$ -	\$ 645,132	\$ -	\$ -	\$ -	0.00%
VTRANS - STRUCTURES GRANT (10% Local)	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 649,442</b>	<b>\$ -</b>	<b>\$ 61,887</b>	<b>\$ 2,604</b>	<b>0.00%</b>
<b>TOTAL-HIGHWAY DIVISION</b>	<b>\$ 1,531,661</b>	<b>\$ 1,983,170</b>	<b>\$ 1,738,591</b>	<b>\$ 564,620</b>	<b>\$ 71,728</b>	<b>32.48%</b>
<b>BUILDINGS &amp; GROUNDS DIVISION</b>						
BUILDING & GROUND WAGES	\$ 96,545	\$ 71,513	\$ 105,475	\$ 28,644	\$ 7,674	27.16%
OVERTIME WAGES	\$ 5,793	\$ 1,522	\$ 6,000	\$ 216	\$ 113	3.60%
PAGER COMPENSATION	\$ 750	\$ 1,034	\$ 750	\$ -	\$ -	0.00%
FICA	\$ 6,478	\$ 4,749	\$ 6,958	\$ 1,765	\$ 476	25.37%
MEDICARE	\$ 1,463	\$ 1,111	\$ 1,627	\$ 413	\$ 111	25.37%
HEALTH INSURANCE	\$ 29,180	\$ 16,960	\$ 24,570	\$ 11,590	\$ 3,977	47.17%
DISABILITY & LIFE INSURANCE	\$ 1,089	\$ 694	\$ 1,088	\$ 388	\$ 94	35.69%
DENTAL INSURANCE	\$ 884	\$ 735	\$ 884	\$ 288	\$ 72	32.57%
RETIREMENT	\$ 7,052	\$ 4,919	\$ 7,525	\$ 1,955	\$ 526	25.98%
<b>TOTAL</b>	<b>\$ 149,233</b>	<b>\$ 103,238</b>	<b>\$ 154,877</b>	<b>\$ 45,259</b>	<b>\$ 13,044</b>	<b>29.22%</b>
<b>MATERIALS</b>						
GARDEN SUPPLIES & PLANTS	\$ 1,575	\$ 418	\$ 1,575	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 1,575</b>	<b>\$ 418</b>	<b>\$ 1,575</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>
<b>CONTRACTED SERVICES</b>						
FOLEY PARK & MEDIANS	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
UNIFORMS	\$ 4,800	\$ 2,550	\$ 5,100	\$ 840	\$ 180	16.47%
<b>TOTAL</b>	<b>\$ 4,800</b>	<b>\$ 2,550</b>	<b>\$ 5,100</b>	<b>\$ 840</b>	<b>\$ 180</b>	<b>16.47%</b>
<b>EQUIPMENT</b>						
OUTSIDE REPAIRS	\$ 2,000	\$ 106	\$ 2,100	\$ -	\$ -	0.00%
PARTS & SUPPLIES	\$ 2,500	\$ 2,602	\$ 2,600	\$ 370	\$ 254	14.23%
PETROLEUM PRODUCTS	\$ 2,800	\$ 616	\$ 3,083	\$ 1,029	\$ 225	33.39%
TOOLS	\$ 500	\$ 136	\$ 550	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 7,800</b>	<b>\$ 3,459</b>	<b>\$ 8,333</b>	<b>\$ 1,399</b>	<b>\$ 478</b>	<b>16.79%</b>
<b>CAPITAL EXPENDITURES</b>						
DESIGNATED FUND-EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>
<b>TOTAL-BUILDING AND GROUNDS DIVISION</b>	<b>\$ 163,408</b>	<b>\$ 109,665</b>	<b>\$ 169,885</b>	<b>\$ 47,498</b>	<b>\$ 13,702</b>	<b>27.96%</b>
<b>SOLID WASTE DIVISION</b>						
TRANSFER STATION WAGES	\$ 43,097	\$ 46,181	\$ 45,482	\$ 13,684	\$ 3,467	30.09%
FICA	\$ 2,672	\$ 2,872	\$ 2,820	\$ 867	\$ 215	30.75%
MEDICARE	\$ 603	\$ 672	\$ 659	\$ 203	\$ 50	30.75%
<b>TOTAL</b>	<b>\$ 46,372</b>	<b>\$ 49,724</b>	<b>\$ 48,961</b>	<b>\$ 14,754</b>	<b>\$ 3,732</b>	<b>30.13%</b>
<b>CONTRACTED SERVICES</b>						
GUVSWMD ASSESSMENT	\$ 36,120	\$ 36,120	\$ 32,508	\$ 32,508	\$ -	100.00%
MUNICIPAL SOLID WASTE	\$ 51,250	\$ 45,393	\$ 52,650	\$ 16,786	\$ 12,744	31.88%
RECYCLING	\$ 42,250	\$ 43,712	\$ 45,300	\$ 8,176	\$ 4,148	18.05%
C & D WASTE DISPOSAL	\$ 10,250	\$ 14,362	\$ 15,600	\$ 3,622	\$ 1,363	23.22%
FOOD WASTE DISPOSAL	\$ 21,250	\$ 24,654	\$ 22,780	\$ 7,647	\$ 5,593	33.57%
UNIFORMS	\$ 500	\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 161,620</b>	<b>\$ 164,241</b>	<b>\$ 168,838</b>	<b>\$ 68,739</b>	<b>\$ 23,847</b>	<b>40.71%</b>
<b>EQUIPMENT</b>						
PARTS & SUPPLIES	\$ 1,000	\$ 1,384	\$ 1,075	\$ 416	\$ 51	38.68%
REPAIRS & MAINTENANCE	\$ 3,000	\$ 6,390	\$ 3,000	\$ 1,735	\$ -	57.82%
SMALL EQUIPMENT	\$ 500	\$ -	\$ 500	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 4,500</b>	<b>\$ 7,774</b>	<b>\$ 4,575</b>	<b>\$ 2,150</b>	<b>\$ 51</b>	<b>47.00%</b>
<b>TRANSFER STATION</b>						
PURCHASED SERVICES	\$ 2,500	\$ 825	\$ 4,000	\$ 1,500	\$ -	37.50%
ELECTRICITY	\$ 2,250	\$ 5,197	\$ 2,300	\$ 1,503	\$ 399	65.36%
PROPANE	\$ 750	\$ 608	\$ 866	\$ -	\$ -	0.00%
TELEPHONE	\$ 500	\$ 447	\$ 525	\$ 145	\$ 38	27.66%
ADMINISTRATION	\$ 1,000	\$ 1,960	\$ 1,000	\$ -	\$ -	0.00%
FRANCHISE TAX TO VERMONT	\$ 2,000	\$ 715	\$ 2,150	\$ 776	\$ 405	36.08%
<b>TOTAL</b>	<b>\$ 9,000</b>	<b>\$ 9,752</b>	<b>\$ 10,841</b>	<b>\$ 3,924</b>	<b>\$ 841</b>	<b>36.20%</b>

**Town of Norwich**  
**Expenditures Detail**  
**October 31, 2023 Unaudited**

DESCRIPTION	FY 23 Budget	FY 23 Actual	FY 24 APPROVED	FY 24 YTD	Current Month Oct. 31, 2023	FY 24 PERF
<b>CAPITAL EXPENDITURES</b>						
DESIGNATED FUND-EQUIPMENT	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -	100.00%
	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -	
<b>TOTAL-TRANSFER STATION DIVISION</b>	<b>\$ 221,492</b>	<b>\$ 231,490</b>	<b>\$ 238,215</b>	<b>\$ 94,568</b>	<b>\$ 28,471</b>	<b>39.70%</b>
<b>TRACY HALL</b>						
WATER USAGE	\$ 875	\$ 714	\$ 900	\$ 160	\$ 160	17.78%
ELECTRICITY	\$ 16,000	\$ 13,127	\$ 18,192	\$ 2,464	\$ 523	13.55%
HEATING	\$ 15,000	\$ 15,869	\$ 18,750	\$ -	\$ -	0.00%
ALARM MONITORING	\$ 1,250	\$ 119	\$ 1,300	\$ 642	\$ -	49.38%
ELEVATOR MAINT	\$ 3,250	\$ 4,307	\$ 3,300	\$ 1,346	\$ -	40.79%
CUSTODIAN PAGER	\$ 750	\$ -	\$ 750	\$ -	\$ -	0.00%
BUILDING SUPPLIES	\$ 4,200	\$ 2,801	\$ 4,300	\$ 1,495	\$ 1,495	34.76%
REPAIRS & MAINT	\$ 10,000	\$ 13,982	\$ 10,300	\$ 10,011	\$ 8,818	97.20%
BANDSTAND & SIGN ELECTR (Inc Huntley EV Charge)	\$ 2,500	\$ 1,223	\$ 2,500	\$ 522	\$ 205	20.89%
DESIGNATED FUND-TRACY HALL	\$ -	\$ 1,250	\$ -	\$ -	\$ -	0.00%
<b>TOTAL TRACY HALL</b>	<b>\$ 53,825</b>	<b>\$ 53,391</b>	<b>\$ 60,292</b>	<b>\$ 16,641</b>	<b>\$ 11,200</b>	<b>27.60%</b>
<b>TOTAL PUBLIC WORKS DEPARTMENT</b>	<b>\$ 1,970,385</b>	<b>\$ 2,377,717</b>	<b>\$ 2,206,983</b>	<b>\$ 723,327</b>	<b>\$ 125,102</b>	<b>32.77%</b>
<b>DEBT SERVICE EXPENDITURES</b>						
PUBLIC SAFETY FACILITY BOND - PRINCIPAL	\$ 47,000	\$ 47,000	\$ 47,000	\$ 47,000	\$ 47,000	100.00%
Windsor County Bond		\$ 18,433	\$ -	\$ -	\$ -	0.00%
Windsor County Equalization		\$ 40,397	\$ -	\$ -	\$ -	0.00%
PUBLIC SAFETY FACILITY - INTEREST	\$ 46,381	\$ 45,437	\$ 49,500	\$ 22,447	\$ 22,447	45.35%
BROWNS SCHOOLHOUSE RD PED. BRIDGE - PRIN/INT	\$ 14,000	\$ -	\$ 14,400	\$ 13,140	\$ -	91.25%
Browns SH Rd Bridge Inter			\$ -	\$ 903	\$ -	
PUBLIC SAFE BLDG / HIGH. GARAGE ADD. - "OVER."	\$ 48,000	\$ 48,000	\$ 49,000	\$ 48,000	\$ -	97.96%
PUBLIC SAFE BLDG / HIGH. GARAGE ADD. - INTEREST	\$ 7,500	\$ 4,236	\$ 7,500	\$ 2,890	\$ -	38.54%
FEMA LTR OF CREDIT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
FEMA LTR OF CREDIT - INTEREST PAID TO CLOSEOUT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 162,881</b>	<b>\$ 203,503</b>	<b>\$ 167,400</b>	<b>\$ 134,380</b>	<b>\$ 69,447</b>	<b>80.27%</b>
<b>TAX EXPENDITURES</b>						
TAX ADJUSTMENTS & ABATEMENT	\$ 3,000	\$ 18,019	\$ 3,000	\$ -	\$ -	0.00%
INTEREST EXPENSE		\$ 7		\$ -	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 3,000</b>	<b>\$ 18,026</b>	<b>\$ 3,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>
<b>INSURANCES</b>						
SOCIAL SECURITY	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
COBRA (Inc. an HRA adjust. In FY20 Actual)	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
UNEMP INS RATE ASSMT	\$ 3,250	\$ 4,042	\$ 3,300	\$ 1,067	\$ -	32.33%
PROP & CAS INSURANCE	\$ 90,000	\$ 120,583	\$ 92,000	\$ 29,353	\$ 1,000	31.90%
WORKER'S COMP INS	\$ 95,000	\$ 69,953	\$ 97,000	\$ 18,809	\$ -	19.39%
<b>TOTAL</b>	<b>\$ 188,250</b>	<b>\$ 194,578</b>	<b>\$ 192,300</b>	<b>\$ 49,228</b>	<b>\$ 1,000</b>	<b>25.60%</b>
<b>TOTAL TOWN EXPENDITURES</b>	<b>\$ 4,958,866</b>	<b>\$ 5,445,340</b>	<b>\$ 5,522,124</b>	<b>\$ 1,954,752</b>	<b>\$ 468,586</b>	<b>35.40%</b>
<b>OTHER MONETARY ARTICLES</b>						
ADVANCE TRANSIT	\$ 13,514	\$ 13,514	\$ 13,920	\$ 6,960	\$ 6,960	50.00%
CATV	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	100.00%
CLIMATE EMERGENCY FUND	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
ASH BORER REMEDIATION FUND	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	0.00%
POLICING STUDY	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
GOOD BEGINNINGS	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	100.00%
GREEN MOUNTAIN ECONOMIC DEVELOPMENT CORP	\$ 1,659	\$ 1,705	\$ 1,705	\$ 1,705	\$ 1,705	100.00%
HEADREST	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	100.00%
NORWICH AMERICAN LEGION	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	100.00%
NORWICH CEMETERY ASSOCATN	\$ 20,000	\$ 20,000	\$ 20,000	\$ 10,000	\$ 10,000	50.00%
NORWICH CHILD CARE SCHOLARSHIP	\$ 4,348	\$ 4,348	\$ 4,348	\$ 4,348	\$ 4,348	100.00%
NORWICH COMMUNITY NURSE			\$ 5,000	\$ 5,000	\$ 5,000	100.00%
NORWICH HISTORICAL SOCIETY	\$ 8,000	\$ 8,000	\$ 8,000	\$ 4,000	\$ 4,000	50.00%
NORWICH LIONS CLUB FIREWORKS	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	100.00%
NORWICH PUBLIC LIBRARY - OPERATING	\$ 300,000	\$ 300,000	\$ 337,000	\$ 168,500	\$ 168,500	50.00%
PUBLIC HEALTH COUNCIL OF THE UPPER VALLEY	\$ 337	\$ 337	\$ 337	\$ 337	\$ 337	100.00%
SENIOR SOLUTIONS	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	100.00%
SEVCA	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	100.00%
SPECIAL NEEDS SUPPORT CENTER	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	100.00%
THE FAMILY PLACE	\$ 6,000	\$ 6,000	\$ 6,000	\$ 3,000	\$ 3,000	50.00%
UPPER VALLEY TRAILS ALLIANCE	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	100.00%
VISITING NURSE ASSOC. & HOSPICE	\$ 18,500	\$ 18,500	\$ 18,500	\$ 9,250	\$ 9,250	50.00%
WHITE RIVER COUNCIL ON AGING	\$ 5,300	\$ 5,300	\$ 5,300	\$ 2,650	\$ 2,650	50.00%
WINDSOR COUNTY MENTORS	\$ 1,000	\$ 1,000	\$ 2,500	\$ 2,500	\$ 2,500	100.00%
WISE	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	100.00%
YOUTH-IN-ACTION	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	100.00%
<b>TOTAL VOTED MONETARY ARTICLES</b>	<b>\$ 416,608</b>	<b>\$ 416,654</b>	<b>\$ 450,560</b>	<b>\$ 246,200</b>	<b>\$ 246,200</b>	<b>54.64%</b>
<b>TOTAL TOWN EXPENDITURES IF ALL</b>	<b>\$ 5,375,474</b>	<b>\$ 5,861,993</b>	<b>\$ 5,972,683</b>	<b>\$ 2,200,951</b>	<b>\$ 714,786</b>	<b>36.85%</b>

General

Account	Curr Yr Pd 4 Oct Encumbrances	Curr Yr Pd 4 Oct Actual
<b>ASSET</b>		
01-1-001 CASH	0.00	3,297,499.21
01-1-002 INVESTMENTS	0.00	2,039,286.01
01-1-003 RECEIVABLES		
01-1-0030 ACCOUNTS RECEIVABLE	0.00	0.78
01-1-0031 GRANT RECEIVABLE	0.00	39,500.00
01-1-0032 NOTES RECEIVABLE	0.00	0.00
01-1-0034 TAXES RECEIVABLE	0.00	9,389,622.79
<b>Total RECEIVABLES</b>	<b>0.00</b>	<b>9,429,123.57</b>
01-1-004 OTHER ASSETS	0.00	148,157.36
01-1-090000.00 DUE FROM/TO OTHER FUND	0.00	-3,588,267.71
<b>Total Asset</b>	<b>0.00</b>	<b>11,325,798.44</b>
<b>LIABILITY</b>		
01-2-001 ACCOUNTS PAYABLE	0.00	5,924,829.41
01-2-002 GRANT LIABILITY	0.00	0.00
01-2-003 OTHER LIABILITIES	0.00	0.00
01-2-004 DEFERRED REVENUES	0.00	58,800.00
<b>Total Liability</b>	<b>0.00</b>	<b>5,983,629.41</b>
<b>FUND BALANCE</b>		
01-3-0011 RESERVE-FUND BALANCE	0.00	0.00
01-3-0013 UNRESTRICTED FUNDS	0.00	1,810,353.03
<b>Total Prior Years Fund Balance</b>	<b>0.00</b>	<b>1,810,353.03</b>
Fund Balance Current Year	0.00	3,531,816.00
<b>Total Fund Balance</b>	<b>0.00</b>	<b>5,342,169.03</b>
<b>Total Liability, Reserves, Fund Balance</b>	<b>0.00</b>	<b>11,325,798.44</b>

# NORWICH FIRE DEPARTMENT NOVEMBER SB REPORT



**PREPARED BY:** FIRE CHIEF ALEX NORTHERN

**DATE:** 11/13/23

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The NFD applied for and received a grant from the Vermont Rural Fire Protection Task Force (RFPTF), which funds rural dry hydrants used in areas of our town where there are no water mains.

In early October, the RFPTF, L & M Construction (of Norwich) and members from the NFD completed the installation of a new dry hydrant in a private pond located at 1850 New Boston Rd. The addition of this dry hydrant is part of our efforts to improve fire protection in the rural portions of Norwich.

The Norwich Fire Department has been in the process of improving fire protection in our Town by installing dry hydrants to improve the availability and accessibility of water for firefighting purposes. The RFPTF through the Vermont Association of Conservation Districts (VACD) provides grant funding to the Norwich Fire Department for the development of rural hydrant locations.

Dry hydrants are one method of providing water for firefighting in areas where there are no water mains. A dry hydrant consists of a 6 to 8-inch pipe with a fitting to which a pump/tanker truck can attach. The pipe connects to a water source (pond or stream) that can supply at least 60,000 gallons under drought conditions. This is but one example of the service the Norwich Fire Department provides in preparation for the next alarm.

Sincerely,

*Alexander Northern*

Town of Norwich Fire Chief



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

FIRE CALLS	16
EMS CALLS	14
FIRE MUTUAL AID	1

**IREC Progress Report  
Town of Norwich VT  
October 2023**

- The MERP Level 2 energy assessment at Tracy Hall has been awarded but not yet scheduled. Vermont BGS will be announcing the next rounds of assessments this month and Tracy Hall is expected to be on the list.
- As a reminder, the assessment will include a Blower Door test to determine the air leakage in the building. This will require that all windows and exterior doors remain closed during the 1-to-2-hour test.
- The new parts have been installed on the EV charging station at Dan & Whit's. Since August of 2022 this charger has frequently gone off-line. The manufacturer ChargePoint evaluated the charging station and determined that some parts required replacement. The parts were ordered in August 2022 and not received until October 2023 (reports of supply chain, COVID and staffing problems). The charger was inoperative for most of this time period so we are currently working to receive the network and service contract for a full year with no charge to make up for this time. The EV charger is currently on line, but it has kicked offline at least once since the repair. It is being monitored.
- I am currently working with town staff to review the EV charger contracts and responsibilities. There has been significant staff turn-over since the EV chargers were first installed, so the documents and status are being reviewed and updated.

Respectfully submitted,

Jeff Grout, TRORC IREC

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

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



# NORWICH POLICE DEPARTMENT



CHIEF OF POLICE

MATTHEW S. ROMEI

P.O. Box 311 ~ 10 Hazen Street ~ Norwich VT 05055 ~ 802-649-1460 ~ FAX 802-649-1775  
email: matthew.s.romei@vermont.gov

## MONTHLY REPORT

## OCTOBER 2023

**PREPARED BY:** Matthew Romei  
Chief of Police

**DATE:** November 15<sup>th</sup>, 2023

### Activity:

The Norwich Police Department received 80 calls for service during the month of October. Thirteen were received when no Norwich officer was on duty. VSP did not respond to any of them so they were held until the next time a Norwich officer was on duty. Officers made 13 motor vehicle stops, resulting in 5 tickets and 8 written warnings.

**Crime:** We are seeing another uptick in fraud cases in New England. Just a reminder that you will *never* receive a call from a legitimate law enforcement agency demanding gift cards or an electronic (or physical for that matter) transfer of money.

### Training:

Officer Ingraham attended a 2-day training, Leadership for the Future. Chief Romei completed the annual requirement for Fair & Impartial Policing, as well as attending a program delivered by the Rural Domestic Preparedness Consortium on School Crisis Incident Management. As we wrap up the calendar year, we have a few more items to check off on our annual requirements for the Vermont Criminal Justice Council. We are already looking out to next year to see what new training we can bring to the Upper Valley for our officers and our partner agencies.

### Items of Note:

The new speed signs were installed on October 12. NPD participated in the National Drug Take Back Day on October 28. Approximately 17 pounds of expired and/or wanted medication was collected. You can come by the Police Department and get a pre-paid envelope to mail in any unused medications for disposal. Please don't flush them! Chief Romei was on hand to pass out candy and glow sticks for Halloween and the NorWitchy Woods Walk.

We are back on Standard Time and the days are shorter, which means we often commute in the dark. Please slow down and use your headlights! Also, if you haven't made the swap over to Winter Tires – that first snow is coming, so better get a move on!

~Chief~

	August	September	October
911 Hangup	1	0	2
Agency Assist	7	9	4
Animal Problem	4	4	3
Burglary	2	0	0
Burglary Alarm	6	4	2
Citizen Assist	8	7	4
Citizen Dispute	1	0	1
Directed Patrol	10	14	15
Crash - Damage	3	6	2
Crash - Injury	1	1	0
Death Investigation	1	1	
Foot Patrol	3	8	4
Misc	6	9	5
Found Property	1	0	1
Fraud	6	0	2
Intoxication	2	0	0
Juvenile Issue	1	0	0
Lockout	1	0	1
Missing Person	0	0	1
MV Complaint	10	3	6
Noise	1	0	2
Overdose	0	1	0
Panic Alarm	0	1	0
Parking Problem	0	0	2
Suspicious	7	3	4
Special Detail/Public Speaking			7
Theft	2	0	3
Threats	1	0	0
Traffic Hazard	1	4	1
Trespassing	4	2	0
Vandalism	2	1	1
Welfare Check	1	5	2
Total Calls	97	83	80

**PREPARED BY:** BRIE SWENSON, RECREATION DIRECTOR

**DATE:** NOVEMBER 3<sup>RD</sup>, 2023

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**Huntley Meadows** – Huntley was overseeded, aerated and composted for the first time in about 3 years. This should set us up well for next spring, since the seed and compost will have time to overwinter. Girard baseball field and the softball field were finished this month.

**Barrett Memorial Playground** – Tuck Serves came in to help move playground chips into place so that we will be ready for the installation of the fitness equipment.

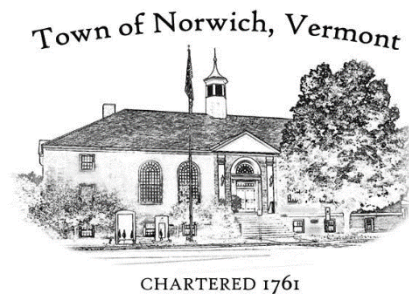
**Beaver Meadow Bridge Project** – Funding is nearly complete, and the bridge has been ordered. Site work on the approach and trail was completed with volunteer labor and additional soil from the Barrett Playground project.

**Fall youth programs** – Soccer, Fall Ball, Mountain Biking and Trail Running finished their season over the final week of the month. Our K-2 programs ended with a jamboree at CCBA, and the 5/6 girls team challenged our 5/6 boys to a season-ending game that was great fun for both teams.

**Winter youth programs** – All programs opened mid-month. 5/6 girls and 3/4 boys have enough players for two teams, and all other programs have already fielded enough players for one team each. Two educators have offered to host an 'Open Gym' basketball program for middle school aged players on Sundays. Our K-2<sup>nd</sup> graders have a high registration rate, which follows what we saw in both lacrosse and soccer this year

**Winter adult programs** –The HIIT program has remained very popular. Futsal and Pickleball will be joining Yoga as our Tracy Hall programs for adults. At Marion Cross, volleyball, Basketball, Table Tennis and Badminton resumed mid-September. Futsal will join the Marion Cross programs this month.

**Special events** – The NorWitchy Woods Walk took place on a cold and rainy Sunday this year. Organizations in attendance included: the Upper Valley Trails Alliance, King Arthur Baking Company, The Family Place, Richmond Middle School Student Council, Dan & Whit's, Youth-in-Action, Crossroads Academy, Norwich Library, Norwich Police department, Norwich Lions Club, Norwich Congregational Church, Norwich Women's Club. Over 300 participants walked the trails to visit tables for treats and crafts. Halloween night was also very cold, and Tracy Hall (serving as a warming space) was popular all night. We hosted face painting in Tracy Hall and bag decorating at the Norwich Inn with cider and hot chocolate. We also sent out flyers in the weeks before, detailing every special event happening around town, as well as which streets were open for trick-or-treating.



### **Q3 Clerk's Report – July to September 2023 Submitted 10/26/2023**

Our summer was fairly quiet, with revenue from recordings cut almost in half compared to Q3 of 2022 as the COVID-induced wave of home purchases continued to subside. All other revenues were roughly comparable year to year.

Recording and Restoration revenue: \$6515 (at \$15 per page, \$11 per page to the general fund and \$4 per page to Fund 45 – Restoration and Digitization.)

Deed Copies: \$385 (at \$1 per page)

Research Time: \$78 (at \$4 per hour)

Dog Licenses issued: 11

Marriage Licenses Issued: 14

Deaths: 6

Births: 0 in town; one Norwich resident was born in Randolph VT. (We don't get data for Norwich residents born in NH.)

Hunting and Fishing Licenses Issued: 15

Land Postings recorded: 13

Green Mountain Passports issued: 2

Vehicle Registration Renewals: 0

#### **Clerk's Office Updates:**

**As of October 20<sup>th</sup>, the Clerk's office is no longer offering vehicle registration renewal.** Judy and I made this decision based on the following:

1. Renewing registrations through the clerk's office takes longer and costs the customer more than when the customer renews on their own by mail or online.
2. Stickers (the main reason people wanted to renew through the clerk's office) are no longer being issued by the DMV as of 11/01/2023.



3. We renewed five registrations in FY22 and 12 in FY23. These numbers are not high enough to warrant maintaining the program.

Please note that we are happy to help you negotiate the DMV website if you do not have access to an internet-connected computer, but you will need to pay to renew your registration with a credit card online. You can also make an appointment to renew in person in White River Junction, Springfield, Rutland, St. Johnsbury, or Montpelier.

Finally: if you renew online you will be given a receipt which acts as a temporary registration until your new registration arrives in the mail. Any police officer who stops you will be satisfied upon production of this piece of paper. If you are unable to print it, please consider using one of Norwich Public Library's computers and printing there, or email a copy to yourself to keep on your phone.

