

Norwich Selectboard
Regular Meeting – April 10, 2024 – 6:30 p.m.

Participation: Hybrid In Person & ZOOM & JAM

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)

NOTE: To be admitted to Zoom, you must display a First and Last Name

Welcome & Introductions

1. Agenda – Discussion/Motion
2. Chair’s Report
3. Public Comments for Items not on the Agenda – Discussion
4. Selectboard and Town Manager Goals (1 hour max) – Discussion/Possible Motion(s)
 - a. Selectboard Goals
 - b. Town Manager Goals
 - c. Town Manager’s Input on Goals & Priorities
5. Committee Appointments – Interviews/Discussion/Motions
6. Olcott Road Bridge Update - Discussion
7. FERC Letter – Final Approval – Discussion/Motion
8. Receipt of Correspondence – Review/Discussion
9. Approval of Minutes – March 27, 2024 – Discussion/Motion
10. Approval of AP Warrant(s) – Discussion/Motion
11. Draft Policy – Resolutions and Letters of Support – Discussion/Possible Motion
12. Adjournment – Motion

Future Meeting Dates and Potential Topics

Day	Date	Meeting Type	Time & Content	Other Notes
Wednesday	4/24/2024	Regular: in Tracy Hall & Zoom & JAM	6:30 p.m. Selectboard business	April committee appointments
Wednesday	5/8/2024	Regular: in Tracy Hall & Zoom & JAM	6:30 p.m. Selectboard business;	

Ongoing and future work

Town Manager’s Office

- Personnel Policies – requested completion by March 2024
- H.R. structure, ID nature of assistance, scope/purpose
- Compensation Study – in progress
- Tracy Hall Study – in progress
- Energy Audit – completed – awaiting results
- On-going hiring and interviews for open positions

Selectboard

- Selectboard Goals
- Town Manager Goals
- Committee Appointments
- Develop Charge for Green Procurement Team
- Review and Update Policies
- Tracy Hall Planning
- Updates to Condrey Report
- Walkability Corridor
- Update Fee Schedule
- Update & Adopt Capital Plan
- Website Improvements – New Software?
- Handbook for Committees, Commissions & Boards
- Committees: coordination with overall town priorities
- Town Manager Evaluation
- FY26 Budget Planning

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

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

Name: Michael J Loots

Address: 253 River Rd. Norwich Vt. 05055

Day phone: 515-571-3036

Evening phone: 515-571-3036

E-mail: mrmloots@gmail.com

Position Applied For: Conservation Commision

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

Terms:

Years:

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

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

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

I am employed full time and have a family, but am dedicated to service

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

I have a MS in Conservation Leadership and many years working in non-profits and education. I currently teach Climate and Environmental Science at the Montshire, and am an avid outdoorsperson.

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

I don't currently serve in an official capacity on any boards or otherwise.

5. Education and Current Employment

Name of Company: Montshire Museum

Location: Norwich, VT

Title: Climate and Environmental Programs

Describe your work:

I teach climate and environmental programs, mostly to youth, through a variety of hands on, action based, programs

6. Pertinent Education and/or Experience:

MS- Conservation Leadership. Colorado State University

Permaculture Design Certification

Project Wet, Wild, Learning Tree, and Aldo Leopold Education Certifications

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

Comments:

I am a relatively recent relocation to Norwich, although my wife grew up here. I have always striven to serve the natural community in those places I have dwelled and I have enjoyed working with the current commissioners in a limited capacity in my role as an educator at the Montshire. I would be honored and proud to lend my energy to Norwich.

Signature



Date

3/13/2024

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

Name: Robert Gere

Address: 1399 Union Village Rd.

Day phone: 802-649-5267 Evening phone: 802-649-5267

E-mail: rgere@mac.com

Position Applied For: Norwich Energy Committee

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

Terms: 1 2 previous

Years: 1 4 previous

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

Evening: (Yes No Morning: (Yes No

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

[Redacted]

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

previous experience on the board and general town service

[Redacted]

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

Energy Committee, Selectboard, Developement Review Board, Justice of the Peace, Article 36 Task Force

[Redacted]

5. Education and Current Employment

Name of Company:

Location:

Title:

Describe your work:

Retired

6. Pertinent Education and/or Experience:

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

No). If yes, please explain:

Comments:

Actions (or inactions) on energy issues are critical to Norwich's future climate challenges and resilience to climate change. The Energy Committee is dedicated to assisting the Selectboard as it looks to address these issues and I believe I have been of service to the Committee and wish to continue.

Signature



Date

3/25/2024

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

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

Name: Linda Gray

Address: 175 Kerwin Hill Rd

Day phone: 802-649-2032

Evening phone: 802-649-2032

E-mail: linda.c.gray@gmail.com

Position Applied For: Energy Committee

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

Terms: 5

Years: ~515

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

Evening: (Yes No Morning: (Yes No

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

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

through service on the Energy Comm, I am very familiar with up-to-date

energy advice for homeowners, with counterparts in other towns and

across the state, and with state policy initiatives

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

Norwich and Dresden School Boards, 1998-2008; alternate, District 3 Enviro-

mental Commission, 2012-2021; currently: Norwich Justice of the Peace;

member, Development Review Board since 2021

5. Education and Current Employment

Name of Company: retired

Location:

Title:

Describe your work:

6. Pertinent Education and/or Experience:

B.A., College of William & Mary

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

Comments:

Signature

/s/ Linda C. Gray

Date

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(802) 649-1419 Ext. 101 or 102

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

Name: Thomas C. Griggs

Address: 181 Dutton Hill Rd

Day phone: 435-890-9698

Evening phone: 435-890-9698

E-mail: tcgriggs@gmail.com

Position Applied For: Norwich Energy Committee

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

Terms:

Years:

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

Evening: (Yes No Morning: (Yes No

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

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

I have researched and implemented numerous energy and materials conserva

I have researched and experienced heat pumps, spray-foam and conventional

My former research and teaching career included assessment of bioenergy fee

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

None. I serve on the Board of Directors of the Upper Valley Rowing Foundation

5. Education and Current Employment

Name of Company: Skyview Grassland Consulting Location: Norwich, VT

Title: Sole member

Describe your work:

I work part-time as a technical service provider to grass-based Vermont sheep, beef, and

6. Pertinent Education and/or Experience:

Research and teaching experience as Assistant and Associate Professor in forage crop

Selection of insulation, heat pump, and solar photovoltaic system models and contracts

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

No). If yes, please explain:

Comments:

I am a life-long learner and would look forward to learning from other committee and community

I enjoy communicating about creative ways to reduce energy use and environmental impact

Signature

Thomas C. Griggs

Date

April 2, 2024

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

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

Name: *Wilfred Smith*

Address: *1445 New Boston Rd, Norwich, VT 05055*

Day phone: *802-649-7008*

Evening phone: *802-649-7008*

E-mail: *wsmith4203@gmail.com*

Position Applied For: *Energy Committee*

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

Terms:

Years:

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

Evening: **(Yes)** Morning: **(Yes)**.

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

No restrictions. Retired with time available.

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

Knowledge of electrical power production, generators, alternators, batteries, passive solar, energy conservation, Electric Vehicles (EV's), computer tech. Have management and organizational experience.

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

No past or current appointments.

Please note that this application is considered a public document

5. Education and Current Employment

Name of Company: Location: Title: **Retired**

Describe your work:

Former business owner: management, strategizing, research & marketing, e-commerce, IT.

6: Pertinent Education and/or Experience:

Courses: mathematics, drafting, electronics, computer technology at various institutions: UVM, VT State College System, various adult education courses. Former business owner with management and organizational skills, former machinist.

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

Comments:

I want to work with the Energy Committee to continue its current work addressing energy and climate issues and searching for new solutions going forward. I am interested in researching existing and new energy energy technologies. I am interested in what other towns in Vermont have done to achieve their alternative energy and conservation goals, and their other efforts to minimize global climate change.

Signature: Wilfred Smith Date: April 1, 2024

Please note that this application is considered a public document

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

Name: Neil Fulton

Address: 262 Hawk Pine Road

Day phone: 802-649-8498

Evening phone: 802-649-8498

E-mail: neil@nafulton.net

Position Applied For: Greater Upper Valley Solid Waste Management District

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

Terms: 6

Years: 12

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

Evening: (Yes No Morning: (Yes No

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

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

12 years on GUV Board, last 8 as chair, experience in municipal management

waste management, planning and economic development. Organic composting

organic transfer station, solar development.

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

Norwich Selectboard, Dresden Building Committees, none are current.

5. Education and Current Employment

Name of Company: Retired

Location:

Title:

Describe your work:

6. Pertinent Education and/or Experience:

See item 3.

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

Comments:

Signature

Neil Fulton

Date

March 22, 2024

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

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

Name: Pamela Smith

Address: 1445 New Boston Road, Norwich VT

Day phone: 802-649-7008

Evening phone: 802-649-7008

E-mail: psmith.finance@gmail.com

Position Applied For: **Trustee of Public Funds**

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

Terms: 1 3-yr term + 1 yr appointed

Years: 4

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

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

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

None anticipated

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

I have 35 years of experience in the field of accounting and finance

I am a retired and a former small business owner

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

Lister March 2019 - March 2023

TOPF March 2020- March 2024

Assistant Town Treasurer June 2022- March 2023

Selectboard March 2023 to present

5. Education and Current Employment

Name of Company: Retired

Location:

Title:

Describe your work:

6. Pertinent Education and/or Experience:

35 years in the field of accounting and finance

15 years as a small business owner

Bachelors Degree in Business and Professional Studies

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

If there are any conflicts between my role on the Selectboard and as a Trustee,

I will recuse myself.

Comments:

This is an appointment that will only run until the next election is held on August 13, 2024.



Signature

Date

3-27-2024

TO: Brennan Duffy, Town Manager
FROM: Chris Kaufman
RE: Olcott Road Bridge
DATE: April 4, 2024

This memorandum is an update to the Olcott Road Bridge Memorandum dated March 14, 2024. The DPW and Town Manager were recently notified by the potential developers that they are not willing to address the failed bridge and are delaying or refining their plans for development of the adjacent parcel located off Olcott Road. In light of this update, the following options as discussed in the last memorandum (and recently updated) were considered to immediately address the Olcott Bridge:

1. Continued rental of the 8' x 20' steel plate – The rental for the steel plate is approximately \$1,000 per month and although the plate provides temporary access for the resident, it is not a cost-effective long-term solution. Also, the plate should be wider to ensure larger vehicles to don't drive on the structure itself.
2. Purchase of a 10' x 20' steel plate – Purchase of a 1-inch thick 10' x 20' steel plate is approximately \$9,000. The steel plate is not a long-term solution and ultimately the bridge structure would need to be repaired or replaced.
3. Installation of a temporary bridge – The DPW met with several VTrans representatives onsite to discuss installation of a temporary bridge. The temporary bridge could be provided by the state at a rental fee of \$46 per month for a maximum of 4 years. The temporary bridge would require a contractor to pick up the bridge and install it onsite. The DPW received an estimate from a local contractor to install the temporary bridge for approximately \$14,000. This option is not a permanent solution and ultimately delays the inevitable requirement of repairing or replacing the permanent structure.
4. Replacing the existing bridge – The entire bridge structure, including the concrete abutments could be replaced, but this would require permitting, hydraulic study, bridge design, and complete replacement. This cost could be upwards of \$250,000, depending on the size of the structure required. Not a cost-effective solution for a Class 4 road with only one resident.
5. Repair of the existing bridge structure – The wood deck, railing structure, and the failed steel beams could possibly be replaced allowing the concrete abutments to stay in-place. This may possibly avoid the requirement to install new concrete abutments and thus having to change the footprint of the entire structure. This could avoid the necessity of lengthy and expensive permitting, hydraulic study, and a bridge design. A rough cost estimate was provided by a bridge contractor for approximately \$60,000. Prior to this work, it is recommended that the Town of Norwich hire a structural bridge engineer to evaluate the existing bridge structure to determine whether the concrete abutments are structurally sound and also to provide a recommended weight limit to maintain safety. The cost of hiring the engineer and the recommended repair is not fully known at this time.

Based on a review of these options, it is recommended the SB agree to allow the Public Works Director to hire a structural engineer to evaluate the bridge and based on their input, release a Request for Proposal (RFP) to determine the actual cost of the repair. The monies used for hiring the engineer and a corresponding repair would be allocated from the designated Bridge Fund 41. This has a projected balance of approximately \$638,000 in FY25. This is an unanticipated request and is not listed in the recently approved capital budget.

April 10, 2024

Town of Norwich, VT
300 Main St
Norwich, VT 05055

Debbie-Anne Reese, Secretary
Federal Energy Regulatory Commission
888 First Street, NE Room 1A
Washington, D.C. 20426

Via E-Filing

Re:

FERC No. 1904, Vernon Dam, Great River Hydro LLC
FERC No. 1855, Bellows Falls Dam, Great River Hydro LLC
FERC No. 1892, Wilder Dam, Great River Hydro LLC
Town of Norwich, Vermont comments on Great River Hydro LLC's
Applications for a Dam Relicensing

Dear Secretary Reese,

The Town of Norwich, VT is submitting comments in response to FERC's issuance of a "Ready for Environmental Assessment" and accompanying comment period for the Amended Final License Application (AFLA), submitted in December 2020 revised in June 2023, and in January 2024, for the three Great River Hydro LLC (GRH) dams listed and FERC No. referenced above.

I. Description

Seven and eight-tenths miles of the Connecticut River and its shoreline in Norwich, along with the Ompompanoosuc River estuary and other tributaries, will be affected by the proposed relicensing of GRH dams. These Connecticut River miles have been transformed into an impoundment to facilitate hydroelectric power generation. Clean energy production from all three dams will be a dominant and important use of the river for at least the next half century. However, other users of the river and its tributaries also have important rights and needs. Residences, businesses and nonprofits, agriculture, recreational facilities, and the Norwich Water District's drinking water aquifer are located riverside. A wide variety of wildlife species also use the riverside, the river itself, the estuary, and several tributary streams as their habitats. Therefore, the town of Norwich is providing public comments during this phase of dam relicensing emphasizing support for the comments from the Connecticut River Joint Commissions (CRJC) and the Connecticut River Conservancy (CRC), two important organizations who thoughtfully provide advice to public agencies regarding decisions about riverine policies, including dam relicensing.

II. Comments

1. *Dam Operations and Environmental Impacts*

The Town of Norwich agrees with the comments of the Connecticut River Conservancy (CRC) and the Connecticut River Joint Commissions (CRJC) outlining the potential benefits of the proposed dam operations. Changing dam operations to mimic more closely the natural daily and seasonal water levels has the potential to improve the river habitat for plants and wildlife. We also agree that the exact effect of these changes on water quality, sediment transport, bank erosion and the transport and accumulation of toxins, among other variables, is not known and should be studied continuously. Further, the interaction between this new water flow regime and the predicted extremes of precipitation and drought due to climate change are not even considered in the final application.

Norwich is vulnerable to threats from a reduction in water quality, flooding, river bank erosion, habitat loss and degradation, and toxins. Downtown Norwich gets its water from an aquifer that runs under the river from the town's northern boundary. Residents outside the downtown area rely on private wells. Any intrusion of toxins into the aquifer would cause irreparable damage to the town's water supply. Overall, water quality in the river has improved, allowing the public to enjoy recreation near and on the river. Decreases in water quality would cause significant harm to the town's economy and the ability of the public to recreate on the river. Norwich has already experienced significant bank erosion as a result of last summer's heavy rains, which caused a road collapse. Such events are likely to increase as a result of climate change. Climate change models predict a 60% increase in precipitation for New England, often in the form of intense rainfall. Periods of extreme drought are also predicted. Loss of habitat for plants and animals not only degrades Norwich's environment, but also affect recreation and the businesses that rely on it.

Comment: At the very least, FERC should require, as a condition of the license, that GRH hire an independent entity to continuously monitor water quality, flooding impacts, bank erosion, sediment transport, toxin levels and the health of plants and wildlife. This data must be made public and shared with essential stakeholders including the CRJC. As a user of the river, GRH must help pay the costs communities will face should adverse impacts occur because of the operation of the facilities. One mechanism for such contributions would be a Mitigation Enhancement Fund.

2. *Mitigation and Enhancement Funds*

The Town of Norwich requests the establishment of three Mitigation and Enhancement Funds to mitigate known adverse impacts, as well as for unforeseen impacts, and to improve recreational access to the river. Such funds should be a requirement of the license and must address river restoration, erosion and recreation.

A River Restoration Fund must include, but not be limited to the following: monitoring and restoring water quality and temperature, plant and animal habitat, including management of invasive species, fish passage, toxins, sediment transport and acquisition of development rights and property. In order to provide adequate money throughout the term of the license, GRH must pay a proportion of its profits into the fund yearly. Norwich seeks to protect its natural resources for their own sake, but also for recreation including wildlife viewing, fishing, boating, hiking and swimming. Its commitment to preserving its natural resources and making them accessible for recreation is reflected in the Norwich Town Plan adopted in 2020 http://norwich.vt.us/wp-content/uploads/2012/06/Norwich_Plan_2020-ADOPTED-Ir-.pdf. A breached dam on the Charles Brown Brook, a tributary of the Connecticut River, was recently not repaired by the town to improve fish habitat. A 2023 rare plant survey conducted by the Native Plant Trust in coordination with the State Botanist identified a possible infestation of Eurasian watermilfoil (*Myriophyllum spicatum*) at the confluence of the Ompompanoosuc and Connecticut Rivers. The Norwich Conservation Commission has had to finance removal of *Phragmites australis*, which would eventually choke out the boat launch there. A River Restoration fund devoted to monitoring and improving wildlife habitat, establishing riparian buffers, combating invasives, and monitoring water quality would allow Norwich to better achieve its goals and maintain the quality of its natural resources.

An Erosion Monitoring and Mitigation Fund should take into account the inevitable erosion of the banks of the river that will likely result from the operational change. Because dam operations will change, the exact effects on erosion are not known. Continual monitoring by an independent entity will be essential. If significant erosion is found, the development and implementation of a mitigation plan must include consultation with all stakeholders. Erosion not only affects properties along the river, but town infrastructure. The abutters suffer both loss of the use of the land and loss of the land itself. When the abutters of the river were required to provide easements for flowage over their property, there were few if any provisions made for compensation for acreage permanently lost to erosion. Moreover, there was no provision made with the state and municipal entities within which the abutters were situated for property taxes and other obligations of the abutters to be abated or otherwise mitigated as their acreage was lost to the artificially flooded river. The erosion also causes recreational activity on the river to be problematic. Areas such as Patchen's Point, which is a popular picnicking area and the only public camping area along the river in Norwich, have seen significant erosion. Insofar as the Town of Norwich does not own much area on the Connecticut River or on the connecting Ompompanoosuc River, erosion reduces the available recreational resources. Recent heavy rains during Summer 2023 caused significant damage to a town road at the confluence of the Connecticut and Ompompanoosuc rivers in Norwich at an estimated cost of repair approaching \$1 million. These losses should be addressed by the Erosion Monitoring and Mitigation Fund as well. As with the River Restoration Fund, in order to provide adequate money throughout the term of the license, GRH must pay a proportion of its profits into the fund yearly.

A Regional River Recreation Fund should be required by the license. Norwich seeks to encourage recreation in and along the river. Facilities along the river are in need of upgrading

and expansion as noted in the Upper Valley Subcommittee Recreation Management Plan https://www.crjc.org/wp-content/uploads/2012/06/RECREATION_LRS3_2013pc.pdf (pp 10-11). According to the Vermont Agency of Natural Resources “with [54% of Vermonters participating in wildlife watching activities](#), it is the most popular outdoor recreation.” Walking, paddling, visiting lakes, rivers and ponds, day hiking and wildlife viewing were among the top 10 recreational activities of Vermonters according to the Vermont Statewide Comprehensive Outdoor Recreation Plan 2019-2023 https://fpr.vermont.gov/sites/fpr/files/Recreation/Vermont_SCORP_12_23%20-%20Split%20Pages%20-%20Edge%20to%20Edge.pdf. Norwich is a designated Appalachian Trail community, and is discussing the creation of a bikeway on Rt 5 which borders the river through much of Norwich, and eventually would connect to a bike trail stretching the length of the river. The Appalachian Trail designation as well as robust and connected biking, boating and wildlife viewing opportunities form an important marketing tool to support the economic development of the town. Planned expansion at Dartmouth College directly across the river from Norwich, in Hanover, NH, will greatly increase the use of recreational facilities in Norwich. Given this, it is important that Great River Hydro be required to develop a robust Recreational Plan for the whole region, that incorporates stakeholder input, the addition of new access areas and other new recreational amenities, and a fund to support ongoing enhancement and maintenance needs over the course of the license.

Comment. Three Mitigation Enhancement Funds covering river restoration, erosion and recreation are especially important given that the Final License Application does not take into account the scientific climate change models predicting not only greatly increased precipitation, but increasingly intense storms and drought in New England. While Norwich appreciates the potential benefits of the proposed operation changes for plant and wildlife by virtue of a more natural river flow, the exact effects on water quality, erosion, flooding, sediment transport, toxins and the health of plants and animals that depend on the river are not known. Recreation infrastructure and access along and in the river provides important economic and health benefits not only to residents of towns along the river, but statewide. These funds must be designed to assure independent data collection, mitigation of any and all adverse impacts within the area where flowage rights exist, and consultation with stakeholders in return for the use of the public resource by GRH. GRH must be required to contribute a percentage of profits yearly to assure an adequate amount of money extending throughout the period of the license. As an essential stakeholder representing all of the towns along the river, the CRJC is the best entity to manage and distribute the fund.

3. Environmental Monitoring, Data Collection, Data Sharing, and Reporting

Norwich agrees with the CRJC about “Documentation of Environmental Impacts”, namely that, “The proposed operational changes will likely benefit the river’s biological community as these changes will provide a hydrological regime that more closely resembles natural pre-impoundment conditions. However, we are not clear what impact these changes will have on water quality, sediment transport and riverbank erosion as no scientific evidence on these issues has been provided. Since intense storms and river flows are projected to increase due to climate

change..., we anticipate erosion and bank failures will not only be an ongoing problem but will increase. Moreover, the Projects will still have adverse effects in both impoundment and riverine reaches” (e.g., see Final License Application (FLA) dated December 2020, p. 955, 1144; revised in June 2023). “Therefore, monitoring of water quality, sediment transport and erosion should be conducted throughout the life of the licenses. Funding for this work should be provided by the MEF or a condition in the license...” (from CRJC Comment on the GRH AFLA).

Comment: We emphasize support for requiring that GRH hire an independent entity to monitor informative physical, chemical, and biological attributes of the river as part of the relicensing agreement. Continuing operations and proposed operational changes affect the nature of the impoundments and adjacent lotic systems. Monitoring of temperature, dissolved oxygen, pH, nutrients, turbidity, bacterial loads, invasive aquatic plants, abundances of native floral and faunal indicator species, sedimentation rates, erosion rates, toxin accumulations, etc. The resulting database will need to be well-maintained and made public by sharing with agencies and local riverine organizations. Periodic public reports of findings and conclusions should also be expected of GRH.

4. Recreation Infrastructural Support

The Town of Norwich concurs with the Connecticut River Joint Commissions’ statements and comments in their Response to Notice for Solicitation of Comments and Preliminary Conditions, dated April 22, 2024, Section 5, regarding Support Riverside Recreation.

The [Connecticut River Recreation Management Plan](#) as published in May 2008 and updated in May 2013 extensively explored land-based-recreation in an attempt to portray and address the full range of recreation issues in the region. Both FERC and the Army Corps of Engineers adopted these plans to establish the long-term recreational goals and propose implementation strategies to adopt them. Those recommendations are not only ignored in the 2020-FLA, but they disregard the years of work and investment by other stakeholders in the mutually agreed upon management plan. The National Blueway designation and the Connecticut River Paddlers’ Trail are two under-funded and unincluded opportunities. Meanwhile, the riverfront communities continue to pay their share and do their part by making significant investments according to agreed-upon wastewater management and water-quality goals. The demand for recreational uses has only continued to grow, and more opportunities to accomplish those on-river and river-side have been thoughtfully identified, proposed, and developed by local municipalities, stakeholder groups, and non-profit organizations.

Great River Hydro seemingly omits these significant interests among the communities along the river as it is “not proposing any changes to existing recreation access areas, portage trails or access into the Bellows Falls bypassed reach (portage or whitewater boating)...” (Revised Amended Final License Application, Exhibit E, January 2024, Section 3.9.2.2, p. 590). Many of these priorities are identified in the three applicable CRJC Subcommittee Recreation Plans. Additionally, it is clear that use of the Connecticut River has evolved over the past 50 years and that more change can be expected in the next 50. Recreation on the river and adjacent lands has significantly expanded. The New Hampshire Marine patrol is understaffed and facilities

along the river are inadequate. This is a major barrier in the protection of this resource for recreational use and a necessary component to amplify those endeavors.

The CRJC and other stakeholders have identified specific “shovel-ready” recreational projects that are applicable for funding under the anticipated Mitigation fund, That could be funded by the revenue-sharing agreement that CRJC suggests. As an example of action that would benefit recreational use of the river, mitigation of erosion of the river banks is needed not only to maintain and enhance existing recreational access to the river, but for the development of additional initiatives to increase public engagement with the river (e.g., walking trails, boat launch, and river access opportunities) are necessary. A significant body of work exists documenting these needs and opportunities.

Comment: Regarding recreational infrastructural support, the Town of Norwich requests that a) the effects of the erosion of the banks of recreational areas on the river be monitored and mitigated through the Erosion Monitoring and Mitigation Fund referenced above in this letter; b) that the Regional Recreation Enhancement Fund, described above in this letter, be required to support the Marine patrol as necessary to enhance recreational opportunities and safety; c) address the issues set forth in the Connecticut River Recreation Management Plan, at least as published in May 2008 and updated in May 2013, to take the steps necessary to implement the plan to incorporate recreational use of the river; and d) encourage expanded recreational use of, and public interaction with, the Connecticut River.

5. *Migratory Fish Species Passage*

Norwich agrees with the CRC about the need for better accommodation of fish passage by “...expect[ing] significantly more protection, mitigation, and enhancement measures in the license application...The application [inadequately] states they will provide the following mitigation:...Operate fish ladders from April 1 to July 15 ...Discuss additional fish passage requirements with resource agency staff” (from CRC concerns with the GRH License Application). Norwich agrees with further CRC statements in that “We support the extended period for operations of fish ladders in the spring to accommodate in-river migration of resident species” and that “timelines for additional studies and implementation are too long to sufficiently protect our federal trust species and subsequently are not in the public interest. Fish passage performance standards should be included for American eel and Sea lamprey” (from CRC Comment on the GRH Fish Passage Settlement).

Comment: We emphasize support for requiring that, as part of dam relicensing, GRH operate fish ladders, other passage structures, and turbines in a manner consistent with “... giving equal consideration to the protection of fish and wildlife and their habitat (FERC *Equal Consideration Clause*, 1986). This consideration will potentially greatly benefit American eel, American shad, river herring, native sea lamprey, white sucker, and walleye populations. These operational changes should include improvements at upstream passage facilities, protecting downstream migrants from turbine mortality, and expansion of the passage season for migratory resident species.

6. Capital Reserves and Investment Fund

Norwich agrees with the CRJC that a long-term escrow fund be established to address the known and future repair, maintenance and, if needed, decommissioning and dismantling costs of the dams.

Comment: GRH will be deriving substantial profits from the use of a public resource and should be entirely responsible for the repair, maintenance and decommissioning of the dam, and any adverse effects resulting from these operations. The dams were built between 1907 and 1950. As a small town of approximately 3600 people, Norwich does not have the wherewithal to pay for harms to the river and its surrounding lands affected by the dam. FERC should require the establishment of a Capital Reserve and Investment Fund as a condition of the license.

7. Project Boundary Maps

[MAPS OF WILDER DAM FLOWAGE 05-01-17](#) (Exhibit G) indicate that Great River Hydro owns flowage easements on properties adjacent to the river in an area affected by project operations that encompass about 175 river miles.

Comment: We believe that the project boundaries should be inclusive of all the parcels where the company owns flowage rights. If they can flood these properties as needed, they are clearly part of the project area, and the project boundary maps should reflect that fact.

8. Climate Models

The Final License Application does not include climate models in any of the plans or projections in violation of the National Environmental Policy Act (NEPA) and the Federal Power Act (FPA). The Final License Application anticipates no problems arising from river flow exceeding the dam's capacity, but the conclusion relies only on past data. Current climate models predict a 60% increase in precipitation in New England, with increasing storm intensity and run-off, as well as increasing periods of drought. GRH does not address how climate change will affect the proposed changes in dam operations. It does not project what river levels might be reached during intense storm events predicted by climate models. No information is provided about how release of water from all the hydroelectric as well as flood control dams will be coordinated with the United States Army Corps of Engineers so as to protect homes, businesses, infrastructure and wildlife habitat. River shore communities need to know what they can expect in terms of flooding and drought. Landowners, municipalities and other stakeholders along the river where flowage rights exist must have warning, based on the most up-to-date climate modeling, of what to expect so they can plan and prepare. Individual towns have a vital economic stake not only in businesses that cater to recreation on the river, but also in protecting infrastructure such as roads. This is of particular concern to Norwich as we face an

estimated \$1 million repair cost to a road at the confluence of the Ompompanoosuc and Connecticut Rivers that was damaged during the heavy rains of the summer of 2023.

As the climate changes in response to current and future greenhouse gas emissions, climate models will be updated. GRH must periodically update its dam operation plan and its projections for the future as updated climate models become available. These plans and projections must be made available to listed stakeholders and the public in order that they may provide meaningful input and comment.

Comment: Climate change must be taken into account in the license agreement with GRH. This must include both projections based on current climate models, as well as periodic updates when climate models are updated. Projections must adhere to best practices for using the most recent IPCC modeling scenarios.

9. Adverse Impacts within the Period of the License

Climate models predict substantial increases in rainfall, run-off, storm and drought intensity in New England <https://site.uvm.edu/vtclimateassessment/>. Requiring only data collection over the course of 40 years before any steps are taken to mitigate adverse impacts is not acceptable. It places undue responsibility for mitigation on towns along the river without any required contribution from GRH, which is using this public resource for private profit.

Comment: As data is collected and any adverse impacts revealed, GRH should be required to plan and execute, in consultation with all stakeholders, an adaptive management plan to mitigate the adverse impact.

10. Connecticut River Joint Commissions Role

The Connecticut River Joint Commissions (CRJC) is a quasi-governmental body created by the states of New Hampshire and Vermont in the 1980s to address matters involving the river and its watershed. As such, for over 30 years, it has uniquely provided representation from each of the towns bordering the river in protecting and preserving this vital public resource. It was included in the Settlement Agreement of August 11, 1997 setting forth changes to the dams on the northern reaches of the river. However, it was not included in discussions leading to the changes in dam operations in the current GRH relicensing. Any discussions related to the management of the dams, or other issues affecting the river and its watershed must include the CRJC as an essential stakeholder.

Comment: The CRJC is an essential stakeholder in matters related to the Connecticut River and its watershed. It must be included in any and all discussions regarding the management and licensing of the dams on the river.

III. Conclusion

We trust that any FERC issuance of a new license will require that GRH better meet the needs of the broader river community with accommodation of environmental impacts from dam operations, mitigation funding, extensive data collection & sharing, improved fish passage, reserve & investment funding, project maps, adverse impact planning, planning using updated climate models, and an integral Connecticut River Joint Commissions role going forward.

Sincerely,

Town of Norwich, VT

DRAFT

Sullivan, Powers & Co., P.C.

Certified Public Accountants

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Richard J. Brigham, CPA
Chad A. Hewitt, CPA
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VT Lic. #92-000180

March 11, 2024

Selectboard
Town of Norwich, Vermont
300 Main Street
P.O. Box 376
Norwich, VT 05055

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Norwich, Vermont as of and for the year ended June 30, 2023 and have issued our report thereon dated March 11, 2024. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, "Government Auditing Standards" and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter to you dated October 4, 2023. Professional standards also require that we communicate to you the following information related to our audit.

Our Responsibilities under U.S. Generally Accepted Auditing Standards, Government Auditing Standards and the Uniform Guidance

As stated in our engagement letter, our responsibility, as described by professional standards, is to express opinions about whether the financial statements, prepared or approved by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we considered the Town of Norwich, Vermont's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We also considered internal control over compliance with requirements that could have a direct and material effect on its major federal program(s) in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Uniform Guidance.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we also performed tests of the Town of Norwich, Vermont's compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions was not an objective of our audit. Also in accordance with the Uniform Guidance, we examined, on a test basis, evidence about the Town of Norwich, Vermont's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Compliance Supplement applicable to each of its major federal programs for the purpose of expressing an opinion on the Town of Norwich, Vermont's compliance with those requirements. While our audit provides a reasonable basis for our opinion, it does not provide a legal determination on the Town of Norwich, Vermont's compliance with those requirements.

Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement. We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

Our responsibility for the Schedule of Expenditures of Federal Awards which accompanies the financial statements, as described by professional standards, is to evaluate the presentation of the schedule in relation to the financial statements as a whole and to report on whether the schedule is fairly stated, in all material respects, in relation to the financial statements as a whole.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our engagement letter.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Town of Norwich, Vermont are described in Note I to the financial statements. The Town of Norwich, Vermont adopted the provisions of Governmental Accounting Standards Board (GASB) Statement No. 96 "Subscription-Based Information Technology Arrangements". No other new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by the Town of Norwich, Vermont during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

We did not audit the solid waste revenues because of inadequacies in the Town's controls over solid waste receipts during the year. We were unable to obtain sufficient appropriate audit evidence about the completeness of the solid waste revenues in the accompanying Statement of Activities and Statement of Revenues, Expenditures and Changes in Fund Balances – General Fund (stated at \$179,144) by other auditing procedures.

Management has omitted Management's Discussion and Analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were the allowance for uncollectible accounts, the useful lives of property, plant and equipment used to compute depreciation, and the net pension liability and related deferred outflows and inflows of resources related to the Town's participation in VMERS.

Management's estimate of the allowance for uncollectible accounts and the useful lives of property, plant and equipment used to compute depreciation are based on an analysis of the aging of accounts and the nature of the items to be depreciated. The estimate of the net pension liability and related deferred outflows and inflows of resources related to the Town's participation in VMERS is based on information received from the State of Vermont. We evaluated the key factors and assumptions used to develop the allowance for uncollectible accounts, the useful lives of property, plant and equipment used to compute depreciation and the net pension liability and related deferred outflows and inflows of resources related to the Town's participation in VMERS in determining that they are reasonable in relation to the financial statements taken as a whole.

Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. We proposed adjustments that in our judgment, either individually or in the aggregate, had a significant effect on the financial reporting process. These audit adjustments related to cash, receivables, prepaid expenses/items, deposits, accounts payable, deferred inflows of resources, revenues, expenditures/expenses, transfers in and transfers out. These audit adjustments were caused by not reconciling the supporting documentation to the general ledger. These corrections were considered significant in relation to the governmental activities, the General Fund and the aggregate remaining fund information. These adjustments were all posted by management.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated March 11, 2024.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to Town's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management prior to our retention as the Town's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the Statement of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – Budgetary Basis for the General Fund, the Schedule of Proportionate Share of the Net Pension Liability and the Schedule of Contributions which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were not engaged to report on the combining schedules which accompany the financial statements but are not RSI. We did not audit or perform other procedures on this other information and we do not express an opinion or provide any assurance on them.

Restriction on Use

This information is intended solely for the use of the Selectboard and management of the Town of Norwich, Vermont and is not intended to be, and should not be, used by anyone other than these specified parties.

Respectfully submitted,

Sullivan, Powers & Co.

SULLIVAN, POWERS & CO.
Certified Public Accountants

March 21, 2014

Town of Norwich Selectboard
selectboard@norwich.vt.us

Pamela Smith, Chair
Mary Layton, Vice Chair
Roger Arnold
Marcia Calloway
Priscilla Vincent

Dear Selectboard Members,

I respectfully petition the Selectboard to use its power (i) to consider the details of a tax matter involving my wife, Constance Filbin, and myself; (ii) to ask the Town Clerk not to reject our application to Board of Abatement for the reasons spelled out below; and (iii) to approve a question for the August ballot that modifies town policy with respect to other reasons for tax penalties. I mention my case first because its details are the basis for my second and third requests. If it is possible, considered necessary, or recommended, I'd be happy to appear before the Selectboard. Let me begin, if you will, with the facts of our case before turning to these other issues.

1. Personal case

My wife and I have been paying taxes twice a year in Norwich for the past 15 years and haven't had a problem prior to this past January. I understood when I moved here that to prove they were paid on time tax payments had to be postmarked, so I've always mailed our payments at the local post office, as I did in January. The problem is that this January the our letter wasn't delivered, though we didn't know this until February 29th when we received a letter from the Finance Office telling us we didn't paid our taxes and the interest and penalty was \$178.11. I was astonished and in shock because as far as I knew I'd paid these taxes and, before receiving this letter, had no reason to think otherwise. I called the Finance Office and was told nothing could be done, that my excuse wasn't any different from a number of other excuses, and none of the few exceptions applied. I asked if I could appeal this, and was told I could speak with the Town Manager. When I did, he said he didn't have any discretionary power to change things, there wasn't any wiggle room, and the only thing I could do if I didn't want to incur new charges was to write a new check.

Feeling horrible and betrayed, I wrote one the same day, put it in the box in front of Tracy Hall (the first I knew of such a box), and stopped payment on the check I'd written in January. I also spoke with Mary, Postmistress of the Norwich Post Office, who told me that letters were sometimes accidentally sent to UT rather than VT, or, if a machine misread the first number of the zip code as a 6 instead of a 0, to the Midwest.

I was also upset because, as I mentioned to the Town Manager, I'd acted in good faith, and as far as I knew there was nothing I could or should have done differently. I did what I thought I had to do, and what I did would have succeeded, as it did in the past, if the post office hadn't miss-delivered or lost the letter. In other words, I didn't think I should be held responsible and penalized for a mistake the post office made.

Several weeks after talking with these town officers (neither of whom mentioned the town's Board of Abatement), I mentioned this matter to a former Selectboard member and learned that there is such a Board and there is some wiggle room, a view confirmed by the current Selectboard person who suggested I submit this petition. As they both put it, Norwich is a small town and one might think it might give its members the benefit of the doubt rather than penalize them for matters beyond their control. Both added that the point of town government is to help its members.

I also found it troubling, while speaking with the Town Manager, that he said it was my fault the check hadn't arrived, and suggested I'd either forgotten to write it or hadn't written it—in other words, that I was senile or lying.

To persuade you I'm neither, and that I mailed a check in time for it to arrive at Tracy Hall, I'm submitting xerox copies of my checkbook (A below) which shows I wrote the tax check #627 in January 2024, after transferring funds from TIAA accounts to cover this and a Citi Card bill I paid on line. Copies of my bank statement (B and C below) show that check #628 to the Town Water Department, which I wrote after the tax check, was cashed on Feb 07, and that several other checks written the same day (#s 623, 624, 625, 626) were cashed in January. My checkbook also shows that the electronic check I wrote for Citi Bank after the town one was cashed January 5th. In other words, our tax check was mailed with several others well before the February 9th deadline. It also shows a stop payment charge for the first tax check (#627), and raises the question of why I'd waste \$30.00 to do this if there was no such check.

2. Town Clerk's Decision

In response to my request to meet with the Board of Abatement, the Town Clerk sent an application, a page of information, and a May 2014 Vermont Department of State document with respect to *Abatement Matters*. The application form lists seven statutory criteria, and the information sheet underlines some of these. On the basis of these criteria, the Town Clerk said she wouldn't convene a Board of Abatement meeting since our case didn't qualify. However, the state document she sent makes clear that exemptions are made in cases where the taxpayer isn't at fault. Of these, one, Case #4, concerns a situation in which a mistake was made, not by a taxpayer, but by a town, which suggests that it's not unreasonable to think, if an exemption can be made for a town's mistake, one couldn't also be granted for a mistake made by a post office.

One could add that an exemption would be more likely if mistakes were made by a town and a post office. In Case 4, for example, the penalty was abated because the town in question didn't indicate on its tax bill a change of policy. Just as there's nothing on the Norwich tax bill or its information sheet to indicate that a postmarked letter isn't required. Which leads me to ask, since I understood tax letters had to be postmarked, how I'd know if this

requirement was no longer required since nothing to this effect is mentioned on the tax bill, and the information sheet only mentions two methods for confirming a tax payment: “postmarks” and “online ... [with] date stamps.” And since I discovered Fire and Water District bills couldn’t be paid on line, I assumed the town Finance Office wasn’t able to receive electronic payments either, and didn’t try because, as I say, I also understood a postmark was mandatory. But even if postmarks are no longer required, the fact that they are one of only two methods mentioned obliges the town, I suggest, to consider cases in which this method fails.

The Town Clerk also mentioned that she receives and rejects applications for dozens of other cases like mine, which suggests that she rejects numerous other applications where the post office is also responsible for late tax payments. A good reason, one might think, to mention on the tax bill and the town’s information sheet that a postmark isn’t necessary, if not also to add a warning that it would be best not to rely on the post office since it’s unreliable. A warning that would be of considerable value to numerous town citizens.

It also strikes me as problematic that the Town Clerk told me that she wouldn’t convene a meeting of the Board of Abatement in our case. But I wasn’t asking her to do this. She’d told me this Board meets twice a year, and I was asking only that it to consider our case at its next meeting.

It’s also problematic, given the material the Town Clerk sent, that she rejects applications like ours on the basis of listed statutory criteria but not the exemptions mentioned in the state document. Which means the Town Clerk in effect is acting as if she were the town’s Board of Abatement, and as if there were no other exemption possibilities, and no such state document. Which deprives citizens of their right to appear before this Board and thus their access to the only means of appeal in matters like this one.

One could also add that in the case of senior citizens with serious medical conditions like mine, the stress created by such a refusal, of losing hundreds of dollars to the town, and writing an appeal like this one to recover it poses serious health problems, which in some people’s eyes might be considered a form of elder abuse, since it forces older citizens either to accept an arbitrary decision and the loss of significant fund, or to risk their health by contesting it.

I also mention that four or five years ago a quarterly tax payment I mailed to the State of Vermont also wasn’t delivered. I appealed the penalty and included the kinds of information enclosed above, and after considering the evidence and circumstances, the state board rescinded the interest and penalty charges on the grounds, it seems, that they understood mistakes are made which taxpayers aren’t able to correct.

3. Ballot article

In talking with the Finance Office and the Town Manager, I learned that other people in a slightly different situation in January were being penalized because they didn’t date their check, misdated it, forgot to sign it, or made some other simple mistake that invalidated it. According to the Town Manager there’s no wiggle room for these people either, and they, too, suffer the consequences. It’s likely, though, from what he and the Finance Office per-

son told me, that most if not all of these people acted in good faith, intended to pay, had the funds on hand to do so, and unknowingly made a mistake that is easily to correct. It's likely, too, had they been notified and given a grace period of, say, 24 hours to correct their error, they'd have done this, as I did. But rather than help these people by giving them the benefit of the doubt, the town's policy at the moment punishes them with a 4% penalty and 1% interest charge in the same way it does those whose checks are lost in the mail, and those who don't bother to pay their taxes. Wouldn't it be better, though, not to lump all these cases in one punitive category, but to create a few that reflect significant differences and extenuating circumstances? In short, does the town feel the need to penalize those who make a simple, honest mistake and whose only mistake is to use the post office to get a required postmark, and to treat these case as though they're no different than those involving obvious delinquency?

These are, then, the reasons I'm petitioning the Selectboard to include an article on the August ballot that gives town members an opportunity to change town policy in this respect, as it was several years ago when the penalty was reduced from 8% to 4%. That is, that the Town no longer has a policy which states "there is no mechanism allowing personal discretion in determining a late payment." And instead give town members a chance to correct their mistakes, or those made by the post office, since it's likely they, too, would show up the minute they knew a problem existed and make it right, as I did. And that an appeal in cases like these would no longer be regarded as requests for "special consideration," but as recognition of conditions beyond a taxpayer's control.

In short, I'm asking the Town to help these people rather than treating them as scoff-laws, particularly those not who haven't the good fortune of knowing a former Selectboard member who knows better, or the good fortune of receiving help from a very generous current member.

Thank you for considering these requests, and please accept my gratitude for taking the time you've spent reading them. And please forgive any typos I missed. Much appreciated.

Sincerely,

Richard Corum & Constance Filbin

12 Jones Circle
Norwich, VT 05055


802-649-1231

Enclosures:

Checkbook log for January and February 2024
Bank statements Jan 04 to Mar 01, 2014
Tax Bill 2024

NUMBER OR CODE	DATE	TRANSACTION DESCRIPTION	PAYMENT, FEE, WITHDRAWAL (-)	DEPOSIT, CREDIT (+)	
OL 623		ACLU	SU -		
OL 625		Govt Neighbor Clinic	SU -		
OL 624		UT special deposits	SU -		
OL 626		Smile train	SU -		
		TIAA		4000	761 23
		TIAA		4000	7809 50
				2572	
OL 627		Novel Taxes	398		1080
OL 628		Novel Taxes	160		
			177		
				948 13	1726 15
OL 629		Carped	2		
OL 629		Cute 4/24	600		
		Carped	1147		
		frsh shops			
		frsh "			
				1123 94	
OL 630		Carped	228		
OL 631		Novel Taxes	1373		
		omech: Car 3500	178		
		D/B w/dn	577		
				427 90	(-93 27)
				948 13	
		Deposit			
		stop payment			
			30		
			1000		
			152		
				1152 22	
					1295 92
					143 19

8

Jan 30, 2024	External Deposit TIAA-CREF - / ANNUITY	\$948.13	\$5,623.37	
Jan 23, 2024	Check #626: Check	-\$50.00	\$4,675.24	
Jan 17, 2024	Check #624: Check	-\$50.00	\$4,725.24	
Jan 16, 2024	Check #623: Check	-\$50.00	\$4,775.24	
Jan 10, 2024	Check #625: Check	-\$50.00	\$4,825.24	
Jan 10, 2024	External Withdrawal COMCAST - / ONLINE PMT	-\$160.10	\$4,875.24	
Jan 09, 2024	External Withdrawal TruStage / 825875206 - AD&D INSUR	-\$2.50	\$5,035.34	
Jan 05, 2024	External Withdrawal / CITIBUSINESS CAR - ONLINE PMT	-\$3,198.11	\$5,037.84	
Jan 04, 2024	External Deposit T-C IND&INST / INC TIAA-CREF - ANNUITY	\$4,675.81	\$8,235.95	
Jan 04, 2024	External Deposit T-C IND&INST / INC TIAA-CREF - ANNUITY	\$2,372.45	\$3,560.14	

PAYABLE TO:

MAIL TO:

Town of Norwich

Finance Office

P. O. Box 376

Norwich, VT 05055

802-649-1419 #3

This is the ONLY bill you will receive. FORWARD to new owner if property is sold.

TAX BILL

PARCEL ID	BILL DATE	TAX YEAR
20-291.000	07/27/2023	2023-2024

On any unpaid principal - interest will be added at 1% per month for the first three months & 1 1/2% thereafter. After Feb. 9, 2024 a 4% penalty & 1% interest will be assessed.

Description: .24 ACRE & DWL
Location: 12 JONES CIR

OWNER FILBIN CONSTANCE E
CORUM RICHARD
12 JONES CIR
NORWICH VT 05055

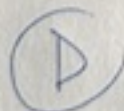
HOUSESITE TAX INFORMATION
SPAN # 450-142-12104 SCL CODE: 142
TOTAL PARCEL ACRES 0.24
HOUSESITE VALUE 286,900
HOUSESITE EDUCATION TAX 5,726.52
HOUSESITE MUNICIPAL TAX 1,919.36
HOUSESITE TOTAL TAX 7,645.88
FOR INCOME TAX PURPOSES

ASSESSED VALUE		HOMESTEAD	
REAL	286,900	286,900	
TOTAL TAXABLE VALUE	286,900	286,900	
GRAND LIST VALUES	2,869.00	2,869.00	

MUNICIPAL TAXES				EDUCATION TAXES			
TAX RATE NAME	TAX RATE	x GRAND LIST =	TAXES	TAX RATE NAME	TAX RATE	x GRAND LIST =	TAXES
MUNICIPAL	0.6585	x2,869.00=	1,889.24	HOMESTEAD EDUCATION	1.9960	x2,869.00=	5,726.52
VOTED EXEMPT	0.0025	x2,869.00=	7.17				
COUNTY TAX	0.0080	x2,869.00=	22.95				
				See reverse side for education tax rate calculation information.			
				TOTAL EDUCATION TAX 5,726.52			
				EDUCATION STATE PAYMENT 524.00			
				EDUCATION NET TAX DUE 5,202.52			
				TAX SUMMARY			
				Municipal + Education			
				TOTAL TAX 7,645.88			
				TOTAL STATE PAYMENT 524.00			
				TOTAL NET TAX DUE 7,121.88			
TOTAL MUNICIPAL TAX			1,919.36				
MUNICIPAL STATE PAYMENT			0.00				
MUNICIPAL NET TAX DUE			1,919.36				

DETACH THE STUBS BELOW AND RETURN WITH YOUR PAYMENT

Town of Norwich



From: [Priscilla Vincent](#)
To: [Brennan Duffy](#); [Miranda Bergmeier](#); [Pam Smith](#); [Mary Layton](#); [Marcia Calloway](#); [Roger Arnold](#); [Brie Swenson](#)
Subject: Rec Dept and Agreement with MCS/Dresden
Date: Thursday, March 28, 2024 4:19:53 PM

Please include this in the packet for the next Selectboard Meeting, April 10, 2024.

In her Recreation Department report dated March 7, 2024, Brie Swenson notes that "on February 21st we received an email from the SAU Facilities Director, letting us know that the Marion Cross School may not be an option for us this summer. We moved Good Life camp to Legion Post 8, after meeting with the camp instructor. We will postpone opening more camps until our spaces are confirmed."

The town has a license agreement with the Norwich School District, dated June 9, 2022 which covers use of Marion Cross facilities by the town, and specifically by the Recreation Department. Under Section B. Town's Use of District Property, paragraph 11, it states "Recognizing the added costs to the DISTRICT, including custodial, maintenance, security services incurred as a result of the extensive access provided to the TOWN under this License Agreement, the Town agrees to pay the DISTRICT an annual payment of \$15,730 for each of the first five (5) years of the Agreement."

I'd like to make three points about this arrangement.

First, although the contract says we will pay \$15,730/year, the budget line in the town report titled M Cross School Rental Fee under the Rec Department's budget shows that our actual payments, and the amount budgeted for next year, are higher than that.

FY '23	\$18,730 actual
FY '24	17,500 actual
FY '25.	18,500 budgeted

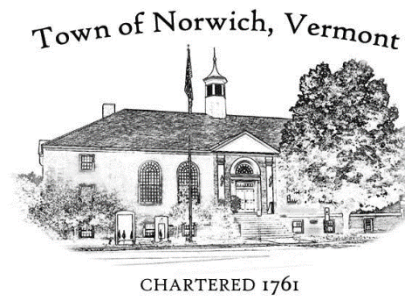
My first question is why we are paying more than stipulated in the contract. Roger had suggested in our meeting that there may be rental fees for some other entities included in this line item. Could someone tease that out for us please?

Second, if the school is unable to provide the usual facilities, as noted in Brie's report, then perhaps we should get a rebate on the amount charged.

Third, according to the contract, the arrangement should be reviewed each year. I do not know whether that has happened.

I would appreciate it if someone could address these concerns.

With thanks, Priscilla



March 28, 2024

To: Norwich Selectboard
CC: Brennan Duffy, Miranda Bergmeier
From: Lily Trajman, Town Clerk
Re: Minutes of the Town Meeting Informational Hearing

During the Selectboard meeting on 3/27/24 the subject of who is responsible for taking minutes for the Town Meeting Informational Hearing came up approximately three hours and 24 minutes into the meeting. I was no longer online.

In towns that vote by Australian Ballot, as Norwich has done since 1984, the required Informational Hearing is not considered Town Meeting but instead a public forum organized by the Selectboard. This makes the legislative body of the town responsible for meeting minutes. 17 V.S.A. § 2680(h)(2)(A) states that “(t)he legislative body shall be responsible for the administration of this [informational] hearing, including the preparation of minutes.”

I reached out to both VLCT and the Secretary of State’s office to make sure that I am interpreting state statutes correctly, and both concur that the Selectboard should be the party in charge of minutes for the Informational Hearing. Responses from VLCT and the Secretary of State’s office are on the following page. I hope this clears up any lingering confusion.

My duty as clerk in a town that votes by Australian Ballot is to record and certify the results of articles with a monetary impact voted on at Town Meeting. 24 V.S.A. § 1167 states, “When at an annual or special meeting a town votes to raise a tax, to borrow money, or to make any appropriation of money, the clerk of such town, within five days thereafter, shall certify such vote to the treasurer of the town and to the chair of the selectboard.” This has been done as required and is recorded in Miscellaneous Book #20, pp. 393-397.

(Please see next page.)

Garrett Baxter - Senior Staff Attorney

🕒 2 hours ago

Good afternoon Lily,

Thank you for your message. In response to your question, while the law (24 V.S.A. § 1152) does in fact require the town clerk to record "all proceedings of all town meetings", an informational hearing is technically a public informational hearing that is held by the selectboard not a "town meeting." Consequently, the more specific provision of law governing informational hearings would control. That law provides that "(t)he legislative body shall be responsible for the administration of this hearing, including the preparation of minutes." 17 V.S.A. § 2680(h)(2)(A). The reference to "hearing" in this law is to the public informational hearing that is required to accompany voting by Australian ballot. "Whenever a municipality has voted to adopt the Australian ballot system of voting on any public question or budget, except the budget revote as provided in subsection (c) of this section, the legislative body shall hold a public informational hearing on the question by posting warnings at least 10 days in advance of the hearing in at least two public places within the municipality and in the town clerk's office." 17 V.S.A. § 2680(h)(1).

I hope this helps. All the best.

Sincerely, Garrett A. Baxter
Garrett Baxter, Esq. Senior Staff Attorney, Municipal Assistance Center Vermont League of Cities & Towns
89 Main St. Suite 4, Montpelier, VT 05602 (802) 229-9111 gbaxter@vlct.org
Pronouns: he, him, his VLCT.ORG

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Sink, Tammy <Tammy.Sink@vermont.gov>

To Norwich Town Clerk; SOS - Elections



Thu 3/28/2024 12:03 PM

Hi Lily,

I would agree with your interpretation as well, as 2680 clearly says:

(2)(A) The hearing shall be held within the 10 days preceding the meeting at which the Australian ballot system is to be used. **The legislative body shall be responsible for the administration of this hearing, including the preparation of minutes.**

The informational meeting is more a meeting of the selectboard, of which they are responsible for, and 24 V.S.A. § 1152 relates more to the town meeting itself. As you pointed out, the informational meeting is not the same as the town meeting.

I would recommend checking with VLCT and/or your town attorney to confirm.

Thank you,

Tammy Sink (she/her)

Assistant Director of Elections and Campaign Finance

Vermont Secretary of State's Office

[128 State Street](#)

[Montpelier, VT 05633-1101](#)

(802) 828 – 3721 (Direct)

Tammy.Sink@vermont.gov

From: [Steven Hepburn](#)
To: [Select Board](#)
Subject: Public Comment & Rules of Order
Date: Friday, March 29, 2024 8:48:17 PM

Selectboard,

During the 3/27 select board meeting, there was public comment from an individual that consisted of an unwarranted, unkind, inappropriate personal attack on a town staff member about perceived issues that were not on the agenda.

Only weeks ago each member of the board read and accepted revised Rules of Procedure. These Rules state:

“All meetings of the body are meetings in the public, not of the public.

Members of the public shall... express opinions... about matters considered by the body, so long as order is maintained according to these rules.

Comment by the public... must be addressed to... not to any individual member of the body or public.

Order and decorum shall be observed by all persons present at the meeting... members of the public are prohibited from making personal, impertinent, threatening, or profane remarks.”

The remarks that I heard during that public input were extremely personal and very impertinent, and in no way related to any agenda item.

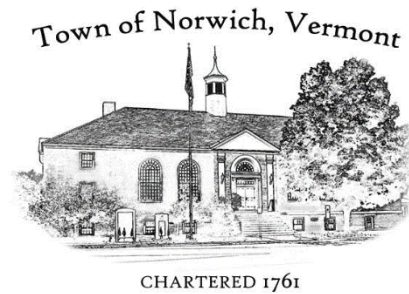
While the rules of procedure also say:

“Members of the body and members of the public shall obey the orders of the chair”, it was unfortunate that the Chair made no such order to the impertinent member of the public, and allowed the tirade to continue to a conclusion.

While the Chair did subsequently make a comment commending the same town employee, I would urge the Chair to consider making a public apology to the town employee for not intervening and preventing the disorder and breach of Selectboard Rules of Procedure, and instead allowing a personal character attack to continue unabated.

Thank you,

Steven Hepburn



Q1 2024 Clerk's Report
January – March 2024
Submitted 04/03/2024

Recording and Restoration revenue: \$6,678 (at \$15 per page, \$11 per page to the general fund and \$4 per page to Fund 45 – Restoration and Digitization.)

Deed Copies: \$447 (at \$1 per page)

Research Time: \$104 (at \$4 per hour)

Dog Licenses issued: 303

Marriage Licenses issued: 2

Deaths: – 2 - Deaths of Norwich residents that occur outside of Vermont are not reported to the Clerk.

Births: 1 – Births of Norwich residents that occur outside of Vermont are not reported to the Clerk.

Hunting and Fishing Licenses Issued: 5

Land Postings recorded: 2

Green Mountain Passports issued: 0

Clerk's Office Updates:

Running a successful election takes months of preparation and the dedication of numerous volunteers. We had 30 people volunteer for four-hour shifts on election day; the counting and clean up crew didn't get to leave Tracy Hall until just about 11pm. Many thanks to everyone who volunteered, but Assistant Clerk Judy Trussell and Board of Civil Authority chair Linda Gray deserve a particularly loud round of applause. From answering my numerous election-related questions to pre-processing ballots to helping at the polls, they helped ensure that everything ran smoothly. Ben Trussell also deserves commendation for working long hours between set-up and clean up. We have two more elections coming up this year – the State Primary August 13th and the General Election on November 5th.

Our biggest election day issue was the slowness of our only tabulator, which led to long lines as people had to wait an extra couple of seconds between feeding ballot pages in. It turns out that clerks state-wide experienced slower than usual tabulators (coupled with multi-page ballots). Most towns, like Norwich, ended up giving voters the option of putting their ballots into a



separate box to be fed into the tabulator by poll workers as time allowed; volunteers spent about 90 minutes after the polls closed finishing up feeding all those ballots in.

In non-election news, Lily attended the International Institute of Municipal Clerks' Region I conference in Springfield, MA March 24-26. The theme of the conference was resiliency and the cultivation of a growth mindset, and 63 clerks from New England and New York attended. Presentations by professors from Central Connecticut State University spanned two very long days. Clerks spent a third day discussing leadership lessons that can be drawn from the writings of Theodor Geisel, better known as Dr. Seuss (a native of Springfield).

Between January 1 and April 3rd the Clerk's office issued 370 dog licenses, well ahead of the 176 we had licensed at this time last year. I expect to license about 550 dogs this year. Penalties are now in effect, so licensing fixed dogs costs \$11 and intact dogs are \$17.

Finally, the eight marriage books we sent up to Kofile in October of last year have been conserved and returned to us. While there are state-level electronic systems for clerks to access birth and death certificates, access to marriage certificates requires us to dive into the vault. It's critical that these records are well preserved, and Kofile did a beautiful job of encasing each marriage certificate and its associated documents in archival sleeves.



DRAFT Minutes of the Norwich Selectboard Regular Meeting
Wednesday, March 27, 2024

Members: Roger Arnold, Marcia Calloway, and Mary Layton (via Zoom), Pamela Smith and Priscilla Vincent in person at Tracy Hall

Others Participating: Brennan Duffy, Town Manager; Katy Yee of GovHR; Cheryl Lindberg, Treasurer; Chris Kaufman, DPW Director; Will Smith; Jeff Lubell; Brian Loeb; Lynwood Andrews; Craig Layne all via Zoom; Jess Phelps and Emily Myers in person.

1. Agenda

Layton moved (2nd Vincent) to combine Items 11 and 12 into one agenda item as 11 (a) (b) and (c) to discuss SB goals, Town Manager goals as prioritized by the SB; and TM goals as prioritized by the TM; and pull the draft letter to the Federal Energy Regulatory Commission (FERC) and make it item 15(a). Layton, Arnold, Vincent and Smith – yes; Calloway – no.

2. Chair's Report

Smith stated that she has met with the Town Manager and Assistant Town Manager to discuss upcoming committee openings; met with the Town Manager, Assistant Town Manager, and Vice-Chair to review the agenda; and she met with Jaan Laaspere, Chair of the Planning Commission who shared the goals of the Planning Commission over the next year to include development of a Capital Plan & Budget.

3. Public Comments

Lily Trajman, Town Clerk reminded everyone that dog licenses are due by end of day on Monday, April 1.

4. Olcott Road Bridge Replacement

Kaufman gave a brief summary of the bridge on Olcott Road, a class 4 road near New Boston Road. A structural engineer has determined that this bridge is structurally inadequate for vehicle traffic. Calloway raised the question of whether this road would need to be reclassified if there is proposed development of a parcel that abuts this road. An interim solution of a steel plate has been implemented, however, no action was taken on this item. The Town Manager will keep the SB informed at each meeting to continue the discussion of the best solution and the associated cost estimates.

5. Fire Department Requests for Funds #25 and #26

Smith stated that the request for Fund #25 is an operational expense that should be charged to the Public Safety Facility Repairs & Maintenance account 01-5-485302.10 and not a reserve fund. Duffy indicated that Chief Northern agreed with this change. Smith also noted that the request for Fund #26 was approved on October 25, 2023

and asked if the SB wanted to rely on that motion to approve or make a new motion. By consensus, the SB agreed that another motion was not necessary.

6. Fire Hydrant Rental Invoice

Smith cited an email from July 21, 2022 and the December 7, 2022 minutes showing the Fire District indicating that the hydrant rental would increase. Vincent said she would like the Town Manager and the Fire Chief to negotiate with the Prudential Committee. Layton asked what is the statutory authority of the Fire District to charge hydrant rental fees and should we consult legal counsel. Calloway cited 20 VSA 2602 “Matters subject to regulation by bylaws” does not mention this authority. Arnold suggested that mediation may be a good way to have a productive process. Motion by Vincent (2nd Calloway) to request the Town Manager, Fire Chief and the Prudential Committee to start meeting to resolve this issue and to call in legal counsel as required. Unanimous.

7. GovHR Compensation Study Presentation @ 6:45pm

Duffy introduced Katy Yee who gave a PowerPoint presentation of the GovHR compensation study draft report. Vincent moved (2nd Calloway) to accept the compensation study from GovHR with thanks. Unanimous.

8. Town Manager’s Compensation Recommendation

The Town Manager has requested that non-CBA positions be given an across-the-board increase of 6.4% which he proposed as maintaining parity with the CBA wages recently ratified. The financial impacts would be: (1) wage impact (increase) of \$37,145 in FY24 and \$83,021 in FY25; (2) health care contribution impact (increase) of \$0 in FY24 and \$8,698 in FY25; and, (3) a “true up” impact (increase) of making wage changes retroactive to July 1, 2023 of \$41,046 in FY24 and \$0 in FY25. Duffy recommended the adoption of recommendations (1) and (2). Calloway moved (2nd Layton) to approve continuing the policy of wage parity between CBA and non-CBA employees and adopt the updated FY24 wage chart as presented thereby increasing the wages by 6.4% across the board for all Town employees who were not already impacted by the CBA ratification to become effective upon approval. Calloway and Layton – yes; Arnold, Vincent and Smith – no.

Moved by Calloway (2nd Arnold) to approve moving all non-CBA employees to match the CBA’s newly adopted health insurance premium formula effective upon the next change in insurance determination of January 1, 2025. Unanimous.

Lily Trajman asked the SB to remember that the Town Clerk is an elected official and must be a resident of the Town and not subject to performance reviews. She asked that there be some sort of agreement between the Clerk and the Town to codify the relationship.

9. VCDP Planning Grant Application

Brian Loeb and Jeff Lubell submitted a request to have the Town pass two resolutions to move this planning grant application from the Affordable Housing Subcommittee of the Planning Commission to the next step. The public hearing held on March 19 yielded several very positive comments for the project. Calloway suggested that the Affordable Housing Subcommittee should be renamed the Affordable Housing Commission and that the members be appointed by the SB. Vincent moved (2nd Layton) to adopt the Resolution for VCDP Grant Application Authority (attached to these minutes) on behalf of the Affordable Housing Subcommittee for \$60,000. Layton, Arnold, Vincent, Smith – yes; Calloway – no.

Motion by Vincent (2nd Layton) to adopt the following resolution: Whereas the Town of Norwich must include a cash or cash-in-kind contribution of goods and/or services of at least 10% of the funds requested through the VCDP Planning Grant application; and that the Town is applying for \$60,000 in VCDP funds. Be it resolved that the Selectboard commits the use of \$6,000 in municipal funds from Fund 51 the Operational Performance and Development Fund to be used toward the costs of services described in the grant application on the condition that the application is successful and the town enters into a grant agreement for the awarded funds. Layton, Arnold, Vincent and Smith – yes; Calloway – no.

10. Community Collaborative – Letter of Support for VHCB grant

Jess Phelps requested a letter of endorsement for a grant from the Vermont Housing and Conservation Board. Phelps requested that this endorsement be changed to “The Norwich Selectboard support historic preservation grants....” Motion by Layton (2nd Calloway) to authorize the Chair to issue a letter of support for a potential Vermont Housing and Conservation Board grant and other historic preservation grants to the Norwich Community Collaborative’s Norwich Grange Hall project. Unanimous.

11. Goals for Selectboard

Amended under “Agenda” to combine items #11 and #12 to #11 (a) (b) and (c). By consensus, the SB tabled this item to the April 10, 2024 to be a one-hour segment at the beginning of the meeting. Committee interviews will be held after goals setting discussion at approximately 7:30pm on April 10, 2024.

12. Goals for the Town Manager

See #11 above.

13. Approval of Minutes – February 28, March 6 and March 13, 2024

Motion by Vincent (2nd Layton) to approve February 28 minutes as amended by Smith’s memo and any misspellings. Unanimous.

March 6 minutes – Duffy asked that the words “or the agenda” be removed from Item #10. Calloway expressed concern about the content of the minutes....should they contain just motions or context and motions. Motion by Arnold (2nd Calloway) that the Town record motions and their votes as their minutes until a minute taker can be hired. Calloway and Arnold – yes; Layton, Vincent and Smith – no. Motion by Vincent (2nd Layton) to approve the March 6 with the requested amendment by Duffy. Layton, Arnold, Vincent, and Smith – yes; Calloway – no.

March 13, 2024 Minutes – amendments requested include correcting misspelled names, amount of the AP warrant, indicate which attendees were in-person or by Zoom, Calloway asked that the minutes under #10 include: “Calloway disagreed with the lack of statutory procedure proposed by the Chair.” Motion by Vincent (2nd Calloway) to approve the March 13 minutes as amended. Unanimous.

14. Approval of the AP Warrant

Motion by Layton (2nd Calloway) to approve the AP Warrant number 1107 in the amount of \$129,817.50 to be paid from the General Fund. Unanimous.

15. Receipt of Correspondence

Smith summarized the emails in the packet with brief responses to each and thanks to everyone who submitted correspondence. Lindberg’s email asked if Town Meeting minutes would be in the FY2024 report because they were not in the FY2023 Town Report. Calloway cited 24 VSA 1152 stating that the minutes of Town Meeting are the responsibility of the Town Clerk. Duffy and Calloway agreed that the ultimate Town Meeting minutes are the disposition of the Articles. Mr. Harnish has asked to be on the agenda to discuss a resolution of inclusion. Calloway agreed to draft a policy on what kinds of support the SB would consider in terms of policy for the April 10, 2024 meeting. Motion by Layton (2nd Calloway) to receive all correspondence as presented in the packet with the exception of the FERC letter. Unanimous.

15. a. Draft letter to the Federal Energy Regulatory Commission

Lynwood Andrews and Craig Layne spoke to this draft letter. The deadline for submission is April 22 for the Town to submit a comment on the Great River Hydro relicensing application. Lindberg noted that Great River Hydro is on the Grand List. Motion by Arnold (2nd Calloway) to endorse in form and content of the draft letter to the Federal Energy Regulatory Commission on relicensing Great River Hydro’s Wilder Dam. Unanimous. Lynwood was asked to submit a copy of the final letter submitted to the Town Manager’s office for inclusion in the next packet.

16. Extension of the Contract with TRORC for the services of Kyle Katz.

Motion by Layton (2nd Vincent) to authorize the Town Manager to execute a contract extension with TRORC for the services of Kyle Katz up to 8 hours per week up to a maximum of \$46,400 through the period ending June 30, 2024. Unanimous.

17. Norwich Inn Liquor License Application

Motion by Layton at 10:24pm (2nd Vincent) to recess the meeting of the Selectboard for the purpose of executing the duties of the local control commissioners under authority of 7 VSA 167 et seq. Unanimous.

Motion by Layton (2nd Vincent) to approve the First Class License, application number 39586, for Green Visions, LLC, doing business as the Norwich Inn. Unanimous.

Motion by Layton at 10:26pm (2nd Vincent) to close the Norwich Liquor Commission session and reconvene the Selectboard meeting. Unanimous.

18. Town Manager’s Report

Duffy gave additional context to the items contained in his written report in the packet. Duffy noted that the cost quote of the planning for the Beaver Meadow walkability corridor was significantly higher than anticipated. Duffy recommended issuing an RFP to seek additional quotes for the planning phase.

19. Committee and Department Head Reports

Smith noted reports were received from the Finance Office, the Police, Fire and Recreation Departments. Vincent spoke to the Recreation Director’s report that the school may not be available for summer camps. The Board asked the Town Manager to pursue a possible rebate of the rental fee the Town pays if the school is not available for summer camps. Motion by Vincent (2nd Layton) the receipt of all committee and department head reports as presented in the packet. Unanimous.

20. Adjournment

Layton moved (2nd Vincent) to adjourn at 10:52pm. Unanimous.

Respectfully submitted,

Pamela T. Smith
Selectboard Chair

Approved _____, 2024

04/05/24

Town of Norwich Accounts Payable

Page 1 of 5

09:59 am

Check Warrant Report # 1114 Current Prior Next FY Invoices For Fund (General)

ashleyw

For Check Acct 03(General) >= 14474 04/10/24 To 04/10/24 & Fund 01

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
ABC	ALLIED BUILDING CONTRACTO	12/04/23	P&R-GROOMING 652	01-5-425200.00 Instructor/Contractor Fee	1650.00	14474	04/10/24
BEAUAM	AMANDA BEAULIEU	03/27/24	LISTERS-MARCH '24 ASSESSR 327ASSESSOR	01-5-300300.00 PROFESS SERVICES	698.25	14475	04/10/24
AMERICAN	AMERICAN ROCK SALT CO., L	03/27/24	DPW-ICE CONTROL SALT 0763792	01-5-703201.00 SALT & CHEMICALS	5737.70	14476	04/10/24
ANYTIME	ANYTIME CARPET CARE & CLE	03/30/24	PD-STATION CLEANING 963737	01-5-485304.00 CLEANING	410.00	14477	04/10/24
ARC	ARC MECHANICAL CONTRACTOR	02/29/24	FD-BOILER REPAIR 48387	01-5-485302.00 REPAIRS & MAINTENANCE	803.20	14478	04/10/24
BESTSEPT	BEST SEPTIC SERVICE, LLC	04/01/24	DPW-PORTA TOILET 45761	01-5-705411.00 REPAIRS & MAINTENANCE	160.00	14479	04/10/24
BETHELMIL	BETHEL MILLS	03/01/24	DPW-START FLUID 249063/6	01-5-703403.00 PARTS & SUPPLIES	6.59	14480	04/10/24
BETHELMIL	BETHEL MILLS	03/05/24	PD-ASSRTD SUPPLIES 249688/6	01-5-485302.00 REPAIRS & MAINTENANCE	63.97	14480	04/10/24
BETHELMIL	BETHEL MILLS	03/06/24	DPW-CONCRETE MIX 249881/6	01-5-703213.00 BRIDGE REPAIR & MAINT.	15.98	14480	04/10/24
BETHELMIL	BETHEL MILLS	03/13/24	DPW-COLD PATCH 251056/6	01-5-703211.00 ASPHALT PRODUCTS	99.95	14480	04/10/24
BETHELMIL	BETHEL MILLS	03/25/24	PD-WIPER FLUID 253050/6	01-5-500306.00 CRUISER MAINT	8.98	14480	04/10/24
BETHELMIL	BETHEL MILLS	03/26/24	DPW-WIRE ROPE CLIP 253247/6	01-5-703403.00 PARTS & SUPPLIES	5.17	14480	04/10/24
BETHELMIL	BETHEL MILLS	03/26/24	DPW-ASSRTD TOOLS 253320/6	01-5-703513.00 TOOLS	238.17	14480	04/10/24
BETHELMIL	BETHEL MILLS	03/27/24	DPW-SUPPLIES 253395/6	01-5-703403.00 PARTS & SUPPLIES	3.80	14480	04/10/24
SWENBR	BRIE SWENSON	04/02/24	P&R-BRIE ASSRTD SUPPLIES 402EMPREIMB	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	37.50	14481	04/10/24
SWENBR	BRIE SWENSON	04/02/24	P&R-BRIE ASSRTD SUPPLIES 402EMPREIMB	01-5-425211.00 EQUIPMENT	291.35	14481	04/10/24
BUSINESS	BUSINESS CARD	03/19/24	PD-PIZZAS #10	01-5-500501.00 ADMINISTRATION	228.76	14482	04/10/24
BUSINESS	BUSINESS CARD	03/12/24	TC-USPS SHIPPING #918	01-5-050538.00 POSTAGE	6.50	14482	04/10/24
BUSINESS	BUSINESS CARD	03/05/24	P&R-MOUTHGUARDS 4041848	01-5-425211.00 EQUIPMENT	33.97	14482	04/10/24
BUSINESS	BUSINESS CARD	03/18/24	PD-ASSORTED SUPPLIES 83241527	01-5-500501.00 ADMINISTRATION	25.00	14482	04/10/24
BUSINESS	BUSINESS CARD	03/18/24	PD-ASSORTED SUPPLIES 83241527	01-5-500583.00 UNIFORMS CLEANING	38.44	14482	04/10/24
BUSINESS	BUSINESS CARD	03/08/24	TH-SIGN & HOOKS 9482662	01-5-706109.00 BUILDING SUPPLIES	36.25	14482	04/10/24
BUSINESS	BUSINESS CARD	03/20/24	TH-MARCH '24 ZOOM INV248998296	01-5-275627.00 Remote Meeting Services	537.81	14482	04/10/24
CASELLA	CASELLA WASTE SERVICES	03/11/24	DPW-DEMOLITION 0907978	01-5-705306.00 C & D WASTE DISPOSAL	1154.40	14483	04/10/24
CHASESITE	CHASE SITE SERVICES, INC.	03/01/24	DPW-PLOWING PYMNT #5 18401	01-5-703301.00 PLOWING & SANDING	19115.00	14484	04/10/24

04/05/24
09:59 am

Town of Norwich Accounts Payable
 Check Warrant Report # 1114 Current Prior Next FY Invoices For Fund (General)
 For Check Acct 03(General) >= 14474 04/10/24 To 04/10/24 & Fund 01

Page 2 of 5
ashleyw

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
COMCAST	03/20/24	COMCAST DPW-APRIL '24 INTERNET 320DPWINT	01-5-703505.00 TELEPHONE	237.19	14485	04/10/24
COTT	03/31/24	COTT SYSTEMS INC TC-MONTHLY RESOLUTION 331RESOLUT	01-5-100613.00 SOFTWARE	290.00	14486	04/10/24
CRYSTAL	03/26/24	CRYSTAL ROCK, LLC DPW-WATER COOLER 736065032624	01-5-703515.00 ADMINISTRATION	71.96	14487	04/10/24
D&W	02/01/24	DAN & WHIT'S GENERAL STOR PD-GAS 005766	01-5-500302.00 PETROLEUM PRODUCTS	40.00	14488	04/10/24
DELTA DEN	03/15/24	DELTA DENTAL TH-APRIL '24 DENTAL INS APRIL24DENT	01-5-555126.00 DENTAL INSURANCE	67.73	14489	04/10/24
DELTA DEN	03/15/24	DELTA DENTAL TH-APRIL '24 DENTAL INS APRIL24DENT	01-5-704125.00 DENTAL INSURANCE	103.71	14489	04/10/24
DELTA DEN	03/15/24	DELTA DENTAL TH-APRIL '24 DENTAL INS APRIL24DENT	01-5-500125.00 DELTA DENTAL	35.98	14489	04/10/24
DELTA DEN	03/15/24	DELTA DENTAL TH-APRIL '24 DENTAL INS APRIL24DENT	01-5-703125.00 DENTAL INSURANCE	243.40	14489	04/10/24
DELTA DEN	03/15/24	DELTA DENTAL TH-APRIL '24 DENTAL INS APRIL24DENT	01-5-200125.00 DENTAL INSURANCE	71.96	14489	04/10/24
DELTA DEN	03/15/24	DELTA DENTAL TH-APRIL '24 DENTAL INS APRIL24DENT	01-5-500125.00 DELTA DENTAL	71.96	14489	04/10/24
DELTA DEN	03/15/24	DELTA DENTAL TH-APRIL '24 DENTAL INS APRIL24DENT	01-5-005125.00 DENTAL INSURANCE	239.46	14489	04/10/24
DELTA DEN	03/15/24	DELTA DENTAL TH-APRIL '24 DENTAL INS APRIL24DENT	01-5-100125.00 DENTAL INSURANCE	187.46	14489	04/10/24
DELTA DEN	03/15/24	DELTA DENTAL TH-APRIL '24 DENTAL INS APRIL24DENT	01-5-100125.00 DENTAL INSURANCE	67.73	14489	04/10/24
EVANSMOTO	03/20/24	EVANS GROUP, INC. DPW-DIESEL 200 GALS 0061584-IN	01-1-004105.00 Inventory-DPW Fueling Sta	626.29	14490	04/10/24
EYEMED	03/27/24	EYEMED/FIDELITY SECURITY TH-APRIL '24 VISION INS 166231808	01-2-001126.00 VISION SERV PLAN-PAYROLL	161.06	14491	04/10/24
FERGUSON	03/12/24	FERGUSON WATERWORKS DPW-COLD ASPHALT MIX 1211578	01-5-703211.00 ASPHALT PRODUCTS	68.46	14492	04/10/24
FIRSTLIGH	03/15/24	FIRSTLIGHT FIBER TH-MARCH '24 PHONE 16758651	01-5-425127.00 TELEPHONE	0.94	14494	04/10/24
FIRSTLIGH	03/15/24	FIRSTLIGHT FIBER TH-MARCH '24 PHONE 16758651	01-5-350531.00 TELEPHONE	3.87	14494	04/10/24
FIRSTLIGH	03/15/24	FIRSTLIGHT FIBER TH-MARCH '24 PHONE 16758651	01-5-705505.00 TELEPHONE	1.02	14494	04/10/24
FIRSTLIGH	03/15/24	FIRSTLIGHT FIBER TH-MARCH '24 PHONE 16758651	01-5-300531.00 TELEPHONE	1.51	14494	04/10/24
FIRSTLIGH	03/15/24	FIRSTLIGHT FIBER TH-MARCH '24 PHONE 16758651	01-5-005531.00 ADMIN TELEPHONE	1.99	14494	04/10/24
FIRSTLIGH	03/15/24	FIRSTLIGHT FIBER TH-MARCH '24 PHONE 16758651	01-5-275531.00 TELEPHONE	0.94	14494	04/10/24
FIRSTLIGH	03/15/24	FIRSTLIGHT FIBER TH-MARCH '24 PHONE 16758651	01-5-100531.00 TELEPHONE	4.60	14494	04/10/24
FIRSTLIGH	03/15/24	FIRSTLIGHT FIBER TH-MARCH '24 PHONE 16758651	01-5-200531.00 TELEPHONE	2.94	14494	04/10/24
DMS	09/30/23	GLOUCESTER ASSOCIATES DPW-METAL BEAM REPAIR JOB 56041	01-5-703511.00 REPAIRS & MAINTENANCE	4321.00	14495	04/10/24

04/05/24
09:59 amTown of Norwich Accounts Payable
Check Warrant Report # 1114 Current Prior Next FY Invoices For Fund (General)
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ashleyw

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
GOVHR	10/12/23	TH-COMPENSATION STUDY 1-10-23-606	01-5-005300.00 PROFESS SERV	8100.00	14496	04/10/24
GMPC	03/18/24	ACDMY RD LTS 05119200003 318ACDMYRD	01-5-703307.00 STREETLIGHTS	44.71	14497	04/10/24
GMPC	03/26/24	24 NW BSTN RD 14695000001 32624NWBSTN	01-5-705501.00 ELECTRICITY	143.84	14497	04/10/24
GMPC	03/26/24	300 MN ST BND 95726000003 326BNDSTND	01-5-706101.00 ELECTRICITY	24.39	14497	04/10/24
GMPC	03/26/24	11 FRHOUSE LN 70966000005 326FRHOUSE	01-5-485233.00 ELECTRICITY	607.78	14497	04/10/24
GMPC	03/26/24	MN ST TWR 35066725603 326MNSTTWR	01-5-575233.00 TOWER POWER	145.31	14497	04/10/24
GMPC	03/26/24	SS-TRNPK RD 75726000005 326TRNPKRD	01-5-500204.00 SPEED SIGNS	9.51	14497	04/10/24
GMPC	03/26/24	SS-UNN VLG RD 85726000004 326UNNVLLGRD	01-5-500204.00 SPEED SIGNS	9.71	14497	04/10/24
GMPC	03/28/24	STRT LGHTS 24926000001 328STLGHTS	01-5-703307.00 STREETLIGHTS	1184.82	14497	04/10/24
IRVINGOIL	02/28/24	DPW-PROPANE 45.5 GALS 827285	01-5-705503.00 PROPANE	63.22	14498	04/10/24
IRVINGOIL	02/28/24	DPW-PROPANE 35.6 GALS 827453	01-5-705503.00 PROPANE	49.47	14498	04/10/24
JORDAN	03/27/24	DPW-GRADER BITS P72554	01-5-703403.00 PARTS & SUPPLIES	696.50	14499	04/10/24
LEAF	03/31/24	PD-COPIER LEASE 16308551	01-5-500501.00 ADMINISTRATION	82.00	14502	04/10/24
TRAJLI	03/22/24	TC-CARDS & STICKERS 0472596758	01-5-100550.00 PRINTING	60.25	14503	04/10/24
NAT'L INS	03/15/24	TH-APRIL '24 LIFE INS 1614082	01-5-200124.00 DISABILITY/LIFE INS	119.53	14504	04/10/24
NAT'L INS	03/15/24	TH-APRIL '24 LIFE INS 1614082	01-5-100124.00 DISABILITY/LIFE INS	110.98	14504	04/10/24
NAT'L INS	03/15/24	TH-APRIL '24 LIFE INS 1614082	01-5-005124.00 DISABILITY/LIFE INSUR	149.04	14504	04/10/24
NAT'L INS	03/15/24	TH-APRIL '24 LIFE INS 1614082	01-5-425124.00 DISABILITY/LIFE INSUR	65.52	14504	04/10/24
NAT'L INS	03/15/24	TH-APRIL '24 LIFE INS 1614082	01-5-704124.00 DISABILITY/LIFE	94.35	14504	04/10/24
NAT'L INS	03/15/24	TH-APRIL '24 LIFE INS 1614082	01-5-555124.00 DISABILITY/LIFE INSURANCE	62.73	14504	04/10/24
NAT'L INS	03/15/24	TH-APRIL '24 LIFE INS 1614082	01-5-500124.00 DISABILITY/LIFE INS	224.90	14504	04/10/24
NAT'L INS	03/15/24	TH-APRIL '24 LIFE INS 1614082	01-5-703124.00 DISABILITY/LIFE	285.71	14504	04/10/24
MAYER	04/05/24	Payroll Transfer PR-04/05/24	01-2-001120.00 EMPLOYEE JUDGEMENT ORDER	25.00	14505	04/10/24
PBA	04/01/24	TH- MARCH '24 UNION DUES 37131	01-2-001117.00 UNION DUES PAYABLE	225.36	14506	04/10/24
NRRA	03/28/24	DPW-RELEASE #707769 137555	01-5-705305.00 RECYCLING	198.90	14507	04/10/24

04/05/24
09:59 am

Town of Norwich Accounts Payable
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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
RAYMOND	01/19/24	DPW-GARAGE REPAIR 1309	01-5-703511.00 REPAIRS & MAINTENANCE	1000.00	14508	04/10/24
REYNOLDS	04/01/24	FD-AIR COMPRESSOR SERVICE 3438327	01-5-485302.00 REPAIRS & MAINTENANCE	578.05	14509	04/10/24
SABIL	03/25/24	DPW-VEHICLE REPAIRS 11278	01-5-703401.00 OUTSIDE REPAIRS	950.00	14510	04/10/24
SABIL	03/25/24	DPW-VEHICLE REPAIRS 11296	01-5-703401.00 OUTSIDE REPAIRS	1000.00	14510	04/10/24
SABIL	03/25/24	DPW-VEHICLE REPAIRS 11298	01-5-703401.00 OUTSIDE REPAIRS	1200.00	14510	04/10/24
SABIL	03/27/24	DPW-VEHICLE REPAIRS 46134	01-5-703403.00 PARTS & SUPPLIES	113.01	14510	04/10/24
SABIL	04/02/24	DPW-VEHICLE REPAIRS 46167	01-5-703403.00 PARTS & SUPPLIES	26.15	14510	04/10/24
SKIDOOOR	03/14/24	DPW-DOOR MAINTENANCE 32059	01-5-703511.00 REPAIRS & MAINTENANCE	188.00	14511	04/10/24
SULLIVAN	02/29/24	FIN-SNGL ADT & TWN MEETNG 133440	01-5-200320.00 PROFESS SERVICES	330.00	14512	04/10/24
SULLIVAN	02/29/24	FIN-SNGL ADT & TWN MEETNG 133440	01-5-200322.00 INDEPENDENT AUDIT	817.00	14512	04/10/24
TASCO	03/01/24	PD-ALARM MONITORING 175807	01-5-485303.00 ALARM MONITORING	372.00	14513	04/10/24
TDS LEASE	03/26/24	PD-WATER COOLER 01087336	01-5-485301.00 BUILDING SUPPLIES	90.00	14514	04/10/24
EMBLAETH	03/28/24	PD-AUTISM PINS 45205	01-5-500583.00 UNIFORMS CLEANING	660.00	14515	04/10/24
OUTING	04/01/24	P&R-4 TEAMS LACROSSE JAM 401REGISTR	01-5-425216.00 ENTRY FEE	140.00	14516	04/10/24
TWNWINDSR	03/27/24	PD-POLICE SPECIAL DETAIL 2024-725	01-5-500115.00 PARTTIME OFFICER WAGE	1190.00	14517	04/10/24
VTREASUR	04/01/24	TC-2024 Q1 MARRG LCNSSES 401MRGLCNS	01-2-001124.00 DUE TO VT-VITAL RECORDS	130.00	14518	04/10/24
UNIFIRST	03/25/24	DPW-UNIFORM CLEANING 1070312429	01-5-704311.00 UNIFORMS	80.00	14519	04/10/24
UNIFIRST	03/25/24	DPW-UNIFORM CLEANING 1070312429	01-5-703311.00 UNIFORMS	277.97	14519	04/10/24
UNIFIRST	04/01/24	DPW-UNIFORM CLEANING 1070314263	01-5-704311.00 UNIFORMS	80.00	14519	04/10/24
UNIFIRST	04/01/24	DPW-UNIFORM CLEANING 1070314263	01-5-703311.00 UNIFORMS	277.97	14519	04/10/24
UNITEDREN	03/19/24	DPW-EQUIPMENT RENTAL 230945560001	01-5-703321.00 BRIDGES	1406.00	14521	04/10/24
VMERS	03/08/24	Payroll Transfer PR-03/08/24	01-2-001113.00 VMERS GRP C PAYABLE	2536.67	14522	04/10/24
VMERS	03/08/24	Payroll Transfer PR-03/08/24	01-2-001111.00 VMERS GRP B PAYABLE	4528.26	14522	04/10/24
VMERS	03/22/24	Payroll Transfer PR-03/22/24	01-2-001113.00 VMERS GRP C PAYABLE	3325.64	14522	04/10/24
VMERS	03/22/24	Payroll Transfer PR-03/22/24	01-2-001111.00 VMERS GRP B PAYABLE	9150.30	14522	04/10/24

04/05/24
09:59 am

Town of Norwich Accounts Payable
Check Warrant Report # 1114 Current Prior Next FY Invoices For Fund (General)
For Check Acct 03(General) >= 14474 04/10/24 To 04/10/24 & Fund 01

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ashleyw

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
VMERS	04/05/24	VMERS DB Payroll Transfer PR-04/05/24	01-2-001111.00 VMERS GRP B PAYABLE	5952.78	14522	04/10/24
VMERS	04/05/24	VMERS DB Payroll Transfer PR-04/05/24	01-2-001113.00 VMERS GRP C PAYABLE	2818.72	14522	04/10/24
VTELEVA	02/25/24	VT ELEVATOR INSPECTION SE TH-ANNUAL ELEVATR INSPECT 38605	01-5-706107.00 ELEVATOR MAINTENANCE	202.50	14523	04/10/24
WBMASON	03/26/24	W.B. MASON CO., INC. FIN-HGHLGHTRS & PH MEMOS 245486110	01-5-200610.00 OFFICE SUPPLIES	18.01	14524	04/10/24
HEALTHEQ	04/02/24	WAGeworks, INC TH-MARCH '24 COBRA ADMIN 0324TR112178	01-5-005123.00 HEALTH INSUR	40.00	14525	04/10/24
WOMELE	04/14/24	WOMEN LEADING GOVERNMENT TM-ANNUAL DUES 414DUES	01-5-005615.00 DUES/MTS/EDUC	40.00	14526	04/10/24
Report Total				90632.46		

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 \$ ****90,632.46
Let this be your order for the payments of these amounts.

Staff Accountant: Ashley Wohler
Ashley Wohler

DocuSigned by:
Brennan Duffy
D4520EC72DA7484...
Brennan Duffy

SELECTBOARD:

Pam Smith
Chair

Mary Layton
Vice Chair

Priscilla Vincent

Roger Arnold

Marcia Calloway

04/09/24

Town of Norwich Accounts Payable

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11:19 am

Check Warrant Report # 1115 Current Prior Next FY Invoices

ashleyw

Manually Selected For Check Acct 03 (General) 04/10/24 To 04/10/24

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
ADVANCETR	03/25/24	ADVANCE TRANSIT INC	FY24 APPROPRIATION #2	01-5-800352.00	6960.00	14467	04/10/24
			FY24APPROP#2	ADVANCE TRANSIT			
FAMILY	03/25/24	THE FAMILY PLACE	FY24 APPROPRIATION #2	01-5-800350.00	3000.00	14471	04/10/24
			FY24APPROP#2	THE FAMILY PLACE			
NORCEMET	03/25/24	NORWICH CEMETERY COMMISSI	FY24 APPROPRIATION #2	01-5-800316.00	10000.00	14527	04/10/24
			FY24APPROP#2	NORWICH CEMETERY ASSOCATN			
NORHISTOR	03/25/24	NORWICH HISTORICAL SOCIET	FY24 APPROPRIATION #2	01-5-800315.00	4000.00	14469	04/10/24
			FY24APPROP#2	NORWICH HISTORICAL SOC.			
NORLIBRAR	03/25/24	NORWICH PUBLIC LIBRARY AS	FY24 APPROPRIATION #2	01-5-800302.00	168500.00	14470	04/10/24
			FY24APPROP#2	NORWICH PUBLIC LIBRARY			
VNA	03/25/24	VISITING NURSE ASSOC. & H	FY24 APPROPRIATION #2	01-5-800328.00	9250.00	14472	04/10/24
			FY24APPROP#2	VSTNG NRS/HSP APPR			
WRCOA	03/25/24	WHITE RIVER COUNCIL ON AG	FY24 APPROPRIATION #2	01-5-800372.00	2650.00	14473	04/10/24
			FY24APPROP#2	WHT RIVR COUN ON AGING			
Report Total					204360.00		

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 \$ ***204,360.00
Let this be your order for the payments of these amounts.

Staff Accountant: Ashley Wohler
Ashley Wohler

DocuSigned by:
Brennan Duffy
D4520EC72DA7484...
Brennan Duffy

SELECTBOARD:

Pam Smith
Chair

Mary Layton
Vice Chair

Priscilla Vincent

Roger Arnold

Marcia Calloway

04/05/24
09:57 am

Town of Norwich Accounts Payable

Check Warrant Report # 1110 Current Prior Next FY Invoices For Fund (RECORDS RESTORATION)
For Check Acct 03(General) All check #s 04/10/24 To 04/10/24 & Fund 45

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
KOFILE	03/22/24	TC-MARRIAGE BOOK PRESERVE KT-015098	45-5-100341.00 RESTORATION EXPENSE	16365.50	14500	04/10/24
Report Total				16365.50		

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 \$ ****16,365.50
Let this be your order for the payments of these amounts:

Staff Accountant Ashley Wehler
Ashley Wehler

DocuSigned by:
Brennan Duffy
D4520EC72DA7484...
Brennan Duffy

SELECTBOARD:

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

04/05/24

Town of Norwich Accounts Payable

09:58 am

Check Warrant Report # 1111 Current Prior Next FY Invoices For Fund (HIGHWAY EQUIPMENT FUND)

ashleyw

For Check Acct 03(General) All check #s 04/10/24 To 04/10/24 & Fund 07

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
UNITED AG UNITED AG & TURF NE, LLC	01/29/24	DPW-JOHN DEERE TRACTOR 129JOHNDEERE	07-5-700322.00 HIGHWAY EQUIP. PURCHASES	166136.00	14520	04/10/24
Report Total				166136.00		

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 \$ ***166,136.00
Let this be your order for the payments of these amounts.

Staff Accountant:

Ashley Wohler
Ashley Wohler

Town Manager:

DocuSigned by:
Brennan Duffy
D4520EG72DA7484...
Brennan Duffy

SELECTBOARD:

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

04/05/24
09:58 am

Town of Norwich Accounts Payable
Check Warrant Report # 1112 Current Prior Next FY Invoices For Fund (FIRE EQUIPMENT FUND)
For Check Acct 03(General) All check #s 04/10/24 To 04/10/24 & Fund 26

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
FTSNE	02/09/24	FIRE TECH & SAFETY OF NEW FD-EQUIPMENT FOR ENGINE 3 220154	26-5-555322.00 FIRE EQUIPMENT	6325.00	14493	04/10/24
Report Total				6325.00		

To the Treasurer of Town of Norwich, We hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ *****6,325.00
Let this be your order for the payments of these amounts.

Staff Accountant *Ashley Wohler*
Ashley Wohler

DocuSigned by:
Brennan Duffy
D4520EC72DA7484...
Brennan Duffy

SELECTBOARD:

Pam Smith
Chair

Mary Layton
Vice Chair

Priscilla Vincent

Roger Arnold

Marcia Calloway

04/05/24

09:58 am

Town of Norwich Accounts Payable

Check Warrant Report # 1113 Current Prior Next FY Invoices For Fund (TOWN REAPPRAISAL FUND)

ashleyw

For Check Acct 03(General) All check #s 04/10/24 To 04/10/24 & Fund 12

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
KRT	03/22/24	LISTERS-REAPPRAISAL 2843	12-5-300322.00 REAPPRAISAL	20541.57	14501	04/10/24
Report Total				20541.57		

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 \$ ****20,541.57
Let this be your order for the payments of these amounts.

Staff Accountant

Ashley Wohler
Ashley Wohler

Town Manager:

DocuSigned by:
Brennan Duffy
D4520EC72DA7484...
Brennan Duffy

SELECTBOARD:

Pam Smith
Chair

Mary Layton
Vice Chair

Priscilla Vincent

Roger Arnold

Marcia Calloway

Norwich Selectboard Policy on Requests for Statements of Support

Municipalities in Vermont are constrained by law to have no authority beyond that which is given by statute, or that which is necessarily implied by a statute to exercise those granted powers. Therefore, when a municipality is requested to act, it must identify the law that grants the authority and, further, may not conclude that an action is permissible simply because there is no law prohibiting the action. In addition to state law, federal law, including statutes, case law, administrative regulations promulgated by federal or state agencies, and the U.S. Constitution, also often impact the operation of a municipality.

In recognition of these constraints, as well as the purpose of a municipal legislative body to have general supervision of the affairs of the town which are not committed by law to the care of any particular officer, the Norwich Selectboard acknowledges their mandate to abide by the complexity of state and federal laws and to be answerable by vote to the electorate of the town. To that end, and as required by state law, the Selectboard will hear public opinion on matters considered by the public body during meetings, and will hear public comment on other topics as allowed by the Selectboard's Rules of Procedure. To avoid violation of any protected rights, as well as the appearance of taking a position on any particular topic, the Selectboard will not issue statements of support on any matter not directly related to the work of the town. In cases where exemplary service has been allowed by, and provided to, the town by a citizen, employee or volunteer, the Selectboard may initiate or entertain a request to issue a commendation of thanks and/or acknowledgement for such service.

Dated this _____ day of April, 2024.
