

**Norwich Fire District**

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**From:** Ron Rhodes <rrhodes@ctriver.org>  
**Sent:** Monday, January 23, 2017 10:00 AM  
**To:** 'Norwich Fire District'; 'Barbara H. Currier'; 'Melvin I. Biggs'; jonathanvinc@gmail.com  
**Subject:** FW: Norwich Pool Committee "Final Draft Report"

Passing this on, especially the last sentence!

Ron Rhodes, North Country River Steward  
Connecticut River Watershed Council  
[www.ctriver.org](http://www.ctriver.org)

*"The true meaning of life is to plant trees, under whose shade you do not expect to sit." - Nelson Henderson*

**From:** Kirn, Rich [<mailto:Rich.Kirn@vermont.gov>]  
**Sent:** Monday, January 23, 2017 8:49 AM

Ron,

I would suggest you have your contacts encourage the Town and pool committee to reach out to our Agency so we can provide them clear guidance on the permit requirements, regulatory criteria and information needs that will be necessary for this type of project. The sooner they have a realistic understanding of this, the less misinformation will spread. A meeting with Jeff Crocker, a Stream Alteration program representative and myself will be able to provide the town and committee with clear direction and expectations and debunk the notion of the perceived benefit of linking projects.

*Rich Kirn  
Fisheries Program Manager  
Vermont Department of Fish and Wildlife  
3902 Roxbury Road  
Roxbury, VT 05669  
(802) 485-7566  
[rich.kirn@vermont.gov](mailto:rich.kirn@vermont.gov)*



DEPARTMENT OF THE ARMY  
US ARMY CORPS OF ENGINEERS  
NEW ENGLAND DISTRICT  
696 VIRGINIA ROAD  
CONCORD MA 01742-2751

**CERTIFIED MAIL -RETURN RECEIPT REQUESTED**

11 Lincoln Street, Room 210  
Essex Junction, Vermont 05452  
January 5, 2017

Regulatory Division  
CENAE-RDC-63-NAE-2017-00055

Town of Norwich  
ATTN: Mr. Raymond Hodgdon  
P.O. Box 376  
Norwich, Vermont 05055

Dear Mr. Hodgdon:

We have recently learned that the Town of Norwich plans to construct a stream side pool along Charles Brown Brook off Beaver Meadow Road in Norwich, Vermont. Your project may involve work in waters under Corps of Engineers' jurisdiction and may require prior authorization from the Corps. The following is an explanation of Corps jurisdiction as defined by Section 404 of the Clean Water Act.

Permits are required under Section 404 for discharges of dredged or fill material into all waters of the United States, including navigable waters, inland rivers, lakes, streams, and wetlands, as well as the excavation/grading within these waters/wetlands. In interior waters, our jurisdiction extends landward to the ordinary high water mark or to the landward limit of any wetlands, whichever is more extensive.

The term "wetlands" is defined by Federal regulations as "...those areas that are inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions..." (Federal Register, November 13, 1986 33 CFR Part 328.3(b)). Wetlands generally include swamps, marshes, and bogs; however, forests and meadows that lack surface waters can also be wetlands. In addition, wetland delineations as determined for Federal, state, and local agencies might not be interchangeable.

The term "discharge" is defined as the addition of dredged or fill material into waters of the U.S. This may include the redepositing of wetland soils such as occurs during mechanized landclearing activities, including grubbing, grading, and excavation.

The term "fill material", used above, is defined by Federal regulations to mean "...material placed in waters of the United States where the material has the effect of: (i) replacing any portion of a water of the United States with dry land; or (ii) changing the bottom elevation of any portion of a water of the United States. Examples of such fill material include, but are not limited to, rock, sand, clay, plastics, construction debris, wood chips, overburden from mining or other excavation activities, and materials used to create any structure or infrastructure in waters of the United States. The term fill does not include trash or garbage." (33 C.F.R. Part 323.2 (b), as published in the May 9, 2002 Federal Register).

Before doing any work on the project, please insure that you have clearly delineated, both in the field and on the drawings, the precise limits of any waters of the United States under the Corps of Engineers jurisdiction which are located within the entire project area. A qualified wetland consultant familiar with the methodology in the 1987 "Corps of Engineers Wetlands Delineation Manual" and regional supplement should delineate any and all wetlands on the subject property. Data sheets supporting the wetland delineation should be submitted for review. Scaled drawings should clearly indicate, with dimensions, the precise location of where you intend to place any fill material (whether temporary or permanent), excavate, or perform mechanized landclearing in any such wetlands or waterway.

You should contact me at the above address or by phone at (802) 872-2893 to discuss permit requirements and to arrange a site visit. If you have any further questions regarding Corps jurisdiction or any other matter, please do not hesitate to contact me.

Sincerely,



Angela C. Repella  
 Permits & Enforcement Branch  
 Regulatory Division

Attachments



**US Army Corps  
of Engineers** ®  
New England District

## JURISDICTION FACT SHEET

Under **Section 404 of the Clean Water Act (CWA)** (33 U.S.C. 1344) a Department of the Army (DA) permit from the U.S. Army Corps of Engineers is required for activities which involve the **discharge of dredged or fill material** into waters of the United States (U.S.), including not only navigable waters of the U.S. but also inland rivers, lakes, streams, and **wetlands**. In inland waters, Corps jurisdiction under the CWA extends landward to the **ordinary high water mark** or the **landward limit** of any wetlands, whichever is more extensive.

The term **"wetlands,"** as used above, is defined by Federal regulations as "... those areas that are inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions..." (33 CFR 328.3(b), November 13, 1986 Federal Register). Wetlands generally include swamps, marshes, and bogs. Forested and meadow areas that lack standing water can also be wetlands. The Corps uses a three-parameter method to define the wetland/upland boundary. Please note that such boundaries might not be the same as wetland boundaries determined by state or local regulations, since those agencies sometimes use different criteria to delineate wetlands.

The term **"discharge"** is defined as the addition of dredged or fill material into waters of the U.S. This may include the redeposition of wetland soils such as occurs during mechanized land clearing activities, including grubbing, grading, and excavation.

The term **"fill material"** is defined by Federal regulation as "...material placed in waters of the United States where the material has the effect of: (i) Replacing any portion of a water of the U.S. with dry land; or (ii) Changing the bottom elevation of any portion of a water of the U.S. Examples of such fill material include, but are not limited to: rock, sand, soil, clay, plastics, construction debris, wood chips, overburden from mining or other excavation activities, and materials used to create any structure or infrastructure in the waters of the U.S. The term fill material does not include trash or garbage." (33 CFR 323.2 (e), May 9, 2002 Federal Register). The Environmental Protection Agency is responsible for regulating discharges of wastes and other pollutants.

Under **Section 10 of the Rivers and Harbors Act of 1899** (USC 403), a Corps permit is required for all work, including structures, seaward of the mean high water line in navigable waters of the U.S. In New England, for purposes of Section 10, navigable waters of the U.S. are those subject to the ebb and flow of the tide, as well as a few of the major rivers used to transport interstate or foreign commerce.

You must obtain authorization for any work within Corps jurisdiction before you can legally undertake such work. Corps permits are a limited form of authorization containing a stated set of terms and conditions which must be complied with. Before starting any work in waters of the U.S., people doing such work or having such work done for them should: (1) be certain that a DA permit has been obtained or is not needed and (2) familiarize themselves and their contractor with the terms and conditions of the permit. Performing any work which requires, but is not authorized by, a Corps permit, or failing to comply with the terms and conditions of a Corps permit, may subject the developer, the landowner or other responsible party, including the contractor, to criminal and/or civil liability.

General Permits (GPs) have been issued for each New England state. The GPs are located at [www.nae.usace.army.mil/regulatory](http://www.nae.usace.army.mil/regulatory) >> State General Permits/Permitting. Projects in Corps jurisdiction either fit Category 1 or Category 2 of the GP, or require an Individual Permit (IP). An application to the Corps isn't required for activities meeting the Category 1 definition (see appendix at the back of the GP) and all the terms and conditions of the GP. See the GP for more details. Those performing work under the assumption that the work is authorized under Category 1 are responsible for any errors in that assumption. They should carefully check the GP or consult our office for verification. The same situation applies if someone incorrectly determines that a project is outside Corps jurisdiction. Activities described under Category 2 and the IP category require project-specific authorization from the Corps in writing. The difference between Category 2 and the IP is the information required and the extent of public-interest review.

Violations of the CWA are punishable by civil and/or criminal fines of up to \$25,000 per day of violation (up to \$50,000 per day for criminal fines) and possible imprisonment. In addition, an order may be issued for (1) complete removal of the unauthorized work or fill and (2) restoration of the area to pre-construction conditions.

**David Ormiston**

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**From:** Jeffrey Tucker <jtucker@dubois-king.com>  
**Sent:** Wednesday, December 07, 2016 7:58 AM  
**To:** David Ormiston  
**Subject:** Norwich Pool  
**Attachments:** Norwich Final plans 08\_14\_2015.pdf

Good morning Dave:

A late construction season project issue that arose yesterday demands my attendance at a meeting in Montpelier this morning, as we are pushing to finish it up for the season. I apologize, but as a result, I am not able to make it to Norwich this morning. I can stop by tomorrow morning if you have time.

I have attached for your review a PDF set of the final plans issued for the pool reconstruction project. Of note for a off line pond include: Sheet 2, Existing condition site plan (as of 2015), Sheet 3 (Restoration site plan), which, while it is for a reconstructed dam, provides a good overview of the required area to recreate a similar size pool of water.

The edge of water of the former pool is shown on this sheet, which equates to Elevation 607.3. As a reference the ground elevation of the land along the top of the stream bank to the right of the pool (as one looks downstream) is at El. 610 and rises quickly from there.

We were looking to achieve a pool water depth of 7 to 8 feet. To achieve that with a off channel pond excavated into the adjacent soil, we would need to excavate down to about El. 600 to El. 602, a depth of 8 to 10 feet. Of course, a shallow depth pool would reduce the excavation, but would reduce water quality.

In my opinion, key engineering considerations to a off channel pond include (not limited to):

1. Suitability of underlying soils to hold the water, excessive seepage. A liner would address this, but expensive.
2. State and federal regulations limiting the volume of water to divert into the side channel pond may not be adequate to keep the pond full during dry weather. Along with this is the need for an intake structure to feed the pond.
3. An embankment dike along the left edge of the side channel pond (looking downstream) would be required to both hold the impoundment in place and to provide the separation between the stream and the pond. The type of dike (concrete, earth / stonefill) will dictate cost and required area. The stability of the dike during storm events would be a key engineering issue.
4. Valley wall stability. I assume the off channel pond would be excavated up close to the bottom of the slope to the far right of the area (where the El. 613 / 614 contour is located). Consideration of the stability of the slope to ensure it is not undermined is important.

Certainly, the above is not to throw cold water on the idea of a side channel pond at this location. Its just that cost associated with the volume of excavation required to create the pool, the likely need to line bottom or improve the soils to hold water combined with the limiting volume of water regulators will allow to divert into it during the summer months will likely be significant.

With that said, we did not evaluate or quantify the technical issues associated with a side channel pond. The consensus of the team (town and consultant) was if a side channel pool is the desired option, then the construction of a conventional municipal pool somewhere else may likely more practical.

Again, I apologize for this morning. I will call you later today when I get into the office.

thank-you

jeff

Jeffrey W. Tucker, P.E., LEED AP  
President | Principal Engineer  
DuBois & King, Inc.  
802.728.3376, [JTucker@DuBois-King.com](mailto:JTucker@DuBois-King.com)

11a

02/03/17

Town of Norwich Accounts Payable

11:26 am

Check Warrant Report # 17-19 Current Prior Next FY Invoices For Fund (RECREATION FACILITY & IMP)

RRobinson

All Invoices For Check Acct 01(General) 01/31/17 To 02/08/17

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
MIS1	02/03/17	REC-SNOWMOBILE SNOWMOBILE	05-5-425345.00 EQUIPMENT PURCHASES	2500.00	4186	02/07/17
Report Total				2500.00		

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 \$ \*\*\*\*\*2,500.00  
Let this be your order for the payments of these amounts.

FINANCE DIRECTOR   
Roberta Robinson

TOWN MANAGER: \_\_\_\_\_  
Dave Ormiston, Interim Town Manager

SELECTBOARD:

- \_\_\_\_\_  
Christopher Ashley
- \_\_\_\_\_  
Linda Cook  
Chair
- \_\_\_\_\_  
Stephen Flanders
- \_\_\_\_\_  
Dan Goulet
- \_\_\_\_\_  
Mary Layton

11a

02/03/17  
11:26 am

Town of Norwich Accounts Payable  
Check Warrant Report # 17-19 Current Prior Next FY Invoices For Fund (General)  
All Invoices For Check Acct 01(General) 01/31/17 To 02/08/17

Page 1 of 7  
RRobinson

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
BCBS	BLUE CROSS/BLUE SHIELD OF	01/01/17	FEB 17 HEALTH INSURANCE	01-5-425123.00	553.14	4187	02/08/17
			FEB 17	HEALTH INS			
BCBS	BLUE CROSS/BLUE SHIELD OF	01/01/17	FEB 17 HEALTH INSURANCE	01-5-500123.00	6441.01	4187	02/08/17
			FEB 17	HEALTH INS			
BCBS	BLUE CROSS/BLUE SHIELD OF	01/01/17	FEB 17 HEALTH INSURANCE	01-5-704123.00	1408.05	4187	02/08/17
			FEB 17	HEALTH INSURANCE			
BCBS	BLUE CROSS/BLUE SHIELD OF	01/01/17	FEB 17 HEALTH INSURANCE	01-5-703123.00	8231.84	4187	02/08/17
			FEB 17	HEALTH INSUR			
BCBS	BLUE CROSS/BLUE SHIELD OF	01/01/17	FEB 17 HEALTH INSURANCE	01-5-300123.00	373.32	4187	02/08/17
			FEB 17	HEALTH INS			
BCBS	BLUE CROSS/BLUE SHIELD OF	01/01/17	FEB 17 HEALTH INSURANCE	01-5-350123.00	1373.52	4187	02/08/17
			FEB 17	HEALTH INS			
BCBS	BLUE CROSS/BLUE SHIELD OF	01/01/17	FEB 17 HEALTH INSURANCE	01-5-005123.00	3255.25	4187	02/08/17
			FEB 17	HEALTH INSUR			
BCBS	BLUE CROSS/BLUE SHIELD OF	01/01/17	FEB 17 HEALTH INSURANCE	01-5-100123.00	2173.84	4187	02/08/17
			FEB 17	HEALTH INS			
BCBS	BLUE CROSS/BLUE SHIELD OF	01/01/17	FEB 17 HEALTH INSURANCE	01-5-200123.00	622.19	4187	02/08/17
			FEB 17	HEALTH INS			
BEAURO	RON L. BEAULIEU & COMPANY	02/03/17	FIN-FINAL AUDIT PAYMENT	01-5-200322.00	400.00	4188	02/08/17
			17018	INDEPENDENT AUDIT			
BENS	BEN'S UNIFORMS	01/16/17	PD--UNIFORM ITEMS	01-5-500582.00	71.00	-----	---/--
			66859	UNIFORMS			
BROWN	CHARLIE BROWN'S	01/26/17	HWY--CHAINSAB BAR	01-5-703403.00	39.95	4189	02/08/17
			38210	PARTS & SUPPLIES			
BUSINESS	BUSINESS CARD	01/24/17	HWY-HANDSFREE PHONE KITS	01-5-703515.00	700.00	4190	02/08/17
			1/24/17	ADMINISTRATION			
CED	CONSOLIDATED ELECTRICAL D	01/16/17	TH--GYM BALLASTS/LIGHTS	01-5-706113.00	750.00	-----	---/--
			9433-738342	REPAIRS & MAINTENANCE			
CHAPPELL	CHAPPELL TRACTOR/ B-B CHA	01/16/17	HWY--TIRE CHAINS	01-5-703403.00	1243.75	4191	02/08/17
			PB21969	PARTS & SUPPLIES			
CHILDSUPP	OFFICE OF CHILD SUPPORT	01/30/17	CHILDSUPPORT PEND1-28-17	01-2-001115.00	920.98	4184	02/01/17
			PEND1-28-17	CHILD SUPPORT PAYABLE			
CINTAS	CINTAS CORPORATION	01/25/17	HWY-MED CABINET SUPPLIES	01-5-703515.00	134.84	4192	02/08/17
			5007061283	ADMINISTRATION			
CODY	CODY CHEVROLET INC.	01/20/17	HWY--TRK#1 BOLTS	01-5-703403.00	18.99	4193	02/08/17
			57797	PARTS & SUPPLIES			
COMCAST	COMCAST	01/06/17	TH--FIXED IP	01-5-275632.00	19.95	4194	02/08/17
			1/6/17	SERVER MAINTENANCE			
COMCAST	COMCAST	01/06/17	FD--FIXED IP & INTERNET	01-5-550235.00	34.90	4194	02/08/17
			1/6/17 #2	TELEPHONE & INTERNET			
COTT	COTT SYSTEMS INC	02/01/17	TC--FEB 17 HOSTING	01-5-100613.00	241.00	-----	---/--
			114023	SOFTWARE			
CRICKET'S	CRICKET'S PAINT & AUTO PA	01/04/17	HWY--CASE BRAKE WASH	01-5-703403.00	32.28	4195	02/08/17
			667386	PARTS & SUPPLIES			
CRICKET'S	CRICKET'S PAINT & AUTO PA	01/18/17	HWY--PENETRATING OIL	01-5-703403.00	68.28	4195	02/08/17
			668497	PARTS & SUPPLIES			
CRYSTAL	CRYSTAL ROCK, LLC	12/31/16	HWY/SW--COOLER RENTAL	01-5-703515.00	12.00	-----	---/--
			12/31/16	ADMINISTRATION			
CRYSTAL	CRYSTAL ROCK, LLC	12/31/16	HWY/SW--COOLER RENTAL	01-5-705515.00	12.00	-----	---/--
			12/31/16	ADMINISTRATION			

11a

02/03/17

Town of Norwich Accounts Payable

11:26 am

Check Warrant Report # 17-19 Current Prior Next FY Invoices For Fund (General)

RRobinson

All Invoices For Check Acct 01(General) 01/31/17 To 02/08/17

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
D&W	01/02/17	PL--HARDWARE		01-5-350610.00	5.99	4196	02/08/17
		4993477		OFFICE SUPPLIES			
D&W	01/10/17	REC--MEETING SNACKS		01-5-425220.00	11.98	4196	02/08/17
		5000066		SPECIAL EVENTS /SUPPLIES			
D&W	01/16/17	REC--CARDS FOR COACHES		01-5-425220.00	9.19	4196	02/08/17
		5004911		SPECIAL EVENTS /SUPPLIES			
DATAMANN	01/19/17	GADMIN--ETHERNET ISSUE		01-5-275632.00	75.00	4197	02/08/17
		31749		SERVER MAINTENANCE			
DEADRIVER	01/20/17	TH--STATEMENT CREDIT		01-5-706103.00	-100.00	4198	02/08/17
		1/20/17		HEATING			
DEADRIVER	01/10/17	TH--376.5 GALS #2 FUEL		01-5-706103.00	763.92	4198	02/08/17
		35991		HEATING			
DECHERT	01/30/17	PL--REIMBURSEMENT		01-5-350580.00	267.26	-----	--/--/--
		1/30/17		MILEAGE REIMB			
DECHERT	01/30/17	PL--REIMBURSEMENT		01-5-350615.00	40.00	-----	--/--/--
		1/30/17		DUES/MTGS/EDUC			
DELTA DEN	01/24/17	DENTAL INSURANCE FEB 17		01-5-555126.00	34.27	4199	02/08/17
		FEB 17		DENTAL INSURANCE			
DELTA DEN	01/24/17	DENTAL INSURANCE FEB 17		01-5-703125.00	326.58	4199	02/08/17
		FEB 17		DENTAL INSURANCE			
DELTA DEN	01/24/17	DENTAL INSURANCE FEB 17		01-5-704125.00	34.27	4199	02/08/17
		FEB 17		DENTAL INSURANCE			
DELTA DEN	01/24/17	DENTAL INSURANCE FEB 17		01-5-500125.00	277.33	4199	02/08/17
		FEB 17		DELTA DENTAL			
DELTA DEN	01/24/17	DENTAL INSURANCE FEB 17		01-5-005125.00	64.51	4199	02/08/17
		FEB 17		DENTAL INSURANCE			
DELTA DEN	01/24/17	DENTAL INSURANCE FEB 17		01-5-425125.00	34.27	4199	02/08/17
		FEB 17		DENTAL INSURANCE			
DELTA DEN	01/24/17	DENTAL INSURANCE FEB 17		01-5-100125.00	129.02	4199	02/08/17
		FEB 17		DENTAL INSURANCE			
DELTA DEN	01/24/17	DENTAL INSURANCE FEB 17		01-5-200125.00	135.78	4199	02/08/17
		FEB 17		DENTAL INSURANCE			
DELTA DEN	01/24/17	DENTAL INSURANCE FEB 17		01-5-350125.00	64.51	4199	02/08/17
		FEB 17		DENTAL INSURANCE			
DELTA DEN	01/24/17	DENTAL INSURANCE FEB 17		01-5-300125.00	42.77	4199	02/08/17
		FEB 17		DENTAL INSURANCE			
DHMC	01/16/17	FD--BATTERIES		01-5-555422.00	48.48	4200	02/08/17
		INV1220175		FIRE TOOLS & EQUIPMENT			
DINGEE	01/16/17	FD--ENGINE REPAIR		01-5-555528.00	207.50	4201	02/08/17
		8068		FIRE TRK R & M			
EVANSMOTO	01/23/17	HWY--500 GALS BIODIESEL		01-5-703405.00	1072.72	-----	--/--/--
		603597		PETROLEUM PRODUCTS			
FASTENAL	01/26/17	HWY--STOCK FASTENERS		01-5-703403.00	38.72	-----	--/--/--
		NHWES66105		PARTS & SUPPLIES			
FLANDERS	01/26/17	HWY--SENSOR REPLACEMENT		01-5-703401.00	398.50	4202	02/08/17
		FOCS163675		OUTSIDE REPAIRS			
FOGGS	01/06/17	TH--PAINTING SUPPLIES		01-5-706113.00	22.36	4203	02/08/17
		790304		REPAIRS & MAINTENANCE			
FOGGS	01/06/17	TH--WOOD FILLER		01-5-706113.00	9.99	4203	02/08/17
		790343		REPAIRS & MAINTENANCE			

02/03/17  
11:26 am

Town of Norwich Accounts Payable  
Check Warrant Report # 17-19 Current Prior Next FY Invoices For Fund (General)  
All Invoices For Check Acct 01(General) 01/31/17 To 02/08/17

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
FREIGHTNH	01/23/17	FREIGHTLINER OF NEW HAMPS HWY--TRK#10 BRAKE PARTS LP254575		01-5-703403.00 PARTS & SUPPLIES	238.18	4204	02/08/17
FREIGHTNH	01/27/17	FREIGHTLINER OF NEW HAMPS HWY--TRK#10 BRAKE PARTS LP254822		01-5-703403.00 PARTS & SUPPLIES	219.08	4204	02/08/17
GATEWAY	01/08/17	GATEWAY MOTORS INC PD--4 WHEEL ALIGNMENT 15739		01-5-500306.00 CRUISER MAINT	79.95	4205	02/08/17
GATEWAY	01/11/17	GATEWAY MOTORS INC PD--REPAIR PARTS 34889		01-5-500306.00 CRUISER MAINT	403.00	4205	02/08/17
GATEWAY	01/13/17	GATEWAY MOTORS INC PD--REPAIR PARTS 34910		01-5-500306.00 CRUISER MAINT	76.14	4205	02/08/17
GEORGE	02/02/17	MICHELE S. GEORGE REC--YOGA INSTRUCTION 2/2/17		01-5-425200.00 INSTRUCTOR FEE	2556.40	-----	--/--/--
GMPC	01/17/17	GREEN MOUNTAIN POWER CORP STREETLIGHTS DEC16/JAN17 05119JAN17		01-5-703307.00 STREETLIGHTS	45.39	4206	02/08/17
GMPC	01/27/17	GREEN MOUNTAIN POWER CORP EMMGT--TOWER POWER JAN17 35066JAN17		01-5-575233.00 TOWER POWER	51.03	4206	02/08/17
HANOVERTO	01/18/17	TOWN OF HANOVER FD-AMBULANCE QUARTERLY 4785		01-5-555901.00 AMBULANCE CONTRACT	30571.50	-----	--/--/--
HANOVERTO	01/18/17	TOWN OF HANOVER FD--DISPATCH 1/17-6/17 4788		01-5-555632.00 DISPATCH SERVICE	4586.68	-----	--/--/--
IRVINGOIL	01/18/17	IRVING ENERGY DISTRIB. & HWY--583 GALS PROPANE 130961		01-5-703503.00 PROPANE	728.75	-----	--/--/--
JORDAN	01/23/17	JORDAN EQUIPMENT CO. HWY--PLOW BALDES P21761		01-5-703403.00 PARTS & SUPPLIES	384.83	4207	02/08/17
KEYCOMM	02/02/17	KEY COMMUNICATIONS INC GEN ADMIN-TELEPHONE CALEN 50835		01-5-275531.00 TELEPHONE	86.00	-----	--/--/--
LAVALLEYS	01/20/17	LAVALLEY'S BUILDING SUPPL TH--STAIR TREAD WL3854860-01		01-5-706113.00 REPAIRS & MAINTENANCE	50.65	-----	--/--/--
LINCOLN	02/01/17	LINCOLN FINANCIAL GROUP FEB 17 LIFE/DISAB INS FEB 17		01-5-704124.00 DISABILITY/LIFE	91.53	-----	--/--/--
LINCOLN	02/01/17	LINCOLN FINANCIAL GROUP FEB 17 LIFE/DISAB INS FEB 17		01-5-703124.00 DISABILITY/LIFE	371.59	-----	--/--/--
LINCOLN	02/01/17	LINCOLN FINANCIAL GROUP FEB 17 LIFE/DISAB INS FEB 17		01-5-500124.00 DISABILITY/LIFE INS	310.28	-----	--/--/--
LINCOLN	02/01/17	LINCOLN FINANCIAL GROUP FEB 17 LIFE/DISAB INS FEB 17		01-5-425124.00 DISABILITY/LIFE INSUR	71.81	-----	--/--/--
LINCOLN	02/01/17	LINCOLN FINANCIAL GROUP FEB 17 LIFE/DISAB INS FEB 17		01-5-555124.00 DISABILITY/LIFE INSURANCE	68.91	-----	--/--/--
LINCOLN	02/01/17	LINCOLN FINANCIAL GROUP FEB 17 LIFE/DISAB INS FEB 17		01-5-350124.00 DISABILITY/LIFE INS	62.58	-----	--/--/--
LINCOLN	02/01/17	LINCOLN FINANCIAL GROUP FEB 17 LIFE/DISAB INS FEB 17		01-5-005124.00 DISABILITY/LIFE INSUR	83.10	-----	--/--/--
LINCOLN	02/01/17	LINCOLN FINANCIAL GROUP FEB 17 LIFE/DISAB INS FEB 17		01-5-100124.00 DISABILITY/LIFE INS	114.26	-----	--/--/--
LINCOLN	02/01/17	LINCOLN FINANCIAL GROUP FEB 17 LIFE/DISAB INS FEB 17		01-5-300124.00 DISABILITY/LIFE INSURANCE	19.62	-----	--/--/--
LINCOLN	02/01/17	LINCOLN FINANCIAL GROUP FEB 17 LIFE/DISAB INS FEB 17		01-5-200124.00 DISABILITY/LIFE INS	97.77	-----	--/--/--
MIS1	01/24/17	KARPS KLASSIC REC--B'BALL TOURNEY 1/24/2017		01-5-425216.00 ENTRY FEE	50.00	4208	02/08/17

Town of Norwich Accounts Payable  
Check Warrant Report # 17-19 Current Prior Next FY Invoices For Fund (General)  
All Invoices For Check Acct 01(General) 01/31/17 To 02/08/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
MIS2	01/23/17	MATTHEW BURNS TAX OVERPAYMENT 1/23/2017	01-2-001148.00 TAX OVERPAYMENTS	100.00	4209	02/08/17
MIS3	01/26/17	STONEBRIDGE FARM LLC TAX OVERPAYMENT 1/26/2017	01-2-001148.00 TAX OVERPAYMENTS	149.05	4210	02/08/17
MIS4	01/26/17	CHRISTOPHER J MCPHETRES TAX OVERPAYMENT 1/26/2017	01-2-001148.00 TAX OVERPAYMENTS	18.22	4211	02/08/17
MIS5	01/31/17	SUE ANN SCHILLER REV TRUS TAX OVERPAYMENT 1/31/2017	01-2-001148.00 TAX OVERPAYMENTS	53.00	4212	02/08/17
MIS6	01/24/17	CITY OF CLAREMONT REC--B'BALL TOURNEY 1/24/2017	01-5-425216.00 ENTRY FEE	125.00	4213	02/08/17
NORHISTOR	02/02/17	NORWICH HISTORICAL SOCIET 16-17 SECOND QUARTER PYMT 2/2/2017	01-5-800315.00 NORWICH HISTORICAL SOC.	2000.00	-----	--/--/--
NORSCHOOL	01/27/17	NORWICH SCHOOL DISTRICT 16-17 SCHOOL TAX 1/27/2017	01-2-001123.00 SCHOOL DISTRICT TAX	1000000.00	4214	02/08/17
PETTY	01/17/17	CASH PD--PETTY CASH PD--1/17/17	01-5-500501.00 ADMINISTRATION	50.27	4215	02/08/17
PETTY	01/17/17	CASH PD--PETTY CASH PD--1/17/17	01-5-500302.00 PETROLEUM PRODUCTS	25.00	4215	02/08/17
PIKE	01/17/17	PIKE INDUSTRIES INC HWY--17.93 TNS CRSHD STN 907599	01-5-703207.00 GRAVEL & STONE	142.54	-----	--/--/--
PIKE	01/20/17	PIKE INDUSTRIES INC HWY--24.93 TNS CRSHD STN 907691	01-5-703207.00 GRAVEL & STONE	198.19	-----	--/--/--
PIKE	01/24/17	PIKE INDUSTRIES INC HWY--7.85 TNS SCR N SAND 907899	01-5-703203.00 SAND	139.34	-----	--/--/--
PITNEY	01/24/17	PITNEY BOWES GEN ADMIN-METER INK CART 1003105645	01-5-275610.00 OFFICE SUPPLIES	61.19	-----	--/--/--
PITNEYPOST	01/30/17	PITNEY BOWES GADMIN--METER POSTAGE 1/30/2017	01-5-275538.00 POSTAGE	1000.00	4216	02/08/17
PUTTERMAN	01/18/17	M. PUTTERMAN & CO LLC TH--GYM FLOOR TAPE 0197404-IN	01-5-706109.00 BUILDING SUPPLIES	130.90	-----	--/--/--
RANDY	01/03/17	RANDY'S SUNOCO PD--CAR WASHES 595	01-5-500306.00 CRUISER MAINT	106.00	4217	02/08/17
REIBNA	02/02/17	NANCY LEAVITT-REIBEL POLLWORKER/JUSTICE 2/2/17	01-5-010110.00 JUSTICES WAGE	8.75	4218	02/08/17
REIBNA	02/02/17	NANCY LEAVITT-REIBEL POLLWORKER/JUSTICE 2/2/17	01-5-050110.00 POLLWORKERS WAGE	26.25	4218	02/08/17
ROGERSFAB	12/31/16	ROGER'S FABRICARE, LLC PD--UNIFORM CLEANING DEC 16	01-5-500583.00 UNIFORMS CLEANING	90.00	-----	--/--/--
ROTMAN	02/02/17	ARLINE ROTMAN JUSTICE/POLLWORKER 2/2/17	01-5-010110.00 JUSTICES WAGE	56.88	4219	02/08/17
ROTMAN	02/02/17	ARLINE ROTMAN JUSTICE/POLLWORKER 2/2/17	01-5-050110.00 POLLWORKERS WAGE	26.25	4219	02/08/17
SACHMA	02/02/17	MARY M. SACHSSE JUSTICE/POLLWORKER 2/2/17	01-5-050110.00 POLLWORKERS WAGE	26.25	4220	02/08/17
SACHMA	02/02/17	MARY M. SACHSSE JUSTICE/POLLWORKER 2/2/17	01-5-010110.00 JUSTICES WAGE	8.75	4220	02/08/17
SIMPLEX	01/13/17	SIMPLEXGRINNELL HWY--EMER LIGHT INSPECT 83297527	01-5-703515.00 ADMINISTRATION	119.86	-----	--/--/--
SIMPLEX	01/16/17	SIMPLEXGRINNELL HWY--EXTINGUISHER SERVICE 83301000	01-5-703515.00 ADMINISTRATION	496.70	-----	--/--/--

02/03/17  
11:26 am

Town of Norwich Accounts Payable  
Check Warrant Report # 17-19 Current Prior Next FY Invoices For Fund (General)  
All Invoices For Check Acct 01(General) 01/31/17 To 02/08/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
SOVERNET	01/15/17	LONG DIST DEC 16/JAN 17 3718428	01-5-475238.00 ADMIN TELEPHONE	8.17	4221	02/08/17
SOVERNET	01/15/17	LONG DIST DEC 16/JAN 17 3718428	01-5-705505.00 TELEPHONE	0.62	4221	02/08/17
SOVERNET	01/15/17	LONG DIST DEC 16/JAN 17 3718428	01-5-550235.00 TELEPHONE & INTERNET	0.74	4221	02/08/17
SOVERNET	01/15/17	LONG DIST DEC 16/JAN 17 3718428	01-5-425127.00 TELEPHONE	1.28	4221	02/08/17
SOVERNET	01/15/17	LONG DIST DEC 16/JAN 17 3718428	01-5-703505.00 TELEPHONE	7.45	4221	02/08/17
SOVERNET	01/15/17	LONG DIST DEC 16/JAN 17 3718428	01-5-350531.00 TELEPHONE	4.70	4221	02/08/17
SOVERNET	01/15/17	LONG DIST DEC 16/JAN 17 3718428	01-5-100531.00 TELEPHONE	6.10	4221	02/08/17
SOVERNET	01/15/17	LONG DIST DEC 16/JAN 17 3718428	01-5-300531.00 TELEPHONE	4.34	4221	02/08/17
SOVERNET	01/15/17	LONG DIST DEC 16/JAN 17 3718428	01-5-005531.00 ADMIN TELEPHONE	21.79	4221	02/08/17
SOVERNET	01/15/17	LONG DIST DEC 16/JAN 17 3718428	01-5-275531.00 TELEPHONE	-0.21	4221	02/08/17
SOVERNET	01/15/17	LONG DIST DEC 16/JAN 17 3718428	01-5-200531.00 TELEPHONE	2.31	4221	02/08/17
STAPLELNK	01/14/17	PL/FIN--OFFICE SUPPLIES 8042649105	01-5-350610.00 OFFICE SUPPLIES	9.55	4222	02/08/17
STAPLELNK	01/14/17	PL/FIN--OFFICE SUPPLIES 8042649105	01-5-200610.00 OFFICE SUPPLIES	7.59	4222	02/08/17
STAPLELNK	01/21/17	PL--PROJECTOR CART 8042752334	01-5-350611.00 OFFICE EQUIPMENT	123.19	4222	02/08/17
STAPLES	01/09/17	PD--OFFICE SUPPLIES 4243007001	01-5-500501.00 ADMINISTRATION	79.98	4223	02/08/17
TENCO	01/24/17	HWY--CONTROLLER BOX 5649883	01-5-703403.00 PARTS & SUPPLIES	450.00	-----	---/--
TRUSSELL	01/27/17	B&G--MILAGE REIMBURSE 1/27/2017	01-5-704405.00 PETROLEUM PRODUCTS	98.75	4224	02/08/17
UNIFIRST	01/02/17	DPW-UNIFORMS & SUPPLIES 035 4092231	01-5-704311.00 UNIFORMS	30.80	-----	---/--
UNIFIRST	01/02/17	DPW-UNIFORMS & SUPPLIES 035 4092231	01-5-703311.00 UNIFORMS	163.47	-----	---/--
UNIFIRST	01/02/17	DPW-UNIFORMS & SUPPLIES 035 4092231	01-5-703515.00 ADMINISTRATION	14.70	-----	---/--
UNIFIRST	01/02/17	DPW-UNIFORMS & SUPPLIES 035 4092231	01-5-703507.00 SUPPLIES	2.13	-----	---/--
UNIFIRST	01/02/17	TH--PURELL 035 4092446	01-5-706109.00 BUILDING SUPPLIES	16.36	-----	---/--
UNIFIRST	01/09/17	DPW-UNIFORMS & SUPPLIES 035 4094589	01-5-704311.00 UNIFORMS	30.80	-----	---/--
UNIFIRST	01/09/17	DPW-UNIFORMS & SUPPLIES 035 4094589	01-5-703507.00 SUPPLIES	2.13	-----	---/--
UNIFIRST	01/09/17	DPW-UNIFORMS & SUPPLIES 035 4094589	01-5-703515.00 ADMINISTRATION	14.70	-----	---/--

02/03/17  
11:26 am

Town of Norwich Accounts Payable  
Check Warrant Report # 17-19 Current Prior Next FY Invoices For Fund (General)  
All Invoices For Check Acct 01(General) 01/31/17 To 02/08/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
UNIFIRST	01/09/17	DPW-UNIFORMS & SUPPLIES 035 4094589	01-5-703311.00 UNIFORMS	163.47	-----	--/--/--
UNIFIRST	01/16/17	DPW-UNIFORMS & SUPPLIES 035 4097041	01-5-703515.00 ADMINISTRATION	11.50	-----	--/--/--
UNIFIRST	01/16/17	DPW-UNIFORMS & SUPPLIES 035 4097041	01-5-704311.00 UNIFORMS	30.80	-----	--/--/--
UNIFIRST	01/16/17	DPW-UNIFORMS & SUPPLIES 035 4097041	01-5-703311.00 UNIFORMS	163.67	-----	--/--/--
UNIFIRST	01/16/17	DPW-UNIFORMS & SUPPLIES 035 4097041	01-5-703507.00 SUPPLIES	11.38	-----	--/--/--
UNIFIRST	01/23/17	DPW-UNIFORMS & SUPPLIES 035 4099407	01-5-704311.00 UNIFORMS	30.80	-----	--/--/--
UNIFIRST	01/23/17	DPW-UNIFORMS & SUPPLIES 035 4099407	01-5-703507.00 SUPPLIES	2.13	-----	--/--/--
UNIFIRST	01/23/17	DPW-UNIFORMS & SUPPLIES 035 4099407	01-5-703515.00 ADMINISTRATION	14.70	-----	--/--/--
UNIFIRST	01/23/17	DPW-UNIFORMS & SUPPLIES 035 4099407	01-5-703311.00 UNIFORMS	163.47	-----	--/--/--
VEMRSDC	01/30/17	FD/FIN/ASS--RETIREMENT PEND1-28-17	01-5-300126.00 VT RETIREMENT	33.16	4185	02/01/17
VEMRSDC	01/30/17	FD/FIN/ASS--RETIREMENT PEND1-28-17	01-5-555125.00 VT RETIREMENT	124.90	4185	02/01/17
VEMRSDC	01/30/17	FD/FIN/ASS--RETIREMENT PEND1-28-17	01-5-200126.00 VT RETIREMENT	55.28	4185	02/01/17
VEMRSDC	01/30/17	FD/FIN/ASS--RETIREMENT PEND1-28-17	01-2-001112.00 VMERS DEF CONTRB PAY	208.14	4185	02/01/17
VERIZWIRE	01/04/17	TM-DPW-FD-PD-CELL PHONES 9778137836	01-5-550235.00 TELEPHONE & INTERNET	66.31	-----	--/--/--
VERIZWIRE	01/04/17	TM-DPW-FD-PD-CELL PHONES 9778137836	01-5-475238.00 ADMIN TELEPHONE	56.29	-----	--/--/--
VERIZWIRE	01/04/17	TM-DPW-FD-PD-CELL PHONES 9778137836	01-5-703505.00 TELEPHONE	56.29	-----	--/--/--
VERIZWIRE	01/04/17	TM-DPW-FD-PD-CELL PHONES 9778137836	01-5-005532.00 T MNGR CELL PHONE	56.29	-----	--/--/--
VLCT	12/30/16	TADMIN--TM SEARCH 2016-18205	01-5-005300.00 PROFESS SERV	2306.62	4225	02/08/17
VLCT	12/30/16	TAD--TM SEARCH 2016-18206	01-5-005300.00 PROFESS SERV	1306.09	4225	02/08/17
VTPUBLICS	12/31/16	PD--VLETS FY17 72198	01-5-500535.00 VIBRS	360.30	4226	02/08/17
WISE	01/18/17	FY17 2ND QTR APPROP 1/18/17	01-5-800362.00 WISE	684.60	-----	--/--/--
WOODSVILL	01/26/17	TAX OVERPAYMENT 1/26/17	01-2-001148.00 TAX OVERPAYMENTS	1190.15	4227	02/08/17

11a

02/03/17  
11:26 am

Town of Norwich Accounts Payable  
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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
Report Total				1087922.20		

To the Treasurer of Town of Norwich, We hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ \*1,087,922.20  
Let this be your order for the payments of these amounts.

FINANCE DIRECTOR *Roberta Robinson*  
Roberta Robinson

TOWN MANAGER: \_\_\_\_\_  
Dave Ormiston, Interim Town Manager

SELECTBOARD:

\_\_\_\_\_  
Christopher Ashley

\_\_\_\_\_  
Linda Cook  
Chair

\_\_\_\_\_  
Stephen Flanders

\_\_\_\_\_  
Dan Goulet

\_\_\_\_\_  
Mary Layton

DRAFT Minutes of the Selectboard Meeting of Wednesday, January 25, 2017 at 6:30 pm

Members present: Linda Cook, Chair; Christopher Ashley; Dan Goulet; Mary Layton, Vice-Chair; Stephen Flanders; Dave Ormiston, Interim Town Manager; Miranda Bergmeier, Assistant to the Town Manager.

There were about 25 people in the audience.

Also participating: Jill Kearney-Niles, Bernard Haskell, Anne Goodrich, Bonnie Munday, John Carroll, John Langhus, and Claudette Brochu.

Cook opened the meeting at 6:30 pm.

1. Approval of Agenda (Action Item). Selectboard agreed to proceed with the agenda as drafted.
2. Public Comments (Discussion Item). There were no public comments.
3. a. Finance - Recreation Department request to expend up to \$3,500 from the Recreation Facilities Fund for the purchase of a used commercial grade snow machine to be used to groom the ski trails at Huntley Meadows (Discussion/Action Item). Jill Kearney-Niles, Director of Recreation, said that the Recreation Facilities Fund is funded with donations and contains ample funds for the proposed expenditure. The current 1970 snowmobile used for grooming is broken down beyond repair. Bernard Haskell said that he has groomed the trails for the last five years at Huntley Meadows. The trails are used by skiers, snowshoers, sledders, and walkers, and get a lot of use in the winter. Flanders **moved** (2<sup>nd</sup> Ashley) to authorize expenditure of up to \$3,500 from the Recreation Facilities Fund for the purchase of a used commercial grade snow machine to be used to groom the ski trails at Huntley Meadows. **Motion passed unanimously.**

b. Update on short-term financing for the Police/Fire project (Discussion Item). David Ormiston said that Merchants Bank offered the lowest interest rate for an up-to-one-year line of credit. The paperwork will be ready for the Selectboard to sign at the next meeting. Also, the Vermont Bond Bank paperwork has been submitted.

4. Pool Committee presentation (Discussion/Action Item). Anne Goodrich, chair of the Pool Committee (PC), said that the PC has submitted its final report, which she then summarized. She said that the current PC is willing to continue to serve if the Selectboard wants further action taken. Goulet expressed concern that linking the pool to the removal of the Fire District dam might derail the entire project. Ashley asked if any PC members had spoken to the Vermont Agency of Natural Resources. Goodrich said no. Flanders volunteered to draft a charge for a continuing committee, for discussion at the next Selectboard meeting.

5. Town Meeting Warning (Discussion/Action Item). Ormiston said that we won't get the school's information for the warning until February 1<sup>st</sup>, so Selectboard members will need to come in to sign. Bonnie Munday said that this timeline is not unusual and she can get the warning posted within the legal time limit. Munday requested the Selectboard members come in on February 3<sup>rd</sup> in the morning to sign the warning. Flanders **moved** (2<sup>nd</sup> Ashley) to approve the Town portion of the 2017 Town Meeting Warning, striking the date from Article 9. **Motion passed 3 to 2** (yes – Ashley, Layton, Flanders; no – Cook, Goulet). Ashley **moved** (2<sup>nd</sup> Flanders) to approve the warning for the Town of Norwich, Vermont and Norwich Town School District Annual

Meeting on March 7, 2017 as presented and amended, except for Articles 4, 5, and 6, which will be approved by the Norwich School Board. **Motion passed unanimously.**

6. Town Manager Search – executive session may be needed  
a. Evaluation Process (Discussion/Action Item). Layton said that she thinks that the evaluation framework developed by John Carroll would work well for the Selectboard. Layton said that the Board should evaluate the Town Manager twice a year. Flanders spoke in support of the evaluation framework he developed. Carroll told the Board that the evaluation framework should be a starting point for discussion. Goulet and Ashley expressed support for this approach. Layton **moved** (2<sup>nd</sup> Goulet) to adopt the evaluation framework developed by John Carroll. **Motion passed 4 to 1** (yes- Cook, Ashley, Goulet, Layton; no- Flanders).

Flanders told the Selectboard that the Interim Town Manager’s current contract is set to expire on January 31, 2017. After brief discussion, Layton **moved** (2<sup>nd</sup> Goulet) to find that a clear substantial disadvantage to the Town would exist by discussing the Interim Town Manager’s contract in public session. **Motion passed 4 to 1** (yes- Cook, Ashley, Goulet, Layton; no- Flanders). Layton **moved** (2<sup>nd</sup> Goulet) to enter executive session to discuss the Interim Town Manager contract, pursuant to Title 1 VSA §313(a)(2)(1) and to invite David Ormiston into the executive session. **Motion passed unanimously.**

The Selectboard moved into executive session at 8:08 pm.

Flanders **moved** (2<sup>nd</sup> Ashley) to enter public session. **Motion passed unanimously.** The Selectboard moved into public session at 8:30 pm.

Flanders **moved** (2<sup>nd</sup> Ashley) to amend the Interim Town Manager contract’s paragraph 2 to substitute March 31, 2017 for January 31, 2017 and to authorize the Selectboard Chair to contact the town attorney to amend the contract. **Motion passed unanimously.**

b. Town Manager Contract Language (Discussion/Action Item). Layton **moved** (2<sup>nd</sup> Goulet) to find that a clear substantial disadvantage to the Town would exist by discussing the proposed Town Manager contract in public session. **Motion passed unanimously.** Layton **moved** (2<sup>nd</sup> Goulet) to enter executive session to discuss the proposed Town Manager contract, pursuant to Title 1 VSA §313(a)(2)(1). **Motion passed unanimously.**

The Selectboard moved into executive session at 8:35 pm.

Flanders **moved** (2<sup>nd</sup> Ashley) to enter public session. **Motion passed unanimously.** The Selectboard moved into public session at 9:35 pm.

Flanders **moved** (2<sup>nd</sup> Ashley) to authorize the Chair and Co-chair to contact an attorney to draft the Town Manager contract. **Motion passed unanimously.**

7. Interim Town Manager Report (Discussion/Action Item). Ormiston reported that personnel from the Norwich Fire District and the Norwich Fire Department are going to meet to discuss the use of hydrants and fire equipment. The contract with Jay White, architect, has been signed. Pathways Consulting is finishing the site plan for the public safety building, and the permitting process is moving forward. Police Chief Robinson and Fire Chief Leinoff are collaborating to develop recommendations for the building’s communications equipment, and hope to have their

recommendations available for Selectboard review at their February 8, 2017 meeting. Ormiston said that he met with Robinson and the Norwich Trails Committee regarding Gile Mountain. The Committee will continue to work on ideas to optimize proper use of the trail. Ormiston said that the Town Report preparation is in full swing. Ormiston will submit the request for a FEMA extension as soon as possible.

8. Correspondence (Discussion/Action Item). Flanders **moved** (2<sup>nd</sup> Ashley) to receive correspondence from Ann Greenwald regarding the Norwich Town Pool; Hope Hussey regarding the Norwich Town Pool; Claudette Brochu regarding budget questions, with answers from Interim Town Manager; Stephen Flanders regarding Jay White's contract; Nancy Dean regarding FEMA money; and VLCT regarding a Special Membership Meeting. **Motion passed unanimously.**

9. Selectboard

a. Finance – Board to sign accounts payable/warrants (Discussion/Action Item). Ashley **moved** (2<sup>nd</sup> Goulet) to approve Check Warrant Report #17-18 for General Fund in the amount of \$66,965.69. **Motion passed unanimously.**

b. Approval of the Minutes of the 1/4/2017, 1/11/2017, and 1/18/2017 Selectboard meetings (Action Item). Flanders **moved** (2<sup>nd</sup> Ashley) to approve the minutes of the January 4, 2017, January 11, 2017, and January 18, 2017 Selectboard meetings with revisions put forward. **Motion passed (yes- 4; abstained- Cook).**

c. Review of Next Agendas (Discussion/Possible Action Item). The board agreed to hold a special meeting on January 18, 2017 for the purpose of discussing the Town Manager contract.

For the February 8, 2017 meeting, agenda items will include:

1. Town Meeting presentation discussion
2. Pool Committee charge
3. EOC Equipment discussion
4. Wright Construction (possible agenda item)

At this point, Goulet **moved** (2<sup>nd</sup> Ashley) to adjourn. **Motion passed unanimously.** Meeting adjourned at 10:00 pm.

by Miranda Bergmeier, Assistant to the Town Manager

Approved by the Selectboard on \_\_\_\_\_.

Linda Cook, Selectboard Chair

Next Meeting –February 8, 2017 at 6:30 PM

PLEASE NOTE THAT CATV RECORDS ALL REGULAR MEETINGS OF THE NORWICH SELECTBOARD.