

Agenda for the Selectboard meeting Wednesday, February 22, 2017 at 6:30 PM
(Times Are Approximate)

- 1) Approval of Agenda (Action Item) 2 minutes
- 2) Public Comments (Discussion Item) 5 minutes
- 3) Liquor Licenses (Discussion/Action Item) 5 minutes
- 4) List of Open Positions (Discussion/Action Item) 10 minutes
- 5) Town Service Officer (Discussion/Action Item) 10 minutes
- 6) Finance
 - a) Expenditure from Buildings & Grounds Equipment Replacement Fund for the purchase of a stand-on mower (Discussion/Action Item) 5 minutes
 - b) Expenditure from Solid Waste Equipment Fund for the purchase of a new compactor (Discussion/Action Item) 5 minutes
- 7) Pool Committee Charge (Discussion/Action Item) 20 minutes
- 8) Town Meeting Presentation (Discussion/Action Item) 15 minutes
- 9) Interim Town Manager Report (Discussion Item) 10 minutes
- 10) Correspondence –
 - a) Ernie Ciccotelli (Discussion/Action Item) 2 minutes
 - b) VLCT workshop (Discussion/Action Item) 2 minutes
- 11) Selectboard
 - a) Board to sign accounts payable/warrants (Discussion/Action Item) 5 minutes
 - b) Approval of the minutes of the 2/8/2017 and 2/15/2017 Selectboard meetings (Action Item) 5 minutes
 - c) Review of Next Agendas (Discussion/ Action Item) 5 minutes
- 12) Town Manager Search Update – executive session may be needed (Discussion/Action Item) 10 minutes
 - a) Contract Language (Discussion/Action Item) 10 minutes

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

To receive email notices of Selectboard meetings and hearings, agendas, minutes and other notices, send an email to manager-assistant@norwich.vt.us requesting to be placed on the Town Email List.

Pending Liquor License Applications

The following businesses have submitted applications for liquor licenses for the period of May 1, 2017 through April 30, 2018:

Fraser General Store (Dan & Whits)

Green Visions (Norwich Inn) – 3 licenses

King Arthur Flour – 2 licenses

PLR Enterprises (Norwich Wine & Spirits)

Carpenter & Main – 2 licenses

The following positions are open:

Development Review Board	One alternate seat to expire in 2019
Grand Juror	One seat to expire in 2017
Historic Preservation Commission	One unexpired seat ending in 2017
Town Service Officer	One seat to expire in 2017
Two Rivers Ottauquechee	One seat (alternate) to expire in 2018

The following positions are filled as of 2/14/17, but expire in 2017:

Conservation Commission: 3 seats (D. Hobson, C. Layne, N. Miller)
 Development Review Board: 3 seats (E. Ciccotelli, A. Rotman, R. Stucker)
 Energy Committee: 2 seats (S. Reeves, R. Sydney)
 GUV Solid Waste Management Dist.: 2 seats (N. Fulton, B. McMullan)
 Historic Preservation Commission: 1 seat (P. Brink)
 Planning Commission: 2 seats (J. Allen, S. Thomas)
 Recreation Council: 1 seat (L. Duncan)
 Tree Warden: 1 seat (T. Goodwin)
 Two Rivers – Ottauquechee RC Rep: 1 seat (J. Goodrich)
 Watershed Land Management Council: 1 seat (S. Haskell)

NORWICH TOWN SERVICE OFFICER JOB DESCRIPTION

Background: The town service officer was formerly an individual in the town charged with assisting individuals in need of emergency food, fuel, or shelter on behalf of the State Department of Children and Families (DCF). New legislation has eliminated the state designated position effective July 1, 2016. Selectboards will have the discretionary authority to appoint a town service officer under 24 V.S.A. § 871(5). It is up to the selectboard to decide what, if any, responsibilities and duties to confer on the town service officer.

Town Service Officer

Appointment and Term: The Town Service Officer is a town resident ("from among the legally qualified voters")* appointed by the Selectboard for a one year term May 1 to April 30. ~~The term will automatically extend until the Selectboard re-appoints the Town Service Officer to a new term, appoints another resident to the position, or the current Town Service Officer resigns.~~

Responsibilities: Assist Norwich residents in need of emergency food, fuel or shelter.

Funding: The Town Service Officer may request the Town Manager to provide emergency funds for assistance to a resident in need from the Citizen Assistance Fund. Payments shall be made directly to vendors or those providing assistance. Funds may be released without Selectboard approval but shall be included in the next warrant with name of the payee but not the name of the individual receiving assistance.

Adopted by Norwich Selectboard

Date _____

Notes:

* After Act 71 goes into effect, selectboards will have the discretionary authority to appoint a town service officer under 24 V.S.A. § 871(5). That statute declares that the selectboard "may thereupon appoint from among the legally qualified voters the following officers who shall serve until their successors are appointed and qualified, and shall certify such appointments to the town clerk who shall record the same ... one town service officer."

14 V.S.A. § 2306. That statute provides a town service officer with the seldom-used authority to petition a probate court to appoint a trustee for the estate of an absent person.

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motion changed the Selectboard approved program. Layton **moved** (2nd Goulet) to approve the general direction of the design with the changes made by Jay White keeping the footprint in the plans dated 7/12/16 and received July 11, 2016. **Motion passed 4 to 1** (yes – Cook, Flanders, Goulet and Layton; no – Ashley).

6. Set FY17 Municipal Tax Rate (Discussion/Action Item). Ormiston reviewed the Town of Norwich Property Tax Rates sheet provided in the packet stating his proposal leaves 16% in the Undesignated Fund. Flanders reviewed his tax setting considerations stating that voters affirmed this budget with its tax rate by nearly 70%. Afterwards, Ashley **moved** (2nd Flanders) to set the Town tax rate at \$0.4926, the Local Agreement rate at \$0.0051 for a total Town tax rate of \$0.4977. **Motion passed.**

7. Interim Town Manager's Report (Discussion). Written report in packet and on the Town website. No actions taken.

8. Adopt Norwich Town Service Officer Job Description (Discussion/Action Item). After very little discussion, Flanders **moved** (2nd Goulet) to adopt the Norwich Town Service Officer Job Description. **Motion passed.**

9. Financial Management Questionnaire Discussion with Cheryl Lindberg (Discussion/Possible Action Item). Lindberg explained the document and some questions were asked. Afterwards, Ashley **moved** (2nd Flanders) to receive the Financial Management Questionnaire and authorize the Chair to sign. **Motion passed.**

10. Selectboard

- a) Approval of Bill from DesMeules, Olmstead & Ostler (Discussion/Action Item). Ashley **moved** (2nd Goulet) to authorize the Interim Town Manager to pay the bill of \$420.00 from the Professional Services line item. **Motion passed.**
- b) Approval of the Minutes of the 6/22/16 Selectboard Meeting (Action Item). After some discussion, Flanders **moved** (2nd Goulet) to approve the minutes of the June 22, 2016 Selectboard meeting with the changes outlined in Flanders email dated June 27, 2016. **Motion passed 4 to 1** (yes – Ashley, Flanders, Goulet and Layton; no – Cook).
- c) Review of Next Agendas (Discussion/Possible Action Item). Items on the agenda for August 24th will include: Public Safety Facilities, bond paperwork, Town Manager search, public input on FY18 budget and Selectboard guidelines for FY18 budget.

Goulet **moved** (2nd Flanders) to adjourn. **Motion passed.** Meeting adjourned at 10:31 pm.

Approved by the Selectboard on _____.

By Nancy Kramer
Assistant to the Town Manager

Linda Cook
Selectboard Chair

Next Regular Meeting – August 24, 2016 at 6:30 PM

Minutes of the Selectboard Meeting of Monday, July 11, 2016 at 6:30 PM

Members present: Linda Cook, Chair; Christopher Ashley; Stephen Flanders; Dan Goulet; Mary Layton (by phone), Vice-Chair; Dave Ormiston, Interim Town Manager; Nancy Kramer, Assistant to the Town Manager.

There were about 9 people in the audience.

Also participating: Abby Friedman (by phone), Steve Leinoff, Cheryl Lindberg, Bonnie Munday, Demo Sofronas, Carl Tracy, Jay White.

Cook opened the meeting at 6:32 pm.

1. Approval of Agenda (Action Item). The Selectboard, by consensus, approved the Agenda.
2. Public Comments. There were no public comments.
3. Interviews/Appointments Committee to Identify Community Pool Options (Discussion/Action Item). Tracy was present and interviewed by the Selectboard. Ormiston read parts of emails from Lilienthal and Gold and stated that Sterling had asked that his application be pulled. After discussion, Ashley **moved** (2nd Flanders) to appoint Jim Gold, Mark Lilienthal and Carl Tracy to the Committee to Identify Community Pool Options. **Motion passed.**
4. Meeting with Abby Friedman from VLCT Re: Town Manager Search Process (Discussion/Possible Action Item). Town Manager Job Description: After changing Assessor to Contract of Assessor in section 9.1, Ashley **moved** (2nd Flanders) to accept the job description as amended. **Motion passed.** Town Manager Ad: After discussion regarding salary, Layton **moved** (2nd Goulet) to approve the ad with a salary range of 24A to 24C rounded using the FY17 Grade and Step Plan. **Motion passed 3 to 2** (yes – Cook, Goulet and Layton; no – Ashley and Flanders). After combining items listed as Early and Late August and setting the date as August 24, the Selectboard by consensus approved the timeline. Advertising: After agreeing to add the “7 days Newspaper”, Ashley **moved** (2nd Flanders) to approve up to \$3,300 for advertising for the Town Manager position. **Motion passed.** Advisory Town Manager Search Committee: After discussion, the bullet “Abide by the town Committee Policy” was struck and a bullet “Meet with Selectboard for discussion as appropriate” was added. An ad for Committee membership was changed to one Department Head, one business owner in Norwich and five residents, as agreed to at the June 22nd Selectboard meeting.
5. Public Safety Facilities (Discussion/Possible Action Item). Jay White, Project Architect, was present and said he had reviewed the comments submitted by the two Department Heads and Selectboard members. White said he is looking for consensus for a plan to allow for a new future apparatus building. White passed out and reviewed new drawings he had worked on that morning dated 7/12/16. Munday spoke about the timeline for the November 8th election saying she needed the bond information approved at the Selectboard’s August 24th meeting in order to align the bond vote with the November election for ballots. White said he should have a budget for the project by mid-August if the Selectboard reaches general consensus tonight. The Selectboard then discussed the EOC/Police conference room space in the drawings. Flanders said he would like a tabulation of the programmed space vs. the designed space. Afterwards, Layton **moved** (2nd Goulet) to combine the EOC and the Police conference room in the plans. **Motion passed 3 to 2** (yes – Cook, Goulet and Layton; no – Ashley and Flanders). Ashley made the point that this

WANTED

The Norwich Selectboard seeks applicants for open positions on SEVERAL Town boards and committees. Please contact the Norwich Town Manager's Office for more information on these positions.

Interested Norwich residents should submit an application to the Norwich Selectboard. The application is available at the Town Manager's Office (Tracy Hall), by email at manager-assistant@norwich.vt.us or on the Town website @ www.norwich.vt.us.

The following positions are open:

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Grand Juror	One seat to expire in 2017
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Town Service Officer	One seat to expire in 2017
Two Rivers Ottauquechee Conservation Commission	One seat (alternate) to expire in 2017
	One seat to expire in 2020

Updated 11-10-16

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Clean Water Advisory Committee of The Two Rivers Ottauquechee Regional Commission	One seat

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The following positions are open:

- | | |
|---|---|
| Norwich Conservation Commission | *One seat to expire in 2020 |
| *applications due by 9:00 am on Friday, 10/21/16, for consideration at 10/26/16 Selectboard meeting | |
| Development Review Board | One alternate seat to expire in 2019 |
| Grand Juror | One seat to expire in 2017 |
| Historic Preservation Commission | One unexpired seat ending in 2017 |
| Town Service Officer | One seat to expire in 2017 |
| Two Rivers Ottauquechee | One seat (alternate) to expire in 2017 |
| Upper Valley River Subcommittee
of the CT River Joint Commissions | One seat, no set term |

6a.



TOWN OF NORWICH
DEPARTMENT OF PUBLIC WORKS
26 New Boston Road
Norwich, VT 05055
802-649-2209 Fax: 802-296-0060
Ahodgdon@norwich.vt.us

To: David Ormiston, Interim Town Manager
From: Andy Hodgdon, Public Works Director
Subject: New Commercial Stand-On Mower
Date: February 10, 2017

We received the following price quotes for a new commercial stand-on mower for Buildings and Grounds.

L. F. Trottier & Sons, Inc.

Make and manufacturer of mower: Wright
Model bid: ZX61
Model year: 2017
Bid price for 2017 commercial stand-on mower: \$9,040
Trade-in value of 1992 Tor stand-on mower: \$800
Total bid cost: \$8,240

L. F. Trottier & Sons, Inc.

Make and manufacturer of mower: Wright
Model bid: ZX61
Model year: 2016
Bid price for 2016 stand-on mower: \$8,650
Trade in value of 1992 Toro stand-on mower: \$800
Total bid cost: \$7,850

I recommend that we purchase the 2016 Wright Stander ZX61 from L. F. Trottier & Sons, Inc. in Windsor, VT for \$7,850 after trade-in. Both of Trottier's bids are for the same model mower and both are new mowers. The warranty will be the same for both. It will save \$390 by choosing the previous year's mower.

The purchase of a new mower to replace the 1992 Toro stand-on mower in fiscal year 2017 is part of the Buildings and Grounds Equipment Replacement Plan. \$8,242 was budgeted for this purpose. This purchase comes in \$392 below budget.

I am submitting Purchase Order #7141298 for \$7,850 from the Buildings and Grounds Designated Fund-Equipment for your approval for the purchase of this mower.

**Buildings and Grounds Equipment Replacement Plan
Fiscal Year 2015-2016**

Fiscal Year	Beginning Balance	Appropriation	1% Interest Earnings	Expenditures	Ending Balance	Equipment Replaced	Equipment Purchased
2015						Ferris Zero-Turn Mower	2014 Wright Stander ZK
2016	\$32,698		\$327	\$32,000	\$1,025	1987 B&G Truck #9	
2017	\$1,025	\$15,000	\$10	\$7,649	\$8,386	1983 Landscape Trailer	
				\$8,242	\$144	1992 Toro Stand-on mower	
2018	\$144	\$15,000	\$1	\$9,004	\$6,141	2006 Hustler Stand-on mower	
				\$1,710	\$4,431	2 Ariens Walk-behind mowers	
2019	\$4,431	\$10,000	\$44	None	\$14,475	None	
2020	\$14,475	\$15,000	\$145	\$7,528	\$22,092	2014 Wright Stander ZK	
2021	\$22,092	\$10,000	\$220	None	\$32,312	None	
2022	\$32,312	\$15,000	\$323	\$38,106	\$9,529	B&G Truck	
				\$7,134	\$2,395	2017 Stand-on Mower	

62.

6b.



TOWN OF NORWICH
DEPARTMENT OF PUBLIC WORKS
26 New Boston Road
Norwich, VT 05055
802-649-2209 Fax: 802-296-0060
Ahodgdon@norwich.vt.us

To: David Ormiston, Interim Town Manager
From: Andy Hodgdon, Public Works Director
Subject: Zero-Sort Compactor
Date: February 10, 2017

We received the following bid for a new compactor for Zero-Sort® Recycling to replace the 1993 Pak Force 2000:

Atlantic Recycling Equipment:

Wastequip Model 445HD 4-yard stationary compactor: \$14,975.00
Two-door dog house, including magnetic interlock switches: \$1,695.00
Variable Frequency Device (VFD): \$3,995.00
Labor of registered electrician to install VFD unit: \$4,825.00
Installation of compactor system: \$2,145.00

Total: \$27,635.00

I recommend that we accept Atlantic Recycling Equipment's bid and replace our existing 1993 Pak Force 2000, which is in very poor condition. The replacement of the old compactor in 2017 is part of the Solid Waste Equipment Replacement Plan. \$34,436 was budgeted for this purpose. This purchase comes in \$6,801 below budget.

I am submitting Purchase Order #7141299 in the amount of \$27,635 from the Solid Waste Designated Fund-Equipment for approval for the purchase of the new compactor.

Solid Waste Equipment Replacement Plan
Fiscal Year 2016/2017

Fiscal Year	Beginning Balance	Appropriation	1% Interest	Expenditures	Ending Balance	Equipment Replaced
2016					\$ 37,915	
2017	\$37,915	\$8,000	\$379	\$34,436	\$11,858	1993 Pak Force 2000
2018	\$11,858	\$8,500	\$118		\$20,476	
2019	\$20,476	\$8,500	\$205		\$29,181	
2020	\$29,181	\$8,500	\$291	\$37,629	\$343	2002 Accurate 245 C
2021	\$343	\$9,500	\$3		\$9,846	
2022	\$9,846	\$9,500	\$98		\$19,444	
2023	\$19,444	\$9,500	\$194		\$29,138	
2024	\$29,138	\$9,700	\$291	\$39,069	\$60	2009 Wastequip 245 HD
2025	\$60	\$9,500			\$9,560	
2026	\$9,560	\$9,500	\$96		\$19,156	
2027	\$19,156	\$9,500	\$192		\$28,848	
2028	\$28,848	\$9,500	\$288		\$38,636	

6b.

Charge for Committee to Develop a Community Pool Town of Norwich

7.
Steve Flanders

1. Introduction

On August 28, 2011, Tropical Storm Irene removed a section of the town dam that created a seasonal community pool on Charles Brown Brook near the intersection of Beaver Meadow Road and Brigham Hill Road. After holding a variety of public forums on engineering options, the town applied to the Vermont Agency of Natural Resources (ANR) for a permit to replace the pool on August 25, 2015. During the application process, 600 petitioners asked the selectboard to support restoration of the pool. ANR denied the permit on October 25, 2015. The FEMA funds that had been held in reserve to replace the pool were then redirected to other projects because the Selectboard determined that an appeal of the ANR decision was not likely to be affordable or successful before the FEMA funds expired. The former Charles Brown Brook swimming site is slated for restoration to natural flow in the summer of 2017.

2. Prior Committee

In April 2016 the selectboard established the Committee to Identify Community Pool Options.¹ In January 2017 the committee delivered its final report.² It recommended that:

- A new pool be established adjacent to the prior one.
- The new pool be a “stream-side” design.
- The pool be built with a minimum of taxpayer funding, using grants and volunteer input.
- That the concept be incorporated and coordinated with other corridor enhancements.

The final report did not include the following items, requested by the selectboard:

- An assessment of potential for approval by ANR.
- An estimate of potential cost.

3. Statement of Purpose

The role of the Committee is to make recommendations to the selectboard regarding the feasibility of building a stream-side pool at the Charles Brook site that are based on favorable indications from officials from the Vermont Agency of Natural Resources (ANR), demonstrated engineering feasibility, and the prospect for the project to be largely accomplished with private funding and volunteer labor under the direction of the town manager. If approved by both the selectboard and ANR, the committee will raise the needed private funding, recruit the needed volunteer labor and assist the town manager in coordinating implementation of the project.

4. Public Participation and Involvement

Public participation and involvement in the Committee’s work is a high priority and the Committee shall conduct a minimum of three public forums, one at the beginning of the process to review the scope of the Committee’s work, one during the process to review the Committee’s interim recommendations and one near the end of the process to review a draft of the Committee’s report before submittal to the Selectboard.

¹<http://norwich.vt.us/wp-content/uploads/2012/06/Norwich-Community-Pool-Committee-2016-04-14.pdf>

²<http://norwich.vt.us/wp-content/uploads/2017/01/Final-Report-Draft-3-2.pdf>

Committee to Develop a Community Pool

Page 2 of 3

7.
Steve Flanders

5. Membership

The Committee shall consist of a minimum of five members, appointed by the Selectboard. Any current or former member of the antecedent committee is automatically accorded membership in this committee, if they so wish. The members should be a cross-section of the Town and bring to the Committee diverse interests and expertise. Other town groups, such as the Recreation Council and Conservation Commission are encouraged to nominate members to this committee. The Committee shall choose from its membership a chair and other positions as appropriate. The Committee may establish subcommittees to assist in carrying out its work, which must in turn conform to the Vermont Open Meetings Law.

6. Meetings

The Committee's meetings shall be held at a regular time and place when possible. The time and place of each meeting shall be made available and posted in the same manner as the Selectboard agenda and in compliance with the Vermont Open Meetings Law. Draft minutes of meetings shall be available within five days of any meeting.

7. Committee Review and Analysis

The Committee should take a series of steps to determine the feasibility of the concept, *each of which must be satisfied to make the next step*. Recommended steps include:

- a. Sketch the proposed impoundment on a detailed site plan with elevations. Draw cross-sections. Compute the proposed volume of the impoundment.
- b. Identify options that take the possible removal of the upstream dam into consideration in coordination with the prudential committee.
- c. Meet with a Vermont Fish and Wildlife (VF&W) stream alteration representative to identify a potential water intake and water discharge for such an impoundment. *Memorialize the understanding arrived at in an e-mail to the officials involved with a copy to the town manager and selectboard, together with any replies.*
- d. Hold an initial **public forum** on the preliminary concept and the prospects for its success, as indicated by VF&W, and shows other examples of Vermont stream-side pools.
- e. Obtain a knowledgeable opinion about the stability of the adjacent slope.
- f. Obtain an understanding of the minimum throughput rate of the impoundment required to maintain water quality.
- g. Identify whether the mean, minimum stream flow will support that throughput rate with the permissible amount of water that may be diverted through the impoundment to maintain standards for the brook's stream flow, dissolved oxygen level, temperature, and sediment levels and to achieve stream continuity for fish and aquatic invertebrates.
- h. Identify the consequences of a high-water event, pertaining to the integrity of any proposed pool structure and other factors.
- i. Draft a concept with the above information to meet again with VF&W to determine what types of information would have to be included in a permit application. *Memorialize the understanding arrived at in an e-mail to the*

officials involved with a copy to the town manager and selectboard, together with any replies.

- j. Develop an informal estimate of labor, machine time and materials required to construct the impoundment. Include considerations of a retaining wall for separating the impoundment from the stream, a liner to prevent seepage, and inlets and outlets that connect the impoundment to the brook.
- k. Hold a **public forum** on the committee's interim findings.
- l. Report to the selectboard with the committee's interim findings.
- m. If the selectboard authorizes further steps, provide advice to the engineering consultants that would be required to develop a concept for permitting with ANR.
- n. As a concept becomes ready for permitting, hold a **final forum** on the plan, costs, and funding proposal.
- o. If a permit is obtained, commence fundraising from grants and voluntary contributions and the alignment of volunteer input.
- p. When sufficient funds and volunteer input are in place, help coordinate the implementation of the project *under the supervision of the town manager.*

8. Reports and implementation

The committee shall draft a report for presentation to the public on or before June 1, 2017 that describes preliminary findings for the feasibility of the project, including steps d-h.

The committee shall host forums at various stages, as described above.

Once the necessary funding and permits in place the committee will raise the necessary funding and coordinate volunteer inputs to the construction of the pool under the direction of the town manager.

DRAFT

From: Stephen Flanders <stephen.n.flanders@gmail.com>
Sent: Tuesday, January 31, 2017 8:09 PM
To: David Ormiston
Subject: Fwd: Pool Sub-Committee

From: Dan Goulet <dangoulet53@gmail.com>
Date: January 30, 2017 at 8:57:49 PM EST
To: stephen.n.flanders@gmail.com
Subject: Pool Sub-Committee

Steve,

Here are some suggested charges for the pool sub-committee. The Sub-Committee must address the following:

- 1) Obtain the support of the Prudential Committee, in order to link the pool project with the *potential* dam removal upstream.
- 2) Find two other sites in Vermont that have a streamside pool, so that the Select Board can see other examples.
- 3) Meet with Jeff Crocker and Rich Kim, Vermont Department of Fish and Wildlife, for guidance on permit requirements, regulatory criteria, and other information.
- 4) Explain how the proposed pool will maintain its current streamflow, dissolved oxygen level, temperature, and sediment levels etc.
- 5) Explain how the proposed pool will maintain stream continuity for fish and aquatic invertebrates.
- 6) Stake out the area for the proposed pool and explain how the pool will maintain its integrity during a high water event. Is there enough room on the active floodplain for a pool? Will there be a retaining wall between pool and stream? Why won't the pool be breached during a storm?

--

Dan Goulet
Norwich Selectboard

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

Charge for Committee to Develop a Community Pool Town of Norwich

7.
Anne Goodrich

1. Introduction

On August 28, 2011, Tropical Storm Irene (Irene) damaged and removed elements of an existing dam on Charles Brown Brook that was used by the Town over decades to create a seasonal, community swimming pool near the intersection of Beaver Meadow Road and Brigham Hill Road. The Selectboard delegated the responsibility of seeking FEMA funds to repair flood damage and replacing the dam to the Town Manager, who engaged consultants for this purpose. The Town eventually submitted an application to replace the dam to the ANR for review on August 25, 2015. The ANR indicated on October 25, 2015 that the Town's application lacked information for review. After approximately four years, FEMA indicated the need to use or forego repair funds, which the Town chose to redirect to other projects. Additional relevant information:

- During the four years that the Town devoted to compiling an application, 600 petitioners asked the Selectboard to support restoration of the pool.
- The Norwich Fire District and other interested parties have proceeded with plans to remove the former Charles Brown Brook reservoir to restore the stream corridor without consideration of a holistic permitting endeavor.
- The area proximate to the swimming site damaged by Irene is slated for nominal restoration in the summer of 2017.
- A Pool Committee was formed by the Selectboard to consider options, which conducted its work in 2016, culminating in a final report.

2. Prior Committee

In April 2016 the Selectboard established a Committee to Identify Community Pool Options. In January 2017 the committee delivered its final report recommending:

- a. That the Selectboard appoint a Committee to assist with the proposed project from ANR interaction through engaging a project team for implementation.
- b. That the Selectboard endorse an open and transparent process throughout project implementation. This recommendation includes consideration of public forums.
- c. That the Committee approach the ANR holistically with respect to stream, natural resource, and recreational facility restoration. This recommendation should embrace at least a stream side pool and removal of the Charles Brown Brook Reservoir Dam (with restoration), and may consider other corridor elements, such as the pedestrian bridge between the Legion property and Huntley Meadows.
- d. That the Committee seek alternate sources of public funding since the Committee understands that the Town cannot realize the benefit of FEMA funding that should have been allocated to replacing the Norwich Pool subsequent to Irene.

The Committee did not address the following items identified in its charge from the Selectboard:

- a. An assessment of the potential for approval by ANR, which was beyond the capacity of the Committee.
- b. Consideration of potential cost, which was beyond the capacity of the Committee.

3. Statement of Purpose

The role of the new Committee is to:

7.
Anne Goodrich

- a. Interact with the ANR regarding the Charles Brown Brook corridor regarding the feasibility of:
 - A stream-side pool.
 - Removal of the existing dam forming the basin for the former Fire District reservoir.
 - Restoration of Charles Brown Brook up-gradient from the Beaver Meadow Road/Brigham Hill Road intersection.
 - A pedestrian bridge between the Legion and Huntley Meadow.
- b. Interact with the ANR about regulatory considerations.
- c. Attempt to identify planning and engineering feasibility
- d. Identify public and private funding alternatives to minimize the need for burdening Norwich citizens.
- e. Recommend further Committee participation, from studies to working with the Selectboard and Town Manager to manage planning through permitting and implementation of project elements.

4. Public Participation and Involvement

Public participation and involvement in the Committee's work is a high priority. The Committee should conduct a minimum of three public forums; one at the beginning of the process to review the scope of the Committee's work, one during the process to review the Committee's interim recommendations, and one near the end of the process to review a draft of the Committee's report before submission to the Selectboard.

5. Membership

The Committee shall consist of a minimum of seven members, appointed by the Selectboard. Any current or former member of the antecedent committee is automatically accorded membership in this committee, if they so wish. The Committee will choose from its membership a chair and other positions, as appropriate. The Committee may establish subcommittees to assist with various assignments and needs, in accordance with the Vermont Open Meeting Law.

6. Meetings

Committee meetings shall be held at a regular time and place, when possible. The time and place of each meeting shall be made available and posted in the same manner as the Selectboard agenda and in compliance with the Vermont Open Meeting Law. Draft minutes of meetings shall be available within five days of any meeting.

7. Committee Review, Analysis, and Report

The Committee should review, analyze, and report on project elements on or before June 1, 2017 (???)

MEMORANDUM

TO: Norwich Select Board
FROM: Mary Layton
SUBJECT: Pool Development Planning
DATE: 2/12/2017
CC: David Ormiston, Miranda Bergmeier

Hi All,

We had decided to try to come up with a coherent plan for a Pool Committee charge, and seemed to have hit some snags at the last meeting. Here are my thoughts on how to move forward:

I think that if we are going to move forward on the possibility of building a streamside pool that our Interim Town Manager should coordinate the effort to gather information to present to the Selectboard, so that we can make an informed decision.

The information that we have seen so far has been sent to a variety of people in town. I think there will be a number of factors to be weighed in making the decision to move forward and it would be helpful to have a point person so that efforts are coordinated, nothing is left out or duplicated, and we are on the same page. If the project moves forward design and implementation should also be under the direction of the Interim Town Manager or a successor.

Information already received that in my opinion should be considered going forward includes the following:

A January 23 email from Rich Kirn, Fisheries Program Manager, VT Dept of Fish and Wildlife to "Norwich Fire District". It suggests that "permit requirements, regulatory criteria, and information needs will be necessary for this type of project." He would like to meet with Jeff

Crocker, a Stream Alteration program representative, and a representative of the Town.

An email from Jeffrey Tucker of Dubois and King dated 12/07/2016, to David Ormiston detailing several considerations of working with the site, including concerns about whether the soils will retain water and stability of a nearby slope that would be adjacent to the pool.

An email send to “Mr. Raymond Hodgdon” on 1/05/2017 from the **Army Corp of Engineers** regarding permitting requirements for a proposed pool.

In terms of what information is needed to decide if it is wise to continue with the concept of developing a stream side pool, these are my questions:

Is enough area available at this site to provide a pool, beach, and containment area? Would the site be more suitable for a picnic area and streamside playground?

Are the soils suitable for retention of water or is a liner needed?

Is the nearby slope likely to slide into the pool area?

What is the likelihood that this concept will win necessary permits from ANR, the Army Corp of Engineers, and other agencies?

What are the design costs? I would like to have strong support from ANR before going any further in a design direction.

There are further considerations about funding, liability insurance, coordination of volunteer or in kind work, and maintenance costs that should be answered only after the initial understanding of suitability of the site is worked out.

Mary Layton

Town of Norwich Selectboard–Proposed Budget for FY 2017-18

Norwich Selectboard:

Linda Cook, Chair
Mary Layton, Vice Chair
Christopher Ashley
Stephen Flanders
Dan Goulet

Norwich Town Manager:

Dave Ormiston, Interim

2/14/2017

1

Article 8

Article 8. Shall the voters of the Town of Norwich approve a gross spending General Town Budget of **\$4,462,378** plus state and federal grants and gifts consistent with budgeted programs for the period July 1 ,2017 to June 30,2018?

- **Supported by three SB members**
- **Funds the town in FY 2018**
- **Budget details to follow**

2/14/2017

2

Process

Town manager development

- August:
 - SB discussion of guidelines
- September-November:
 - Discussions with department heads
 - Assumed current level of service
 - Developed budget binder

Selectboard deliberations

- November-January:
 - Overview
 - Departmental budgets
 - Tax impacts
- Decisions:
 - Contribute to Tracy Hall reserve fund
 - Increase trash sticker fee
- Topic of Discussion:
 - Can services be provided for less?

2/14/2017

3

Budgetary background

Wages: 47% of budget, budgeted to increase by a combination of:

- 2.0% based on the grade and step schedule
- 1.12% COLA based on increase in CPI

Health Insurance: 7% of budget.

- 8% projected increase

2/14/2017

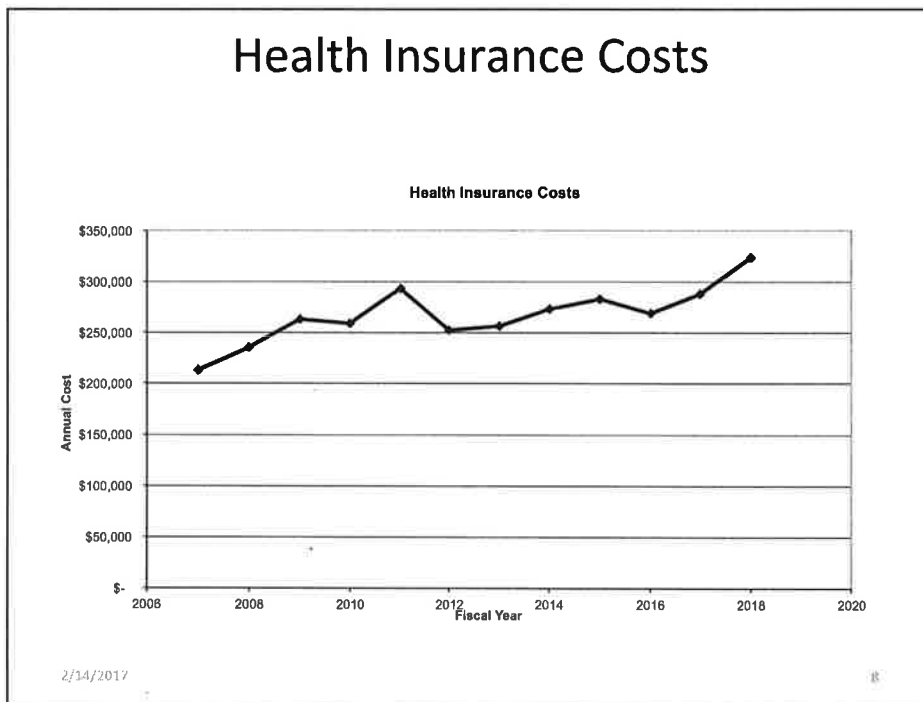
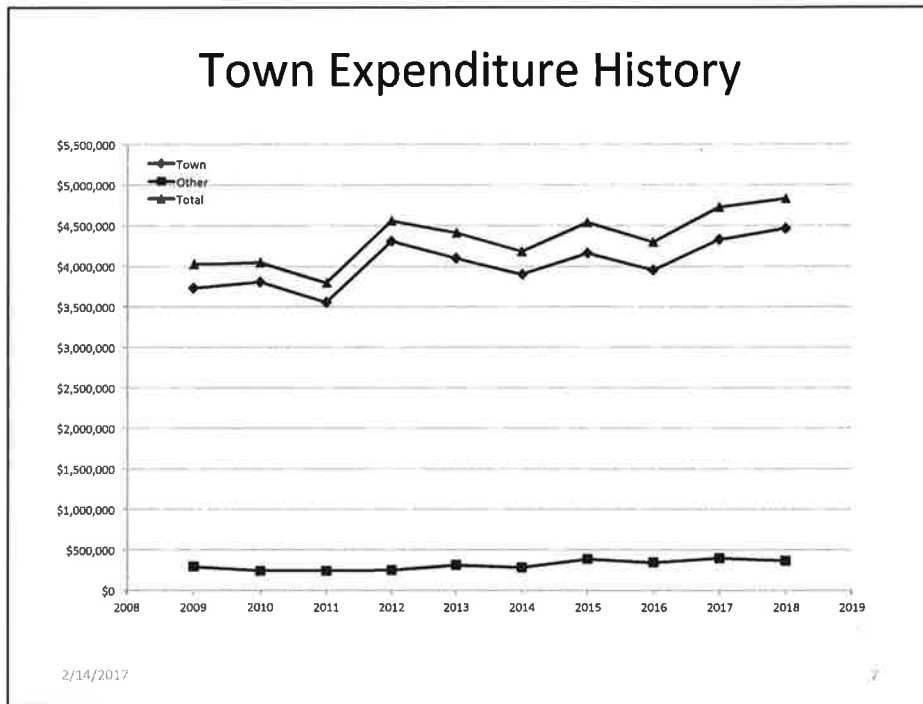
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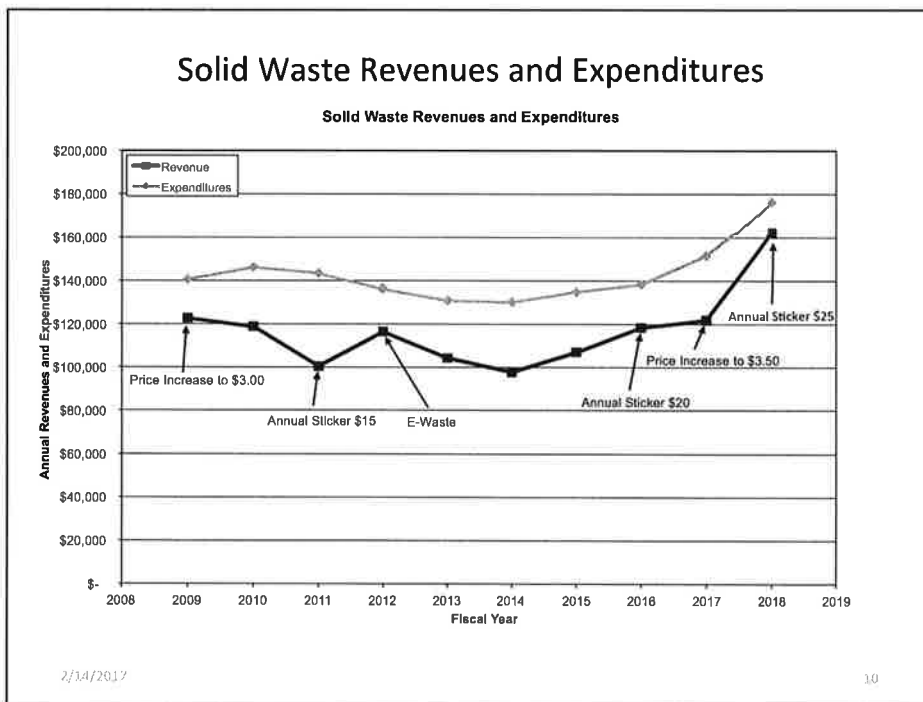
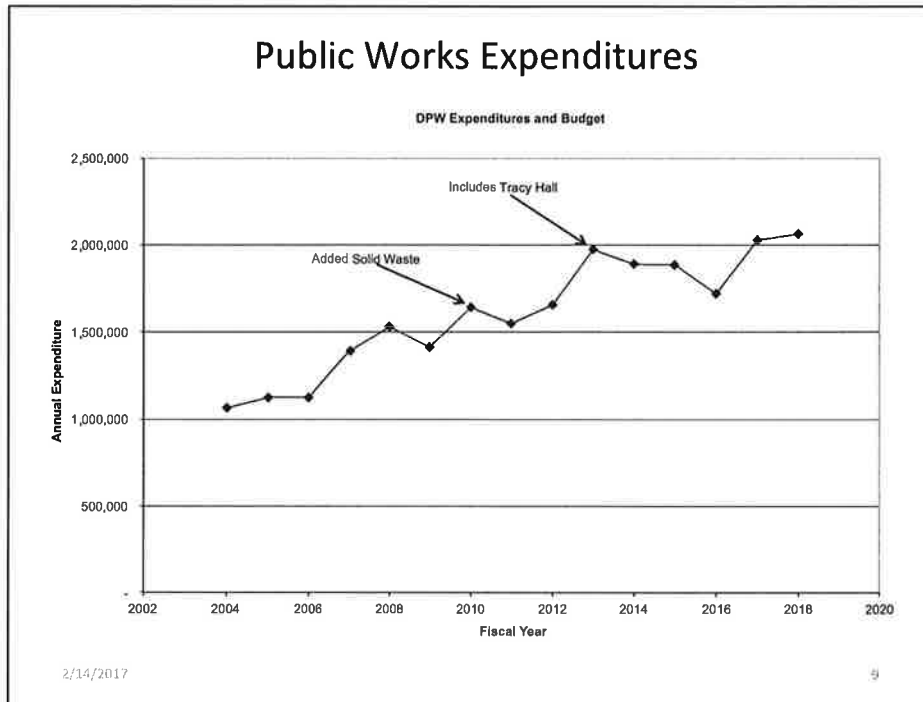
Expenditure budget Summary

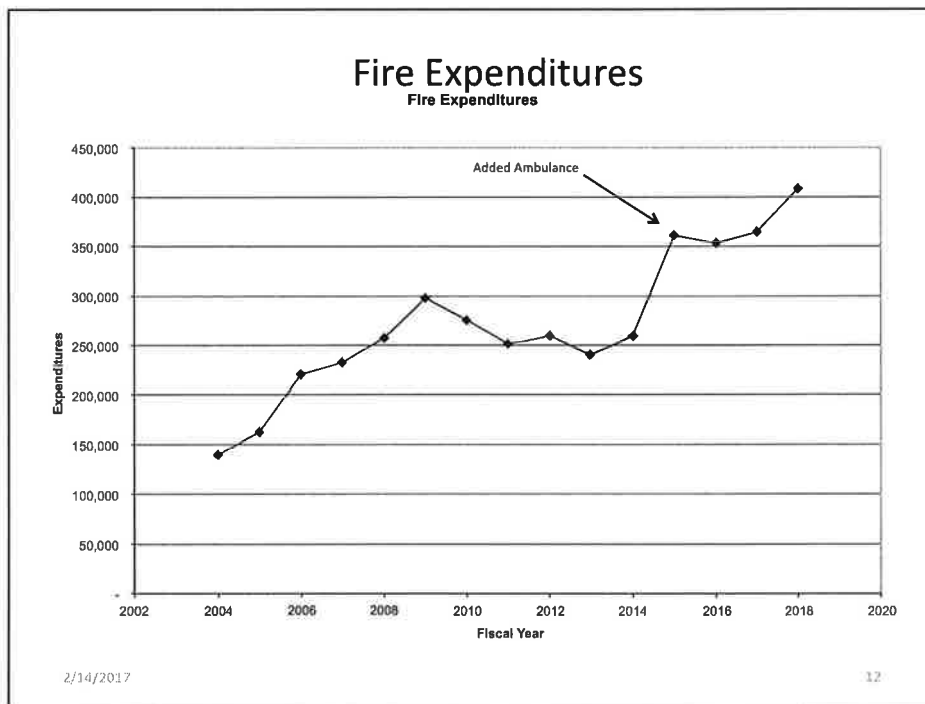
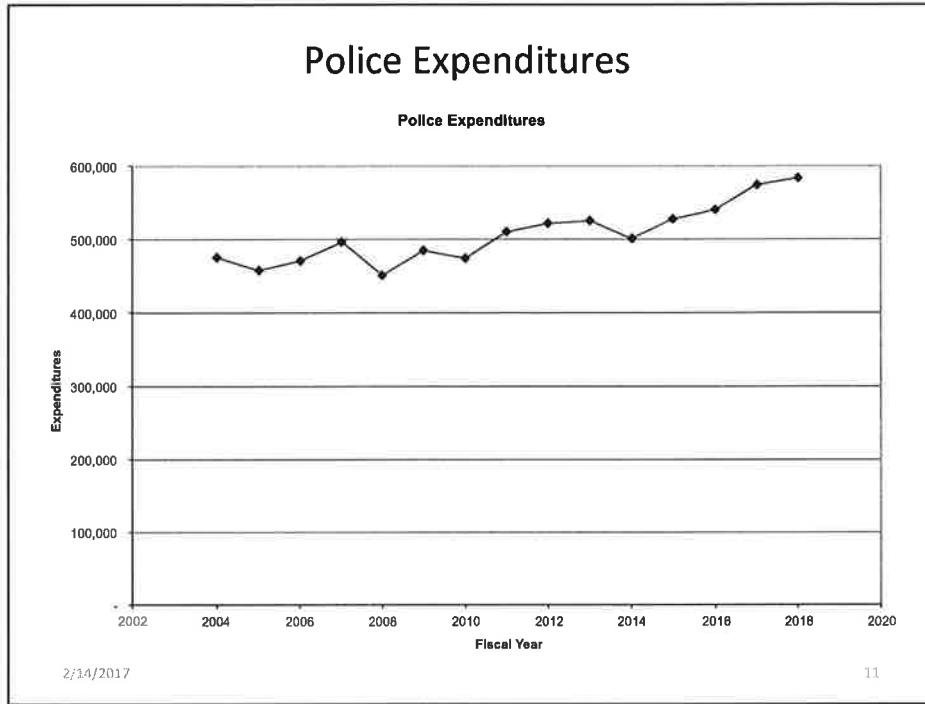
	FY16 Budget	FY 16 Actual	FY17 Budget	FY18 Budget	FY17/FY16 % Change
TOWN ADMINISTRATION	\$ 284,990	\$ 234,921	\$ 271,521	\$ 265,551	-2.20%
BCA/BOA	2,032	761	1,125	1,025	-8.89%
STATUTORY MEETINGS	4,607	3,781	7,215	4,655	-35.48%
TOWN CLERK	160,810	158,720	159,989	164,556	2.85%
FINANCE	140,628	132,828	130,164	133,333	2.43%
GENERAL ADMINISTRATION	21,300	20,493	18,491	19,400	4.92%
ASSESSOR/LISTER	117,168	115,372	112,201	107,871	-3.86%
PLANNING	132,101	124,041	129,347	132,099	2.13%
RECREATION	222,754	245,415	237,082	252,442	6.48%
POLICE	558,379	541,358	575,160	583,965	1.53%
FIRE/FAST	355,951	353,434	364,471	408,632	12.12%
EMERGENCY MGMT.	73,569	74,728	72,222	44,762	-38.02%
CONSERVATION COMMISSION	21,566	22,610	6,950	7,950	14.39%
PUBLIC WORKS	1,975,619	1,721,118	2,032,292	2,062,838	1.50%
LONG TERM DEBT	-	-	-	45,000	
TAXES	5,000	3,745	5,000	5,000	0.00%
INSURANCES	169,436	197,631	204,762	223,300	9.05%
TOWN TOTAL	<u>\$ 4,245,911</u>	<u>\$ 3,950,955</u>	<u>\$ 4,327,993</u>	<u>\$ 4,462,378</u>	<u>3.11%</u>
TOWN VOTED APPROPRIATIONS			\$ 44,000		
OUTSIDE APPROPRIATIONS	<u>\$ 345,358</u>	<u>\$ 345,358</u>	<u>\$ 354,858</u>	<u>\$ 364,761</u>	<u>2.79%</u>
TOTAL	<u>\$ 4,591,269</u>	<u>\$ 4,296,313</u>	<u>\$ 4,726,851</u>	<u>\$ 4,827,139</u>	<u>2.12%</u>

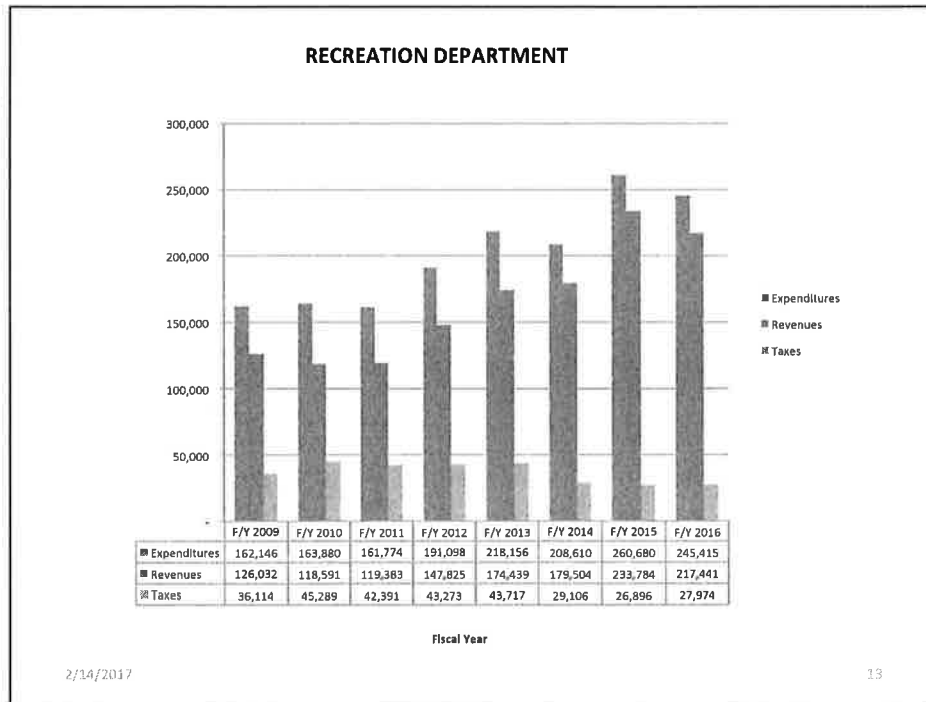
Town Expenditures

- Total Town Expenditures w/o Articles
 - FY 17 - \$4,327,993
 - FY 18 - **\$4,462,378**
- Increase of \$134,385 or 3.11%









Non Property Tax Revenues

Excludes payment from reduction in fund balance

- FY15 Actual: \$638,185
- FY16 Actual: \$631,939
- FY17 Estimate: \$629,028
- FY18 Estimate: \$680,619

Revenue Budget Summary

With offsetting payment from fund balance

	FY16 ESTIMATE*	FY 16 ACTUAL	FY17 ESTIMATE*	FY 18 ESTIMATE	FY17/FY16 % CHANGE
PAYMENT FROM FUND BALANCE			\$ 267,680	\$ 191,059	
TOTAL PROPERTY TAX REVENUE	\$ 3,884,456	\$ 3,875,414	\$ 3,863,596	\$ 3,955,461	2.38%
TOTAL LICENSE & PERMIT REVENUE	\$ 12,515	\$ 10,947	\$ 12,465	\$ 12,880	3.16%
TOTAL INTERGOVERNMENTAL REVENUE	\$ 218,798	\$ 222,723	\$ 220,424	\$ 222,754	1.06%
TOTAL SERVICE FEE REVENUE	*\$ 299,860	*\$ 345,597	*\$ 337,394	*\$ 390,175	15.64%
TOTAL GRANT REVENUE	\$ 37,326	\$ 5,241	\$ -	\$ -	0.00%
TOTAL OTHER TOWN REVENUES	\$ 39,000	\$ 40,862	\$ 37,500	\$ 40,500	8.00%
TOTAL PUBLIC SAFETY REVENUES	\$ 15,000	\$ 7,702	\$ 13,225	\$ 10,300	-22.12%
TOTAL MISCELLANEOUS REVENUE	*\$ 4,000	\$ 4,108	*\$ 8,000	\$ 4,000	-50.00%
TOTAL FEES & SERVICES	\$ 626,499	\$ 637,180	\$ 629,028	\$ 680,619	8.20%
ALLOWANCE FOR TAX ADJUSTMENTS*					
TOTAL TOWN REVENUES	*\$ 4,510,955	*\$ 4,512,593	*\$ 4,760,304	*\$ 4,827,139	1.40%

* Adjusted at time of Town Report and selling tax rate.

2/14/2017

15

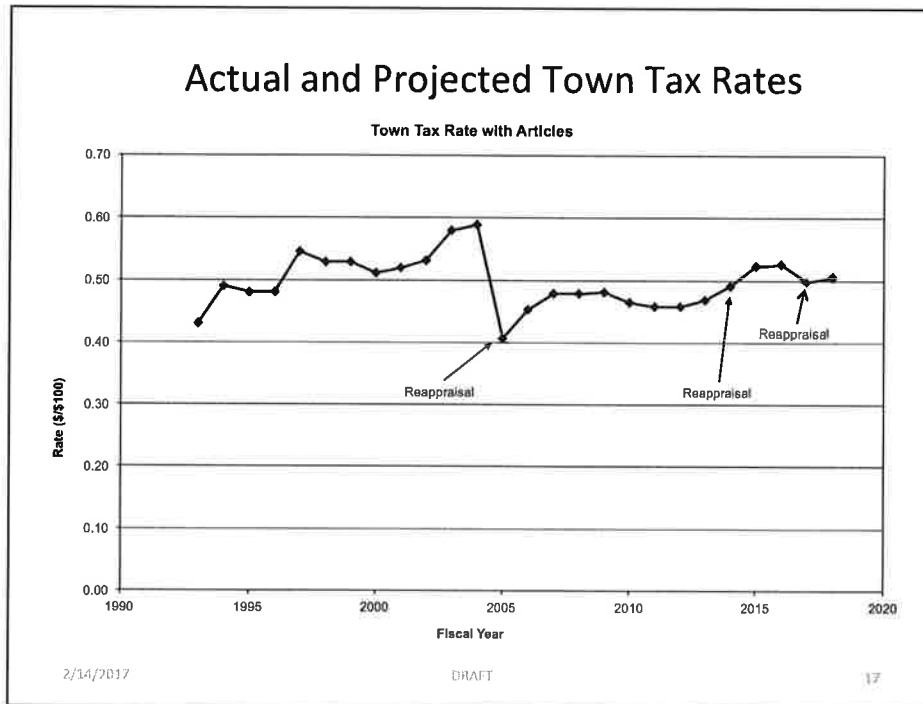
Projected Tax Rate

- FY18 Based on undesignated fund balance of 16% of budget.

Fiscal Year	Town	Articles	Local Agreement	Total	Diff. from Previous Year
2008	0.4387	0.0323	0.0018	0.4728	
2009	0.4201	0.0571	0.0038	0.4810	0.0082
2010	0.4261	0.0349	0.0048	0.4658	-0.0152
2011	0.4188	0.0348	0.0052	0.4588	-0.0070
2012	0.4125	0.0410	0.0053	0.4588	0.0000
2013	0.4094	0.0542	0.0053	0.4689	0.0101
2014	0.4413	0.0454	0.0051	0.4918	0.0229
2015	0.4623	0.0542	0.0051	0.5231	0.0313
2016	0.4701	0.0557	0.0056	0.5258	0.0027
2017	0.4387	0.0539	0.0051	0.4977	-0.0281
2018	0.4539	0.0490	0.0051	0.5080	0.0103

2/14/2017

16



Article 9

Article 9. Shall the voters of the Town of Norwich approve the borrowing of up to \$70,000 to be used for contingency funding, if needed, for the Norwich Public Safety Building project?

- **Supported by four SB members**
- **In case unforeseen costs arise.**

SB members

- Opportunity for individual SB members to speak.

2/14/2017

19

Questions?

2/14/2017

20



31 Station Road
 Mt. Holly, Vermont 05758
 802.259.2094 phone
 802.259.2689 fax
 www.wrightconstruction.com

9.

RFP Response: Design/Build Construction Services
Public Works Facility
Town of Norwich, VT
 WCC Job #: 2015-131
 January 6, 2016
 REVISED January 13, 2016

The following is a description, by construction division, for design completion and construction of a new 4,000 S.F building addition. Our proposal is based on the RFP by Town of Norwich, Vermont, dated December 21, 2015 along with the description below.

Design completion/ DFS Permitting/General Conditions: WCC will provide Professional Liability Insurance and design services to complete the design for the town garage addition, to include structural design for the building foundation, mechanical and electrical stamped drawings (civil engineering by the Town of Norwich under separate contract). We expect to attend up to three meetings to complete the design. When design is complete we will prepare and submit permit application with fee to the Division of Fire & Safety.

Once the project is ready to move forward to construction we will provide all services related to the general conditions to include on and off site management, storage trailers, jobsite office and communication means, prepare and process submittals, conduct progress meetings, et al. We are prepared to offer Performance & Payment bonds upon Owner's request, cost for these are not currently carried in this proposal but could be added upon request.

\$43,775.00

Sitework/Site Utilities: We will layout site for new building addition as well as implement erosion control. Excavating/backfill for new 40'x100' SF building addition. Slab preparation will consist of 6" stone base and 6 mil poly. Excavation/backfill for sewer line for new bathroom in the foot print of the building. Excavation/backfill and pavement patching for sewer line from building to septic tank will be by the town. Wright Construction Company will provide 4" PVC pipe, labor & miscellaneous fittings. Rough/final grade, seed and mulch disturbed areas. We have included a \$3,500 allowance for the retaining wall and a \$25,000 allowance for new water well including water line to building and controls (by WRAGG Brothers of VT). Excavation/backfill any water line work by the Town of Norwich. All pavement patching to be by Owner.

\$70,825.00

Concrete: Will consist of stamped Engineered drawings for 40'x100' frost wall addition with pads and piers for metal building. 12" tall x 20" wide continuous footings with 5'x5' pads at column location, 8" thick x 5'0" tall walls and reinforced 6" concrete slab. Frost walls will receive 2" rigid insulation on outside of wall with metal flashing protection..

\$49,170.00

Demolition: Remove and dispose of framing/siding in 16' bays to allow trucks to pass through. Remove siding as required for new addition. Saw-cut and remove 1' tall concrete curb located at the 5 bays (approximately 80LF concrete curb will be cut down 6" lower to accept new slab addition). New slab will be pinned to existing slab.

\$7,632.00

Framing: Construct 2x6 wall partitions 8' tall for new bathroom, office & breakroom. Walls and ceilings to have fiberglass insulation. Ceiling will be framed with TSI 230's joist 16" O.C. with 3/4" plywood floor and temporary handrail for future mezzanine. Existing mezzanine to be removed and disposed of by Town of Norwich. Wright Construction Company will construct new 12'x40' mezzanine including 2x6 partitions, TJI 230's joist 16" O.C. with 3/4" plywood floor and 1/2" plywood on walls. New 2x12 stair tread, stringers and wood handrail. Both the mezzanine and office areas to be 12' wide.

\$17,939.00

Construction Professionals Serving New England States
 SINCE 1984



Insulation: To be metal building insulation per energy code standards.

\$13,415.00

Membrane Roofing: Install new rigid insulation over the existing metal roof into the roof ribs, approximately R-5.7, to the height of the highest rib. Over the infill insulation mechanically fasten a new 1 1/2" R-8.55 Firestone isocyanurate insulation. The total R-value of 14.25. The edges will be built up with wood blocking to the height of the new insulation. The edges will then receive new custom factory baked on Kynar finished metal edge flashings. Over the insulation fully adhere a new Firestone .060 EPDM rubber roofing membrane. All present protrusions will be flashed as per firestone specifications.

\$29,649.00

Doors/Windows: We have included an \$800 material allowance for exterior door, frame and hardware for office exterior door. We have included a \$2,400 material allowance for doors, frames and hardware for 3 interior doors (bathroom, office & breakroom). We have also included an \$800 material allowance for (2) new windows located in office area.

\$8,271.00

Metal Building: Our proposal is for a single slope, pre-engineered, free standing, 40'x100' metal building addition. (Please see attached drawings). Siding and roofing will be exposed fastener. Our metal building budget includes a \$3,500 allowance for any additional bracing that may be needed to be installed in the existing building for bracing when the exterior wall is removed. This includes required engineer fees.

\$64,486.00

Finishes: Office, break room and bathroom will receive (1) layer of drywall with a level 4 finish, (1) coat of primer and (2) coats of finish paint, VCT flooring and 4" vinyl base.

\$9,261.00

Toilet & Bath Accessories: The new bathroom will receive (1) 36" grab bar, (1) 42" grab bar, mirror, toilet tissue dispenser, paper towel dispenser and soap dispenser.

\$276.00

Mechanical/ Plumbing: Consists of roughing and installing of (1) water closet, urinal, 1 lavatory, 1 shower, janitors sink, moving the existing solar hot water panels and tank with piping to the new building, 2 propane fired low intensity radiant heaters in bays, 1 propane fired furnace for office, breakroom, bathroom & mezzanine, ductwork for the furnace, indoor propane piping, toilet exhaust fan with ductwork, wall mounted exhaust fan for the new addition, carbon monoxide monitoring for the new addition, moving the existing sidewall fan, mechanical insulation, temperature controls and commissioning.

\$59,535.00

Electrical: (25) T5 HO fixtures in garage and mezzanine, layout similar to existing, (6) 2x4 3-lamp T8 troffers in office and break areas and (3) exterior LED fixtures, locations TBD. The existing panel has only 2 usable spaces, therefore a 100-amp sub panel will be located in the addition on the same wall by office area. Relocated equipment as described in outline will be reconnected. Relocation of 3, 200 amp outlets used for the welder is included. Adequate outlets will be provided in garage and office areas. There is currently no provision for specialty outlets such as welders, phone lines will be extended to new office. The existing fire alarm panel is outdated, parts are no longer readily available for it. This proposal replaces the existing panel with a new Notifier addressable panel and existing devices with addressable devices. The new panel includes a dialer. The existing horn/strobe will be re-fed by new panel. The addition will be added to the new panel. All current monitoring services will be programmed into new panel.

\$38,735.00

Proposal Amount: \$412,968.00

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SERVING SOUTHERN VERMONT AND NEW HAMPSHIRE
SINCE 1982

31 STATION ROAD • MT. HOLLY, VERMONT 05758 • (802) 259-2094 • FAX (802) 259-2689

9.

Exclusions: Builders Risk Insurance, tax, asbestos testing and abatement, boulder and ledge removal, testing, civil design, trench drain, ACT250 permit, local building permit, winter conditions, relocating Owners items, air piping, surveying, storm drainage, sprinkler, utility company fees, overhead doors, propane tank, outdoor propane piping, water heater, hosebibbs, compressed air piping, well tank, CO monitoring for the existing building, any additional requirements that Division of Fire Safety may have with their plan review. We assume the native soil has adequate bearing capacity.

*Any excluded item can be added upon request

*Soil compaction and concrete testing to be paid for by Owner. Wright Construction will coordinate.

Alternates: The following items can be added to our base bid at the costs indicated.

1. Add air conditioning to areas fed by ductwork including office, breakroom and bathroom. Add: \$5,850
2. Add Payment & Performance Bonds. Add: \$4,130
3. Add pressure tank for well. Add: \$1,225
4. Add fiberglass batt insulation to walls and ceiling of office, breakroom and bathroom. Add: \$1,200
5. Add civil engineering as required, including site plan. The Town is responsible for all plans and permits required for Waste Water and well drilling. Add: \$5,750

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9.

C. Tim Stone Consulting, LLC

117 Old Stage Rd.
Essex Jct., VT. 05452

February 17, 2017

Jay White, Architect PLC
86 St Paul St., Suite 313
Burlington, VT. 05401

Re: **Norwich Fire and Police, Norwich, VT.**
Sprinkler System Design Scope of Services

Preliminary and Submittal Design Documents:

- Review sprinkler design requirements and available municipal water supply.
- Design Sprinkler System for the new addition in accordance NFPA 13.
- Design a Wet Pipe system on concealed pipe system using wet sprinkler heads.
- Design a Dry Pipe System for the Attic Space.
- Finalize coordinated drawings and prepare final calculations.
- Seismic Bracing Calculations.
- Prepare final set of sprinkler drawings for Submittal and approval.
- Prepare Specifications.

Construction Administration:

- Technical support during construction.

Excluded

- Fabrication cut sheets.
- Fire Pump design
- Sprinkler System in the existing Fire Apparatus Building

Information I will need:

- Architectural, Structural, Electrical and Mechanical **Cad Files**
- If "Essential Use Facility", Please provide **Seismic Structural Information.**

Sprinkler Design Services Total **\$2,900.00**

Continued

Fire Protection Sprinkler Design and Consulting Services
Phone: (802) 434-2968 Fax (802) 434-4343
tstone52@comcast.net

9.

G. Tim Stone Consulting, LLC

117 Old Stage Rd.
Essex Jct., VT. 05452

Page 2

Additional Services:

- Additional site visits to the project to be on an as-need basis and priced separately.
- Hourly billing rate for additional services will be \$70.00 per hour.

Terms:

Final payment due with delivery of Design Submittal Package = \$2,900.00

If you have any question, please don't hesitate to contact me.

Very truly yours,

G. Tim Stone

G. Tim Stone, CET
Engineering Technician

If the information contained in this proposal meets with your approval, please sign below and return to my attention.. This will be our authorization to proceed with design.

Authorized Signature _____ Date _____

Fire Protection Sprinkler Design and Consulting Services
Phone: (802) 434-2968 Fax (802) 434-4343
tstone52@comcast.net

Town of Norwich General Ledger
Expenditure Report - General
Current Year Period 7 Jan

9.

Account	Budget	Outstanding Encumbrance	Expenditures	% Budget Expended	Unencumbered Balance	FY-16/17 MTD Pd 7 Jan
TOWN ADMIN. EXPENSE						
SELECTBOARD STIPEND	2,500.00	0.00	1,000.00	40.00%	1,500.00	0.00
TOWN MANAGER WAGE	108,977.00	0.00	45,120.00	41.40%	63,857.00	6,400.00
TM BENEFITS	17,172.00	0.00	0.00	0.00%	17,172.00	0.00
TREASURER STIPEND	1,693.00	0.00	846.50	50.00%	846.50	0.00
ADMIN ASSIST WAGE	49,130.00	0.00	28,944.67	58.91%	20,185.33	3,662.40
ADMIN ASST OT	0.00	0.00	809.77	100.00%	-809.77	128.76
FICA TAX	11,127.00	0.00	4,642.46	41.72%	6,484.54	599.19
MEDI TAX	2,602.00	0.00	1,085.78	41.73%	1,516.22	140.13
HEALTH INSUR	13,209.00	0.00	14,736.69	111.57%	-1,527.69	4,248.84
DISABILITY/LIFE INSUR	1,680.00	0.00	700.98	41.73%	979.02	83.10
DENTAL INSURANCE	419.00	0.00	308.43	73.61%	110.57	64.51
VT RETIREMENT	9,167.00	0.00	1,636.30	17.85%	7,530.70	414.66
PROFESS SERV	35,000.00	0.00	8,444.73	24.13%	26,555.27	1,152.50
VLCT MEMBERSHIP	4,705.00	0.00	4,705.00	100.00%	0.00	0.00
TOWN REPORT	6,000.00	0.00	0.00	0.00%	6,000.00	0.00
ADMIN TELEPHONE	550.00	0.00	288.33	52.42%	261.67	56.45
T MNGR CELL PHONE	650.00	0.00	281.66	43.33%	368.34	56.32
POSTAGE	100.00	0.00	25.59	25.59%	74.41	0.00
ADVERTISING	450.00	0.00	1,004.60	223.24%	-554.60	0.00
MILEAGE	100.00	0.00	0.00	0.00%	100.00	0.00
OFFICE SUPPLIES	1,200.00	0.00	252.81	21.07%	947.19	0.00
OFFICE EQUIP	500.00	0.00	114.19	22.84%	385.81	0.00
DUES/MTS/EDUC	800.00	0.00	440.00	55.00%	360.00	0.00
COMMITTEE	500.00	0.00	26.00	5.20%	474.00	0.00
ENERGY COMMITTEE GRANT	0.00	0.00	2,081.48	100.00%	-2,081.48	0.00
ENERGY COMMITTEE	1,540.00	0.00	30.31	1.97%	1,509.69	30.31
EVCS GRANT	0.00	0.00	10,226.81	100.00%	-10,226.81	0.00
DES FUND-FACILITIES STUDY	17,000.00	0.00	17,000.00	100.00%	0.00	0.00
DESI FUND-CITIZEN ASSISTA	1,000.00	0.00	500.00	50.00%	500.00	0.00
MISCELLANEOUS	750.00	0.00	477.60	63.68%	272.40	0.00
Total TOWN ADMIN. EXPENSE	288,521.00	0.00	145,730.69	50.51%	142,790.31	17,037.17
BCA/BOA EXPENDITURES						
JUSTICES WAGE	600.00	0.00	0.00	0.00%	600.00	0.00
POSTAGE	225.00	0.00	40.73	18.10%	184.27	0.00
OFFICE SUPPLIES	0.00	0.00	36.03	100.00%	-36.03	0.00
DUES/MTGS/EDUC	300.00	0.00	0.00	0.00%	300.00	0.00
Total BCA/BOA EXPENDITURES	1,125.00	0.00	76.76	6.82%	1,048.24	0.00
STAT MTGS EXPENDITURES						
POLLWORKERS WAGE	325.00	0.00	0.00	0.00%	325.00	0.00
POSTAGE	200.00	0.00	356.23	178.12%	-156.23	0.00
ADVERTISING	150.00	0.00	0.00	0.00%	150.00	0.00
PRINTING	1,850.00	0.00	0.00	0.00%	1,850.00	0.00
OFFICE SUPPLIES	125.00	0.00	109.03	87.22%	15.97	0.00
VOTING MACHINE	65.00	0.00	0.00	0.00%	65.00	0.00
VOTING MACH MAINT AGRMT	300.00	0.00	0.00	0.00%	300.00	0.00

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Account	Budget	Outstanding Encumbrance	Expenditures	% Budget Expended	Unencumbered Balance	FY-16/17 MTD Pd 7 Jan
VTG MCHN PROGRAMG	4,200.00	0.00	1,191.00	28.36%	3,009.00	0.00
Total STAT MTGS EXPENDITURES	7,215.00	0.00	1,656.26	22.96%	5,558.74	0.00
TOWN CLERK EXPENDITURES						
TOWN CLERK WAGE	61,687.00	0.00	33,355.42	54.07%	28,331.58	4,736.54
ASST CLK WAGE	40,353.00	0.00	21,643.68	53.64%	18,709.32	3,096.80
FICA TAX	6,251.00	0.00	3,233.78	51.73%	3,017.22	461.93
MEDI TAX	1,462.00	0.00	756.33	51.73%	705.67	108.04
HEALTH INS	26,931.00	0.00	15,513.71	57.61%	11,417.29	2,287.02
DISABILITY/LIFE INS	1,300.00	0.00	799.82	61.52%	500.18	114.26
DENTAL INSURANCE	840.00	0.00	479.78	57.12%	360.22	68.54
VT RETIREMENT	5,545.00	0.00	3,224.74	58.16%	2,320.26	863.40
DOG/CAT LICENSE	450.00	0.00	261.09	58.02%	188.91	0.00
VITAL STATISTICS	40.00	0.00	0.00	0.00%	40.00	0.00
TELEPHONE	515.00	0.00	214.02	41.56%	300.98	43.35
OFFICE SUPPLIES	2,000.00	0.00	636.87	31.84%	1,363.13	393.22
OFFICE EQUIPMENT	150.00	0.00	0.00	0.00%	150.00	0.00
SOFTWARE	3,265.00	0.00	1,775.68	54.39%	1,489.32	241.00
DUES/MTGS/EDUC	200.00	0.00	40.00	20.00%	160.00	0.00
DES. FUND-RECORD RESTORAT	9,000.00	0.00	4,500.00	50.00%	4,500.00	0.00
Total TOWN CLERK EXPENDITURES	159,989.00	0.00	86,434.92	54.03%	73,554.08	12,414.10
FINANCE DEPARTMENT						
FINL ASSISTANT WAGE	27,921.00	0.00	15,017.91	53.79%	12,903.09	2,157.01
FINANCE OFFICER WAGE	66,235.00	0.00	35,419.34	53.48%	30,815.66	5,024.02
FICA TAX	5,838.00	0.00	3,019.85	51.73%	2,818.15	430.54
MEDI TAX	1,365.00	0.00	706.21	51.74%	658.79	100.69
HEALTH INS	8,127.00	0.00	4,764.03	58.62%	3,362.97	696.55
DISABILITY/LIFE INS	1,183.00	0.00	684.39	57.85%	498.61	97.77
DENTAL INSURANCE	681.00	0.00	387.02	56.83%	293.98	55.28
VT RETIREMENT	5,074.00	0.00	2,888.43	56.93%	2,185.57	663.20
INDEPENDENT AUDIT	9,600.00	0.00	9,200.00	95.83%	400.00	0.00
TELEPHONE	500.00	0.00	204.28	40.86%	295.72	39.13
ADVERTISING	175.00	0.00	86.00	49.14%	89.00	0.00
PRINTING	75.00	0.00	74.00	98.67%	1.00	74.00
OFFICE SUPPLIES	1,500.00	0.00	847.74	56.52%	652.26	152.00
OFFICE EQUIPMENT	250.00	0.00	0.00	0.00%	250.00	0.00
SOFTWARE	790.00	0.00	0.00	0.00%	790.00	0.00
DUES/MTGS/EDUC	250.00	0.00	25.00	10.00%	225.00	0.00
BANK	600.00	0.00	0.00	0.00%	600.00	0.00
Total FINANCE DEPARTMENT	130,164.00	0.00	73,324.20	56.33%	56,839.80	9,490.19
GEN ADMIN EXPENDITURES						
TELEPHONE	900.00	0.00	316.90	35.21%	583.10	60.70
POSTAGE METER RENTAL	685.00	0.00	342.42	49.99%	342.58	0.00
POSTAGE	2,700.00	0.00	2,118.70	78.47%	581.30	351.29
OFFICE SUPPLIES	1,250.00	0.00	359.43	28.75%	890.57	0.00

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PHOTOCOPIER	1,256.00	0.00	711.85	56.68%	544.15	322.39
COMPUTER HARDWARE	900.00	0.00	0.00	0.00%	900.00	0.00
WEB SITE SUPPORT	900.00	0.00	240.00	26.67%	660.00	0.00
SERVER MAINTENANCE	4,400.00	0.00	4,660.84	105.93%	-260.84	571.20
DESIGNATED FUND-EQUIP	5,500.00	0.00	2,750.00	50.00%	2,750.00	0.00
Total GEN ADMIN EXPENDITURES	18,491.00	0.00	11,500.14	62.19%	6,990.86	1,305.58
ASSESSOR/LISTER EXPENDITURE						
LISTER WAGE	4,500.00	0.00	2,250.00	50.00%	2,250.00	0.00
OFFICE ASST WAGE	16,753.00	0.00	9,010.74	53.79%	7,742.26	1,294.22
FICA TAX	1,317.00	0.00	641.71	48.73%	675.29	72.56
MEDI TAX	308.00	0.00	150.08	48.73%	157.92	16.97
HEALTH INS	4,876.00	0.00	2,858.37	58.62%	2,017.63	417.92
DISABILITY/LIFE INSURANCE	230.00	0.00	137.34	59.71%	92.66	19.62
DENTAL INSURANCE	158.00	0.00	92.75	58.70%	65.25	13.25
VT RETIREMENT	859.00	0.00	490.65	57.12%	368.35	66.32
PROFESS SERVICES	74,000.00	0.00	39,300.00	53.11%	34,700.00	5,500.00
SOFTWARE MAINT/UPDATE	6,500.00	0.00	5,300.00	81.54%	1,200.00	0.00
TELEPHONE	600.00	0.00	220.28	36.71%	379.72	38.20
POSTAGE	750.00	0.00	110.59	14.75%	639.41	5.53
ADVERTISING	150.00	0.00	0.00	0.00%	150.00	0.00
PRINTING	150.00	0.00	0.00	0.00%	150.00	0.00
MILEAGE REIMB	50.00	0.00	0.00	0.00%	50.00	0.00
OFFICE SUPPLIES	250.00	0.00	37.62	15.05%	212.38	0.00
OFFICE EQUIPMENT	250.00	0.00	0.00	0.00%	250.00	0.00
DUES/MTGS/EDUC	500.00	0.00	50.00	10.00%	450.00	0.00
Total ASSESSOR/LISTER EXPENDITURE	112,201.00	0.00	60,650.13	54.05%	51,550.87	7,444.59
PLANNING DEPT EXPENDITURE						
PLAN ADMIN WAGE	65,633.00	0.00	35,419.34	53.97%	30,213.66	5,024.02
OFFICE ASST. WAGE	22,460.00	0.00	11,643.11	51.84%	10,816.89	1,768.74
FICA TAX	5,462.00	0.00	2,803.14	51.32%	2,658.86	403.10
MEDI TAX	1,277.00	0.00	655.60	51.34%	621.40	94.28
HEALTH INS	13,681.00	0.00	7,827.00	57.21%	5,854.00	1,143.96
DISABILITY/LIFE INS	714.00	0.00	438.90	61.47%	275.10	62.58
DENTAL INSURANCE	420.00	0.00	239.89	57.12%	180.11	34.27
VT RETIREMENT	3,610.00	0.00	2,070.62	57.36%	1,539.38	552.64
PLANNING SERVICES	3,000.00	0.00	617.40	20.58%	2,382.60	0.00
TWO RIVER PLANNING COMM.	4,677.00	0.00	4,677.00	100.00%	0.00	0.00
U.V. TRANSPORTATION MGMT	1,063.00	0.00	0.00	0.00%	1,063.00	0.00
MAPPING	2,200.00	0.00	0.00	0.00%	2,200.00	0.00
HISTORIC PRES COMM.	1,500.00	0.00	27.40	1.83%	1,472.60	0.00
HIST PRES GRANT	0.00	0.00	1,425.00	100.00%	-1,425.00	0.00
TELEPHONE	400.00	0.00	217.60	54.40%	182.40	41.62
POSTAGE	350.00	0.00	245.79	70.23%	104.21	8.20
ADVERTISING	500.00	0.00	403.47	80.69%	96.53	47.18
PRINTING	150.00	0.00	0.00	0.00%	150.00	0.00
MILEAGE REIMB	450.00	0.00	0.00	0.00%	450.00	0.00

Account	Budget	Outstanding Encumbrance	Expenditures	% Budget Expended	Unencumbered Balance	FY-16/17 MTD Pd 7 Jan
OFFICE SUPPLIES	800.00	0.00	208.66	26.08%	591.34	24.99
OFFICE EQUIPMENT	250.00	0.00	0.00	0.00%	250.00	0.00
DUES/MTGS/EDUC	750.00	0.00	255.00	34.00%	495.00	0.00
Total PLANNING DEPT EXPENDITURE	129,347.00	0.00	69,174.92	53.48%	60,172.08	9,205.58
RECREA DEPT EXPENDITURES						
ADMINISTRATION						
RECREATION DIR WAGE	66,788.00	0.00	36,127.90	54.09%	30,660.10	5,124.50
FICA TAX	4,141.00	0.00	2,239.94	54.09%	1,901.06	317.72
MEDI TAX	968.00	0.00	523.82	54.11%	444.18	74.30
HEALTH INS	7,747.00	0.00	4,463.61	57.62%	3,283.39	650.76
DISABILITY/LIFE INSUR	805.00	0.00	502.67	62.44%	302.33	71.81
DENTAL INSURANCE	419.00	0.00	239.89	57.25%	179.11	34.27
VT RETIREMENT	3,673.00	0.00	2,109.61	57.44%	1,563.39	563.70
TELEPHONE	550.00	0.00	211.71	38.49%	338.29	39.66
POSTAGE	150.00	0.00	24.19	16.13%	125.81	0.47
ADVERTISING	50.00	0.00	0.00	0.00%	50.00	0.00
PRINTING	100.00	0.00	0.00	0.00%	100.00	0.00
DUES/MTGS/EDUC	850.00	0.00	180.00	21.18%	670.00	0.00
OFFICE EQUIPMENT	100.00	0.00	0.00	0.00%	100.00	0.00
MILEAGE REIMBURSEMENT	450.00	0.00	133.00	29.56%	317.00	0.00
OFFICE SUPPLIES	250.00	0.00	3.99	1.60%	246.01	0.00
Total ADMINISTRATION	87,041.00	0.00	46,760.33	53.72%	40,280.67	6,877.19
PROGRAM						
INSTRUCTOR FEE	80,000.00	0.00	59,996.50	75.00%	20,003.50	2,652.30
COACHING MATERIALS	400.00	0.00	187.05	46.76%	212.95	0.00
TEE SHIRT/HAT	4,500.00	0.00	0.00	0.00%	4,500.00	0.00
EQUIPMENT	3,800.00	0.00	183.98	4.84%	3,616.02	0.00
SUMMER PROG WAGE	14,000.00	0.00	10,380.25	74.14%	3,619.75	0.00
REFERREE/UMPIRE	2,200.00	0.00	1,148.00	52.18%	1,052.00	728.00
ENTRY FEE	1,120.00	0.00	425.00	37.95%	695.00	65.00
REGISTRATION FEES	7,200.00	0.00	5,689.49	79.02%	1,510.51	710.17
M.CROSS SCHOOL RENTAL FEE	13,500.00	0.00	13,230.00	98.00%	270.00	6,615.00
SPECIAL EVENTS /SUPPLIES	1,000.00	0.00	726.22	72.62%	273.78	165.75
FICA TAX	868.00	0.00	621.75	71.63%	246.25	0.00
MEDI TAX	203.00	0.00	145.40	71.63%	57.60	0.00
UNIFORMS	300.00	0.00	0.00	0.00%	300.00	0.00
Total PROGRAM	129,091.00	0.00	92,733.64	71.84%	36,357.36	10,936.22
RECREATION FACILITIES						
REC FIELD CARE	10,000.00	0.00	6,444.25	64.44%	3,555.75	165.48
HNTLY LINE MARKING	3,200.00	0.00	2,011.45	62.86%	1,188.55	0.00
PORTABLE TOILET	650.00	0.00	235.74	36.27%	414.26	0.00
REPAIRS & MAINT	2,000.00	0.00	232.28	11.61%	1,767.72	1.78
WATER USAGE	350.00	0.00	193.00	55.14%	157.00	0.00
WOMEN'S CLUB GRANT	0.00	0.00	2,033.00	100.00%	-2,033.00	0.00

Account	Budget	Outstanding Encumbrance	Expenditures	% Budget Expended	Unencumbered Balance	FY-16/17 MTD Pd 7 Jan
SITE WORK	250.00	0.00	0.00	0.00%	250.00	0.00
DESIGNATED FUND-T COURTS	4,500.00	0.00	2,250.00	50.00%	2,250.00	0.00
Total RECREATION FACILITIES	20,950.00	0.00	13,399.72	63.96%	7,550.28	167.26
Total RECREA DEPT EXPENDITURES	237,082.00	0.00	152,893.69	64.49%	84,188.31	17,980.67
POLICE STATION EXPENDITURES						
UTILITIES						
WATER USAGE	200.00	0.00	142.00	71.00%	58.00	0.00
ELECTRICITY	3,250.00	0.00	1,425.41	43.86%	1,824.59	407.26
HEATING	2,250.00	0.00	649.28	28.86%	1,600.72	300.90
ADMIN TELEPHONE	4,500.00	0.00	1,437.09	31.94%	3,062.91	271.36
Total UTILITIES	10,200.00	0.00	3,653.78	35.82%	6,546.22	979.52
REPAIRS & MAINTENANCE						
SUPPLIES	250.00	0.00	64.76	25.90%	185.24	18.78
REPAIRS & MAINT	1,500.00	0.00	359.00	23.93%	1,141.00	0.00
ALARM MONITORING	210.00	0.00	307.50	146.43%	-97.50	0.00
Total REPAIRS & MAINTENANCE	1,960.00	0.00	731.26	37.31%	1,228.74	18.78
CAPITAL EXPENDITURES						
DESIGNATED FUND-P STATN	3,500.00	0.00	1,750.00	50.00%	1,750.00	0.00
Total CAPITAL EXPENDITURES	3,500.00	0.00	1,750.00	50.00%	1,750.00	0.00
Total POLICE STATION EXPENDITURES	15,660.00	0.00	6,135.04	39.18%	9,524.96	998.30
POLICE DEPT EXPENDITURES						
WAGES & BENEFITS						
POLICE CHIEF WAGE	84,052.00	0.00	45,198.19	53.77%	38,853.81	6,495.94
POLICE OFFICER WAGE	159,600.00	0.00	85,706.63	53.70%	73,893.37	12,169.42
ON-CALL WAGES	4,680.00	0.00	3,186.30	68.08%	1,493.70	461.82
OVERTIME OFFICER WAGE	20,000.00	0.00	10,758.03	53.79%	9,241.97	1,922.12
ADMINISTRATIVE WAGE	43,850.00	0.00	23,594.15	53.81%	20,255.85	3,352.00
PARTTIME OFFICER WAGE	7,500.00	0.00	1,133.90	15.12%	6,366.10	0.00
CROSSING GUARD WAGE	12,500.00	0.00	6,641.01	53.13%	5,858.99	996.66
GOVERNOR'S HWY SAFETY GRA	0.00	0.00	1,968.87	100.00%	-1,968.87	0.00
SPECIAL DUTY WAGE	0.00	0.00	120.00	100.00%	-120.00	0.00
FICA TAX	20,339.00	0.00	10,790.02	53.05%	9,548.98	1,526.30
MEDI TAX	4,757.00	0.00	2,523.49	53.05%	2,233.51	356.94
HEALTH INS	80,762.00	0.00	42,429.69	52.54%	38,332.31	6,221.21
DISABILITY/LIFE INS	3,500.00	0.00	2,171.96	62.06%	1,328.04	310.28
DELTA DENTAL	1,677.00	0.00	959.49	57.21%	717.51	137.07
VT RETIREMENT	21,133.00	0.00	12,526.34	59.27%	8,606.66	3,432.45
Total WAGES & BENEFITS	464,350.00	0.00	249,708.07	53.78%	214,641.93	37,382.21

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COMMUNITY POLICING						
ANIMAL CONT/LEASH LAW	1,500.00	0.00	267.50	17.83%	1,232.50	0.00
COMMUNITY RELATNS	1,000.00	0.00	335.18	33.52%	664.82	0.00
SPEED SIGNS	1,500.00	0.00	665.32	44.35%	834.68	202.80
Total COMMUNITY POLICING	4,000.00	0.00	1,268.00	31.70%	2,732.00	202.80
EQUIPMENT & MAINTENANCE						
RADIO MAINTENANCE	800.00	0.00	972.75	121.59%	-172.75	177.50
PETROLEUM PRODUCTS	8,500.00	0.00	4,103.59	48.28%	4,396.41	694.81
CRUISER VIDEO EQUIP	300.00	0.00	395.00	131.67%	-95.00	0.00
CRUISER MAINT	6,500.00	0.00	4,920.78	75.70%	1,579.22	153.40
CRUISER SUPPLIES	700.00	0.00	0.00	0.00%	700.00	0.00
Total EQUIPMENT & MAINTENANCE	16,800.00	0.00	10,392.12	61.86%	6,407.88	1,025.71
GRANTS						
Total GRANTS	0.00	0.00	0.00	0.00%	0.00	0.00
SUPPORT						
ADMINISTRATION	4,300.00	0.00	1,690.69	39.32%	2,609.31	54.28
VIBRS	1,200.00	0.00	1,853.71	154.48%	-653.71	781.87
DISPATCH SERVICES	48,750.00	0.00	36,723.75	75.33%	12,026.25	12,241.25
TRAINING	2,500.00	0.00	2,193.30	87.73%	306.70	32.00
TRAINING SUPPLIES	500.00	0.00	411.10	82.22%	88.90	0.00
MILEAGE REIMB	100.00	0.00	29.92	29.92%	70.08	4.00
DUES/MTGS/EDUC	500.00	0.00	435.00	87.00%	65.00	0.00
UNIFORMS	2,500.00	0.00	624.00	24.96%	1,876.00	0.00
UNIFORMS CLEANING	1,500.00	0.00	446.00	29.73%	1,054.00	0.00
Total SUPPORT	61,850.00	0.00	44,407.47	71.80%	17,442.53	13,113.40
CAPITAL EXPENDITURES						
DESIGNATED FUND-SPEC EQUI	2,500.00	0.00	1,250.00	50.00%	1,250.00	0.00
DESIGNATED FUND-CRUISER	10,000.00	0.00	5,000.00	50.00%	5,000.00	0.00
Total CAPITAL EXPENDITURES	12,500.00	0.00	6,250.00	50.00%	6,250.00	0.00
Total POLICE DEPT EXPENDITURES	559,500.00	0.00	312,025.66	55.77%	247,474.34	51,724.12
FIRE/FAST STATION						
CUSTODIAL WAGES						
Total CUSTODIAL WAGES	0.00	0.00	0.00	0.00%	0.00	0.00
UTILITIES						
WATER USAGE	700.00	0.00	241.50	34.50%	458.50	0.00
ELECTRICITY	1,800.00	0.00	767.48	42.64%	1,032.52	219.28

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HEATING	5,000.00	0.00	1,012.06	20.24%	3,987.94	606.06
TELEPHONE & INTERNET	1,975.00	0.00	896.21	45.38%	1,078.79	162.99
ALARM MONITORING	60.00	0.00	0.00	0.00%	60.00	0.00
Total UTILITIES	9,535.00	0.00	2,917.25	30.60%	6,617.75	988.33
REPAIR & MAINTENANCE						
SUPPLIES	500.00	0.00	104.17	20.83%	395.83	0.00
REPAIR & MAINTENANCE EXPN	2,500.00	0.00	582.70	23.31%	1,917.30	0.00
Total REPAIR & MAINTENANCE	3,000.00	0.00	686.87	22.90%	2,313.13	0.00
Total FIRE/FAST STATION	12,535.00	0.00	3,604.12	28.75%	8,930.88	988.33
FIRE/FAST DEPT. EXPENSES						
FIRE WAGES						
FIRE CHIEF WAGES	63,381.00	0.00	35,090.04	55.36%	28,290.96	5,327.92
FIRE OFFICER STIPEND	1,479.00	0.00	739.60	50.01%	739.40	739.60
FIREFIGHTERS WAGE	27,500.00	0.00	16,346.61	59.44%	11,153.39	7,433.37
FF DRILLS/MTGS WAGE	4,000.00	0.00	1,000.00	25.00%	3,000.00	520.00
FICA TAX	5,975.00	0.00	3,427.36	57.36%	2,547.64	871.25
MEDI TAX	1,397.00	0.00	801.55	57.38%	595.45	203.74
HEALTH INSURANCE	938.00	0.00	0.00	0.00%	938.00	0.00
DISABILITY/LIFE INSURANCE	850.00	0.00	482.37	56.75%	367.63	68.91
VT RETIREMENT	3,169.00	0.00	1,923.86	60.71%	1,245.14	273.05
DENTAL INSURANCE	420.00	0.00	239.89	57.12%	180.11	34.27
Total FIRE WAGES	109,109.00	0.00	60,051.28	55.04%	49,057.72	15,472.11
EMS WAGES						
EMS WAGE	5,000.00	0.00	1,995.84	39.92%	3,004.16	997.92
EMS DRILL WAGE	2,100.00	0.00	580.00	27.62%	1,520.00	360.00
EMS FICA TAX	440.00	0.00	157.07	35.70%	282.93	81.64
EMS MEDI TAX	103.00	0.00	36.75	35.68%	66.25	19.10
Total EMS WAGES	7,643.00	0.00	2,769.66	36.24%	4,873.34	1,458.66
EDUCATION & TRAINING						
FIRE EDUC/TRAINING	1,500.00	0.00	213.54	14.24%	1,286.46	0.00
EMS EDUC/TRNG	1,000.00	0.00	500.00	50.00%	500.00	0.00
FIRE DUES/MTGS/EDUC	1,200.00	0.00	570.00	47.50%	630.00	75.00
Total EDUCATION & TRAINING	3,700.00	0.00	1,283.54	34.69%	2,416.46	75.00
TOOLS & EQUIPMENT						
FIRE TOOLS & EQUIPMENT	5,000.00	0.00	1,425.87	28.52%	3,574.13	618.64
EMS TOOLS/ EQUIP	1,500.00	0.00	217.85	14.52%	1,282.15	38.73
RADIO PURCH/REPAIR	750.00	0.00	0.00	0.00%	750.00	0.00
Total TOOLS & EQUIPMENT	7,250.00	0.00	1,643.72	22.67%	5,606.28	657.37

Account	Budget	Outstanding Encumbrance	Expenditures	% Budget Expended	Unencumbered Balance	FY-16/17 MTD Pd 7 Jan
MAINTENANCE						
FIRE TRK R & M	12,000.00	0.00	5,505.16	45.88%	6,494.84	122.34
EQUIPMENT MAINTENANCE	2,000.00	0.00	89.75	4.49%	1,910.25	0.00
RADIO MAINTENANCE	900.00	0.00	563.64	62.63%	336.36	0.00
SOFTWARE MAINTENANCE	800.00	0.00	774.00	96.75%	26.00	0.00
COMPUTER MAINTENANCE	400.00	0.00	0.00	0.00%	400.00	0.00
PETROLEUM PRODUCTS	3,500.00	0.00	1,314.77	37.56%	2,185.23	218.78
Total MAINTENANCE	19,600.00	0.00	8,247.32	42.08%	11,352.68	341.12
SUPPORT						
RECRUITMENT	100.00	0.00	225.00	225.00%	-125.00	0.00
POSTAGE	75.00	0.00	21.10	28.13%	53.90	9.32
FIRE PREV BOOKS & MATERIA	100.00	0.00	73.40	73.40%	26.60	0.00
FIREFIGHTERS CASUL INS	6,200.00	0.00	4,071.66	65.67%	2,128.34	0.00
OFFICE SUPPLIES	400.00	0.00	302.17	75.54%	97.83	0.00
DISPATCH SERVICE	8,554.00	0.00	4,976.67	58.18%	3,577.33	0.00
UNIFORM	225.00	0.00	155.25	69.00%	69.75	0.00
HYDRANT RENTAL	11,700.00	0.00	5,850.00	50.00%	5,850.00	0.00
DRY HYDRANT	400.00	0.00	0.00	0.00%	400.00	0.00
OSHA COMPLIANCE	750.00	0.00	834.00	111.20%	-84.00	0.00
Total SUPPORT	28,504.00	0.00	16,509.25	57.92%	11,994.75	9.32
CAPITAL EXPENDITURES						
DESIGNATED FUND-FIRE STAT	4,000.00	0.00	2,000.00	50.00%	2,000.00	0.00
DESIGNATED FUND-APPARATUS	65,975.00	0.00	32,987.50	50.00%	32,987.50	0.00
DESIGNATED FUND-EQUIPMENT	4,000.00	0.00	2,000.00	50.00%	2,000.00	0.00
Total CAPITAL EXPENDITURES	73,975.00	0.00	36,987.50	50.00%	36,987.50	0.00
GRANT EXPENSE						
VLCTPACIF GRANT	0.00	0.00	694.97	100.00%	-694.97	0.00
Total GRANT EXPENSE	0.00	0.00	694.97	100.00%	-694.97	0.00
AMBULANCE SERVICES						
AMBULANCE CONTRACT	97,156.00	0.00	61,143.00	62.93%	36,013.00	0.00
AMBULANCE BILLS	5,000.00	0.00	0.00	0.00%	5,000.00	0.00
Total AMBULANCE SERVICES	102,156.00	0.00	61,143.00	59.85%	41,013.00	0.00
Total FIRE/FAST DEPT. EXPENSES	351,937.00	0.00	189,330.24	53.80%	162,606.76	18,013.58
EMERGENCY MANAGEMENT						
DEBT SERVICE TOWER PRINCI	60,122.00	0.00	40,243.64	66.94%	19,878.36	0.00
DEBT SERVICE TOWER INTERE	0.00	0.00	3,684.95	100.00%	-3,684.95	0.00
TOWER POWER	600.00	0.00	319.80	53.30%	280.20	51.03
EMERG MAN ADMIN	100.00	0.00	50.00	50.00%	50.00	0.00

Account	Budget	Outstanding Encumbrance	Expenditures	% Budget Expended	Unencumbered Balance	FY-16/17 MTD Pd 7 Jan
EMERG MNGMT SUPPLIES	100.00	0.00	52.45	52.45%	47.55	0.00
GENERATOR FUEL	300.00	0.00	5.00	1.67%	295.00	0.00
EMERG GEN MAINT	5,000.00	0.00	3,046.00	60.92%	1,954.00	0.00
BASE RADIO MAINTENANCE	1,000.00	0.00	0.00	0.00%	1,000.00	0.00
DESIGNATED FUND-GENERATOR	5,000.00	0.00	2,500.00	50.00%	2,500.00	0.00
Total EMERGENCY MANAGEMENT	72,222.00	0.00	49,901.84	69.10%	22,320.16	51.03
CONSERVATION						
DUES/MTGS/EDUC	850.00	0.00	250.00	29.41%	600.00	0.00
SPKRS/PUBLIC INFO	300.00	0.00	200.00	66.67%	100.00	0.00
PUBLICITY	300.00	0.00	0.00	0.00%	300.00	0.00
TRAILS	3,000.00	0.00	2,427.12	80.90%	572.88	0.00
WATER QUAL MONIT	500.00	0.00	0.00	0.00%	500.00	0.00
MILT FRYE NATURE AREA	900.00	0.00	400.00	44.44%	500.00	0.00
NATRL RESRCS INVEN	1,100.00	0.00	0.00	0.00%	1,100.00	0.00
WOMENS CLUB GRANT	0.00	0.00	2,000.00	100.00%	-2,000.00	0.00
Total CONSERVATION	6,950.00	0.00	5,277.12	75.93%	1,672.88	0.00
CEMETERY COMMISSION						
Total CEMETERY COMMISSION	0.00	0.00	0.00	0.00%	0.00	0.00
PUBLIC WORKS DEPT.						
HIGHWAY DIVISION						
HIGHWAY WAGES & BENEFITS						
DIRECTOR OF PUBLIC WORKS	87,259.00	0.00	51,681.37	59.23%	35,577.63	6,625.86
ROAD CREW WAGES	252,737.00	0.00	149,191.19	59.03%	103,545.81	19,115.33
ROAD CREW OVERTIME	28,750.00	0.00	8,760.69	30.47%	19,989.31	4,549.94
PAGER COMPENSATION	1,650.00	0.00	0.00	0.00%	1,650.00	0.00
FICA	22,965.00	0.00	12,830.93	55.87%	10,134.07	1,952.32
MEDICARE	5,370.00	0.00	3,000.78	55.88%	2,369.22	456.58
HEALTH INSUR	104,389.00	0.00	59,720.86	57.21%	44,668.14	8,338.60
DISABILITY/LIFE	4,822.00	0.00	2,605.78	54.04%	2,216.22	371.59
DENTAL INSURANCE	2,530.00	0.00	1,439.28	56.89%	1,090.72	205.62
RETIREMENT	20,372.00	0.00	11,244.66	55.20%	9,127.34	3,118.53
Total HIGHWAY WAGES & BENEFITS	530,844.00	0.00	300,475.54	56.60%	230,368.46	44,734.37
MATERIALS						
SALT & CHEMICALS	119,600.00	0.00	36,972.18	30.91%	82,627.82	25,542.34
SAND	61,600.00	0.00	48,079.40	78.05%	13,520.60	0.00
DUST CONTROL	20,000.00	0.00	18,006.40	90.03%	1,993.60	0.00
GRAVEL & STONE	50,000.00	0.00	27,635.78	55.27%	22,364.22	0.00
CULVERTS & ROAD SUPPLIES	12,000.00	0.00	8,350.16	69.58%	3,649.84	0.00
ASPHALT PRODUCTS	7,100.00	0.00	42.68	0.60%	7,057.32	0.00
BRIDGE REPAIR & MAINT.	2,000.00	0.00	2,000.00	100.00%	0.00	0.00
OTHER PROJECTS	5,000.00	0.00	1,130.81	22.62%	3,869.19	0.00
SIGNS	4,500.00	0.00	2,241.23	49.81%	2,258.77	0.00

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Total MATERIALS	281,800.00	0.00	144,458.64	51.26%	137,341.36	25,542.34
CONTRACTED SERVICES						
PLOWING & SANDING	19,000.00	0.00	0.00	0.00%	19,000.00	0.00
ROAD SWEEPING	7,150.00	0.00	1,000.00	13.99%	6,150.00	0.00
LEAF REMOVAL	6,000.00	0.00	2,062.50	34.38%	3,937.50	0.00
STREETLIGHTS	10,000.00	0.00	5,570.40	55.70%	4,429.60	926.28
TREE CUTTING & REMOVAL	12,000.00	0.00	12,200.00	101.67%	-200.00	0.00
UNIFORMS	7,638.00	0.00	4,419.31	57.86%	3,218.69	817.55
PAVING	60,000.00	0.00	0.00	0.00%	60,000.00	0.00
OTHER PROJECTS	5,000.00	0.00	12,530.00	250.60%	-7,530.00	0.00
CRACK SEALING	31,250.00	0.00	34,550.00	110.56%	-3,300.00	0.00
PAVEMENT MARKING	20,000.00	0.00	21,240.20	106.20%	-1,240.20	1,722.00
Total CONTRACTED SERVICES	178,038.00	0.00	93,572.41	52.56%	84,465.59	3,465.83
EQUIPMENT						
OUTSIDE REPAIRS	37,500.00	0.00	21,631.57	57.68%	15,868.43	3,795.44
PARTS & SUPPLIES	37,500.00	0.00	22,359.11	59.62%	15,140.89	5,991.73
PETROLEUM PRODUCTS	50,000.00	0.00	20,395.39	40.79%	29,604.61	5,406.04
Total EQUIPMENT	125,000.00	0.00	64,386.07	51.51%	60,613.93	15,193.21
HIGHWAY GARAGE						
ELECTRICITY	3,120.00	0.00	451.71	14.48%	2,668.29	129.06
PROPANE	9,000.00	0.00	1,689.89	18.78%	7,310.11	1,228.38
TELEPHONE	2,000.00	0.00	963.21	48.16%	1,036.79	177.64
SUPPLIES	1,500.00	0.00	358.66	23.91%	1,141.34	138.00
ALARM MONITORING	250.00	0.00	280.00	112.00%	-30.00	0.00
REPAIRS & MAINTENANCE	5,150.00	0.00	1,523.53	29.58%	3,626.47	1.59
TOOLS	2,500.00	0.00	1,756.60	70.26%	743.40	0.00
ADMINISTRATION	6,850.00	0.00	2,069.63	30.21%	4,780.37	85.50
Total HIGHWAY GARAGE	30,370.00	0.00	9,093.23	29.94%	21,276.77	1,760.17
CAPITAL EXPENDITURES						
DESIGNATED FUND-EQUIPMENT	135,000.00	0.00	67,500.00	50.00%	67,500.00	0.00
DESIGNATED FUND-SIDEWALK	10,000.00	0.00	5,000.00	50.00%	5,000.00	0.00
DESIGNATED FUND-PAVING	275,000.00	0.00	275,000.00	100.00%	0.00	0.00
DESIGNATED FUND-BRIDGES	35,000.00	0.00	17,500.00	50.00%	17,500.00	0.00
DESIGNATED FUND-GARAGE	63,480.00	0.00	31,730.00	49.98%	31,750.00	0.00
Total CAPITAL EXPENDITURES	518,480.00	0.00	396,730.00	76.52%	121,750.00	0.00
GRANTS						
Total GRANTS	0.00	0.00	0.00	0.00%	0.00	0.00
Total HIGHWAY DIVISION	1,664,532.00	0.00	1,008,715.89	60.60%	655,816.11	90,695.92

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Account	Budget	Outstanding Encumbrance	Expenditures	% Budget Expended	Unencumbered Balance	FY-16/17 MTD Pd 7 Jan
BUILDINGS & GROUNDS DIVIS						
B & G WAGES & BENEFITS						
BUILDINGS & GROUNDS WAGES	78,459.00	0.00	41,817.12	53.30%	36,641.88	5,955.20
OT BLDGS & GROUNDS	6,000.00	0.00	1,633.18	27.22%	4,366.82	687.38
PAGER COMPENSATION	550.00	0.00	0.00	0.00%	550.00	0.00
FICA	5,271.00	0.00	2,693.90	51.11%	2,577.10	411.85
MEDICARE	1,232.00	0.00	630.07	51.14%	601.93	96.33
HEALTH INSURANCE	28,104.00	0.00	12,108.25	43.08%	15,995.75	1,734.49
DISABILITY/LIFE	1,067.00	0.00	640.71	60.05%	426.29	91.53
DENTAL INSURANCE	419.00	0.00	239.83	57.24%	179.17	34.27
RETIREMENT	4,675.00	0.00	2,585.35	55.30%	2,089.65	716.36
Total B & G WAGES & BENEFITS	125,777.00	0.00	62,348.41	49.57%	63,428.59	9,727.41
MATERIALS						
GARDEN SUPPLIES & PLANTS	1,700.00	0.00	1,490.00	87.65%	210.00	0.00
Total MATERIALS	1,700.00	0.00	1,490.00	87.65%	210.00	0.00
CONTRACTED SERVICES						
FOLEY PARK & MEDIANS	4,750.00	0.00	4,693.71	98.81%	56.29	0.00
UNIFORMS	2,100.00	0.00	767.00	36.52%	1,333.00	154.00
Total CONTRACTED SERVICES	6,850.00	0.00	5,460.71	79.72%	1,389.29	154.00
EQUIPMENT						
OUTSIDE REPAIRS	1,300.00	0.00	1,086.27	83.56%	213.73	50.00
PARTS & SUPPLIES	1,800.00	0.00	2,600.22	144.46%	-800.22	235.43
PETROLEUM PRODUCTS	2,800.00	0.00	1,372.73	49.03%	1,427.27	9.15
TOOLS	300.00	0.00	408.31	136.10%	-108.31	0.00
Total EQUIPMENT	6,200.00	0.00	5,467.53	88.19%	732.47	294.58
CAPITAL EXPENDITURES						
DESIGNATED FUND-EQUIPMENT	15,000.00	0.00	7,500.00	50.00%	7,500.00	0.00
Total CAPITAL EXPENDITURES	15,000.00	0.00	7,500.00	50.00%	7,500.00	0.00
Total BUILDINGS & GROUNDS DIVIS	155,527.00	0.00	82,266.65	52.90%	73,260.35	10,175.99
SOLID WASTE DIVISION						
SW WAGES & BENEFITS						
TRNSF STATION WAGE	36,937.00	0.00	19,738.93	53.44%	17,198.07	2,931.38
FICA TAX	2,290.00	0.00	1,223.82	53.44%	1,066.18	181.74
MEDI TAX	536.00	0.00	286.30	53.41%	249.70	42.52
Total SW WAGES & BENEFITS	39,763.00	0.00	21,249.05	53.44%	18,513.95	3,155.64
CONTRACTED SERVICES						

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GUVSWMD ASSESSMENT	44,000.00	0.00	40,968.00	93.11%	3,032.00	0.00
MUNICIPAL SOLID WASTE	51,500.00	0.00	23,080.89	44.82%	28,419.11	7,878.37
RECYCLING	32,000.00	0.00	25,791.38	80.60%	6,208.62	8,538.29
HOUSEHOLD HAZARDOUS WASTE	5,000.00	0.00	0.00	0.00%	5,000.00	0.00
UNIFORMS	500.00	0.00	0.00	0.00%	500.00	0.00
Total CONTRACTED SERVICES	133,000.00	0.00	89,840.27	67.55%	43,159.73	16,416.66
EQUIPMENT						
PARTS & SUPPLIES	1,500.00	0.00	641.57	42.77%	858.43	46.98
REPAIRS & MAINTENANCE	3,000.00	0.00	595.97	19.87%	2,404.03	0.00
SMALL EQUIPMENT	300.00	0.00	0.00	0.00%	300.00	0.00
Total EQUIPMENT	4,800.00	0.00	1,237.54	25.78%	3,562.46	46.98
TRANSFER STATION						
PURCHASED SERVICES	1,170.00	0.00	450.00	38.46%	720.00	0.00
ELECTRICITY	1,500.00	0.00	551.04	36.74%	948.96	157.44
PROPANE	750.00	0.00	201.88	26.92%	548.12	105.38
TELEPHONE	450.00	0.00	181.12	40.25%	268.88	35.39
ADMINISTRATION	2,500.00	0.00	466.17	18.65%	2,033.83	128.00
VERMONT FRANCHISE TAX	2,900.00	0.00	523.77	18.06%	2,376.23	0.00
Total TRANSFER STATION	9,270.00	0.00	2,373.98	25.61%	6,896.02	426.21
CAPITAL EXPENDITURES						
DESIGNATED FUND-EQUIPMENT	8,000.00	0.00	4,000.00	50.00%	4,000.00	0.00
Total CAPITAL EXPENDITURES	8,000.00	0.00	4,000.00	50.00%	4,000.00	0.00
Total SOLID WASTE DIVISION	194,833.00	0.00	118,700.84	60.92%	76,132.16	20,045.49
TRACY HALL						
BUILDING EXPENSES						
WATER USAGE	450.00	0.00	235.80	52.40%	214.20	0.00
ELECTRICITY	10,000.00	0.00	5,485.20	54.85%	4,514.80	1,567.20
HEATING	16,500.00	0.00	3,472.44	21.05%	13,027.56	1,551.78
ALARM MONITORING	250.00	0.00	530.00	212.00%	-280.00	0.00
ELEVATOR MAINTENANCE	3,000.00	0.00	1,419.90	47.33%	1,580.10	0.00
BUILDING SUPPLIES	3,200.00	0.00	2,540.45	79.39%	659.55	235.53
REPAIRS & MAINTENANCE	10,000.00	0.00	2,335.71	23.36%	7,664.29	721.55
BANDSTAND & SIGN ELECTRIC	1,000.00	0.00	500.08	50.01%	499.92	183.88
Total BUILDING EXPENSES	44,400.00	0.00	16,519.58	37.21%	27,880.42	4,259.94
Total TRACY HALL	44,400.00	0.00	16,519.58	37.21%	27,880.42	4,259.94
Total PUBLIC WORKS DEPT.	2,059,292.00	0.00	1,226,202.96	59.54%	833,089.04	125,177.34
DEBT SERVICE EXPENDITURES						

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Total DEBT SERVICE EXPENDITURES	0.00	0.00	0.00	0.00%	0.00	0.00
APPROPRIATION EXPENDITURES						
NORWICH PUBLIC LIBRARY	265,000.00	0.00	132,500.00	50.00%	132,500.00	0.00
NORWICH LIONS CLUB	3,000.00	0.00	3,000.00	100.00%	0.00	0.00
NORWICH AMERICAN LEGION	1,500.00	0.00	0.00	0.00%	1,500.00	0.00
NORWICH HISTORICAL SOC.	8,000.00	0.00	2,000.00	25.00%	6,000.00	0.00
NORWICH CEMETERY ASSOCATN	15,000.00	0.00	0.00	0.00%	15,000.00	0.00
NORWICH CHILD CARE SCHOLA	4,348.00	0.00	1,087.00	25.00%	3,261.00	0.00
VSTNG NRS/HSP APPR	15,600.00	0.00	0.00	0.00%	15,600.00	0.00
THE FAMILY PLACE	6,000.00	0.00	1,500.00	25.00%	4,500.00	1,500.00
ADVANCE TRANSIT	12,860.00	0.00	12,860.00	100.00%	0.00	0.00
HEADREST	2,500.00	0.00	0.00	0.00%	2,500.00	0.00
WINDSOR COUNTY PARTNERS	1,000.00	0.00	0.00	0.00%	1,000.00	0.00
WISE	2,500.00	0.00	684.60	27.38%	1,815.40	0.00
RSVP	500.00	0.00	0.00	0.00%	500.00	0.00
SEVCA	3,750.00	0.00	0.00	0.00%	3,750.00	0.00
YOUTH-IN-ACTION	3,000.00	0.00	0.00	0.00%	3,000.00	0.00
WHT RIVR COUN ON AGING	5,300.00	0.00	0.00	0.00%	5,300.00	0.00
U.V. TRAILS ALLIANCE	2,000.00	0.00	1,485.00	74.25%	515.00	0.00
GOOD BEGINNINGS	3,000.00	0.00	762.50	25.42%	2,237.50	0.00
Total APPROPRIATION EXPENDITURES	354,858.00	0.00	155,879.10	43.93%	198,978.90	1,500.00
TAX EXPENDITURES						
TAX ABATEMENT/ADJUSTMENT	5,000.00	0.00	3,329.53	66.59%	1,670.47	0.00
Total TAX EXPENDITURES	5,000.00	0.00	3,329.53	66.59%	1,670.47	0.00
INSURANCE						
UNEMP INS RATE ASSMT	5,236.00	0.00	3,245.00	61.97%	1,991.00	0.00
PROP & CAS INSURANCE	82,500.00	0.00	85,174.00	103.24%	-2,674.00	0.00
WORKER'S COMP INS	117,026.00	0.00	130,900.00	111.86%	-13,874.00	0.00
Total INSURANCE	204,762.00	0.00	219,319.00	107.11%	-14,557.00	0.00
Total General	4,726,851.00	0.00	2,772,446.32	58.65%	1,954,404.68	273,330.58
Total All Funds	4,726,851.00	0.00	2,772,446.32	58.65%	1,954,404.68	273,330.58



P.O. Box 562
Norwich, Vermont 05055
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Email: Ernie.Ciccotelli@gmail.com

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February 7, 2015

Select Board for the Town of Norwich, Vermont
300 Main Street
Norwich, VT 05055

RE: Norwich Rezoning
AFFORDABLE HOUSING-A CLASS ISSUE

The following is an open letter to the Select Board and Planning Commission of Norwich, Norwich residents, Regional officials, and anyone else who is concerned.

A significant part of the problem with the proposed changes of its land planning regulations in Norwich is that the changes are based on class.

When word "work force" is used, one must understand it to refer to the working class. One should remember that the working class embraces not only so-called blue collar people, but also white collar professionals whose personal efforts earn them their incomes. The Working class very clearly includes the middle class which has been so effectively hollowed out by events of the last 15 or so years. In fact, the middle class should be considered synonymous with working class because, until the 1980's, the middle class was made up of the mix of predominantly blue collar workers, who, like machinists and auto workers, earned closed to the same levels of income as professionals. Most professionals do not earn much more that blue collar workers even today. What people may view as professional class today are actually people whose incomes are derived from dividends, interest, and rents, or capital gains - in other words, from the mere fact that they own property - and are more properly referred to as the rentier class or, in simpler vernacular, the investor class.

The proposed planning changes in Norwich are based on that distinction between the two classes of people. The changes are condescending, and treat the working class as people needing handouts, special treatment, and pity, which in some places is called charity, others, noblesse oblige.

In any case, such classist sentiments are invidious, and likely to lead to serious conflict, that could in the least bad case bring the Town to a standstill. Moreover, they serve to maintain the inequality of incomes that is status quo, and the cause of the lack of affordability in the first place.

Diversity and equality are, or should be, the basis for the decisions related to what Norwich characterizes as affordable housing. Diversity and equality are morally, ethically, philosophically, or religiously desirable in any healthy society. The reason Norwich should want to make housing available

to people and families with more restricted means than the majority presently living in the Town possess is because it is the right and good and healthy thing to do, not because of tax problems that the Town brought down upon itself, or because of dictates of political appointees that few if any of the townsfolk know or even heard of.

The people of Norwich should keep in mind that their tax problems are the product of their own decisions in the past. Everything from the expanded Marion Cross School in the late 1980's and Hanover High School's luxury appointments in the 2000's and its burgeoning administration, to the expensive per capita cost of education, to the expensive town government form (Town Manager, "professionalized" fire department, and unnecessary other sub-managers), unnecessary or overbuilt facilities, plans for privatization of the services, and numerous other examples that have increased the need for rising taxes, are all the responsibilities of those who supported them without concern for what those decisions would cost the Town's people in the future. Or perhaps, it should be said not without concern for what those decisions would cost in the future, but rather, because those decisions would increase the value of their makers homes for when they moved out of Norwich, leaving those remaining holding the bag. Affordable housing is a social, political, and philosophical issue. It is not a tax issue, and using it to resolve tax problems will undoubtedly lead to unnecessarily complex regulations with ambiguities, flaws, loopholes, and unintended consequences.

Sustainability and affordability can go hand in hand. Affordable farm and forestry land regulated in a manner that precludes sprawl and overdevelopment would provide sustainable small business opportunities to the purchasers of affordable land, in a manner that building so-called affordable housing would actually deter.

Sustainability is a catchword used as a reason for the proposed planning changes. But sustainability is a global concept. It can be applied to smallish regions, and that is how it tends to be implemented, but it requires its practitioners to be looking outward, toward the larger society. Sustainability, for instance in Vermont requires looking at environmental concerns, which entails looking at things like farming, forestry, and conservation for future generations. The State has more than enough people in it (the over-privileged investor class) who bring nothing to the State except a relatively small amounts of money relative to the benefits they demand of the State. Seldom do they keep and maintain large tracts of land, which are more manageable and environmentally sound and sustainable than small, subdivided parcels, for farming, forestry and conservation purposes.

People in the Upper Valley region must not lose sight of the difficulty of bringing business to the region, which is NOT due to lack of labor, but rather, to the lack of resources. The area is most appropriate for farming and forestry. Officials should get over the idea that more glamorous and remunerative businesses are going to move in and stay here. The very reason that some businesses come here at all at this point in time is that their principals enjoy the beauty of the region, and both the officials and principals of the businesses ignore the fact that as more of those businesses move in, the less beautiful the region becomes - not to mention, the more crowded, less livable it becomes.

In fact, if the officials in Norwich, and the other towns and region mean what they say about affordability and sustainability, they would understand and acknowledge that the proper and most environmentally sound places for businesses that would require a significant amount of permanent working class employees are in and around Windsor and Springfield, with their so-called brown field sites: sites of former businesses that have already been too disturbed by the former businesses to be used for farming or homes. It then follows that affordable housing for the working class would be near - that is, within walking or short commuting distance - such places of employment. The official faith that businesses should be located in places like Norwich or other towns with no brown fields puts the lie to statements that they want the land use regulations to foster sustainable and environmentally sound development. Rather, that official faith is in the development and permanent spoliation of untouched or regenerated land more suitable for farming, forestry, or conservation.

Which brings us to the rural nature of the region. The rural nature of the region is, from a human perspective, its reason for being. The rural nature of the region requires a level of attention to the relationship of population to land area, environmental and social conditions, use of the land, and so on. These are concerns that people drawn into a rural region from an urban or suburban region are generally not acclimated to, and sometimes do not even care about. In fact, it is the Land that is the very distinction between a rural region and an urban/suburban region.

Affordability is a complex problem, and incorporates much more than simplistic land regulations to solve. The reason housing, and numerous other things, like food, healthcare, and education, among others, are not affordable has everything to do with politics, cultural and religious beliefs, resources, race, employer attitudes, jobs themselves, markets, capitalism, inequality, taxes, and myriad other issues. Anyone who wants to deal with affordability must be at least conversant with some of the other issues that feed into the affordability or the un-affordability of any particular item or service. Keep in mind for instance, that food in the Upper Valley is also expensive for the working class, and the state provides food assistance only to those most impoverished. The working class generally do not qualify for much state assistance, and as a general rule, do not want it because they are working and are proud to make their own way.

Reports show that, nationally, 30% of all jobs are held by the self-employed and the workers they hire. (See: <http://www.pewsocialtrends.org/2015/10/22/three-in-ten-u-s-jobs-are-held-by-the-self-employed-and-the-workers-they-hire/>), and since Vermont has one of the highest rates of self-employment, it is easy to see that Vermont has at least an equal, if not greater, rate of self-employment. Since family farming is generally thought of as a form of self-employment or small business, and tends to require at least a small number of employees for each farm, it stands to reason that since land is something Norwich has in reasonable abundance, that it has some control over the land, that it desires to encourage affordable housing, and that it could contribute to the increase in meaningful and remunerative self-employment and small business, Norwich, through its land planning, should do everything it can to induce or entice the establishment of family farms. Some measures the Town could take would be to provide tax breaks to those who promise to sell land in sufficient size parcels for farming, forestry, (50+ acres, not counting land that cannot be developed currently, such as wetlands

and steep slopes) at affordable prices to purchasers who promise to farm the land and not to subdivide the land or sell it to someone who would subdivide it.

Addressing affordability and sustainability in a different, and somewhat more complex manner, similar tax incentives could be provided to property owners who include an affordable rental dwelling or two on their residential property, with covenants in their deeds that would ensure the long term continuance of affordable rental units. It is possible that current state laws might stand in the way of implementing this and the above solutions to affordability, but because they more comprehensively deal with the affordability issue, tax issues, employment and wage issues, environmental and sustainability issues, among others, it would be worth working with the Legislature to obtain authority to implement these and/or other comprehensive solutions.

What various and sundry officials and powers that be would have us believe is that growth is inevitable so that we must bow before it, and that they can work out all the problems so that nothing goes wrong. That is utterly contrary and in conflict with a couple of simple truths we all learn at a young age: that nothing is perfect, and, that nothing lasts forever

Thank you considering this writing.

Sincerely,

A handwritten signature in black ink, appearing to read "Ernie Ciccotelli", written in a cursive style with a large, sweeping flourish at the end.

Ernie Ciccotelli

VLCT SPRING SELECTBOARD INSTITUTE

The Spring *Selectboard Institute* focuses on the unique roles and responsibilities of Vermont selectboard members. Designed for both newly elected and seasoned members, the workshop is highly interactive and allows members to learn from each other's experiences. Staff members who report to the selectboard will also benefit from attending.

- **Introduction to VLCT Membership and Services**
Maura Carroll, Executive Director, Vermont League of Cities and Towns
- **Getting Things Done Legally and Effectively: Selectboard Authority and its Relationship to Other Municipal Officials ***
- **Helping Your Road Crew Get Ready for the Municipal Roads General Permit**
Jim Ryan, Vt. Department of Environmental Conservation
Stu Johnson, Agency of Transportation, Vermont Local Roads
- **2017 Legislative Session Updates**
Karen Horn, Public Policy and Advocacy, VLCT
- **OML – OMG! Open Meeting Law Compliance in the Age of Social Media ***
- **Special Topics – Concurrent Sessions:**
 1. **Managing Conflicts of Interest ***
 2. **Quasi-Judicial Roles of a Selectboard ***
 3. **Protecting your Municipal Budget by Avoiding Costly Insurance Claims**
Joe Damiata and Fred Satink, VLCT Risk Management Services

* Conducted by VLCT Municipal Assistance Center Staff Attorneys

REGISTRATION DEADLINE:

March 11, 2017

VLCT PACIF Members \$60.00
VLCT Members \$90.00

To register online and review the event agenda, visit www.vlct.org/eventscalendar.

Please include an additional \$10.00 per person if you register after the deadline. Refunds are available up to the registration deadline date.

Questions? Contact VLCT at 800-649-7915 or email info@vlct.org.

REGISTRATION BEGINS AT 8:30 A.M. THE WORKSHOP ENDS AT 3:30 P.M.



89 Main Street, Suite 4
Montpelier, Vt. 05602
P: 802-229-9111

EVENT LOCATION:

Capitol Plaza Hotel and
Conference Center
Montpelier, Vt. 05602

Directions:
www.capitolplaza.com

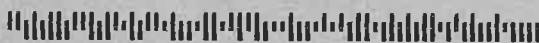
Spring Selectboard Institute

Saturday, March 18, 2017

Capitol Plaza Hotel and Conference Center

Montpelier, Vt.

PRSRT STD
U.S. POSTAGE PAID
MONTPELIER, VT
PERMIT NO. 358



Selectboard
Norwich Town
PO Box 376
Norwich VT 05055-0376

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
ADVANCE	ADVANCE AUTO PARTS	02/15/17	HWY/B&G/PD--AUTO PARTS DEC 16	01-5-500306.00 CRUISER MAINT	76.98		
ADVANCE	ADVANCE AUTO PARTS	02/15/17	HWY/B&G/PD--AUTO PARTS DEC 16	01-5-704405.00 PETROLEUM PRODUCTS	28.27		
ADVANCE	ADVANCE AUTO PARTS	02/15/17	HWY/B&G/PD--AUTO PARTS DEC 16	01-5-703403.00 PARTS & SUPPLIES	905.23		
AT&T	AT&T MOBILITY	01/23/17	HWY/FD--CELL SERVICE DEC16-JAN17	01-5-703505.00 TELEPHONE	52.46	4237	02/22/17
AT&T	AT&T MOBILITY	01/23/17	HWY/FD--CELL SERVICE DEC16-JAN17	01-5-550235.00 TELEPHONE & INTERNET	27.63	4237	02/22/17
AVCC	ASSOCIATION OF VT CONSERV	02/15/17	CONCOM--ANNUAL MEMBERSHIP 2/15/17	01-5-650615.00 DUES/MTGS/EDUC	50.00	4238	02/22/17
BARDEN	ROBERT V. BARDEN	02/11/17	HWY--REIMBURSEMENT 2/11/17	01-5-703405.00 PETROLEUM PRODUCTS	21.18		
BAYSTATE	BAY STATE ELEVATOR CO.	02/01/17	TH--ELEVATOR MAINT. 437644	01-5-706107.00 ELEVATOR MAINTENANCE	244.93		
BCBS	BLUE CROSS/BLUE SHIELD OF	02/01/17	MAR 17 HEALTH INSURANCE MAR 17	01-5-425123.00 HEALTH INS	553.14	4239	02/22/17
BCBS	BLUE CROSS/BLUE SHIELD OF	02/01/17	MAR 17 HEALTH INSURANCE MAR 17	01-5-703123.00 HEALTH INSUR	8231.84	4239	02/22/17
BCBS	BLUE CROSS/BLUE SHIELD OF	02/01/17	MAR 17 HEALTH INSURANCE MAR 17	01-5-500123.00 HEALTH INS	5328.45	4239	02/22/17
BCBS	BLUE CROSS/BLUE SHIELD OF	02/01/17	MAR 17 HEALTH INSURANCE MAR 17	01-5-350123.00 HEALTH INS	1373.52	4239	02/22/17
BCBS	BLUE CROSS/BLUE SHIELD OF	02/01/17	MAR 17 HEALTH INSURANCE MAR 17	01-5-704123.00 HEALTH INSURANCE	1408.05	4239	02/22/17
BCBS	BLUE CROSS/BLUE SHIELD OF	02/01/17	MAR 17 HEALTH INSURANCE MAR 17	01-5-100123.00 HEALTH INS	2173.84	4239	02/22/17
BCBS	BLUE CROSS/BLUE SHIELD OF	02/01/17	MAR 17 HEALTH INSURANCE MAR 17	01-5-200123.00 HEALTH INS	622.19	4239	02/22/17
BCBS	BLUE CROSS/BLUE SHIELD OF	02/01/17	MAR 17 HEALTH INSURANCE MAR 17	01-5-300123.00 HEALTH INS	373.32	4239	02/22/17
BCBS	BLUE CROSS/BLUE SHIELD OF	02/01/17	MAR 17 HEALTH INSURANCE MAR 17	01-5-005123.00 HEALTH INSUR	3255.25	4239	02/22/17
BROWN	CHARLIE BROWN'S	01/26/17	REC--SNOWMOBILE PART 38240	01-5-425330.00 REPAIRS & MAINT	50.00	4240	02/22/17
BROWN	CHARLIE BROWN'S	01/31/17	HWY--SAW CHAIN 38278	01-5-703403.00 PARTS & SUPPLIES	20.00	4240	02/22/17
BUSINESS	BUSINESS CARD	01/30/17	HWY--SHIPPING CHARGES 1/30/17	01-5-703515.00 ADMINISTRATION	10.00	4241	02/22/17
BUTTERS	NICOLE BUTTERS DAVIS	02/13/17	REC--VALENTINE W'SHOP 2/13/17	01-5-425200.00 INSTRUCTOR FEE	210.00		
CHADWICK	CHADWICK-BAROSS INC	01/25/17	HWY--HOLDER CABLES C68311	01-5-703403.00 PARTS & SUPPLIES	181.72		
CHILDSUPP	OFFICE OF CHILD SUPPORT	02/13/17	CHILDSUPPORT PEND2-11-17 PEND2-11-17	01-2-001115.00 CHILD SUPPORT PAYABLE	920.98	4235	02/15/17
CLAY	DANIEL S CLAY	01/25/17	HWY--PLOW & SAND 5777	01-5-703301.00 PLOWING & SANDING	14272.10	4242	02/22/17
COHEN	COHEN STEEL SUPPLY, INC.	01/27/17	HWY--STEEL FOR REPAIRS I091680	01-5-703403.00 PARTS & SUPPLIES	297.50		

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
COMCAST	02/06/17	TH--FIXED IP 2/6/17	01-5-275632.00 SERVER MAINTENANCE	16.38	4243	02/22/17
COMCAST	02/06/17	FD--FIXED IP & INTERNET 2/6/17 #2	01-5-550235.00 TELEPHONE & INTERNET	34.90	4243	02/22/17
DAVES	02/02/17	PD--BATTERY 10066743	01-5-500306.00 CRUISER MAINT	285.00	4244	02/22/17
DEADRIVER	02/01/17	PD--143.1 GALS #2 FUEL 68458	01-5-475234.00 HEATING	290.35	4245	02/22/17
DESMEULES	02/03/17	TADMIN--TM CONTRACT 60929	01-5-005300.00 PROFESS SERV	495.00	4246	02/22/17
DESMEULES	02/03/17	TADMIN--ARTICLE LANGUAGE 60930	01-5-005300.00 PROFESS SERV	90.00	4246	02/22/17
EARTHLINK	02/01/17	JANUARY 2017 PHONE 2/1/17	01-5-475238.00 ADMIN TELEPHONE	206.92	4247	02/22/17
EARTHLINK	02/01/17	JANUARY 2017 PHONE 2/1/17	01-5-705505.00 TELEPHONE	34.98	4247	02/22/17
EARTHLINK	02/01/17	JANUARY 2017 PHONE 2/1/17	01-5-550235.00 TELEPHONE & INTERNET	33.55	4247	02/22/17
EARTHLINK	02/01/17	JANUARY 2017 PHONE 2/1/17	01-5-425127.00 TELEPHONE	38.49	4247	02/22/17
EARTHLINK	02/01/17	JANUARY 2017 PHONE 2/1/17	01-5-703505.00 TELEPHONE	47.96	4247	02/22/17
EARTHLINK	02/01/17	JANUARY 2017 PHONE 2/1/17	01-5-350531.00 TELEPHONE	38.49	4247	02/22/17
EARTHLINK	02/01/17	JANUARY 2017 PHONE 2/1/17	01-5-100531.00 TELEPHONE	38.48	4247	02/22/17
EARTHLINK	02/01/17	JANUARY 2017 PHONE 2/1/17	01-5-300531.00 TELEPHONE	38.48	4247	02/22/17
EARTHLINK	02/01/17	JANUARY 2017 PHONE 2/1/17	01-5-005531.00 ADMIN TELEPHONE	38.48	4247	02/22/17
EARTHLINK	02/01/17	JANUARY 2017 PHONE 2/1/17	01-5-200531.00 TELEPHONE	38.48	4247	02/22/17
EARTHLINK	02/01/17	JANUARY 2017 PHONE 2/1/17	01-5-275531.00 TELEPHONE	62.20	4247	02/22/17
EVANSMOTO	01/30/17	HWY--601 GALS BIODIESEL 604078	01-5-703405.00 PETROLEUM PRODUCTS	1265.44	-----	---/---/---
EVANSMOTO	02/06/17	HWY--152 GALS BIODIESEL 604558	01-5-703405.00 PETROLEUM PRODUCTS	326.00	-----	---/---/---
EYEMED	01/21/17	FEB 17 EYE INSURANCE 163097682	01-2-001126.00 VISION SERV PLAN-PAYROLL	165.54	4248	02/22/17
FAMILY	02/10/17	FY17 2ND QTR APPROPR 4304	01-5-800350.00 THE FAMILY PLACE	1500.00	-----	---/---/---
FIFIELD	01/29/17	TH--SERVICE CALL 38	01-5-706105.00 ALARM MONITORING	170.00	4249	02/22/17
FREIGHTNH	02/06/17	HWY--TRK#8 PARTS LP255161	01-5-703403.00 PARTS & SUPPLIES	718.92	4250	02/22/17
GIRARD	02/16/17	REC--BBALL OFFICIATING 2/16/17	01-5-425214.00 REFERREE/UMPIRE	175.00	4251	02/22/17
GMPC	01/31/17	HWY--GARAGE 04695JAN17	01-5-703501.00 ELECTRICITY	6.91	4252	02/22/17

All Invoices For Check Acct 01(General) 02/10/17 To 02/22/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
GMPC	01/30/17	GREEN MOUNTAIN POWER CORP DPW--STREETLIGHTS 24926JAN17	01-5-703307.00 STREETLIGHTS	887.23	4252	02/22/17
GMPC	01/31/17	GREEN MOUNTAIN POWER CORP PD--BEAVER MEADOW SIGN 24966JAN17	01-5-500204.00 SPEED SIGNS	14.19	4252	02/22/17
GMPC	01/31/17	GREEN MOUNTAIN POWER CORP TH--TRACY HALL ELECTRIC 34966JAN17	01-5-706101.00 ELECTRICITY	193.51	4252	02/22/17
GMPC	01/31/17	GREEN MOUNTAIN POWER CORP PD--CHURCH ST TAGLET 55726JAN17	01-5-500204.00 SPEED SIGNS	13.61	4252	02/22/17
GMPC	01/31/17	GREEN MOUNTAIN POWER CORP PD--RTE10A SPEED SIGN 65726JAN17	01-5-500204.00 SPEED SIGNS	14.84	4252	02/22/17
GMPC	01/31/17	GREEN MOUNTAIN POWER CORP PD/FD--STN ELECTRICITY 70966JAN17	01-5-550233.00 ELECTRICITY	32.00	4252	02/22/17
GMPC	01/31/17	GREEN MOUNTAIN POWER CORP PD/FD--STN ELECTRICITY 70966JAN17	01-5-475233.00 ELECTRICITY	59.43	4252	02/22/17
GMPC	01/31/17	GREEN MOUNTAIN POWER CORP PD--TURNPIKE RD SIGN 75726JAN17	01-5-500204.00 SPEED SIGNS	13.00	4252	02/22/17
GMPC	01/31/17	GREEN MOUNTAIN POWER CORP PD--UNION VILL RD SIGN 85726JAN17	01-5-500204.00 SPEED SIGNS	13.31	4252	02/22/17
GMPC	01/30/17	GREEN MOUNTAIN POWER CORP EVCS JANUARY 2017 92150JAN17	01-5-706115.00 BANDSTAND & SIGN ELECTRIC	26.15	4252	02/22/17
GMPC	01/31/17	GREEN MOUNTAIN POWER CORP TH--BANDSTAND 95726JAN17	01-5-706115.00 BANDSTAND & SIGN ELECTRIC	64.24	4252	02/22/17
GREATWEST	02/16/17	GREAT-WEST TRUST COMPANY, DEFERRED COMP FEB 17 FEB 17	01-2-001116.00 DEFERRED COMPENSATION	620.00	4253	02/22/17
GREATWEST	02/16/17	GREAT-WEST TRUST COMPANY, DEFERRED COMP FEB 17 FEB 17	01-2-001116.10 ROTH PLAN 457	1994.54	4253	02/22/17
GURMAN	09/08/16	GLENN GURMAN REC-REISSUE OF LOST CHECK 9/8/2016	01-5-425200.00 INSTRUCTOR FEE	672.00	4254	02/22/17
HARTFORD	01/19/17	TOWN OF HARTFORD PD--BROADBAND DEC 2016 8081	01-5-500535.00 VIBRS	119.94	-----	--/--/--
HAUN	01/30/17	HAUN WELDING SUPPLY, INC. HWY--WELDER TIPS 4743603	01-5-703403.00 PARTS & SUPPLIES	17.20	-----	--/--/--
HAUN	02/01/17	HAUN WELDING SUPPLY, INC. HWY--JAN 17 CYLINDER RENT 0595826	01-5-703401.00 OUTSIDE REPAIRS	15.58	-----	--/--/--
HAUN	02/01/17	HAUN WELDING SUPPLY, INC. HWY--ANNUAL CYL LEASES 0612204	01-5-703401.00 OUTSIDE REPAIRS	292.00	-----	--/--/--
HAYNES	02/13/17	DOUGLAS E HAYNES REC--TABLE TENNIS INSTR 2/13/17	01-5-425200.00 INSTRUCTOR FEE	218.00	4255	02/22/17
IACP	01/25/17	INTERNATIONAL ASSOCIATION PD--2017 MEMBERSHIP 2017 DUES	01-5-500581.00 DUES/MTGS/EDUC	150.00	4256	02/22/17
INTERTIRE	02/03/17	INTERSTATE TIRE, LLC HWY--TIRE ROTATION 103796	01-5-703401.00 OUTSIDE REPAIRS	15.00	4257	02/22/17
IRVINGOIL	02/06/17	IRVING ENERGY DISTRIB. & HWY--535.9 GALS PROPANE 53458	01-5-703503.00 PROPANE	669.88	-----	--/--/--
JPCHEMICAL	02/02/17	JP PEST SERVICES, INC PD--PEST CONTROL 1782382	01-5-475302.00 REPAIRS & MAINT	144.00	-----	--/--/--
MAYER	02/16/17	MAYER & MAYER FEB 17 JUDGEMENT ORDER FEB 17	01-2-001120.00 EMPLOYEE JUDGEMENT ORDER	50.00	4258	02/22/17
MAYO	02/16/17	JIM MAYO REC--BBALL OFFICIATING 2/16/17	01-5-425214.00 REFERREE/UMPIRE	252.00	4259	02/22/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
MCNEIL	01/31/17	MCNEIL, LEDDY & SHEAHAN, TADMIN--UNION LEGAL 28181	01-5-005300.00 PROFESS SERV	665.00	4260	02/22/17
MIS1	02/02/17	LAMPERTI AARON M TAX OVERPAYMENT 2/10/17	01-2-001148.00 TAX OVERPAYMENTS	653.00	4261	02/22/17
MIS2	02/16/17	SAM BELIVEAU REC--B'BALL OFFICIATING 2/16/17	01-5-425214.00 REFERREE/UMPIRE	84.00	4262	02/22/17
MOMAR	01/31/17	MOMAR, INC. REC--DOGGIE BAGS PSI164542	01-5-425322.00 REC FIELD CARE	719.00	-----	--/--/--
MORTON	01/23/17	MORTON SALT HWY--100.39 TONS SALT 5401246191	01-5-703201.00 SALT & CHEMICALS	6889.77	4263	02/22/17
MORTON	01/23/17	MORTON SALT HWY--67.29 TONS SALT 5401246192	01-5-703201.00 SALT & CHEMICALS	4618.11	4263	02/22/17
MORTON	02/02/17	MORTON SALT HWY--64.54 TONS SALT 5401256580	01-5-703201.00 SALT & CHEMICALS	4429.38	4263	02/22/17
NEMUNCONS	01/31/17	NEW ENGLAND MUNICIPAL CON ASSESSOR--JAN 17 2017-011	01-5-300300.00 PROFESS SERVICES	5500.00	4264	02/22/17
NORFIREDI	01/25/17	NORWICH FIRE DISTRICT CEMCOM--WATER 10/16-1/17 11130-1/17	01-5-675232.00 WATER	121.00	4265	02/22/17
NORFIREDI	01/25/17	NORWICH FIRE DISTRICT TH--WATER 10/16-1/17 30070-1/17	01-5-706100.00 WATER USAGE	131.40	4265	02/22/17
NORFIREDI	01/25/17	NORWICH FIRE DISTRICT FD--WATER 10/16-12/16 40090-1/17	01-5-550232.00 WATER USAGE	250.40	4265	02/22/17
NORFIREDI	01/25/17	NORWICH FIRE DISTRICT PD--WATER 10/16-1/17 40130-1/17	01-5-475232.00 WATER USAGE	71.00	4265	02/22/17
NORFIREDI	01/25/17	NORWICH FIRE DISTRICT REC--WATER 10/16-1/17 51160-1/17	01-5-425332.00 WATER USAGE	121.00	4265	02/22/17
NORSCHOOL	02/14/17	NORWICH SCHOOL DISTRICT 16-17 SCHOOL TAX 2/14/2017	01-2-001123.00 SCHOOL DISTRICT TAX	2500000.00	4266	02/22/17
PBA	02/16/17	NEW ENGLAND PBA, INC FEB 2017 UNION DUES FEB 17	01-2-001117.00 UNION DUES PAYABLE	460.00	-----	--/--/--
PLACE	02/02/17	PLACE SENSE PL--TOWN PLAN DRAFTING 583	01-5-350320.00 PLANNING SERVICES	771.40	4267	02/22/17
R&R	01/05/17	R&R COMMUNICATIONS INC PD--ANTENNA REPAIR 52736	01-5-500301.00 RADIO MAINTENANCE	332.50	4268	02/22/17
RANDY	02/02/17	RANDY'S SUNOCO PD--CAR WASHES 598	01-5-500306.00 CRUISER MAINT	56.00	4269	02/22/17
RICHARDSO	02/10/17	TAD RICHARDSON GADMIN--SERVER MAINT 1349	01-5-275632.00 SERVER MAINTENANCE	262.50	-----	--/--/--
ROGERSFAB	01/31/17	ROGER'S FABRICARE, LLC PD--UNIFORM CLEANING JAN 17	01-5-500583.00 UNIFORMS CLEANING	72.00	-----	--/--/--
SCHWAAB	02/06/17	SCHWAAB INC TC--STAMP A098293	01-5-100610.00 OFFICE SUPPLIES	83.25	-----	--/--/--
STAPLELNK	01/28/17	STAPLES BUSINESS ADVANTAG PL--REPLACEMENT CART 8042854617	01-5-350610.00 OFFICE SUPPLIES	123.19	4270	02/22/17
STAPLELNK	02/04/17	STAPLES BUSINESS ADVANTAG PL/FIN/TC/GAD--SUPP/RETRN 8042979755	01-5-350610.00 OFFICE SUPPLIES	-123.19	4270	02/22/17
STAPLELNK	02/04/17	STAPLES BUSINESS ADVANTAG PL/FIN/TC/GAD--SUPP/RETRN 8042979755	01-5-200610.00 OFFICE SUPPLIES	78.60	4270	02/22/17
STAPLELNK	02/04/17	STAPLES BUSINESS ADVANTAG PL/FIN/TC/GAD--SUPP/RETRN 8042979755	01-5-350610.00 OFFICE SUPPLIES	0.76	4270	02/22/17

All Invoices For Check Acct 01(General) 02/10/17 To 02/22/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
STAPLELNK	02/04/17	STAPLES BUSINESS ADVANTAG PL/FIN/TC/GAD--SUPP/RETRN 8042979755	01-5-100610.00 OFFICE SUPPLIES	6.79	4270	02/22/17
STAPLELNK	02/04/17	STAPLES BUSINESS ADVANTAG PL/FIN/TC/GAD--SUPP/RETRN 8042979755	01-5-275610.00 OFFICE SUPPLIES	8.65	4270	02/22/17
TDS LEASE	02/14/17	TDS LEASING INC PD--Q'LY COOLER RENTAL 01059896	01-5-500501.00 ADMINISTRATION	90.00	-----	--/--/--
VALLEYNEW	01/18/17	VALLEY NEWS STATMTG--CLASSIFIED 01258996	01-5-050540.00 ADVERTISING	132.09	4271	02/22/17
VALLEYNEW	01/27/17	VALLEY NEWS HWY--CLASSIFIED 01259626	01-5-703515.00 ADMINISTRATION	69.19	4271	02/22/17
VALLEYNEW	01/27/17	VALLEY NEWS HWY--CLASSIFIED 01259627	01-5-703515.00 ADMINISTRATION	62.90	4271	02/22/17
VMERSDC	02/13/17	VMERS DC FD/FIN/ASS--RETIREMENT PEND2-11-17	01-5-200126.00 VT RETIREMENT	55.28	4236	02/15/17
VMERSDC	02/13/17	VMERS DC FD/FIN/ASS--RETIREMENT PEND2-11-17	01-2-001112.00 VMERS DEF CONTRB PAY	208.14	4236	02/15/17
VMERSDC	02/13/17	VMERS DC FD/FIN/ASS--RETIREMENT PEND2-11-17	01-5-555125.00 VT RETIREMENT	124.90	4236	02/15/17
VMERSDC	02/13/17	VMERS DC FD/FIN/ASS--RETIREMENT PEND2-11-17	01-5-300126.00 VT RETIREMENT	33.16	4236	02/15/17
VMERS	02/17/17	VMERS DB FEB 2017 RETIREMENT FEB 17	01-5-704126.00 RETIREMENT	386.05	4272	02/22/17
VMERS	02/17/17	VMERS DB FEB 2017 RETIREMENT FEB 17	01-2-001113.00 VEMRS GRP C PAYABLE	2036.97	4272	02/22/17
VMERS	02/17/17	VMERS DB FEB 2017 RETIREMENT FEB 17	01-5-500126.00 VT RETIREMENT	1476.80	4272	02/22/17
VMERS	02/17/17	VMERS DB FEB 2017 RETIREMENT FEB 17	01-2-001111.00 VEMRS GRP B PAYABLE	3147.33	4272	02/22/17
VMERS	02/17/17	VMERS DB FEB 2017 RETIREMENT FEB 17	01-5-500126.00 VT RETIREMENT	184.36	4272	02/22/17
VMERS	02/17/17	VMERS DB FEB 2017 RETIREMENT FEB 17	01-5-703126.00 RETIREMENT	1487.42	4272	02/22/17
VMERS	02/17/17	VMERS DB FEB 2017 RETIREMENT FEB 17	01-5-100126.00 VT RETIREMENT	432.55	4272	02/22/17
VMERS	02/17/17	VMERS DB FEB 2017 RETIREMENT FEB 17	01-5-005126.00 VT RETIREMENT	211.82	4272	02/22/17
VMERS	02/17/17	VMERS DB FEB 2017 RETIREMENT FEB 17	01-5-200126.00 VT RETIREMENT	290.44	4272	02/22/17
VMERS	02/17/17	VMERS DB FEB 2017 RETIREMENT FEB 17	01-5-350126.00 VT RETIREMENT	276.32	4272	02/22/17
VMERS	02/17/17	VMERS DB FEB 2017 RETIREMENT FEB 17	01-5-425126.00 VT RETIREMENT	281.85	4272	02/22/17
VTFRAN	02/06/17	VERMONT DEPT. OF TAXES SW--FRANCHISE TAX 4TH QTR 2016	01-5-705517.00 VERMONT FRANCHISE TAX	493.99	4273	02/22/17
WRCOA	02/13/17	WHITE RIVER COUNCIL ON AG 16-17 APPROPRIATION 16-17	01-5-800372.00 WHT RIVR COUN ON AGING	5300.00	4275	02/22/17

02/17/17
10:16 am

Town of Norwich Accounts Payable
Check Warrant Report # 17-22 Current Prior Next FY Invoices For Fund (General)
All Invoices For Check Acct 01(General) 02/10/17 To 02/22/17

Page 6 of 6
RRobinson

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
Report Total				2596573.25		

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 \$ *2,596,573.25
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

02/17/17

Town of Norwich Accounts Payable

10:16 am

Check Warrant Report # 17-22 Current Prior Next FY Invoices For Fund (LONG TERM FACILITY STUDY)

RRobinson

All Invoices For Check Acct 01(General) 02/10/17 To 02/22/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
WHITEJAY	01/23/17	JAY WHITE, ARCHITECT, PLC PD-FD FACILITIES 1/23/17	28-5-001300.00 FACILITY STUDY	3689.99	4274	02/22/17
Report Total				3689.99		

To the Treasurer of Town of Norwich, We hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ *****3,689.99
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

02/17/17
10:16 am

Town of Norwich Accounts Payable

Check Warrant Report # 17-22 Current Prior Next FY Invoices For Fund (PUBLIC SAFETY FACILITY)
All Invoices For Check Acct 01(General) 02/10/17 To 02/22/17

RRobinson

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
WHITEJAY	02/02/17	JAY WHITE, ARCHITECT, PLC PD-FD FACILITIES 2/2/17	47-5-575622.00 CONSTRUCTION COSTS	13000.00	4274	02/22/17
Report Total				13000.00		

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 \$ ****13,000.00
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

02/09/17
12:59 pm

Town of Norwich Accounts Payable
Check Warrant Report # 17-20 Current Prior Next FY Invoices For Fund (DPW-BRIDGE FUND)
For Check Acct 01(General) All check #s 02/09/17 To 02/09/17

Page 1 of 1
jbynum


Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
HOOK	02/06/17	DPW--BRIDGE 48 REPAIRS 2/6/2017	41-5-703321.00 VAOT GRANT EXPENSE	7948.54	4228	02/09/17
Report Total				7948.54		

To the Treasurer of Town of Norwich, We hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ *****7,948.54
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

Memo to: Dave Ormiston, Interim Town Manager
From: Miranda Bergmeier
Date: February 17, 2017
Re: Correction to Draft Minutes for 2/8/2017 Selectboard Meeting

There is an error in the draft minutes for 2/8/2017. The motion made in agenda item #4c was incorrectly recorded in the draft minutes. Following are the current version and the suggested correction.

Current version:

c. Vermont Municipal Bond Bank Term Sheets for Public Safety Building (Discussion/Action Item). After brief discussion, Ashley **moved** (2nd Goulet) to approve the Vermont Municipal Bond Bank Loan Certificate of Completion. **Motion passed unanimously.**

Change to (corrected version):

c. Vermont Municipal Bond Bank Term Sheets for Public Safety Building (Discussion/Action Item). After brief discussion, Ashley **moved** (2nd Goulet) to approve ~~the Vermont Municipal Bond Bank Loan Certificate of Completion~~ **authorize the Town Manager to sign the Vermont Municipal Loan Commitment Memo.** **Motion passed unanimously.**

DRAFT Minutes of the Selectboard Meeting of Wednesday, February 8, 2017 at 6:30 pm

Members present: Linda Cook, Chair; Christopher Ashley; Dan Goulet; Mary Layton, Vice-Chair; Stephen Flanders (arrived at approx. 8:15 pm); Dave Ormiston, Interim Town Manager; Miranda Bergmeier, Assistant to the Town Manager.

There were about 10 people in the audience.

Also participating: John Farrell, Elisabeth Gordon, Anne Goodrich, Bonnie Munday, Claudette Brochu, Doug Robinson, and Steve Leinoff.

Cook opened the meeting at 6:30 pm.

1. Approval of Agenda (Action Item). Selectboard agreed to move agenda item #8 to occur between items #9 and #10.
2. Public Comments (Discussion Item). John Farrell asked about a question concerning a building permit near his property. He was told that a permit was issued and there is an approved septic plan; the State of Vermont has jurisdiction over septic plans. Farrell said that he is concerned that the septic system could endanger a nearby stream.
3. Request to stage a 10-minute play during Town Meeting or Informational Meeting – Elisabeth Gordon (Discussion/Action Item). Elisabeth Gordon presented her proposal to stage her brief play at the Informational Meeting. After some discussion, Ashley **moved** (2nd Goulet) to allow the performance of “The Dogwalker,” by Elisabeth Gordon at 6:45 p.m., prior to the Informational Meeting, provided that the Superintendent of Schools agrees. **Motion passed unanimously.**
4. a. Short-term Line of Credit Documents (Discussion/Action Item). David Ormiston told the Selectboard that the Line of Credit is for FEMA Alternate projects. The Selectboard reviewed the loan documents and after some discussion, Ashley **moved** (2nd Goulet) to authorize the Finance Director to correspond with Merchants Bank for the Town of Norwich regarding the Resolution for Grant Anticipation Borrowing. **Motion passed 3 to 1** (yes-Ashley, Goulet, Layton; no-Cook). Ashley **moved** (2nd Goulet) to adopt the Resolution for Grant Anticipation Borrowing, which is a short-term line of credit for the purposes of financing the FEMA Alternate projects. **Motion passed 3 to 1** (yes- Ashley, Goulet, Layton; abstain-Cook).

b. Vermont Municipal Bond Bank Certificate of Completion (Action/Discussion Item). David Ormiston said that, because the Selectboard is using remaining tower bond money to pay down current debt, and since the project has been completed, it makes sense to approve a Certificate of Completion for the Vermont Municipal Bond Bank. Ashley **moved** (2nd Goulet) to approve the Vermont Municipal Bond Bank Loan Certificate of Completion. **Motion passed unanimously.**
- c. Vermont Municipal Bond Bank Term Sheets for Public Safety Building (Discussion/Action Item). After brief discussion, Ashley **moved** (2nd Goulet) to approve the Vermont Municipal Bond Bank Loan Certificate of Completion. **Motion passed unanimously.**
5. Town Service Officer Clarification (Discussion/Action Item). Members of the Selectboard questioned whether the job description had yet been formally approved. The Selectboard agreed

to take up the matter during its February 22, 2017 meeting.

6. Interim Town Manager Report (Discussion Item). Ormiston reported that the Town Report was submitted to the printer today, and acknowledged the help of Carol Edwards, Jamie Teague, and Jean Lawe. The auditors have submitted an electronic copy of their report and a hard copy will follow. Steve Leinoff and Doug Robinson have been working on Emergency Operations Center (EOC) issues. Ormiston has submitted the request for FEMA extension, per the Selectboard's direction. Ormiston will meet with Wright Construction to discuss rights and responsibilities regarding the DPW Garage addition. Ormiston met recently with the American Legion regarding relocation of monuments. The railway company has closed the railroad crossing at Kendall Station Road Extension.

7. Correspondence (Discussion/Action Item). Ashley **moved** (2nd Goulet) to receive correspondence from Nancy McNulty regarding the Norwich Town Pool, from John Farrell regarding the Norwich Town Pool, and from the Policy Research Shop at Dartmouth regarding a study they are conducting. **Motion passed unanimously.**

8. Pool Committee Charge (Discussion/Action Item). Goulet expressed concern that the Pool Committee should meet with Vermont Agency of Natural Resources (ANR) and Fish and Wildlife Department before they do anything else, because he doesn't want any work to be done before knowing if it would be approved by the State. Layton and Cook agreed that the Pool Committee should meet with regulators to have questions answered before moving forward. Anne Goodrich said that after reviewing Flanders's draft of the charge for the continuing Pool Committee, she has come up with an alternate draft of the charge for the Selectboard's consideration. The Selectboard agreed to address this issue further in their next meeting on February 22nd.

9. EOC Equipment Discussion (Discussion/Action Item). Police Chief Doug Robinson and Fire Chief Steve Leinoff reviewed their written report submitted to the Selectboard. Robinson said that the existing system works; we need only to duplicate the existing equipment and move it into the new EOC. Leinoff explained the various experts consulted in preparing their report. After some discussion, Ashley **moved** (2nd Goulet) to authorize the Town Manager to continue to pursue the recommendations for EOC equipment as outlined by the Fire and Police Chiefs. **Motion passed unanimously.**

10. Town Meeting Presentation Discussion (Discussion/Action Item). The Selectboard discussed the draft presentation and made suggestions as to edits.

11. Selectboard

a. Finance – Board to sign accounts payable/warrants (Discussion/Action Item). Ashley **moved** (2nd Flanders) to approve Check Warrant Report #17-19 for General Fund in the amount of \$1,087,922 and for Recreation Facility and IMP Fund in the amount of \$2,500. **Motion passed unanimously.**

b. Approval of the Minutes of the 1/25/2017 Selectboard meeting (Action Item). Ashley **moved** (2nd Flanders) to approve the minutes of the January 25, 2017 Selectboard meeting, including the change suggested by Linda Cook. **Motion passed unanimously.**

c. Review of Next Agendas (Discussion/Possible Action Item). For the February 22, 2017 meeting, agenda items will include:

1. Town Service Officer
2. List of Open Positions
3. Pool Committee Charge

4. Town Meeting Presentation
5. Town Manager Search Update
6. Liquor Licenses
7. Evaluation of Interim Town Manager – executive session may be needed

12. Town Manager Search Update & Town Manager's Contract – executive session may be needed (Discussion/Action Item). Flanders **moved** (2nd Ashley) to find that discussing the status of applicants for the position of Town Manager in public session would violate the applicants' rights to confidentiality. **Motion passed unanimously.** Flanders **moved** (2nd Ashley) to enter executive session to discuss applicants for the apposition of Town Manager, pursuant to Title 1 VSA §313(a)(3). **Motion passed unanimously.** Ashley **moved** (2nd Flanders) to find that a clear substantial disadvantage to the Town would exist by discussing the proposed Town Manager's contract in public session. **Motion passed unanimously.** Ashley **moved** (2nd Flanders) 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 9:32 pm.

Flanders **moved** (2nd Ashley) to enter public session. **Motion passed unanimously.** The Selectboard moved into public session at 9:57 pm.

Layton **moved** (2nd Flanders) to schedule a Special Selectboard meeting for Wednesday, February 15, 2017 at 6:30 pm with possible executive session in order to discuss candidates for the Town Manager position. **Motion passed unanimously.**

At this point, Goulet **moved** (2nd 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 22, 2017 at 6:30 PM

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

Norwich Select Board
Special Meeting Minutes
February 15, 2017

Persons present: Dan Goulet, Mary Layton, Christopher Ashley, Stephen Flanders, Linda Cook, Town Manager Candidate

The public meeting opened at 6:26pm. There were no public comments.

Layton found that interviewing an applicant for the position of Town Manager and discussing his application materials and status in public session would violate the candidate's right to confidentiality. Seconded by Flanders. The vote was unanimous.

Layton moved to enter executive session to consider an applicant for the position of Town Manager, pursuant to Title 1 VSA section 313(a)(3), and also to invite the candidate to be interviewed in said executive session. Seconded by Flanders. The vote was unanimous.

The Select Board moved into Executive Session at 6:28 pm.

The Select Board moved into Public Session at 7:55pm.

Ashley found that discussing a Town Manager contract would put the Town at a clear substantial disadvantage by revealing negotiating strategy. Seconded by Layton. Vote was unanimous.

Ashley moved to enter executive session to discuss a Town Manager contract pursuant to Title 1VSA section 313(a)(2)(1). Second by Layton. Vote was unanimous.

The Select Board moved into Executive Session at 7:56 pm.

Flanders moved that Selectboard move into Public Session at 8:56pm. Seconded by Goulet.

Ashley moved to authorize the Chair to submit the agreed language in the draft Town Manager contract for review by the Town Attorney and if there are no further questions to ask the Chair to share it with the Town Manager candidate. Seconded by Flanders. Vote was unanimous.

Goulet moved to adjourn Seconded by Flanders. The vote was unanimous.

Minutes submitted by Mary Layton