

**Agenda for the Special Selectboard Meeting Wednesday, November 29, 2017 at  
5:30 PM**  
(Times Are Approximate)

- 1) Approval of Agenda (Action Item) 5 minutes
- 2) Public Comments (Discussion Item) 15 minutes
- 3) Department Heads FYE 2019 Budget Presentations (Discussion Item) 30 minutes
- 4) Contract Assessor & Listers Update (Discussion/Action Item) 10 minutes
- 5) Board to Sign Accounts Payable/Warrants (Discussion/Action Item) 5 minutes
  - a) Public Safety Building Office Equipment
- 6) Town Manager Report (Discussion/Action Item) 20 minutes
- 7) Town Manager Evaluation Timeframe (Discussion/Action Item) 10 minutes
- 8) Correspondence (Discussion/Action Item) 5 minutes
  - a) Trails Committee
  - b) Nancy Dean
  - c) Will Smith
  - d) Claudette Brochu
  - e) Marcia Calloway
  - f) Cheryl Lindberg
  - g) Pamela Smith
- 9) Negotiated Agreement – executive session may be needed (Discussion/Action Item) 20 minutes
- 10) Selectboard
  - a) Approval of Minutes: 11/8/2017 & 11/15/2017 Selectboard meetings (Action Item) 5 minutes
  - b) Review of Next Agendas (Discussion/ Action Item) 10 minutes
- 11) End of Meeting Debriefing – if needed (Discussion Item) 10 minutes

**Next Meeting – December 6, 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](mailto:manager-assistant@norwich.vt.us) requesting to be placed on the Town Email List.***

---

---

**MEMORANDUM**

---

---

**TO:** NORWICH SELECTBOARD  
**FROM:** STEPHEN N. FLANDERS, JOHN LANGHUS  
**SUBJECT:** SUGGESTIONS FOR PRODUCTION OF THE NEXT GRAND LIST  
**DATE:** NOVEMBER 20, 2017  
**CC:** TOWN MANAGER

---

1. *Summary* – The Board of Listers is expected to propose a plan for producing the next grand list on November 29. We look forward to receiving and reviewing that plan. In anticipation, we offer the following thoughts about some options and their viability. We identify four options and suggest that the most practical one would be to amend the current contract in a manner that would be acceptable to both the Board of Listers and the contract assessor for a period sufficient to produce the next grand list and to hear appeals.

2. *Background* – On September 13, 2107 the Selectboard (SB) and Board of Listers (BoL) engaged in a discussion about the proper role of the listers in supervising the assessor contract, which was established and modified with the acquiescence of a differently constituted board of listers. The SB determined that in practice, there was insufficient authority being held by the BoL relative to the Town Manager under the contract, with the result that the relationship did not seem conducive to the BoL’s statutory responsibilities. The discussion concluded, according to the minutes, with “Lindberg said that she is confident that the current Board of Listers will be able to work effectively with the current contract assessor. Clement and Kaufman agreed.”

However, on November 8, the contract assessor came to the SB, requesting a release from his contract, indicating that reconciliation between the assessor and the BoL had not succeeded. It was agreed that the BoL would return to the SB with a plan to release the assessor from his contract in a manner that would allow compilation of the next grand list.

3. *Options for producing the next grand list* – We see four options for producing the next grand list.

- a. *Listers only* – Terminate the contract and have the listers complete the next round of property inspections with training from the assessor in the use of the proprietary AssessPro software.
- b. *New contractor* – Terminate the contract and have the listers advertise for and engage a different contract assessor, employing the current assessor to train

the successor in the Patriot software or to convert the database over to the new assessor's database.

- c. *Continue current contract* – Continue under the current contract.
  - d. *Modify current contract* – Modify the current contract to address the disagreements in a manner that is palatable to both parties until the grand list has been adopted and appeals have been addressed.
4. *Analysis of options*— Here are what we see as the prospects for these four options.
- a. *Listers only* – It is unlikely that newly trained listers would be able to attain an acceptable standard in terms of high accuracy and precision and with low bias, with respect to property valuations, in the short time before the grand list is due.
  - b. *New contractor* – BoL would need to determine that sufficient time and funding is available before pursuing this option.
  - c. *Continue current contract* – Inadvisable given the current level of disagreement and the associated view held by some that the current contract undermines the BoL's statutory authority.
  - d. *Modify current contract* – Modifying the current contract to address the disagreements in a manner that is palatable to both parties—if not preferred by either party—may be achieved with the time and resources available so long as the parties are willing to do so.
5. *Suggestions* – We suggest that the following measures may ameliorate the problems between the BoL and the assessor until a successor arrangement would take place for FY 2018-19. We are receptive to additional or alternative ideas.
- a. *For the BoL:* We suggest that the assessor could provide a terminal in the office with access to a read-only version of the live database and to an editable version of the previous month's database. The BoL could receive training in AssessPro from the vendor, budget permitting. This would allow the BoL to review the assessor's work in real time and to perform test edits on property records that reflect different inputs to valuation. The BoL would retain the right to order changes in the live database, based on a vote of the board, by e-mail from the chair of the BoL.
  - b. *For the assessor:* To minimize direct contact between the parties, we suggest that all directives from the BoL to the assessor could be made upon a vote of the BoL and conveyed via e-mail to the assessor. If mutually agreeable, the assessor could be available by telephone only to answer questions at regularly scheduled monthly meetings.

6. *Conclusion* – We look forward to receiving the BoL’s proposal for how to properly produce the 2018 Grand List.

# Lister-Assessor Overview

Stephen Flanders  
John Langhus

Members, Norwich Selectboard  
20 November 2017

## Property Valuation

### Methods

- **Cost approach**
  - Value = Land + Improvements - Depreciation
  - Current method used by assessor
- **Market data approach**
  - Value = Market price
  - Uses sales comparisons
  - Currently used for appeals
- **Income approach**
  - Value = Net income/discount rate
  - Commercial properties only

***All require technical expertise and experience***

### Metrics

- **Common Level of Appraisal (CLA)**
  - Measures *accuracy* of valuations: Do they center on the correct value?
  - 1% deviation changes tax bill by \$19 per \$100,000 of valuation
- **Coefficient of Dispersion (COD)**
  - Measures *precision* of valuations: Do they stray from the correct value?
- **Price-Related Differential (PRD)**
  - Determines *bias* of valuations: Do they favor properties of higher or lower value?
- **Appeals**
  - Number reflects property owner acceptance
  - Resolution reflects success of process

## Property Valuation Options

### Lister + Assessor

- Voters elect listers
- Listers + SB hire assessor to
  - Visit properties
  - Draft grand list
  - Aid in appeal process
- Listers
  - Approve grand list
  - Hear appeals
- BCA
  - Next level of appeal

***Voters unaware of metrics***

### Assessor Only

- Selectboard appoints assessor
- Assessor
  - Visits properties
  - Finalizes grand list
  - Hears appeals
- BCA
  - Next level of appeal

***Selectboard reviews performance***

## Valuation History

Reflects whether the listers or the assessors were visiting properties and entering data

### Listers (2008-12)

- Cost per parcel: \$85
- Metrics:
  - CLA<sup>1</sup>: 93.3–105
  - COD<sup>2</sup>: 8.9–12.6
  - PRD<sup>3</sup>: 1.02–1.06
- Appeals\*:
  - To listers: 28-91
  - To BCA: 5-33
- Lawsuit settlements:
  - \$140,000

### Assessors (2013-16)

- Cost per parcel: \$52
- Metrics:
  - CLA<sup>1</sup>: 97.8–101
  - COD<sup>2</sup>: 5.5–6.0
  - PRD<sup>3</sup>: 1.01–1.02
- Appeals\*:
  - To listers: 20-31
  - To BCA: 2
- Lawsuit settlements:
  - \$0

<sup>1</sup>Closer to 100 is better

<sup>2</sup>Smaller is better

<sup>3</sup>Closer to 1.0 is better

\*Non-town-wide reappraisal years

Town of Norwich  
Board of Listers  
300 Main Street  
Norwich, VT 05055

TO: Selectboard Members Layton, Pepper, Cook, Flanders and Langhus

FROM: Board of Listers – Lindberg, Kaufman and Clement

DATE: November 20, 2017

RE: Contract Assessor recommendation

At the meeting of the Board of Listers on November 20, 2017, the Listers expressed their opinion to the Contract Assessor that it would not be in the best interest of the Town to immediately end the contractual agreement between NEMC and the Town of Norwich. However, we recommend to the Selectboard to accept Mr. Krajeski's recent request to terminate the current contract as his "early termination notice" as provided in the terms of the contract: *"The Contractor may terminate this contract effective...or June 30, 2018 by providing written notice to the Town. The notice shall be received by the Town...on or before March 1, 2018, to terminate this contract effective June 30, 2018."*

When asked about the progress of current contractual obligations, Mr. Krajeski stated at the meeting that none of the second-year cyclical inspections to be done by June 30, 2018 have been started and that most of it will be done in April, May and June of 2018.

In the meantime, the Board of Listers will be working on an RFP for professional assessment services as per 32 V.S.A. SS 4041.

The Board of Listers wants to continue to have the support of a professional assessor who is approved by the Vermont Department of Taxes, Division of Property Valuation and Review.

**Minutes of the Meeting of the Norwich Board of Listers  
20 November 2017, 3:30 pm, Tracy Hall**

Present: Cheryl A. Lindberg (Chair), Kris Clement, Dennis Kaufman (Listers); Bill Krajeski, Matt Krajeski (NEMC, Contract Assessors); Jonathan Bynum (Clerk & Scribe)

Public Present: Liz Blum, Linda Cook

Lindberg opened the meeting at 3:30 pm.

**1. Review and Approval of Agenda**

Clement moved (2<sup>nd</sup> Kaufman) to postpone all agenda items except for item 4 until later in the meeting, as time permits. Motion passed 3-0.

**4. Meet with Contract Assessor**

The Listers stated that they feel it is in the best interest of the Town for the current contract to continue with the dual reporting structure. They feel that this arrangement is consistent with the contract as written and is workable until 30 June 2018. The Listers do not think it is feasible to put out an RFP and hire a replacement Assessor/assessing company in time for the 2018 Grand List. They want NEMC to fulfill its contractual obligations through 30 June 2018, will not ask for passwords to the Patriot software, and are prepared to commit to establishing a closer working relationship with NEMC. Clement said that the Listers are asking for “more education rather than more demands.”

Bill Krajeski stated that he believes that there is a breach of contract on the part of the Town, and that he wants to be let out of the rest of the contract. He does not want to continue in the role of Norwich’s Contract Assessor, and does not believe that NEMC and the current Board of Listers can work together productively. The Krajeskis spoke to past incidents which they believe demonstrate the Listers’ lack of trust in NEMC. Bill Krajeski said that since there is no agreement between NEMC and the Listers over the status of the contract, the Selectboard would have to decide how to proceed.

The Listers asked about the status of inspections completed on the second year of the contract. Bill Krajeski replied that no inspections had been made to date, and that he had intended to do these in the spring of 2018.

During this discussion, Kaufman left the meeting at 3:45 pm and returned at 4:02 pm.

It was agreed to take a break at 4:50 pm. Bill and Matt Krajeski left the meeting at this point.

The Listers agreed to tell the Selectboard that they would prefer that NEMC stay at least until 30 June 2018 or someone else is hired, whichever comes later. The Listers will be reviewing a draft RFP for assessment services to be issued in 2018.

**5. Calculation of Current Use Withdrawal Penalty**

Since NEMC had left, this could not be discussed.

**6. Lister Report and Data Page for FY17 Town Report**

It was agreed that the Listers would draft the Report and the Clerk would draft the data page.

**2. Public Comments/Correspondence**

Kaufman **moved** (2<sup>nd</sup> Clement) to accept an email from Lynn McCormick. Motion **passed 3-0**.

**3. Approval of Minutes of Lister Meetings of 20 October 2017, 6 November 2017 and 8 November 2017**

Due to the lateness of the hour, it was agreed to postpone consideration of the minutes until the next meeting.

The next meeting was set for Friday, 1 December 2017 at 10 am.

**11. Adjournment**

Clement **moved** (2<sup>nd</sup> Kaufman) to adjourn at 5:30 pm. Motion **passed 3-0**.

Approved by the Board of Listers \_\_\_\_\_.

Cheryl A. Lindberg  
Chair, Norwich Board of Listers

5a

TOWN OF NORWICH  
P.O. Box 376  
Norwich, VT 05055

**PURCHASE ORDER**

DATE: 11/6/17  
VENDOR: W.B. Mason  
68 Nest Drive  
So. Burlington, VT 05403

PO #: 504346

Finance Department Use Only

ITEMS OR SERVICES PURCHASED:  
Office Furniture - see attached list

CHARGE ACCOUNT: 47-5-575622

AMOUNT: 27,397.82

Department Head:  
Town Manager: [Signature]

TOTAL: 27,397.82

Date: 11/6/17

Dustin Paquette | Sales Trainer

**W.B. Mason Company**

68 Nesti Drive, South Burlington VT, 05403

(p) 802.734.5565 | (f) 866.900.9169

[Dustin.Paquette@WBMason.com](mailto:Dustin.Paquette@WBMason.com)

Item	✓	Mfg	Qty	Part Description	Alias 1	Alias 2	Sell	Ext Sell
1	✓	HON	1	Ignition Wk Mid-bck Pneu Syn tilt Bck Adj Tilt Seat Gld  Arm: Height and Width Adj CASTER: Hard (Standard) Back: Upholstered Gr 1 UPH Centurion COLOR: Navy FRAME: Black Base: Standard Base			\$ 314.16	\$ 314.16
2	✓	HON	1	Ignition Wk Mid-bck Pneu Syn tilt Bck Adj Tilt Seat Gld  Arm: Armless CASTER: Hard (Standard) Back: Upholstered Gr 1 UPH Centurion COLOR: Navy FRAME: Black Base: Standard Base			\$ 282.66	\$ 282.66
3	⊙	COE	94	Armless Side Chair w/Black Frame, 20"W x 24 1/2"D x 32 1/2"H	Training Room Chairs		\$ 79.00	\$ 7,426.00
4	⊙	Buzz	2	Buzz Ricah Chair, Arms, No Headrest, Upholstered Seat, Mesh Back, Black	Manager Desk Chair		\$ 362.00	\$ 724.00
5	✓	ALS	15	24Dx72W Aware Top Lam T-Mold for T-Fixed or Nest  FSC Mix Credit L1 WilsonArt Standard Lam Opt SPC: Brazilwood 7946-38 Edg: Brazilwood *Prev EDB* No Cutouts			\$ 159.00	\$ 2,385.00
6	✓	ALS	15	Aware 18-24D Folding T-Leg CSTR Pnt(Pair)  P1 Paint Opts CLR: Matte Black Caster: Black			\$ 355.00	\$ 5,325.00

Item	✓	Mfg	Qty	Part Description	Alias 1	Alias 2	Sell	Ext Sell
7	✓	SWK	3	<b>Legacy VersaShape 36x36</b>  EdgeProfile: EB Thick Edgeband EdgeColor: Black SurfaceFinish: Standard SW Lamin... SurfaceFinish: Black Madera Base Finish: Black Wrinkle BaseFoot: Glides (default)			\$ 629.00	\$ 1,887.00
8	✓	SWK	10	<b>Sutton Square 30x30</b>  EdgeProfile: EB Thick Edgeband EdgeColor: Black SurfaceFinish: Standard SW Lamin... SurfaceFinish: Black Madera Base Finish: Black Wrinkle BaseFoot: Glides (default)			\$ 289.00	\$ 2,890.00
9	ⓘ	Walke r-Boar ds	4	<b>Classic Cork Board, 4' x 3', Aluminum Frame</b>	Boards (Direct)		\$ 45.00	\$ 180.00
10	ⓘ	Lyon	9	<b>Lyon Storage Units, 36" x 48", Dove Grey w/ Particle board shelves</b>	HD Utility Storage		\$ 229.00	\$ 2,061.00
11	✓	HON	6	<b>Verse Panel; 60"H x 60"W</b>  GRADE II: Element COLOR: Warm Beige PAINT: Putty			\$ 175.00	\$ 1,050.00
12	✓	HON	1	<b>Verse Panel; 60"H x 24"W</b>  GRADE II: Element COLOR: Warm Beige PAINT: Putty			\$ 155.00	\$ 155.00
13	✓	HON	1	<b>Verse QuickConnect 180 degree Straight Connector</b>  PAINT: Putty			\$ 10.00	\$ 10.00
14	✓	HON	1	<b>Verse QuickConnect 90 degree Straight Connector</b>  PAINT: Putty			\$ 10.00	\$ 10.00
15	ⓘ	WB MFG	2	<b>16" x 48" Hardwood Butcher Block w/ Clear Lacquer w/ U-Shape Base</b>	Locker Room Bench		\$ 399.00	\$ 798.00
16	ⓘ	WAB	6	<b>WB Mason WhattaBargain 2-Drawer Vertical File, Putty</b>	2-Drawer Vert		\$ 75.00	\$ 450.00

Item	✓	Mfg	Qty	Part Description	Alias 1	Alias 2	Sell	Ext Sell
17	<input checked="" type="checkbox"/>	WAB	6	WB Mason WhattaBargain 3-Drawer Lateral File, Putty	3-Drawer Lat		\$ 225.00	\$ 1,350.00
18	<input checked="" type="checkbox"/>	WAB	1	WB Mason WhattaBargain 4-Drawer Vertical File, Putty	4-Drawer Vert		\$ 100.00	\$ 100.00
				Grand Total				\$ 27,397.82

5a

TOWN OF NORWICH  
P.O. Box 376  
Norwich, VT 05055

PURCHASE ORDER

DATE: 11/6/17  
VENDOR: Exterus  
4750 Shelburne Road  
Shelburne, VT 05482  
PO #: 504347

Finance Department Use Only

ITEMS OR SERVICES PURCHASED:  
white board Podium Book Case  
see attached list

CHARGE ACCOUNT: 47-5-575622 AMOUNT: 5171.74

Department Head:  
Town Manager: 

TOTAL: 5171.74  
Date: 11/6/17  
11/6/17

EXTERUS

4750 Shelburne Road || Shelburne, VT 05482

Direct Phone: 802-383-1754 || C – 802-249-2687 || Fax 802-658-6917

Summary of Furniture Request from EXTERUS  
NORWICH FIRE AND POLICE FACILITY

JAY WHITE ARCHITECT, PLC  
NOVEMBER 2, 2017

<b>Item</b>	<b>QTY FD</b>	<b>QTY PD</b>	<b>COST EACH</b>	<b>TOTAL</b>	<b>VENDOR</b>
White Board 4 x 4	2	2	\$103.12	\$412.48	Exterus
White Board 4 x 6 line 34	1	1	\$128.00	\$256.00	Exterus
Pigeon hole mail line 16	2		\$476.93	\$953.86	Exterus
Podium	1		\$939.40	\$939.40	Exterus
Desking line&22	1	1	\$954.00	\$1,908.00	Exterus
Book case 36 x 59 3/8	3	1	\$175.50	\$702.00	Exterus
<b>Total</b>				<b>\$5,171.74</b>	

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

Members present: Mary Layton, Chair; Linda Cook; Stephen Flanders; John Langhus; John Pepper (via telephone at 6:45 pm and then in person at 9:15 pm); Herb Durfee, Town Manager; Miranda Bergmeier, Assistant to the Town Manager.

There were about 26 people in the audience.

Also participating: Will Smith, Andy Scherer, Stuart Richards, Pam Smith, Colin Calloway, Corlan Johnson, Bill Hammond, Tracy Hayes, Bill Krajeski (Contract Assessor), Charlotte Metcalfe, Cheryl Lindberg, Marcia Calloway, Frank Manasek, and Kris Clement.

Layton opened the meeting at 6:35 pm.

1. Approval of Agenda (Action Item). Selectboard agreed to move agenda item 8 to a point earlier in the meeting, to facilitate public participation.
2. Public Comments (Discussion Item). Will Smith expressed concern about the quality of striping on New Boston Road. Andy Scherer expressed concern about the siting of a cellular antenna, and said that he would prefer a different location that would benefit a larger area and not be so close to the school. Scherer suggested holding a town wide vote on the matter. Stuart Richards said that he agrees with Scherer, and also asked about the process for the town hiring a consultant regarding the repair of July 1<sup>st</sup> storm-damaged roads. Richards also expressed objection to the content and tone of emails generated by the Planning office. Pam Smith expressed concern about a comment made by Kevin Geiger in one of the documents recently produced for Marcia Calloway. Corlan Johnson said she doesn't think there should be a cell antenna on the town green. Will Smith said an antenna could be put in a better place.
8. Board to Sign Accounts Payable/Warrants (Discussion/Action Item). Linda Cook said that she would abstain from the vote because of a conflict of interest with one item in the General Fund warrant. Flanders **moved** (2<sup>nd</sup> Langhus) to approve Check Warrant Report #18-11 for Highway Garage Fund in the amount of \$101,689.23; for Highway Equipment Fund in the amount of \$48,250.00; for Public Safety Facility Fund in the amount of \$220,099.55; and for General Fund in the amount of \$360,267.34. **Motion passed 4 – 0 (Cook abstained).**
3. Verizon Easement Request (Discussion/Action Item). Layton explained that the representative from Verizon was not at the meeting because he asked the Selectboard to defer decision on Verizon's request until after Verizon had completed conversations with the Norwich school authorities. Layton said that she is not supportive of the easement as drafted, because it is too broad and many people are uncomfortable with it. Flanders said that health risks from the type of antenna being proposed are nonexistent. He also said that the easement is flawed as is, but could be remedied and made suggestions for changing the easement language. Langhus agrees with Flanders's understanding of the health risks, but many people have voiced opposition to putting an antenna on the green and there should be a better site elsewhere in town. Bill Hammond said that the school would like to have better cellular signal and has looked into installing boosters in the school, but they wouldn't need that if an antenna is installed nearby. Hammond also said that the school board has not made any decision about a cell antenna. The Selectboard agreed that they will ask Verizon the question of why this antenna in this location. Tracy Hayes said that she is concerned about the easement document and about the effects that

antenna might have on the community and on schoolchildren.

4. Contract Assessor Discussion (Discussion/Action Item). Bill Krajeski, current Contract Assessor, addressed the Selectboard and said that the supervisory relationship between the listers and the assessor has changed fundamentally since the beginning of Krajeski's contract. He asked to be allowed to terminate the contract early on this basis. Krajeski is willing to continue support and the use of his software. Langhus thanked Krajeski for coming to the Selectboard with the issue. Flanders said that the listers and Krajeski should come up with a joint plan for how to move forward. Krajeski said that the listers will need training and doing that under the current contract will be impossible, given contracted assessors' hours. Krajeski suggested that the contract be terminated and then the Town can arrange for per diem or other arrangements for Krajeski to supply services needed to prepare the Town to move forward. Cheryl Lindberg said the listers need more time to come up with a plan to move forward. Lindberg said the listers want the services of a contracted assessor. After further discussion, Cook moved (2<sup>nd</sup> Flanders) to postpone this discussion until the November 29, 2017 Selectboard meeting. **Motion passed 4-1 (no: Langhus).**

5. Town Plan Survey (Discussion/Action Item). Langhus discussed the draft survey that he and Pepper wrote. Langhus said that the survey is a streamlined, high-level read on Norwich residents' opinions – to take a baseline measurement of attitudes. Langhus and Pepper wanted to get away from a lengthy detailed survey. Cook said that it's good to break results down by neighborhood, and thinks this will be a good approach. Flanders asked what is the purpose of this survey and what will the Selectboard do with the answers. Pepper said that this survey is to provide updated information that is needed for the Selectboard to make various decisions. Stuart Richards said that this 7-question survey is insufficient and should be a lot longer. Richards said that the questions aren't meaningful. Frank Manasek said that he is confused by the survey and doesn't know the purpose or goal. Manasek said that he will contact Langhus and Pepper separately to offer his assistance in drafting a revised survey.

6. Open Meeting Law (Discussion/Action Item). Langhus said that he had asked for this item to be on tonight's agenda because the issue needs to be settled. Langhus said that a personnel issue was improperly discussed in a public forum and suggested that a new policy be enacted that employees shall not be name committee clerks. Rather, each public body should name its own clerk, from among its own members, who would be ultimately responsible for posting minutes. Langhus also wants future cures of Open Meeting Law violations to include a statement of how such offenses will be avoided in the future. Flanders agreed that the public body should be responsible, not a public employee, and that the performance of individual employees should not be discussed in public meetings. Cook said that the Selectboard needs to give all committees and their members the information about policies/rules they need to follow. Flanders said that minutes are in danger of not being posted, then the (non-employee) clerk is responsible to step up to issue minimally satisfactory minutes. Stuart Richards said that he wants to talk about three instances from 2016 and is not satisfied that those violations have been properly addressed or cured. Kris Clement said that there is outside training available to assist towns in complying with Open Meeting Law requirements. Cook said that on November 14<sup>th</sup> there is a Jim Condos Transparency Tour event nearby.

7. Budget (Discussion Item). Durfee presented to the Selectboard members each a binder with budget figures. These documents will be scanned and posted online soon, so that members of the public can view them, as well.

9. Selectboard Rules for Conduct (Discussion/Action Item). After brief discussion, Flanders **moved** (2<sup>nd</sup> Langhus) to adopt the Town of Norwich Selectboard Rules for Conduct of Regular and Special Meetings, as presented. **Motion passed 4-1 (no: Cook).**

10. Town Manager Report (Discussion Item). Durfee reported that the Town is holding off on the Grange building repair until Spring 2018. Pavement up to the back of the Grange Hall, bottom courses only, will be done this fall, then the full work will be completed next spring. Jonathan Bynum is resigning, effective December 15<sup>th</sup>, and the Town will miss his excellent work. The Town received a Leahy grant for the purchase of bullet-proof vests. The Vermont Transportation Board has issued a ruling in the Kendall Station Road railroad crossing. Roadwork on Turnpike Road is continuing and is nearing completion. The Department of Public Works worked to clear some 50 trees downed in last week's windstorm.

11. Correspondence (Discussion/Action Item). Flanders **moved** (2<sup>nd</sup> Pepper) to receive correspondence from Lucinda Walker for the Norwich Public Library regarding a thank-you; from Stuart Richards regarding the Open Meeting Law; from Chris Katucki regarding a Verizon Wireless cell antenna; from Marcia Calloway regarding the Town Plan; from ECFiber regarding their annual budget hearing; and from Bill Clauson regarding the proposed Verizon easement. **Motion passed unanimously.** Marcia Calloway expressed concern about the development of the Town Plan, and she'd like to see the topic on a future Selectboard agenda. Colin Calloway said that he's afraid that if the Selectboard "receives" the Town Plan draft, they are implicitly accepting the process by which the draft was prepared.

12. a. Approval of the minutes of the 10/25/2017 Selectboard meeting (Action Item). Flanders **moved** (2<sup>nd</sup> Pepper) to approve the minutes of the October 25, 2017 Selectboard meetings. **Motion passed unanimously.**

b. Review of Next Agendas. The Selectboard agreed on the following items for the November 15, 2017 special Selectboard meeting agenda:

11/15/2017 Codification of Ordinances  
Sidewalks Follow-up

At 10:40 pm, Cook **moved** (2<sup>nd</sup> Langhus) to adjourn. **Motion passed unanimously.**

Meeting adjourned at 10:40 pm.

by Miranda Bergmeier, Assistant to the Town Manager

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

\_\_\_\_\_  
Mary Layton, Selectboard Chair

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

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

10a

**Miranda Bergmeier**

---

**From:** Stephen Flanders <stephen.n.flanders@gmail.com>  
**Sent:** Friday, November 17, 2017 10:02 AM  
**To:** Miranda Bergmeier  
**Cc:** Layton Mary; Cook Linda; John Pepper; Langhus John; Herb Durfee  
**Subject:** Re: Selectboard Draft Minutes for 11-15-2017 -- Flanders clarification

Thank you, Miranda.

To be clear in 4 a., what now says:

At present, there are no major changes yet to the condition of the sidewalks , and Flanders estimates that \$4,000 per year should be sufficient to maintain the sidewalk reserve.

should read (Deletions in *italics* and additions in **boldface**):

(Delete: *At present, there are no major changes yet to the condition of the sidewalks , and*) Flanders **explained that the condition of sidewalks changes slowly over time and, citing his memo, estimates that an additional \$4,000 per year over the \$10,000 per year currently allocated in the budget for the town sidewalks in the sidewalk reserve fund** should be sufficient to maintain (delete: *the sidewalk reserve*) **the added sidewalks, if acquired from the FDist.**

Thanks, Steve F.

Stephen Flanders, Member of the Norwich Selectboard  
317 Hopson Road  
Norwich, Vermont 05055

802-649-1134 (Home)

Any response or reply to this electronic message may be subject to the Vermont Public Records Act. Any views expressed in this e-mail are mine and may not reflect those of the board. Vermont statutes confer no special powers to individual selectboard members. Statutory selectboard powers arise from actions of the body at warned, public meetings with a few exceptions.

On Nov 17, 2017, at 8:54 AM, Miranda Bergmeier <[MBergmeier@norwich.vt.us](mailto:MBergmeier@norwich.vt.us)> wrote:

The Selectboard draft minutes for November 15, 2017 have been posted on the Norwich website at <http://norwich.vt.us/wp-content/uploads/2017/11/draft-minutes-111517.pdf>

Miranda Bergmeier  
Assistant to the Town Manager  
Town of Norwich  
P.O. Box 376  
Norwich, VT 05055  
802-649-1419 x101

DRAFT Minutes of the Selectboard Meeting of Wednesday, November 15, 2017 at 6:30 pm

Members present: Mary Layton, Chair; Linda Cook; Stephen Flanders; John Pepper; Herb Durfee, Town Manager; Miranda Bergmeier, Assistant to the Town Manager. Absent: John Langhus

There were about 12 people in the audience.

Also participating: Pam Smith, Will Smith, Frank Manasek, Colin Calloway, Corlan Johnson, Marcia Calloway, Claudette Brochu, Maggie Pepper, Elaine Waterman and Jim Wilson.

Layton opened the meeting at 6:35 pm.

1. Approval of Agenda (Action Item). Selectboard agreed to proceed with the agenda as written.
2. Public Comments (Discussion Item). Pam Smith read aloud from a hardcopy of comments she had previously posted online. Pam distributed copies of the document to Selectboard members, and the document will be included in the 11-29-2017 Selectboard meeting correspondence. She expressed concern about behavior and comments made by Selectboard members at the 11-8-2017 Selectboard meeting. Mary Layton apologized to everyone for what happened at the last Selectboard meeting. Will Smith said that he objected to John Langhus's tone and behavior at the 11-8-2017 meeting. Frank Manasek said that people should be able to disagree while remaining civil and should feel free to be dissidents. John Pepper spoke about the importance of respectful dialogue and also apologized for last week's meeting. Colin Calloway expressed concern about tone and said that underlying dismissive attitudes by some individuals need to be addressed in order to create a respectful environment.
3. Codification of Ordinances (Discussion/Action Item). Layton asked if the new Elm Street stop sign needs to be addressed separately before codification happens; Herb Durfee said that no separate action would be required. Layton said she agrees with Steve Flanders's approach in completing the codification and then addressing any larger issues, such as topics 1 – 3 in Flanders memo to Cook [in Selectboard meeting packet]. Cook said that she objects to some of this approach, and is particularly concerned about the new stop sign on Elm Street and other stop signs on sloped roads. Cook said that the Selectboard should have been consulted before the new stop sign was placed. Corlan Johnson said that she had asked for a stop sign to be placed at Elm Street because of the lack of sightlines at the intersection. Pepper said that he knows that corner very well and agrees that the intersection is dangerous. Pepper also said that future new signs need to go before the Selectboard. Marcia Calloway said that the stop sign is on a bad corner and there is a danger of slipping in bad weather. Cook also objected to the new lower speed limit on Route 132 put into place without having done a traffic study. Flanders said that a Selectboard can adjust speed limits without a speed study. Cook said that she is agreeable to addressing the dog ordinance issue and her other objections at a later time, after passing codification. Marcia Calloway asked if any changes were made to land use sections in the proposed codification. Flanders said that no changes were made, to his knowledge. Flanders **moved** (2<sup>nd</sup> Pepper) to adopt the Norwich Ordinances, as codified and with revisions put forward, pursuant to 24 VSA §1971 et seq. **Motion passed 3 to 1 (no- Cook).**
4. a. Possible Acquisition of Fire District Sidewalks (Discussion/Action Item). Flanders said

that the Norwich Fire District (FDist) has not spent anything since 2010 for upkeep to the sidewalks. At present, there are no major changes yet to the condition of the sidewalks, and Flanders estimates that \$4,000 per year should be sufficient to maintain the sidewalk reserve. Flanders thinks that the town as a whole should pay to keep up the sidewalks, as they are used by all of the people in the town, not only Fire District residents. Will Smith suggested that crosswalks be painted green to heighten their visibility. Corlan Johnson agreed that all town residents should contribute to the maintenance of the sidewalks. Claudette Brochu wanted to know: why did the Town go to the FDist to ask about acquiring the sidewalks; why doesn't the FDist have the money to maintain the sidewalks; and can the Town force the FDist to maintain the sidewalks? Pepper said that he thinks the Town should fix this issue by taking over the sidewalk maintenance. Brochu said she doesn't want another expense added to the townspeople at large. Cook discussed the history of town sidewalks, and said that she thinks it is wrong for the FDist not to maintain its sidewalks. Cook thinks that the FDist should bring the sidewalks up to good condition before the Town takes them over. Cook wants to sit down with the FDist to work out a plan to go forward, and does not support acquiring the sidewalks before that is done. Pam Smith asked if this is something that the Selectboard will decide or will the issue go to a town wide vote. Layton said that it could be done either way. Maggie Pepper said that she wants the Selectboard to put pedestrians before cars, and wants people to be able to walk safely. She feels that good sidewalks are important to build a strong community. Cook wants to have better information about maintenance costs before voting on this question. Layton thinks that the Town should go forward with taking over sidewalks and maintaining them. Elaine Waterman said that the FDist sidewalk issue is not new, and the people within the FDist pay a special Village tax to maintain the water system. This Village tax is already higher than the town tax rate, and the FDist could not raise any more money from its residents to cover sidewalk maintenance. Flanders **moved** (2<sup>nd</sup> Pepper) to authorize the Town Manager to enter into an agreement to acquire the Fire District sidewalks, "as is." **Motion passed 3 to 1 (no- Cook).**

b. Safe Routes to School (Discussion/Action Item). Durfee gave a brief update, saying that, per Selectboard instruction, he had not taken any further steps to spend money on this matter. Also, a volunteer arborist has stated that he concurs with the Chippers (arborist) recommendations for how to work as safely as possible around the elm tree. Jim Wilson said that the elm tree is not the only issue with the project, and the neighbors met recently and agreed that pedestrian safety is paramount. They propose having a narrower sidewalk and would like to control the traffic speed coming into town with more signs or blinking lights, with perhaps a crosswalk just before the elm tree. Wilson hopes that the neighbors could collaborate with VTrans to come up with solutions. Elaine Waterman said that the neighbors propose having a 15 mph speed limit in that area, and said that the neighbors are concerned about losing significant portions of their front yards. Layton suggested that the Town Manager talk to VTrans about the neighbors' ideas for slowing traffic.

5. Review of Next Agendas. The Selectboard agreed to start the November 29, 2017 meeting at 5:30 pm, and agreed on the following items for the agenda:

- Department Heads Budget Presentations
- Assessor/Listers Update
- Negotiated Agreement (executive session possible)
- Dog Ordinance Appeal
- Town Manager Evaluation Timeframe

At 8:32 pm, Flanders **moved** (2<sup>nd</sup> Pepper) to adjourn. **Motion passed unanimously.**

Meeting adjourned at 8:32 pm.

by Miranda Bergmeier, Assistant to the Town Manager

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

\_\_\_\_\_  
Mary Layton, Selectboard Chair

Next Meeting –November 29, 2017 at **5:30 PM** (Note time change)

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

8a

## Main Street Trail Proposal

We are proposing a trail that begins at the Milton Frye Nature Area and ends at the King Arthur/Dresden Athletic Field trails, with trailheads at the Marion Cross School, on Main Street, at King Arthur, Route 5 and the Dresden Athletic Fields. It will cross Blood Brook at the banks of the Pepper property and Singh property, with stepping stones initially, and a proposed community-built bridge permanently. This trail will be maintained by the Norwich Trails Committee and the private landowners. The trail, and most properties involved, are protected under the Upper Valley Land Trust and Upper Valley Trails Association. All landowners involved in the trail thus far have given their consent and been actively involved in directing the project. The project has been additionally reviewed and approved by Scott Jensen (VT River Management Engineer) and Phil Dechert (Norwich Planning & Zoning).

The demographic we are focusing on is the children of Marion Cross School, in their stream and stewardship elective classes. Other users would potentially be school commuters and birders, as the large parcel of land across the brook is primarily open meadow with grass mown trails.

We are working with Jeff Goodrich (Pathways Consulting) on the road crossings for Main Street and Route 5. On Route 5, we propose a push button lighted crossing from the King Arthur bus shelter, directly across the road to the trailhead on the Holland family property (Tomahawk Village).

The Main Street crossing is also being proposed as a push button lighted crossing, and we are requesting to move the current crosswalk down towards the entrances of 91S and Route 5, about 3' into the existing median. This would provide easier access to the trailhead across the road, and would lessen the impact of higher foot traffic to the landowners (Trajman and Gateway).

The Main Street trailhead is the at the back edge of the Gateway property. We are requesting permission to cross this property along the existing ridge, with a trail that is 6'-8' wide. We are offering to provide a screen of evergreen plantings along this trail as it crosses the lawn so that the owners of the Gateway Townhouses should not notice a change in their forested view.

Graham Webster (Webster & Donovan Excavating) has agreed to build the entrance descending from the Gateway lawn down onto the Singh family property, where the Upper Valley Land Trust plans to mentor the Marion Cross Trail Stewardship elective class in how to build a sustainable trail. The trail then crosses Blood Brook and enters the Pepper family property, where the Pepper and Adams families have already installed a network of publicly open trails. From there, it crosses the Holland family's property and ends across from the King Arthur Café. It is picked up again along the King Arthur driveway in the form of a bike lane, and enters the King Arthur/Dresden Athletic Field trails. The conclusion of the trail is the Athletic Fields parking area and walking loop. This trail provides opportunities for both recreational use and point-to-point travel. We hope that it will be a great asset to the town of Norwich.



0 500 1,000 1,500 2,000 2,500 Feet

**Miranda Bergmeier**

---

**Subject:** FW: TRORC - November 2017 News & Notes

**From:** Nancy Dean [<mailto:nhdean@comcast.net>]  
**Sent:** Wednesday, November 08, 2017 12:23 AM  
**To:** Miranda Bergmeier  
**Subject:** RE: TRORC - November 2017 News & Notes

Dear Miranda,

Yes, my reference was to the first item, "Is TRORC becoming more valuable...", for it seems to me, upon first reading, that it is a way of acquiring more money from each town, by way of an additional "contract", without raising a town's annual RPC dues, a budget item. You may quote me.

Thanks!

Nancy

---

**From:** Miranda Bergmeier [<mailto:MBergmeier@norwich.vt.us>]  
**Sent:** 07 November, 2017 11:34 AM  
**To:** Nancy Dean  
**Subject:** RE: TRORC - November 2017 News & Notes

Hi, Nancy,

Thanks for your email. I was hoping that you could clarify something. You referred to – and attached - the latest TRORC newsletter in your email and referenced a proposal. Are you referring to the first newsletter article, entitled "Is TRORC Becoming More Valuable to Member Towns?" If so, I think it would help the Selectboard understand your request if I forward to them your email and include only the specific TRORC newsletter item you refer to.

If you are amenable to the above, just let me know. I will proceed however your prefer.

Thanks,  
Miranda

Miranda Bergmeier  
Assistant to the Town Manager  
Town of Norwich  
P.O. Box 376  
Norwich, VT 05055  
802-649-1419 x101

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

---

**From:** Nancy Dean [<mailto:nhdean@comcast.net>]  
**Sent:** Tuesday, November 07, 2017 10:42 AM  
**To:** Miranda Bergmeier  
**Subject:** FW: TRORC - November 2017 News & Notes

Dear Selectboard members,

I have read this proposal and wonder whether it is of real benefit to a town or whether it is mainly a means of increased funding for the Commission. Your reply will be appreciated.

Nancy Dean

---

**From:** Two Rivers-Ottawaquechee Regional Commission [<mailto:news@trorc.org>]

**Sent:** 07 November, 2017 10:25 AM

**To:** Nancy Dean

**Subject:** TRORC - November 2017 News & Notes

## IS TRORC BECOMING MORE VALUABLE TO MEMBER TOWNS?

The TRORC Board hopes so. On October 25th, the TRORC Board voted to set in motion changes to the TRORC Bylaws which will enable TRORC to assist interested towns in a whole new way.

As the costs and quality of municipal services continue to be strained, regional planning commissions approached the Legislature in 2015 to obtain enabling language to coordinate shared services and shared purchases among willing communities. The Legislature heard from towns, RPCs, the Vermont League of Cities and Towns, state agencies and the Vermont State Treasurer and all participants concluded that this could be a valuable role for Vermont's RPCs.

H. 249 was passed in 2016 and articulates the steps needed to be able to provide this service to municipalities. Following those steps, please stay tuned for a couple of public hearings in the region to review the bylaw language needed to satisfy the law. Once comments and edits are made to the draft bylaw language, TRORC can adopt them at a regular TRORC Board meeting.

**To view this legislation, go to:**

<http://legislature.vermont.gov/assets/Documents/2016/Docs/ACTS/ACT089/ACT089%20As%20Enacted.pdf>.

**If you have any questions about H. 249, or the process, please contact Peter Gregory at**

[pgregory@trorc.org](mailto:pgregory@trorc.org).

Answer 11/8/17  
BY WILL SMITH

wsmith4203@gmail.com

**From:** Mary Layton <marydlayton@gmail.com>  
**Sent:** Monday, November 06, 2017 3:31 PM  
**To:** Herb Durfee  
**Cc:** Andy Hodgdon; wsmith4203@gmail.com  
**Subject:** Re: New Boston Rd Line Stripping

8c

Ok

Sent from my iPhone

On Nov 6, 2017, at 9:33 AM, Herb Durfee <[HDurfee@norwich.vt.us](mailto:HDurfee@norwich.vt.us)> wrote:

Hi, Mary. FYI, according to Andy, we couldn't get another firm to do the striping since it was so late in the year. Andy and I agree it's, obviously, not the best. However, we do agree that, safety-wise, it was more important to have the roadway stripped than not. Once I can get past drafting the budget for the Board, I'll discuss this further with Andy.

Herb  
Herbert A. Durfee, III  
Town Manager  
Town of Norwich  
PO Box 376  
Norwich, VT 05055  
802-649-1419 ext. 102  
802-649-0123 (fax)

**From:** [wsmith4203@gmail.com](mailto:wsmith4203@gmail.com) [<mailto:wsmith4203@gmail.com>]  
**Sent:** Friday, November 03, 2017 8:12 PM  
**To:** [marydlayton@gmail.com](mailto:marydlayton@gmail.com)  
**Cc:** Herb Durfee; Andy Hodgdon  
**Subject:** New Boston Rd Line Stripping

Mary,

Please add to the upcoming Selectboard meeting agenda, a discussion of the abysmal line stripping on New Boston Road. I want to know the cost of that substandard work and what the other bids were for that project. As stated in email exchanges with Herb Durfee and Andy Hodgdon, I think the said stripping is both unsafe and visually insulting. The stripping needs to be redone by someone equipped to do the work properly – and the town needs to be made whole in terms of the costs incurred for the redo. As a tax payer, I have a right to see good results for money spent. Typically, our town Highway department and crew does an excellent job on all things done, the poor New Boston Road line stripping is unusual in that regard – and unexpected.

Respectfully yours,

Wilfred Smith  
1445 New Boston Road

**wsmith4203@gmail.com**

---

**From:** wsmith4203@gmail.com  
**Sent:** Thursday, November 02, 2017 7:33 PM  
**To:** 'Andy Hodgdon'  
**Cc:** 'Herb Durfee'  
**Subject:** RE: Stripping on New Boston Road

Thanks Andy. Please let me know when you receive the bill.

Will

**From:** Andy Hodgdon [mailto:AHodgdon@norwich.vt.us]  
**Sent:** Thursday, November 02, 2017 6:58 PM  
**To:** wsmith4203@gmail.com  
**Subject:** RE: Stripping on New Boston Road

Will,  
I don't have the bill yet, so I can't answer this question.  
Andy

**From:** [wsmith4203@gmail.com](mailto:wsmith4203@gmail.com) [mailto:wsmith4203@gmail.com]  
**Sent:** Thursday, November 02, 2017 12:52 PM  
**To:** Andy Hodgdon  
**Cc:** Herb Durfee  
**Subject:** RE: Stripping on New Boston Road

Andy,

Our household was without power for almost 40 hours, so I am just now getting back to you on the topic we discussed a few days ago.

I do not buy into the stripping contractor's wind theory that he says caused his sloppy work. Wind might blow some paint around, but I see no evidence of this on New Boston Rd. And I doubt wind caused the wavy uneven stripping.

I want either you or Herb tell me how much the tax payers paid for this substandard work.

Thanks in advance,

Will

**From:** Will Smith [mailto:wsmith4203@gmail.com]  
**Sent:** Monday, October 30, 2017 7:44 PM  
**To:** Andy Hodgdon <AHodgdon@norwich.vt.us>  
**Cc:** Herb Durfee <HDurfee@norwich.vt.us>  
**Subject:** RE: Stripping on New Boston Road

I think the guy who did this is not equipped to do anything beyond crosswalks and turning arrows. He should stick with the small projects.

Will

On Oct 30, 2017 7:29 PM, "Andy Hodgdon" <[AHodgdon@norwich.vt.us](mailto:AHodgdon@norwich.vt.us)> wrote:

Herb,

Typically when new paving is done, you should wait a month to 6 weeks before you line strip it to get some of the petroleum product out of it. Because of the July 1<sup>st</sup> storm, we were very late putting the top on the section that we did before the storm. Because it was done so late we had to move forward quicker than we should have to get it striped. People were asking for it to be done. In talking to the person who did this, the problem that they had was the wind. I have seen this before. He did the best he could under the circumstances that I mentioned above.

Andy

---

**From:** Herb Durfee  
**Sent:** Monday, October 30, 2017 10:49 AM  
**To:** Andy Hodgdon  
**Cc:** 'Robinson, Doug'; [marydlayton@gmail.com](mailto:marydlayton@gmail.com); [wsmith4203@gmail.com](mailto:wsmith4203@gmail.com); Miranda Bergmeier  
**Subject:** RE: Stripping on New Boston Road

Hi, Andy. Would you please check on Wilfred's issue. Obviously, if warranted, please make corrections (if possible) and report back to me. Thanks in advance.

Herb

Herbert A. Durfee, III

Town Manager

Town of Norwich

PO Box 376

Norwich, VT 05055

[802-649-1419](tel:802-649-1419) ext. 102

[802-649-0123](tel:802-649-0123) (fax)

---

**From:** [wsmith4203@gmail.com](mailto:wsmith4203@gmail.com) [<mailto:wsmith4203@gmail.com>]  
**Sent:** Sunday, October 29, 2017 9:35 PM  
**To:** Herb Durfee  
**Cc:** 'Robinson, Doug'; [marydlayton@gmail.com](mailto:marydlayton@gmail.com)  
**Subject:** Stripping on New Boston Road

Herb,

I am writing to complain about the recent road stripping on New Boston Road. This stripping is one of the sloppiest jobs I have ever seen! As a tax payer, I consider it a visual insult and a waste of money – and a safety issue. Not only are the lines uneven, the centerline stripping paint along Crooked Half Mile and beyond is so thin that on a recent rainy night, the line mostly disappeared when covered with rainwater, defeating the purpose of stripping as a visual aid for drivers. I think whoever did this work should reimburse the town, and the stripping should be painted over and redone. As noted, the visual insult is one thing, the more important issue is safety. When the lines fade when overrun with rainwater due to thin paint, they need to be redone.

Respectfully yours,

Wilfred Smith

1445 New Boston Road

8d

## Miranda Bergmeier

---

**From:** claudette brochu <cbrochu30@gmail.com>  
**Sent:** Sunday, November 12, 2017 1:29 AM  
**To:** Miranda Bergmeier; norwich@lists.vitalcommunities.org  
**Subject:** preliminary budget discussions

I was extremely disappointed when I attended the Nov 8 selectboard (SB) meeting and heard the TM's presentation on the budget. Why? Because the proposed budget does nothing to reign in expenses.

During an earlier SB meeting, the TM was asked to present to the board a budget with a proposed 10% reduction. The TM appears to have taken this instruction to then ask the department heads to reduce their individual budgets by 10% VERSUS a 10% reduction in the OVERALL budget.

While I await the specific information needed to present a more detailed assessment of the proposed budget, I will point out a few things:

1. Pay increases continue to the tune of 2-4% of base pay WITHOUT benefits for non-contract employees in the highest pay ranges. We already pay some of our town employees the highest wages in the state for a town of own size.
2. Health care costs covered by the town continue at the levels currently in place which means that we are covering a majority of employees AND FAMILIES at 100% as well as generously funding their FSA .

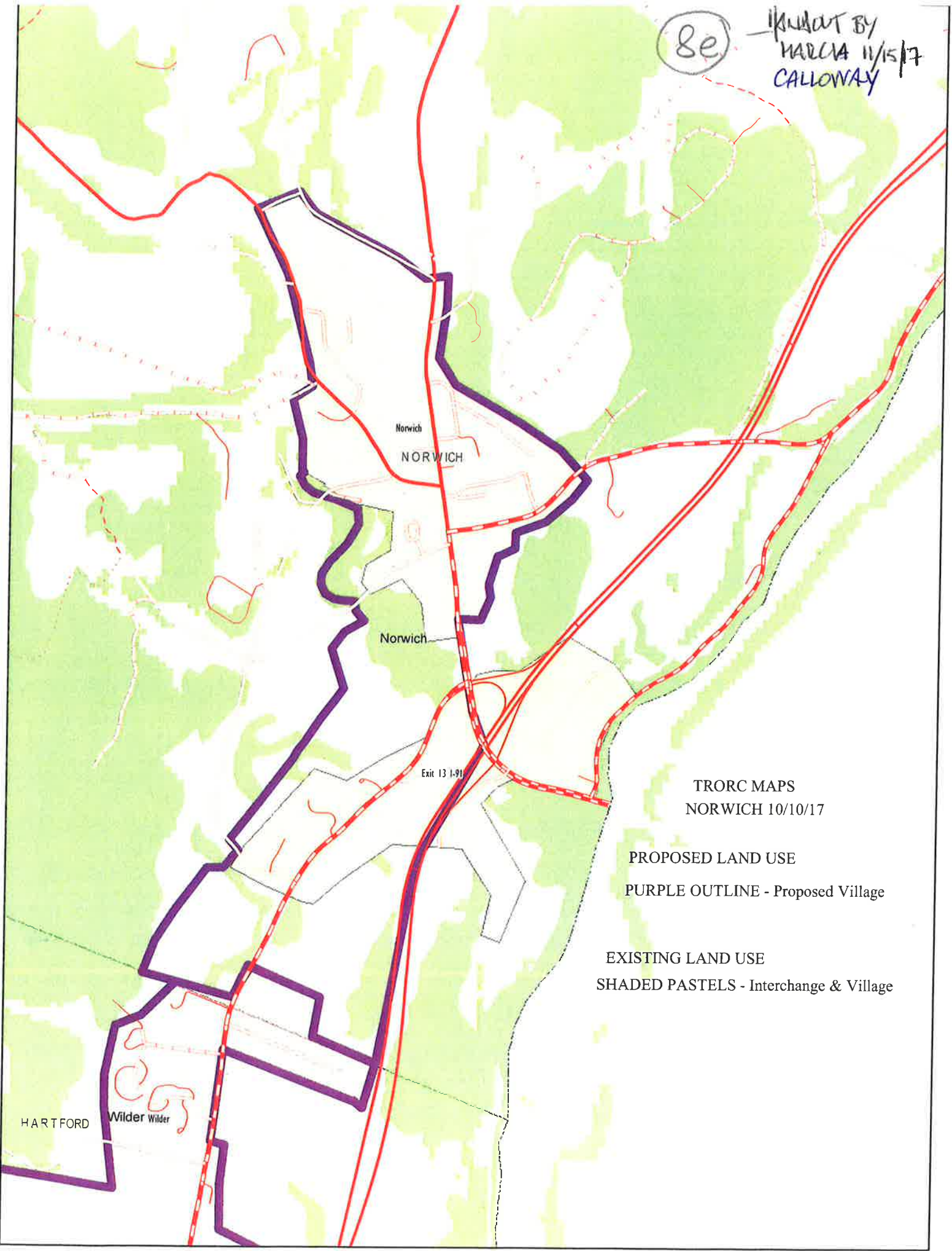
I am waiting for the background information to be posted on the town website or to obtain the info from the TM. Until then, I would ask you to think about our town budget in light of the national debate on wealth and inequality.

A 10% reduction can most certainly be accomplished without impacting services or a reduction in personnel. Please contact members of the SB if you agree or have any questions.

Claudette Brochu

8e

KNOWNT BY  
MARCIA 11/15/17  
CALLOWAY



Norwich  
NORWICH

Norwich

Exit 13 I-91

TRORC MAPS  
NORWICH 10/10/17

PROPOSED LAND USE  
PURPLE OUTLINE - Proposed Village

EXISTING LAND USE  
SHADED PASTELS - Interchange & Village

HARTFORD

Wilder Wilder

TOWN OF NORWICH  
QUARTERLY INVESTMENT REPORT  
9/30/2017

**Ledyard National Bank:**

	<u>Rate/APY</u>	<u>09/30/17 Balances</u>	<u>Quarterly Interest</u>
Business Checking (3 accounts) - FDIC Insured up to \$250,000		\$ 138,943.19	
Bond Sinking Fund - Savings account - FDIC Insured	0.10%	\$ 31,489.83	\$ 7.93
ICS: General Fund - FDIC Insured		3,956,619.33	
Designated Funds - FDIC Insured		1,612,731.99	
Total ICS Balance ~ 9/30/2017	0.25%	<u>\$ 5,569,351.32</u>	<u>\$ 3,271.09</u>
Total Bank Cash on Deposit ~ 9/30/2017		<u>\$ 5,739,784.34</u>	<u>\$ 3,279.02</u>
Less: Outstanding Checks		(64,534.21)	
ACH Batch-in-transit		(39,160.87)	
Plus: Deposit-in-transit		7,876.38	
Anticipated Balance Sheet ~ 9/30/2017		<u>\$ 5,643,965.64</u>	
Less: Transfer from ICS in transit at 9/30/2017		(21,137.32)	
Cash on Balance Sheet ~ 9/30/2017		<u>\$ 5,622,828.32</u>	

Treasury Bill rates:

26 week - 1.20%

1 year - 1.31%

Wall Street Journal Prime = 4.25%

*Cheryl A. Lindberg, Treas*  
Cheryl A. Lindberg, Treasurer

Handout 11/15/17

89

TO: Town of Norwich Selectboard  
FROM: Pamela Thompson Smith  
Date: November 15, 2017  
RE: Civility

I would like to object to Mary Layton's comment made during last Wednesday's Selectboard meeting under the heading of "Selectboard Rules for Conduct". Mary said, "Oh that was just a tone thing" when referring to John Langhus' treatment of Stuart Richards during the Open Meeting Law discussion. This is more than a "tone thing". This is about how the Selectboard interacts with the residents of this Town.

During the "Public Comments" session at the November 8, 2017 meeting, Mary Layton apologized to Stuart Richards for the comments made in Phil Dechert's email, which Stuart read to the Selectboard. This was followed by John Langhus stating that this tied in with "how our Town is with each other"...."We [the Selectboard and Town employees] owe it to the folks to approach everyone from a position of respect".

Approximately one hour and forty minutes later, John Langhus launched into a verbal attack on Stuart Richards. This was not only in direct conflict with the issue of bringing civility to the Selectboard that he championed as a candidate and his comments earlier in that same meeting, it is an issue of a Selectboard member trying to intimidate and bully a resident of this Town. A resident who has been nothing but respectful in all of his efforts to cure several violations of the Open Meeting Law.

When no one on this board challenged John Langhus' behavior, I spoke up and suggested that an apology to Stuart was in order. John's initial reaction was to defend his actions by saying he was upset, which was by no means a justification for bullying and intimidating a resident of this Town. In fact, I had to push John to apologize not only to Stuart, but to everyone in the room for violating his own stated goal of bringing civility to our Selectboard and our Town. Several people approached me after I left the meeting to thank me for speaking up. Someone even mentioned to me that word is going around town that many see John Langhus as a bully.

I have thought about all of this a great deal over the past week. And probably, what is most upsetting to me is that not one Selectboard member spoke up to challenge John Langhus for the lack of civility exhibited in his attack on Stuart. I have no doubt that if I, or any resident of this Town, were to address this Selectboard in the tone that John Langhus used toward Stuart Richards, the response would have been swift and severe. Therefore, it is inexcusable that this Selectboard not only chose to ignore the exchange, but Mary Layton later characterized the exchange a "just a tone thing"! If I had not challenged John to apologize, this Board would have just carried on as though nothing had happened. Perhaps this board thinks Open Meeting Law violations are a petty issue and Stuart should just drop it. Perhaps this Board hoped that John's attempt to intimidate and bully Stuart would convince him to stop pushing for these violations to be cured. But, if Stuart could be bullied into giving up, where does it end? How many other violations of State statutes or Town ordinances will be overlooked in the future? The Town's Personnel Policies do not mention violations of State statute or Town ordinances as a reason for disciplinary action, which I feel needs to be corrected.

We do not expect the Selectboard to pay lip service to the residents about civility. We do not accept that it is okay for the Selectboard to talk the talk, but not walk the walk. If you would not tolerate this behavior from a resident of this Town, then you cannot tolerate this behavior from one of the members of this Board directed at a resident of this Town. Shame on John Langhus for being a hypocrite and shame on this Board for not challenging John's behavior!

/pts

Pamela Thompson Smith  
1445 New Boston Rd  
Norwich, VT 05055

**FYI**

All Invoices For Check Acct 01(General) 11/22/17 To 11/22/17

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
ADVANCE	ADVANCE AUTO PARTS	11/15/17	HWY/B&G--AUTO PARTS SEP 17	01-5-703403.00 PARTS & SUPPLIES	314.32		
ADVANCE	ADVANCE AUTO PARTS	11/15/17	HWY/B&G--AUTO PARTS SEP 17	01-5-704403.00 PARTS & SUPPLIES	122.82		
ARC	ARC MECHANICAL CONTRACTOR	11/07/17	TH--BOILER NOT ON AUTORUN 91277	01-5-706113.00 REPAIRS & MAINTENANCE	212.00		
BAYSTATE	BAY STATE ELEVATOR CO.	11/01/17	TH--ELEVATOR MAINT. 458726	01-5-706107.00 ELEVATOR MAINTENANCE	244.93		
BCBS	BLUE CROSS/BLUE SHIELD OF	11/01/17	DEC 17 HEALTH INSURANCE DEC 17	01-5-425123.00 HEALTH INS	553.14	5215	11/22/17
BCBS	BLUE CROSS/BLUE SHIELD OF	11/01/17	DEC 17 HEALTH INSURANCE DEC 17	01-5-703123.00 HEALTH INSUR	8231.84	5215	11/22/17
BCBS	BLUE CROSS/BLUE SHIELD OF	11/01/17	DEC 17 HEALTH INSURANCE DEC 17	01-5-704123.00 HEALTH INSURANCE	1437.21	5215	11/22/17
BCBS	BLUE CROSS/BLUE SHIELD OF	11/01/17	DEC 17 HEALTH INSURANCE DEC 17	01-5-500123.00 HEALTH INS	4330.41	5215	11/22/17
BCBS	BLUE CROSS/BLUE SHIELD OF	11/01/17	DEC 17 HEALTH INSURANCE DEC 17	01-5-350123.00 HEALTH INS	1373.52	5215	11/22/17
BCBS	BLUE CROSS/BLUE SHIELD OF	11/01/17	DEC 17 HEALTH INSURANCE DEC 17	01-5-300123.00 HEALTH INS	373.32	5215	11/22/17
BCBS	BLUE CROSS/BLUE SHIELD OF	11/01/17	DEC 17 HEALTH INSURANCE DEC 17	01-5-005123.00 HEALTH INSUR	3859.60	5215	11/22/17
BCBS	BLUE CROSS/BLUE SHIELD OF	11/01/17	DEC 17 HEALTH INSURANCE DEC 17	01-5-100123.00 HEALTH INS	2173.84	5215	11/22/17
BCBS	BLUE CROSS/BLUE SHIELD OF	11/01/17	DEC 17 HEALTH INSURANCE DEC 17	01-5-200123.00 HEALTH INS	622.19	5215	11/22/17
BERGERON	BERGERONS LAWN SVC & LAND	10/24/17	HWY--ROAD SWEEPING 17574	01-5-703303.00 ROAD SWEEPING	255.00		
BSN	BSN SPORTS	11/06/17	REC--BASKETBALL SUPPLIES 900862581	01-5-425211.00 EQUIPMENT	197.91		
BUSINESS	BUSINESS CARD	11/03/17	PD--RAMP GRIP TAPE 11/3/17	01-5-475301.00 SUPPLIES	102.96	5217	11/22/17
CASELLA	CASELLA WASTE SERVICES	11/01/17	TS-OCTOBER RECYCLING 0368586	01-5-705308.00 FOOD WASTE DISPOSAL	225.16		
CASELLA	CASELLA WASTE SERVICES	11/01/17	TS-OCTOBER RECYCLING 0368586	01-5-705305.00 RECYCLING	3082.94		
CASELLA	CASELLA WASTE SERVICES	11/01/17	TS-OCTOBER RECYCLING 0368586	01-5-705306.00 C & D WASTE DISPOSAL	678.87		
CASELLA	CASELLA WASTE SERVICES	11/01/17	TS-OCTOBER TRASH 0368587	01-5-705303.00 MUNICIPAL SOLID WASTE	3456.40		
CHAPPELL	CHAPPELL TRACTOR/ B-B CHA	11/01/17	HWY--CHAPS X3, HARD HAT 9419	01-5-703515.00 ADMINISTRATION	363.00	5218	11/22/17
CHILDSUPP	OFFICE OF CHILD SUPPORT	11/18/17	CHILD SUPP PPEND 11-18-17 PEND11-18-17	01-2-001115.00 CHILD SUPPORT PAYABLE	244.92	5219	11/22/17
CINTAS	CINTAS CORPORATION	11/08/17	TH--NEW MEDICAL CABINET 9019103885	01-5-706109.00 BUILDING SUPPLIES	398.34	5220	11/22/17
COHEN	COHEN STEEL SUPPLY, INC.	10/30/17	HWY--STOCK REPAIR STEEL I109423	01-5-703403.00 PARTS & SUPPLIES	314.80		
COMCAST	COMCAST	11/06/17	TH--FIXED IP 11/6/17	01-5-275632.00 SERVER MAINTENANCE	19.95	5221	11/22/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
COMCAST	11/06/17	FD--FIXED IP & MODEM 11/6/17 #2	01-5-550235.00 TELEPHONE & INTERNET	34.90	5221	11/22/17
CRYSTAL	10/31/17	DPW-TS WATER COOLER RENT 10/31/2017	01-5-703515.00 ADMINISTRATION	12.00	-----	--/--/--
CRYSTAL	10/31/17	DPW-TS WATER COOLER RENT 10/31/2017	01-5-705515.00 ADMINISTRATION	12.00	-----	--/--/--
D&W	10/25/17	FD--KEYS CUT 5273496	01-5-550301.00 SUPPLIES	4.00	5222	11/22/17
D&W	10/26/17	REC--CARD, SUPPLIES 5274197	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	5.25	5222	11/22/17
D&W	10/30/17	EMMT--STORM RESPONSE FOOD 5277455	01-5-575610.00 EMERG MNGMT SUPPLIES	25.55	5222	11/22/17
D&W	10/31/17	REC--HALLOWEEN SUPPLIES 5278880	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	26.55	5222	11/22/17
D&W	10/31/17	REC--HALLOWEEN CIDER 5278910	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	6.99	5222	11/22/17
DAVISAUTO	11/02/17	HWY--RECEIVER 6574	01-5-703403.00 PARTS & SUPPLIES	167.00	5223	11/22/17
DEADRIVER	11/09/17	TH- 611.7 GALLON OIL 74277	01-5-706103.00 HEATING	1159.85	5224	11/22/17
DEADRIVER	10/24/17	TH--39.1 GALS #2 FUEL 98044	01-5-706103.00 HEATING	69.68	5224	11/22/17
DHMC	10/18/17	FD--BATTERIES 20170913	01-5-555424.00 EMS TOOLS/ EQUIP	6.84	5225	11/22/17
EAGLETIME	10/31/17	PD--CLASSIFIED 199	01-5-500501.00 ADMINISTRATION	251.70	5226	11/22/17
EARTHLINK	11/01/17	OCT 2017 PHONE 11/1/17	01-5-705505.00 TELEPHONE	34.82	5227	11/22/17
EARTHLINK	11/01/17	OCT 2017 PHONE 11/1/17	01-5-425127.00 TELEPHONE	38.74	5227	11/22/17
EARTHLINK	11/01/17	OCT 2017 PHONE 11/1/17	01-5-703505.00 TELEPHONE	53.01	5227	11/22/17
EARTHLINK	11/01/17	OCT 2017 PHONE 11/1/17	01-5-350531.00 TELEPHONE	38.74	5227	11/22/17
EARTHLINK	11/01/17	OCT 2017 PHONE 11/1/17	01-5-200531.00 TELEPHONE	38.75	5227	11/22/17
EARTHLINK	11/01/17	OCT 2017 PHONE 11/1/17	01-5-005531.00 ADMIN TELEPHONE	38.75	5227	11/22/17
EARTHLINK	11/01/17	OCT 2017 PHONE 11/1/17	01-5-275531.00 TELEPHONE	63.86	5227	11/22/17
EARTHLINK	11/01/17	OCT 2017 PHONE 11/1/17	01-5-100531.00 TELEPHONE	38.75	5227	11/22/17
EARTHLINK	11/01/17	OCT 2017 PHONE 11/1/17	01-5-300531.00 TELEPHONE	38.74	5227	11/22/17
EVANSMOTO	11/06/17	HWY--430.0 GAL BIODIESEL 624097	01-5-703405.00 PETROLEUM PRODUCTS	935.92	-----	--/--/--
EYEMED	10/21/17	NOV 17 VISION INSURANCE 163308796	01-2-001126.00 VISION SERV PLAN-PAYROLL	209.66	5228	11/22/17
FAIRPOINT	10/30/17	FD--TELEPHONE 10/30/17	01-5-550235.00 TELEPHONE & INTERNET	34.78	5229	11/22/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
FASTENAL	10/26/17	HWY--EAR PROTECTION NHWES70396	01-5-703515.00 ADMINISTRATION	86.12		
FIRETECHS	10/22/17	TH--SPRINKLER SERV CALL 42274	01-5-706113.00 REPAIRS & MAINTENANCE	1483.50		
FIRETECHS	10/29/17	TH--EMERGENCY CALL 42296	01-5-706113.00 REPAIRS & MAINTENANCE	1437.50		
FOGGS	10/02/17	EMMT--GRADE STAKES 810852	01-5-575610.00 EMERG MNGMT SUPPLIES	34.98	5230	11/22/17
FOGGS	10/05/17	FD--HOSE 811205	01-5-550330.00 REPAIR & MAINTENANCE EXPN	34.99	5230	11/22/17
FOGGS	10/10/17	HWY--FLAGGING TAPE 811580	01-5-703209.00 CULVERTS & ROAD SUPPLIES	9.95	5230	11/22/17
FOGGS	10/10/17	FD--DRY HYDRANT SUPPLIES 811606	01-5-555830.00 DRY HYDRANT GRANT	104.30	5230	11/22/17
FOGGS	10/13/17	HWY--REBAR 811884	01-5-703215.00 OTHER PROJECTS	7.83	5230	11/22/17
FOGGS	10/13/17	HWY--VINYL SHEETING 811940	01-5-703215.00 OTHER PROJECTS	19.99	5230	11/22/17
FOGGS	10/16/17	HWY--GLUE 811988	01-5-703215.00 OTHER PROJECTS	12.98	5230	11/22/17
FOGGS	10/16/17	HWY--RETURN CREDIT 811989	01-5-703215.00 OTHER PROJECTS	-3.00	5230	11/22/17
FOGGS	10/16/17	FD--DRY HYDRANT SUPPLIES 812074	01-5-555830.00 DRY HYDRANT GRANT	11.98	5230	11/22/17
FOGGS	10/18/17	HWY--SIGN HARDWARE 812221	01-5-703217.00 SIGNS	31.90	5230	11/22/17
FOGGS	10/18/17	REC--LOCK & CHAIN 812315	01-5-425330.00 REPAIRS & MAINT	19.94	5230	11/22/17
FOGGS	10/19/17	FD--DRY HYDRANT MARKERS 812361	01-5-555830.00 DRY HYDRANT GRANT	7.98	5230	11/22/17
FOGGS	10/19/17	PD--BULBS 812416	01-5-475301.00 SUPPLIES	10.47	5230	11/22/17
FOGGS	10/23/17	CONCOM--KIOSK SUPPLIES 812646	01-5-650727.00 WOMENS CLUB GRANT	36.62	5230	11/22/17
GMPC	10/30/17	SW--TRANS ST ELECTRICITY 14695OCT17	01-5-705501.00 ELECTRICITY	92.26	5232	11/22/17
GMPC	10/30/17	HWY--STREETLIGHTS 24926OCT17	01-5-703307.00 STREETLIGHTS	916.76	5232	11/22/17
GMPC	10/30/17	PD--BEAVER MEADOW SIGN 24966OCT17	01-5-500204.00 SPEED SIGNS	21.44	5232	11/22/17
GMPC	10/30/17	TH--WELCOME SIGN 45726OCT17	01-5-706115.00 BANDSTAND & SIGN ELECTRIC	11.62	5232	11/22/17
GMPC	10/30/17	PD--CHURCH ST TAGLET 55726OCT17	01-5-500204.00 SPEED SIGNS	20.65	5232	11/22/17
GMPC	10/30/17	PD--RTE10A SPEED SIGN 65726OCT17	01-5-500204.00 SPEED SIGNS	23.02	5232	11/22/17
GMPC	10/30/17	FD--STN ELECTRICITY 70966OCT17	01-5-550233.00 ELECTRICITY	340.04	5232	11/22/17
GMPC	10/31/17	PD--TURNPIKE RD SIGN 75726OCT17	01-5-500204.00 SPEED SIGNS	20.65	5232	11/22/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
GMPC	10/25/17	PD--TEMP HQ ELECTRICITY 79766OCT17	01-5-475233.00 ELECTRICITY	110.61	5232	11/22/17
GMPC	10/30/17	PD--UNION VILL RD SIGN 85726OCT17	01-5-500204.00 SPEED SIGNS	20.65	5232	11/22/17
GMPC	10/30/17	TH--BANDSTAND 95726OCT17	01-5-706115.00 BANDSTAND & SIGN ELECTRIC	20.65	5232	11/22/17
GOODWIN	11/17/17	REC-FALL FITNESS 11/16/2017	01-5-425200.00 INSTRUCTOR FEE	140.00	5233	11/22/17
HAUN	11/01/17	HWY--OCT CYLINDER RENTAL O972052	01-5-703401.00 OUTSIDE REPAIRS	17.33	-----	--/--/--
IRVINGOIL	11/03/17	SW--CYLINDER EXCHANGE 264428	01-5-705503.00 PROPANE	95.37	-----	--/--/--
IRVINGOIL	11/09/17	DPW- 243.6 GALL PROPANE 637323	01-5-703503.00 PROPANE	294.76	-----	--/--/--
IRVINGOIL	11/08/17	DPW-SERVICE & PARTS 65890	01-5-703511.00 REPAIRS & MAINTENANCE	734.10	-----	--/--/--
LAMONTAGN	09/13/17	B&G--WEEDING 1863	01-5-704301.00 FOLEY PARK & MEDIANS	70.00	5234	11/22/17
LAVALLEYS	10/30/17	HWY--SIGNBOARD SUPPLIES WL3952322-01	01-5-703215.00 OTHER PROJECTS	129.23	-----	--/--/--
LAVALLEYS	11/07/17	HWY--SIGNBOARD SUPPLIES WL3956046-01	01-5-703215.00 OTHER PROJECTS	169.32	-----	--/--/--
LINCOLN	11/17/17	DECEMBER LIFE INSURANCE DECEMBER 17	01-5-500124.00 DISABILITY/LIFE INS	246.31	-----	--/--/--
LINCOLN	11/17/17	DECEMBER LIFE INSURANCE DECEMBER 17	01-5-703124.00 DISABILITY/LIFE	370.61	-----	--/--/--
LINCOLN	11/17/17	DECEMBER LIFE INSURANCE DECEMBER 17	01-5-555124.00 DISABILITY/LIFE INSURANCE	68.91	-----	--/--/--
LINCOLN	11/17/17	DECEMBER LIFE INSURANCE DECEMBER 17	01-5-704124.00 DISABILITY/LIFE	94.99	-----	--/--/--
LINCOLN	11/17/17	DECEMBER LIFE INSURANCE DECEMBER 17	01-5-005124.00 DISABILITY/LIFE INSUR	140.21	-----	--/--/--
LINCOLN	11/17/17	DECEMBER LIFE INSURANCE DECEMBER 17	01-5-425124.00 DISABILITY/LIFE INSUR	71.81	-----	--/--/--
LINCOLN	11/17/17	DECEMBER LIFE INSURANCE DECEMBER 17	01-5-100124.00 DISABILITY/LIFE INS	114.26	-----	--/--/--
LINCOLN	11/17/17	DECEMBER LIFE INSURANCE DECEMBER 17	01-5-300124.00 DISABILITY/LIFE INSURANCE	19.62	-----	--/--/--
LINCOLN	11/17/17	DECEMBER LIFE INSURANCE DECEMBER 17	01-5-200124.00 DISABILITY/LIFE INS	97.77	-----	--/--/--
LINCOLN	11/17/17	DECEMBER LIFE INSURANCE DECEMBER 17	01-5-350124.00 DISABILITY/LIFE INS	62.58	-----	--/--/--
LUCKYS	10/20/17	HWY--NOV 17 CONT RENTAL RB29733	01-5-703511.00 REPAIRS & MAINTENANCE	135.00	5235	11/22/17
MIS1	11/08/17	TAX OVERPAYMENT 11/8/17	01-2-001148.00 TAX OVERPAYMENTS	1537.12	5236	11/22/17
MIS2	11/01/17	REC--REIMBURSEMENT 11/1/17	01-5-425333.00 WOMEN'S CLUB GRANT	300.00	5237	11/22/17
MIS3	11/02/17	TAX OVERPAYMENT 11/2/17	01-2-001148.00 TAX OVERPAYMENTS	2683.66	5238	11/22/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
MIS4	11/02/17	TAX OVERPAYMENT 11/2/17	01-2-001148.00 TAX OVERPAYMENTS	395.84	5239	11/22/17
MIS5	11/14/17	REC--HALLOWEEN REIMBURSE 11/14/17	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	52.88	5240	11/22/17
MIS6	11/16/17	REC--B'BALL TOURNEY FEES 11/15/17	01-5-425216.00 ENTRY FEE	195.00	5241	11/22/17
NEMUNCONS	11/01/17	ASSESSOR--OCT 17 2017-101	01-5-300300.00 PROFESS SERVICES	3500.00	5242	11/22/17
NORNURSE	10/27/17	B & G- ELM TREES 17065	01-5-704201.00 GARDEN SUPPLIES & PLANTS	1365.00	5243	11/22/17
PETWASTE	10/27/17	REC--WASTE BAGS 4369765	01-5-425322.00 REC FIELD CARE	150.99	5244	11/22/17
PLACE	11/01/17	PL--TOWN PLAN UPDATE 634	01-5-350320.00 PLANNING SERVICES	781.05	5245	11/22/17
PORTLAND	10/24/17	HWY--SIGNBOARD LEXAN 376-595712	01-5-703215.00 OTHER PROJECTS	290.00	5246	11/22/17
QUILL	11/03/17	TH-CAUTION SIGN FOR DOOR 2195031	01-5-706113.00 REPAIRS & MAINTENANCE	12.64	-----	--/--/--
RICHARDSO	11/06/17	GADMIN--SERVER MAINT 1485	01-5-275632.00 SERVER MAINTENANCE	168.75	-----	--/--/--
ROGERSFAB	10/31/17	PD-UNIFORM CLEANING OCT 17	01-5-500583.00 UNIFORMS CLEANING	33.00	-----	--/--/--
RSVP	11/09/17	FY18 APPROPRIATION FY18 APP	01-5-800364.00 RSVP	500.00	-----	--/--/--
SABIL	10/30/17	FD--STROBE 31095	01-5-555528.00 FIRE TRK R & M	414.50	5247	11/22/17
SABIL	10/24/17	HWY/FD--REPAIRS 79391	01-5-555528.00 FIRE TRK R & M	955.00	5247	11/22/17
SABIL	10/24/17	HWY/FD--REPAIRS 79391	01-5-703401.00 OUTSIDE REPAIRS	906.68	5247	11/22/17
SOUTHWORT	10/24/17	HWY--BACKHOE ELEMENT INV1111106	01-5-703403.00 PARTS & SUPPLIES	378.89	5248	11/22/17
STAPLELNK	10/28/17	HWY--BUDGET SUPPLIES 8047104630	01-5-703515.00 ADMINISTRATION	204.32	5249	11/22/17
TASCO	11/01/17	PD-ALARM MONITORING 120200	01-5-475303.00 ALARM MONITORING	36.00	-----	--/--/--
TDS LEASE	11/14/17	PD--Q'LY COOLER RENTAL 01063733	01-5-500501.00 ADMINISTRATION	90.00	-----	--/--/--
TILDEN	11/09/17	TH-REPLACE CIRCUIT COMPRE 21799	01-5-706113.00 REPAIRS & MAINTENANCE	115.90	5250	11/22/17
TIMES ARG	10/23/17	PD--CLASSIFIED 12079	01-5-500501.00 ADMINISTRATION	303.36	5251	11/22/17
TOWLE	10/17/17	HWY--7 YDS ROAD PAK 2235	01-5-703207.00 GRAVEL & STONE	87.50	5252	11/22/17
TSSAND	10/31/17	DPW-1861.45 TON 6" DENSE 82278	01-5-703703.00 FEMA GRANT	13588.60	5253	11/22/17
VACD	10/05/17	FD--DRY HYDRANT PARTS 100517NORWIC	01-5-555830.00 DRY HYDRANT GRANT	212.05	5254	11/22/17
VALLEYNEW	10/01/17	TADMIN--CLASSIFIED 01269479	01-5-005540.00 ADVERTISING	194.99	5255	11/22/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
VALLEYNEW VALLEY NEWS	10/04/17	PL--CLASSIFIED 01269674	01-5-350540.00 ADVERTISING	53.47	5255	11/22/17
VANARMANJ JAY VAN ARMAN	11/01/17	FD--HAY 11/1/17	01-5-555830.00 DRY HYDRANT GRANT	25.00	5256	11/22/17
VERIZWIRE VERIZON WIRELESS	11/04/17	TM-DPW-FD-PD-CELL PHONES 9795703029	01-5-005532.00 T MNGR CELL PHONE	56.31	-----	--/--/--
VERIZWIRE VERIZON WIRELESS	11/04/17	TM-DPW-FD-PD-CELL PHONES 9795703029	01-5-703505.00 TELEPHONE	149.04	-----	--/--/--
VERIZWIRE VERIZON WIRELESS	11/04/17	TM-DPW-FD-PD-CELL PHONES 9795703029	01-5-475238.00 ADMIN TELEPHONE	306.30	-----	--/--/--
VERIZWIRE VERIZON WIRELESS	11/04/17	TM-DPW-FD-PD-CELL PHONES 9795703029	01-5-550235.00 TELEPHONE & INTERNET	66.33	-----	--/--/--
VTPOLASSO VT POLICE ASSOCIATION	11/08/17	2017 MEMBERSHIP DUES 2017 DUES	01-5-500581.00 DUES/MTGS/EDUC	40.00	5257	11/22/17
WAVECOMM WAVECOMM PAGING	11/04/17	HWY--PAGING SERVICE 1973-100248	01-5-703515.00 ADMINISTRATION	118.50	5258	11/22/17
ZOLL ZOLL MEDICAL CORP.	10/30/17	FD--ELECTRODES 2593139	01-5-555424.00 EMS TOOLS/ EQUIP	129.44	5260	11/22/17
Report Total				74952.89		

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 \$ \*\*\*\*74,952.89  
Let this be your order for the payments of these amounts.

FINANCE DIRECTOR   
Roberta Robinson

TOWN MANAGER:   
Herb Durfee III, Town Manager

SELECTBOARD:

\_\_\_\_\_  
John Langhus

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

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

\_\_\_\_\_  
John Pepper

  
Mary Layton, Chair


**FYI**

All Invoices For Check Acct 01(General) 11/22/17 To 11/22/17

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
BOWER	SALLY C BOWER	11/15/17	PD--DEC 17 RENT DEC 17	47-5-575622.00 CONSTRUCTION COSTS	1800.00	5216	11/22/17
LUCKYS	LUCKY'S LEASE, INC.	10/27/17	PD--CONTAINER RENTAL RB29940	47-5-575622.00 CONSTRUCTION COSTS	110.00	5235	11/22/17
WHITEJAY	JAY WHITE, ARCHITECT, PLC	11/14/17	PD-FD FACILITIES 11/14/17	47-5-575622.00 CONSTRUCTION COSTS	3623.85	5259	11/22/17
Report Total					5533.85		

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 \$ \*\*\*\*\*5,533.85  
Let this be your order for the payments of these amounts.

FINANCE DIRECTOR   
Roberta Robinson

TOWN MANAGER:   
Herb Duffee III, Town Manager

SELECTBOARD:

John Langhus

Linda Cook

Stephen Flanders

John Pepper

  
Mary Layton, Chair