

**Agenda for the Selectboard Meeting Wednesday, March 14, 2018 at 6:30 PM**  
(Times Are Approximate)

- 1) Approval of Agenda (Action Item) 5 minutes
- 2) Approval of Minutes: 2/28/2018 Selectboard meetings (Action Item) 5 minutes
- 3) Correspondence (Discussion/Action Item) 5 minutes
  - a) Cheryl Lindberg, as Town Treasurer
  - b) Stuart Richards
  - c) Jay Mead
  - d) Kate Barlow
  - e) Jay Whitehair
  - f) Chris Moore
- 4) Public Comments (Discussion Item) 10 minutes
- 5) Norwich Farm & Creamery (Discussion/Action Item) 10 minutes
- 6) Climate Change & Sustainability Press Release (Discussion/Action Item) 10 minutes
- 7) Review & Adopt Vision & Guiding Principles (Discussion Item) 20 minutes
- 8) Selectboard Goals for the Year (Discussion/Action Item) 10 minutes
- 9) Finance Committee (Discussion/Action Item) 10 minutes
- 10) Posting of Open Positions – w/Update from Brochu (Discussion/Action Item) 5 minutes
- 11) Selectboard Calendar of Meetings (Discussion/Action Item) 5 minutes
- 12) Selectboard
  - a) Board to Sign Accounts Payable/Warrants (Action Item) 5 minutes
  - b) Review of Next Agendas (Discussion/Action Item) 10 minutes
- 13) End of Meeting Debriefing – if needed (Discussion Item) 5 minutes

**Next Meeting – March 28, 2018 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.***

DRAFT Minutes of the Selectboard Meeting of  
Wednesday, February 28, 2018 at 6:30 pm

Members present: Mary Layton, Chair; Linda Cook; Stephen Flanders; John Langhus (via videoconference); Phil Dechert, Acting Town Manager; Miranda Bergmeier, Assistant to the Town Manager.

There were about 12 people in the audience. The meeting was held at the new public safety building at 10 Hazen Street.

Also participating: Stuart Richards, Cheryl Lindberg, Linda Gray, Charlotte Metcalf, Kris Clement, Carolyn Frye, Claudette Brochu, and Marcia Calloway.

Mary Layton opened the meeting at 6:40 pm.

1. Approval of Agenda (Action Item). The Selectboard (SB) agreed to move item #9 (Town Plan Survey) to a spot immediately following Public Comments.

2. Public Comments (Discussion Item). Stuart Richards asked about the status of a \$45,000.00 affordable housing fund that had been established some years ago. Richards suggested that the Selectboard renew its commitment to affordable housing by setting aside \$45,000.00 for the affordable housing fund. Dechert said that 8 or 9 years ago a fund was created to facilitate affordable housing in Norwich. At present, the fund has expired, not having been renewed when it came up for renewal. The fund could be reinstated at a future town meeting, but not at the next March 2018 meeting, because it was not included in the warning. Flanders said that this Selectboard meeting is his last, as he is retiring from service on the Selectboard. Flanders said that it has been a challenge and pleasure to serve on the Selectboard. He said they've accomplished good things together, especially the new Police/Fire building. Cook said that Fire Chief Steve Leinoff will be retiring effective March 9, 2018 and the Fire Department will be holding a reception in his honor on that day from 4:30-6:30 pm, which everyone is welcome to attend. Pepper said that he appreciates Flanders's efforts and hard work on the Selectboard, particularly, his work in producing things for the Selectboard to consider.

9. Town Plan Survey for Town Meeting (Discussion/Action Item). Flanders and Layton said they'd be happy to put off a survey until the next Selectboard meeting. Pepper said he'd like to send out a survey, even if it's not perfect. Stuart Richards said that the Town had professional help with the 2005 survey they sent out, and a lot of effort went into it.

3. Fire Chief Resolution (Discussion/Action Item). Cook and Flanders said the resolution is in honor of the retiring Fire Chief, Steve Leinoff, and gave to Selectboard members a copy of the proposed resolution for consideration. After brief discussion, Flanders **moved** (2<sup>nd</sup> Pepper) to approve the resolution regarding the Norwich Fire Chief. **Motion passed unanimously.**

4. Contract Assessor Discussion (Discussion/Action Item). Layton explained that Bill Krajieski, the contract assessor, has sent a letter to the Selectboard exercising the option to terminate the current contract effective June 30, 2018. Cheryl Lindberg said that the Board of Listers will hopefully meet with Krajieski soon. Lindberg hopes that the site visits and other contract work will be completed by the end of June. Linda Gray asked if the process for getting a new assessor will happen so there won't be a gap in service. Lindberg said that is the goal.

5. Climate Change & Sustainability Resolution (Discussion/Action Item). Langhus said that he

put together a revised resolution which he submitted today to fellow Selectboard members. Charlotte Metcalf said that she included some questions in her correspondence to the Selectboard. Metcalf said a small number of towns had joined the coalition. Linda Gray said that the action of the resolution is to join the Vermont Climate Pledge Coalition; any future actions or expenditures would need to be approved by the Selectboard. This resolution is about the Selectboard's intent to take actions in the future, but it is not a binding contract requiring any specific action. Lindberg said she didn't think the Selectboard should vote on this today, because it wasn't in the meeting packet. Cook is concerned about the resolution's reference to the U.S. commitment to the Paris climate agreement. Charlotte Metcalf, Kris Clement, and Stuart Richards all expressed concern about the proposed resolution. Langhus said the resolution has been discussed by the Selectboard in the most recent prior meetings, and the resolution version he submitted to the Selectboard today contained no new language from the one submitted in the last meeting; it is merely a "cleaned up" final edition. Langhus said he thinks the Selectboard should vote on the resolution during tonight's meeting. Flanders then read the three action sentences of the resolution. After some more discussion, Flanders **moved** (2<sup>nd</sup> Pepper) to approve a resolution to join the Vermont Climate Pledge Coalition and direct the Town Manager to work with town departments, committees, and residents to reduce greenhouse emissions. **Motion passed 4 to 1 (no- Cook).**

6. Board to Sign Accounts Payable/Warrants (Discussion/Action Item). Flanders **moved** (2<sup>nd</sup> Pepper) to approve check warrant #18-18 for Records Restoration Fund in the amount of \$2,580.00; for Fire Equipment Fund in the amount of \$5,073.00; for Public Safety Facility Fund in the amount of \$4,868.95; for Highway Equipment Fund in the amount of \$43,571.00; and for General Fund in the amount of \$2,114,825.20. **Motion passed unanimously.**

7. Town Manager Report (Discussion Item). Dechert, as Acting Town Manager, provided a brief report. Dechert said that Town Manager Durfee is out of the hospital now and at home, and is headed in the right direction with his recovery. There is no word yet on when he will be back at work. There will be an open house on March 9<sup>th</sup> in the new public safety building. The DPW building renovation and addition is underway. Some existing insulation has to be replaced to remove black mold. No estimate has yet been received for that work. Hiring for a new Administrative Clerk is underway. The Fire Chief hiring process also underway. Next, we will need to hire a new Planning Director. Our new police sergeant is starting work on March 5, 2018. Dechert plans to bring in a consultant to assist with Planning Department work he is unable to complete because of his work as Acting Town Manager.

8. Selectboard Budget Presentation for Town Meeting (Discussion/Action Item). Flanders said it would be nice to add to the presentation some graphics from the Town Report. The Selectboard members discussed the particulars of the presentation and discussed options for which member(s) should present which portions of the presentation. Stuart Richards said that the tax rate doesn't matter to him, but it matters to others and we need to reduce the tax rate in Norwich so people won't need to move away.

10. Correspondence (Discussion/Action Item). Pepper suggested that a Selectboard member should contact the senders of correspondence to discuss that correspondence as part of the future procedures for receiving correspondence. The Selectboard will discuss that procedure at its organizational meeting next week. Cook **moved** (2<sup>nd</sup> Flanders) to receive correspondence from Marcia Calloway regarding the Town Plan; from Charlotte Metcalf regarding the Town Plan; and from Stuart Richards regarding the Town Plan. **Motion passed unanimously.**

11. Selectboard –

- a. Approval of Minutes (Action Item). After some discussion of proposed edits, Flanders **moved** (2<sup>nd</sup> Pepper) to approve the minutes of the February 3-6, 2018 and February 14, 2018 Selectboard meetings. **Motion passed unanimously.**
- b. Review of Next Agendas (Discussion/Action Item). The Selectboard agreed to include in their March 7, 2018 agenda the usual organizational meeting agenda items.

\*Langhus left the meeting at 8:45 pm, due to an emergency requiring his attention.\*

- c. Dechert explained that he cannot work for Norwich past April 30, 2018 because of VMERS rules. Layton **moved** (2<sup>nd</sup> Pepper) to enter executive session to discuss the Town Manager's status, pursuant to 1 VSA §313(a)(3). **Motion passed 3 to 1 (no- Flanders).** The Selectboard moved into executive session at 8:55 pm. Flanders **moved** (2<sup>nd</sup> Pepper) to enter public session. **Motion passed unanimously.** At 9:07 pm, the Selectboard moved into public session.

At 9:10 pm, Cook **moved** (2<sup>nd</sup> Flanders) to adjourn. **Motion passed unanimously.**

Meeting adjourned at 9:10 pm.

By Miranda Bergmeier

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

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

Next Meeting – March 7, 2018 at 6:30 PM

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

TOWN OF NORWICH  
QUARTERLY INVESTMENT REPORT  
12/31/2017

	Rate/APY	12/31/17 Balances	Quarterly Interest
<b>Ledyard National Bank:</b>			
Business Checking (3 accounts) - FDIC Insured up to \$250,000		\$ 130,000.00	
Bond Sinking Fund - Savings account - FDIC Insured	0.10%	\$ -	\$ 1.72
ICS: General Fund - FDIC Insured		437,752.37	
Total ICS Balance ~ 12/31/2017	0.25%	\$ 437,752.37	\$ 1,890.36
Total LNB Cash on Deposit ~ 12/31/2017		\$ 567,752.37	\$ 1,892.08
<b>Mascoma Savings Bank:</b>			
Government Interest Checking-Operating/Recreation/Fish&Game	1.00%	\$ 4,361,371.81	\$ 3,496.70 2 mths
Bond Sinking Fund - transferred on 12/28/17	1.00%	\$ 3,991.55	\$ -
Total MSB Cash on Deposit ~ 12/31/17		\$ 4,365,363.36	\$ 3,496.70
Less: Outstanding Checks		25,865.48	
		\$ 4,907,250.25	
Anticipated Balance Sheet ~ 12/31/2017		244,700.71	
Plus: January deposits to G/L in error		\$ 5,151,950.96	\$ 5,388.78
Cash on Balance Sheet ~ 12/31/2017			

Treasury Bill rates:  
26 week - 1.50%  
1 year - 1.70%

Wall Street Journal Prime = 4.50%

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

**Miranda Bergmeier**

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**From:** Stuart Richards <srichards@globalrescue.com>  
**Sent:** Monday, March 05, 2018 11:04 AM  
**To:** Mary Layton; Linda Cook; John Pepper; Stephen Flanders; John Langhus; Marcia Calloway; rgere@mac.com; Claudette  
**Cc:** Miranda Bergmeier; Herb Durfee; Phil Dechert  
**Subject:** Affordable Housing

Dear Select Board Members and or Future Members,

For a number of years \$45,000+ was designated and assigned for the purpose of promoting affordable housing in the Norwich's budget. It was intended to provide seed money for affordable housing and could've been used as a binder for the purchase of land/buildings, to do sewage testing and for a number of other preliminary functions to promote affordable housing. Unfortunately, the designation was allowed to lapse and it appears that it is now no longer available. In order for this budget item to be renewed it would need to be approved by a public vote.

It would be much appreciated if you could have this commitment renewed and approved at the earliest possible time via an article at the next town meeting or a special meeting if the next possible regular vote is far off.

Please make this request a part of correspondence for your next meeting.

Many thanks,

Stuart L. Richards, Director  
Norwich Affordable Housing, Inc.

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## Miranda Bergmeier

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**From:** Jay Mead <jaywmead@gmail.com>  
**Sent:** Tuesday, March 06, 2018 9:32 PM  
**To:** Miranda Bergmeier; Herb Durfee; Miranda Bergmeier  
**Subject:** The future of Norwich Farm?

Dear select board members,

My name is Jay Mead, and I live with my wife, Edie Farwell, at 645 Turnpike road. Our 8 acres abuts The Norwich Farm and the BrookMead land trust which is managed by the Upper Valley Land Trust (UVLT). Despite being very happy that 352 acres has been preserved as a land trust in our back yard we are concerned about the future of Norwich Farm. As you probably know UVLT had partnered with Vermont Technical College (VTC) in 2015 to have a teaching dairy facility at the Norwich Farm. In 2017, VTC decided to terminate this program. Since that time UVLT has been exploring other options for the farm despite the fact that cheese makers, Chris Gray and Laura Brown have been trying hard to get UVLT to support their fledgling enterprise. This family has a lease and a plan to bring cows back to the farm as well as creating a successful farmstead cheese operation. While Chris and Laura have support from VTC to continue on with their plans, they do not apparently have the support of UVLT. Meanwhile Chris and Laura, who moved here back in 2015 to be part of VTC's teaching program and have been suffering financially because they have not been able to enact their plans.

As a neighbor and resident of this town I am concerned about what may happen to Norwich Farm. Since conservation funds from this town went into this UVLT land trust, it is clearly the town's business what happens to Norwich Farm. I have heard talk of other enterprises like Willing Hands and others using the barns as warehouses. Such a move would not only be tragic from the point of view of another dairy farm going down the tubes, but the traffic implications would effect residents and I believe would be at least subject to an act 250 process. The bottom line is that we need to help our farmers stay on the land. Working landscapes are essential to this state. Norwich Farm should stay a farm, not become something else.

These thoughts and questions are what I would like to bring up at your next select board meeting on the 14th. I would welcome this as an agenda item for discussion at any future select board meetings. Thanks you for your consideration and time.

Sincerely,

Jay Mead

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## Miranda Bergmeier

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**From:** Kate Barlow <katebarlow8@gmail.com>  
**Sent:** Tuesday, March 06, 2018 1:08 PM  
**To:** Miranda Bergmeier  
**Subject:** Request to add agenda item to next select board meeting: Future of Norwich Farm

Dear Miranda:

I would be ever so grateful if you would fwd my message to the select board members.  
Many thanks, Kate Barlow

Dear select board members,

My name is Kate Barlow, and I live with my husband, David Barlow and our eight-year-old twins Teddy and Amelia at 328 Turnpike (where New Boston meets Turnpike Road). We have been living here since September 2007.

I write today to express our concern about the future of Norwich Farm related directly to the Upper Valley Land Trust (UVLT) exploring options for the property since Vermont Technical College (VTC) decided to terminate the teaching dairy facility.

Chris and Laura Gray have worked tirelessly with VTC and also local and national grant providers to construct a \$600,000 dollar creamery, along with designing an "laqueduct" to transport milk directly from the barn to the creamery. They have developed, from nothing, a steady stream of customers and are well known for their community building and support of local events. The Grays have incredible plans for farm programs liaising with local schools and most importantly, are a local business, running what has been local farm under Andrew Sigler who, per my understanding, chose to give the land to VTC (and not UVLT) with the explicit intention that it would be kept a functioning dairy farm.

Per their website, one of the strategic focuses for the UVLT with regards to productive farmland is to, "support and promote healthy local food and opportunities for those who grow it." With this focus, I am dismayed to learn that the UVLT has been exploring options for Norwich Farms, including, but not limited to a storage facility for Cover (who thankfully declined) and a terminal for Willing Hands. (I will not elaborate on the traffic implications this would have for Turnpike Road.) All the while the UVLT has been ignoring and unresponsive to the gem of an operation that Chris and Laura have succeeded in building. The Grays have a lease and plan to bring cows back to the barns and continue to expand their already very successful cheese operation. VTC supports all plans related to Norwich Farm Creamery and I would like to see UVLT do the same. I would also like to make sure that Andrew Sigler's generous gift is honored in the way for which it was intended.

My husband owns his own business, BE Fit Physical Therapy, and we are familiar with the all-consuming work that being a local entrepreneur brings, along with the challenges and the rewards. It has been admirable to observe Chris and Laura be nimble and creative with their business as they have had to navigate unforeseeable challenges. It is time the town stood behind them.

I would like to bring this up at the next select board meeting on the 14<sup>th</sup> and request this be placed as an agenda item for discussion at future select board meetings.

With advanced gratitude for your consideration,

Kate Barlow

handout SB intg 3/7/18

3e

**From:** Jay Whitehair sailoffshore@comcast.net  
**Subject:** Lost faith in the Norwich Fire Department...  
**Date:** March 6, 2018 at 8:58 PM  
**To:** norwich@lists.vitalcommunities.org

As a professional firefighter serving the Upper Valley for the past 13 years and as a paid-by-call firefighter with Norwich for many years prior to that, I have to say that I am profoundly disappointed by the towns appointment of non resident Matt Herbert to the panel which will be hiring the new Norwich fire chief. It is of my opinion that Matts fundamental lack of understanding of the complexities of the fire service and his isolation within the Norwich fire house invalidates his position on this important panel. As a Norwich tax payer, who built with his own hands his families homestead primarily from the recycle bin and cast-offs of others, and who has seen his tax bill rise to the point of challenge, I find it absolutely reckless that Norwich has found this appointment appropriate. Your local emergency services are a cornerstone of community health and wellness. With the expenses incurred to maintain our leg of the system, I would expect the town of Norwich to put more effort into designing and directing its local future. I would hope that the appointment of Mr Herbert be re-considered and perhaps the position be filled with a resident with closer financial ties to the town and a better understanding of the matrix of the Upper Valley EMS system.

Respectfully,

Jay Whitehair

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**Miranda Bergmeier**

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**From:** Chris Moore <splitcane@gmail.com>  
**Sent:** Wednesday, March 07, 2018 10:01 AM  
**To:** Miranda Bergmeier  
**Subject:** I urge you to consider the list serve comments of Jay Whitehair on 6 March 2018

Dear Selectboard,

On 6 Mar 2018, Norwich resident Jay Whitehair posted the following on the Norwich list serve. Having little understanding of the context of his post, I sent him an email. I will not share that private communication because it is just that, private. What I can say is that I asked for explanation and context for his post and his response to me was cause for concern. I urge you to make every effort to follow up with Mr. Whitehair and determine and take any actions pursuant thereto. Our very lives, and those of our volunteers, may depend upon it.

Thank you,

Chris Moore  
New Boston Rd.

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**38. Lost faith in the Norwich Fire Department...**

From: Jay Whitehair <[sailoffshore@comcast.net](mailto:sailoffshore@comcast.net)>  
Date: Tue, 6 Mar 2018 20:58:50 -0500

As a professional firefighter serving the Upper Valley for the past 13 years and as a paid-by-call firefighter with Norwich for many years prior to that, I have to say that I am profoundly disappointed by the towns appointment of non resident Matt Herbert to the panel which will be hiring the new Norwich fire chief. It is of my opinion that Matts fundamental lack of understanding of the complexities of the fire service and his isolation within the Norwich fire house invalidates his position on this important panel. As a Norwich tax payer, who built with his own hands his families homestead primarily from the recycle bin and cast-offs of others, and who has seen his tax bill rise to the point of challenge, I find it absolutely reckless that Norwich has found this appointment appropriate. Your local emergency services are a cornerstone of community health and wellness. With the expenses incurred to maintain our leg of the system, I would expect the town of Norwich to put more effort into designing and directing its local future. I would hope that the appointment of Mr Herbert be re-considered and perhaps the position be filled with a resident with closer financial ties to the town and a better understanding of the matrix of the Upper Valley EMS system.

Respectfully,

Jay Whitehair

## **Norwich Farm Creamery: A Comprehensive Plan, Ready for Action**

Norwich Farm Creamery believes that Norwich Farm is best suited as a value-added dairy farm and sustainable food system that includes value-added dairy products; food crops; innovative agricultural practices; and community education programming. Chris Gray and Laura Brown, established professionals in their field, have a sustainable plan that can be set into motion immediately that makes Norwich Farm into a dynamic, exciting working landscape.

The essential elements of the plan are:

1. On-site milk production, using select breeds of cows to maximize the quality of milk. Initially, there would be 10 cows in the first year, and 40 cows when the dairy is running at full capacity. The creamery would take a large percentage of the milk; the rest would be sold to other area value-added dairy businesses.
2. The onsite state-of-the-art creamery, with a unique gravity-fed system that results in the production of a premier line of dairy products, from pasteurized cheeses to yogurt, butter, and ice cream.
3. Community education. A farm is a small community inside of a larger one, and NFC is committed to providing quality programming in conjunction with various partners.

### **THE DAIRY: COWS ON SITE**

NFC has identified professional dairy farmers who are prepared to come to the property immediately. The details of a partnership and lease between UVLT and NFC would need to be established before that happens. The milk produced on site will be of the highest quality from a mix of new and old world breeds. As the business grows, NFC has other area agricultural businesses who are interested in buying surplus milk from Norwich Farm at a sustainable price outside of the traditional commodity market.

Seth and Bethany Carpenter, farmers currently in the Northeast Kingdom, will relocate to Norwich to restart the dairy. The Carpenters are both graduates of VTC's Dairy Farm Management program. In the decade since graduation, they have managed large commercial herds as well as small value added herds and worked directly with the public in educational settings.

The Carpenters also specialize in animal genetics and the show cow industry. This allows them to diversify the farm income stream by collecting fees for boarding show cows and providing clinical artificial insemination services. In addition to being in an ideal geographic location, Norwich Farm is singularly equipped for these specialized operations today.

Seth has a full time sales job in the dairy industry, which he would continue with in order to provide financial security until he transitions full time to the farm.

## **THE CREAMERY: EXCEPTIONAL FARMSTEAD PRODUCTS**

Norwich Farm Creamery will continue to use the equipment that is currently in place and continue to provide educational programming with VTC in line with the terms of the grant. While NFC does not anticipate any issues concerning the use of the equipment, if it were to be relocated to Randolph or otherwise leave the property, NFC has access to the necessary capital to purchase new equipment.

Chris Gray has completed dairy and creamery coursework at Cornell University, University of Wisconsin (Madison), University of Vermont, and Sterling College. Previously, Chris was Creamery Director and Director of Sales and Marketing and remains a partner at Consider Bardwell Farm in West Pawlet, VT. There, he expanded annual production from 5000 to 100,000 pounds of aged raw milk cheese and established a network of local farms to supply the creamery with over 1 million pounds of milk from 60 cows and 150 goats. Chris produced cheeses that won prizes at the American Cheese Society, US Cheese Championship, and the World Cheese Championships. His cheeses have been served at the finest restaurants and retailers in America.

"For the past decade, I have worked with Chris Gray. His products are unfailingly of the highest quality, and my customers consistently order more of them. As someone who works in the international arena with leaders in the food industry, I am proud to include Chris's cheeses in what I offer my clients." -- Wendy Hallgren, President/CEO, Provisions International, White river Junction, VT

The advantages of keeping Norwich Farm as a dairy facility are numerous. For one, it connects the past to the future, bringing real, sustainable agriculture to Norwich. Additionally, there are very few capital improvements necessary to move the farm into full production. The barns and the milking system were specifically custom designed for the express purpose of being a dairy farm. With the addition of the \$650,000 creamery and additional gravity-fed components, the dairy and the creamery are poised to work in symbiotic fashion right away. The farm can begin to generate sustainable revenue in weeks or months, not years.

Furthermore, innovative and environmentally sound land management practices will gel with the surrounding acreage already under the UVLT umbrella. As the working landscape gets back into consistent and productive use, there is an opportunity to make this property a showcase for modern Vermont agriculture and land conservation. With NFC's agricultural expertise and know-how coupled with UVLT's conservation credentials, there are myriad possibilities to profoundly impact the Upper Valley for generations to come.

## **COMMUNITY EDUCATION**

The opportunity to highlight the advantages of locally-produced food, responsible and forward-thinking land management practices, and the intricacies of dairy production are an essential reason to do this in the Upper Valley. NFC is committed to robust and diverse educational programming in conjunction with area partners. In the last two years, NFC has run educational programs for VTC, King Arthur Flour, UNH Sustainability Institute, and has facilitated many agricultural-related regional meetings.

"Chris is an asset to the Norwich community. His knowledge, expertise, sense of humor, and eagerness to educate people about dairy and agriculture are a refreshing addition to the local landscape. Our students thoroughly enjoyed their experience at NFC, and we look forward to future collaborations." -- Susan Miller, Director of the Baking School, King Arthur Flour

### **FINANCES**

Norwich Farm Creamery has already invested \$200,000 into the business. NFC has applied for \$25,000 in matching Working Land Enterprise grant funds that will allow for increased production, storage, and waste water management on site. There are many other grant opportunities available when long-term lease certainty is secured. Additionally, the business is well-capitalized for short-term investments (milk truck, etc.) that will enhance the business' ability to produce high-quality products in the Upper Valley.

Revenue for the creamery:

Year 1

10 cows

118,000lbs of milk/112,000lbs of product: \$144,000 in gross income; \$145,000 in expenses

Year 2

15 cows

200,000lbs of milk/190,000lbs of product: \$247,000 in gross income; \$231,000 in expenses

Year 3

20 cows

286,000lbs of milk/270,000lbs product: \$349,000 in gross income; \$293,000 in expenses

Year 4

30 cows

440,000lbs of milk/410,000lbs product: \$538,000 in gross income; \$382,000 in expenses

Year 5

40 cows

587,000lbs of milk/556,000lbs product: \$717,000 in gross income; \$487,000 in expenses

## **SALES AND MARKETING**

Laura is as a sales specialist, having worked in sales and distribution in the music business for nearly 20 years. In her last role at Warner Music Group, she developed special markets sales channels, accounting for yearly turnover of \$30M and handling accounts such as PBS, Urban Outfitters, and QVC. Laura has spent the last ten years supporting the growth of Consider Bardwell Farm through social media and farmer's markets initiatives.

We currently sell at our on site farm store (50+ milk club members), Dan & Whit's, Norwich Farmers Market, Woodstock Market on the Green, Crossroads Farmstand, Sunrise Farm, and the Woodstock Farmer's Market. The Coop Food Stores would like to carry our products when we are able to secure the milk volumes needed to regularly supply them. We have a vendor relationship in place with Provisions International, the Northeast's top cheese and specialty food distributor, based in WRJ.

## **RISKS**

Norwich Farm Creamery understands that there are risks associated with a dairy farm. However, given that the property is designed -- with great forethought and at tremendous expense -- to be a dairy farm, many obstacles have already been conquered. The property has functioned as a dairy farm previously, and this is a chance to revive it moving forward. While there are countless options for what *could* happen at the site, those options include inherently *more* risks because they require changing a system and a layout that is designed for dairy work.

"Chris has been a very reliable colleague over the past eight years I have known him. He has always been very helpful and responsive in sharing both technical and other types of information related to our respective businesses. Vermont cheesemakers and the broader artisan cheese community have a long tradition of helping each other and operate with the understanding that a rising tide lifts all boats. We all work hard to support each other as we build our respective brands and build the market for our products. I look forward to seeing the hard work Chris and Laura have put into helping to create a business at the Norwich Farms location come to full fruition through a cooperative effort with the UVLT. Good land stewardship is directly connected to the production of the highest quality cheese and I hope this opportunity for constructive collaboration of a top-drawer non-profit organization and a first-class cheese making business is not missed." -- Jeremy Stephenson, Cheese Director at Springbrook Farm in Reading, VT, and Norwich resident

Town of Norwich, Vermont



CHARTERED 1761

Norwich Selectboard Resolution on Sustainability

WHEREAS, the continuing consumption of fossil energy sources is fundamentally unsustainable; and

WHEREAS, anthropogenic greenhouse gas (GHG) emissions pose an unacceptable risk of destabilizing local, regional and global climate systems; and

WHEREAS, detrimental changes to the climate systems upon which human society has evolved over the past 10,000 years and upon which all living creatures depend threaten catastrophic impacts for the people of Norwich, Vermont and our collective values of environmental conservation and the wise nurturing of human potential; and

WHEREAS, the United States has withdrawn from the United Nations Climate Change Conference's Paris Agreement, an international agreement to begin to address anthropogenic climate change through voluntary commitments supporting prevention and mitigation; and

WHEREAS, a variety of states, municipalities, non-governmental organizations, and businesses are offering an alternative voice and message that the people in the United States are committed to shifting to sustainable lifestyles and patterns of development;

NOW, THEREFORE, the Selectboard of the Town of Norwich hereby:

1. Joins the State of Vermont and other Vermont communities and businesses in the Vermont Climate Pledge Coalition, and in so doing, pledges to meet or exceed their proportionate obligations for the United States in the Paris Agreement;
2. Joins other organizations and citizens by pledging to embrace sustainable land use and lifestyle principles and practices;
3. Directs the Town Manager to work with municipal departments, town committees, third-party contractors and other organizations and the general public to develop and implement strategies and actions to effectively minimize GHG emissions derived from Town activities and spending, and to embrace sustainable principles through Town policies, regulations, strategic and other plans, and other means that may be available.

APPROVED this 28th day of February, 2018.

Mary Layton, Chair

Town of Norwich, Vermont



CHARTERED 1761

Press Release  
FOR IMMEDIATE RELEASE

Town of Norwich, VT, Joins the Vermont Climate Pledge Coalition

Norwich, March 5, 2018 – At their February 28 regular meeting, the Norwich Selectboard approved a resolution to join the Vermont Climate Pledge Coalition.

The vote authorized Town Manager Herb Durfee to “work with municipal departments, town committees, third-party contractors and other organizations and the general public to develop and implement strategies and actions to effectively minimize [greenhouse gas] emissions derived from Town activities and spending, and to embrace sustainable principles through Town policies, regulations, strategic and other plans, and other means that may be available.”

The proposal to join the Coalition was recommended to the Board by three town committees: the Energy Committee, the Conservation Commission, and the Planning Commission.

In urging the Board to join the Coalition, the Energy Committee cited the costly and dangerous effects of greenhouse gas emissions. It noted that “given the short time frame we have for effective action on global warming and the scale of the problem, it is important that we join with others to magnify our actions.”

The Board's resolution reads, in part: “anthropogenic greenhouse gas (GHG) emissions pose an unacceptable risk of destabilizing local, regional and global climate systems.”

In voting to join the Coalition, Board members noted that the Town has already taken significant actions, including entering into a power purchase agreement for solar electricity, installing an electric vehicle charging station at the general store, and targeting net-zero energy for its new public safety building. They emphasized the leadership value of joining together and making a public commitment to action.

Contacts:

Phil Dechert Acting Town Manager, 802-649-1419 pdechert@norwich.vt.us

Linda Gray, Norwich Energy Committee, 802-649-2032 linda.c.gray@gmail.com

###

Norwich Select Board  
March 8, 2018  
Select Board "Parking Lot" and "Goals" 2017-2018  
Mary Layton

Hi All

I have retyped the Parking Lot and Select Board Goals as my original electronic copy is hard to retrieve after a computer crash.

The Select Board Goals last year included the Vision Statement, Town Plan, Personnel Policy, Town Pool, Town Ordinances, Select Board process, Identifying Town Manager goals, setting the tax rate, property assessment budgetary guidance, capital facilities improvement and equipment replacement plans, Negotiated Agreement, Sidewalks, and Trails. This list is compiled from the document Schedule for Norwich Selectboard Goals (5/10/17), no attribution but possibly from the Town Manager's Office.

The "Parking Lot" issues that I have had listed on an earlier document (1/14/18) include the following items:

Financial Policies  
Personnel Policies  
Two Rivers Ottaquechee Regional Commission input into Town Plan  
Town Plan hearing date  
Illesley Road  
Drake Grievance  
Fire District/Town merger  
Meet with Prudential Committee regarding hydrants and sidewalks  
Town Manager Evaluation  
Union Negotiations  
Town Plan Survey  
Town Plan Process  
Time Frame to schedule Town Plan Second Hearing  
Negotiate Hydrant Rental Agreement with Fire District  
Lister/Assessor warrant article  
Town Clerk salary  
Citizen questions regarding Town Plan process and content.

## NORWICH FINANCE COMMITTEE

### 1. Charge

The Norwich Finance Committee (NFC), appointed jointly by the Norwich Selectboard and the Norwich School Board, comprises seven Norwich residents who neither receive compensation from the Town, School Districts or Supervisory Union nor have spouses that do so. These seven along with the seven appointed members of the Hanover Finance Committee comprise the Finance Committee for the Dresden School District.<sup>1</sup> Members serve staggered, three-year terms.

The NFC provides independent advice in the creation of annual budgets for the Town of Norwich, the Norwich School District and, together with the Hanover Finance Committee, the Dresden School District. The NFC researches annual budgets, policies, contracts, capital decisions and business practices that affect Norwich town and school finances. It renders non-binding advisory recommendations about costs, benefits and financial options, based on economic factors and principles.

The NFC elects a Chair, Vice-chair and Secretary from among its members. Vacancies of the NFC are filled by the joint appointment of the Norwich Selectboard and the Norwich School Board. Members of the NFC observe the town's Conflict of Interest Policy.

The table below shows the number of members required for a quorum and the number of votes required to pass a motion as a function of filled positions on the committee:

Number of Filled Positions	Quorum	Votes Required
0 – 2	N/A	N/A
3 – 5	3	3
6 – 7	4	4

Adopted by the Norwich Selectboard and the Norwich School Board:

Norwich Selectboard  
22 January 2014

Norwich School Board  
9 January 2014

<sup>1</sup> [http://sau70.org/policies/DresPolRegAB/Articles\\_of\\_Agreement\\_revised%2012-17-01.pdf](http://sau70.org/policies/DresPolRegAB/Articles_of_Agreement_revised%2012-17-01.pdf): The Dresden Finance Committee shall have the same duties and responsibilities with respect to the budget of the Dresden School District as the Hanover and Norwich Finance Committees have with respect to the budgets of their respective towns and school districts.

## **2. Guidance to the Committee**

### **2.1 Skill Set**

Experience (or the ability to perform functions) in the following areas would allow the Norwich Finance Committee to provide beneficial advice.

- Research of on-line material.
- Following national economic conditions and trends
- Understanding both town and school business practices, e.g. services provided, staffing levels, reserve funds, special education funding etc.
- Understanding how taxes are determined from budgets and the grand list for both town and school.
- Analysis of financial material, including the use of on-line sources and spreadsheets.
- Developing useful town and school financial recommendations
- Writing reports.

### **2.2 Budgetary Advice to Boards and Voters**

The NFC has three major phases during which it should render advice, prior to the formulation of town and school budgets, during budget deliberations, and prior to the public votes on the budgets. At a minimum, the NFC should obtain the data necessary to offer advice germane to the formulation or approval of a budget:

#### **2.2.1 Budgetary Indicators prior to Budget Formulation**

The purpose of budgetary indicators is to help the town Selectboard and the respective school boards develop budgets that are likely to pass by a substantial majority of the voters, being neither too expensive nor too lean. The NFC offers indicators as a service, not as a mandate for compliance.

The NFC may provide the following data collection and analysis, which may provide useful input to the Selectboard and School Board prior to budget deliberations:

- *Ability to pay* – Identify indices that represent the health of the local economy and affect the community’s ability to pay taxes.
- *Change of cost index* – Identify appropriate cost indices that reflect municipal or educational costs. This allows an estimate of a budget that maintains the current level of services.
- *Budgetary headroom* – Identify budgetary values that would maintain the current municipal and education tax level on a given property.

## 2.2.2 Budgetary Deliberations

During budgetary deliberations of the Selectboard and school boards, the NFC may assess how the budget is progressing against the above indicators. Additionally, NFC members may identify budgetary items that might be performed in a more cost-effective manner and call them to the attention of the board in open meeting.

## 2.2.3 Budgetary Advice to Voters

It is up to the voters to decide whether the budget is affordable to them. Accordingly, the NFC should provide a statement to voters on the town and school budgets, which may indicate how the proposed budgets compare with the latest budgetary indicators and how any change in expected property taxes compare with those same indices.

## 2.2.4 Other Assignments

The Selectboard or Norwich School Board may ask the NFC to review specific issues, pertaining to its financial policies and investment options.

## 2.3 Budget Reporting Points

In assessing the appropriateness of proposed budgetary items, the Norwich Finance Committee may consider the following:

- **Does the budgetary item benefit the community?** If voters have supported it in the past, that's a solid indication. If it's a new capability, what was the tenor of remarks in public discussions?
- **Is the budgetary item affordable?** If voters have supported the item, that's an indication. The NFC looks at future trends of voter finances and budgetary costs to predict affordability. The NFC seeks budgetary proposals that are likely to achieve a substantial majority when voted upon.
- **Is the budget sustainable?** Even if the voters have supported the budgeted level of service in the past, budgets may face future decreases in sources of non-tax income and collateral support from state sources, such as aid to education, pension fund balances and income sensitivity. The NFC uses research into such matters to advise the public about future prospects for non-tax income and increased expenses.
- **Is the budgetary item cost-effective?** Even if questions 1. and 2. have been satisfied, the budgetary goods or services may not be offered in a cost-effective fashion. The NFC uses comparables and documented research on best practices to establish cost-effectiveness.
- **Is anyone disadvantaged by adoption of the budgetary item?** Just because a majority of voters approve of budgeted goods or services, doesn't mean that there is no adverse impact on some members of the community. The NFC attempts to identify such impacts and determine their seriousness and means to mitigate them.

## **2.4 Labor Contract Guideline Development**

The NFC may provide labor contract guidelines to the Selectboard and Norwich School Board in advance of negotiations (it should however, avoid giving targeted numerical guidelines in advance of or during negotiations, since these may constrain the ability of management to negotiate).

# WANTED

10

**The Norwich Selectboard seeks applicants for open positions on SEVERAL Town boards and committees. Full descriptions of these positions are available on the Norwich website at <http://norwich.vt.us/wp-content/uploads/2013/03/PositionDescriptions2016.pdf>.**

**Interested Norwich residents should submit an application to the Norwich Selectboard and be available to interview with the Selectboard. The application is available at the Town Manager's office (Tracy Hall), by email at [manager-assistant@norwich.vt.us](mailto:manager-assistant@norwich.vt.us), or on the Town website @ [www.norwich.vt.us](http://www.norwich.vt.us).**

**In order for applications to be available to the Selectboard at their March 28, 2018 meeting, please submit them to the Town Manager's office by 12:00 noon on Thursday, March 22, 2018.**

## **The following positions are open:**

<b>Agent to Prosecute &amp; Defend Suits</b>	<b>One seat to expire in March 2019</b>
<b>Conservation Commission</b>	<b>One seat to expire in March 2022</b>
<b>Energy Committee</b>	<b>Two seats to expire in March 2021</b>
<b>Finance Committee</b>	<b>Seven seats (staggered terms)</b>
<b>Grand Juror</b>	<b>One seat to expire in March 2019</b>
<b>Recreation Council</b>	<b>Two seats to expire in March 2021</b>
<b>Tree Warden</b>	<b>One seat to expire in March 2019</b>

## The following positions will be posted as open in April, 2018:

Development Review Board	Two seats to expire in April 2021
Development Review Board	One alternate seat to expire in April 2021
ECFiber Governing Board	One seat to expire in April 2019
ECFiber Governing Board	One alternate seat to expire in April 2019
Historic Preservation Commission	Three seats to expire in April 2021
Planning Commission	One seat to expire in April 2022
Town Service Officer	One seat to expire in April 2019
Two Rivers Ottauquechee RC	One seat & one alternate to expire in April 2019

03/09/18  
03:06 pm

Town of Norwich Accounts Payable  
Check Warrant Report # 18-19 Current Prior Next FY Invoices For Fund (General)  
All Invoices For Check Acct 03(General) 03/09/18 To 03/14/18

12a

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
BAYSTATE	03/01/18	BAY STATE ELEVATOR CO. TH-ELEVATOR MAINT. 468431	01-5-706107.00 ELEVATOR MAINTENANCE	252.96	-----	--/--/--
BROOK	01/17/18	BROOK FIELD SERVICE EMER-GENERATOR 28678	01-5-575620.00 EMERG GEN MAINT	192.90	-----	--/--/--
CCBA	03/01/18	CARTER COMMUNITY BUILDING REC-2018 DUES UVRA 18 DUES	01-5-425160.00 DUES/MTGS/EDUC	50.00	5957	03/14/18
CHAPPELL	02/13/18	CHAPPELL TRACTOR/ B-B CHA DPW-TIRE CHAIN FASTENERS PB45089	01-5-703403.00 PARTS & SUPPLIES	51.25	5958	03/14/18
CHAPPELL	02/22/18	CHAPPELL TRACTOR/ B-B CHA DPW-CHAIN CROSS LINKS PB45439	01-5-703403.00 PARTS & SUPPLIES	367.50	5958	03/14/18
CHILDSUPP	02/13/18	OFFICE OF CHILD SUPPORT CHILD SUPP PPE 3/10/18 PPE3/10/18	01-2-001115.00 CHILD SUPPORT PAYABLE	244.92	5959	03/14/18
COMCAST	02/10/18	COMCAST TEMP PD HEADQUARTERS 2/10/18	01-5-500535.00 VIBRS	105.75	5960	03/14/18
D&B	02/28/18	D&B OUTDOOR POWER EQUIP. B & G-POLE SAW REPAIRS 20387	01-5-704401.00 OUTSIDE REPAIRS	93.12	-----	--/--/--
D&W	02/02/18	JAN & WHIT'S GENERAL STOR TH-KEYS 5358181	01-5-706109.00 BUILDING SUPPLIES	6.64	5961	03/14/18
D&W	02/02/18	DAN & WHIT'S GENERAL STOR FD-FOOD FOR MOVING CREW 5358633	01-5-550301.00 SUPPLIES	41.97	5961	03/14/18
D&W	02/08/18	DAN & WHIT'S GENERAL STOR REC-GAS CAN SNOWMOBILE 5362749	01-5-425322.00 REC FIELD CARE	19.99	5961	03/14/18
D&W	02/13/18	DAN & WHIT'S GENERAL STOR REC-FOOD 5366610	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	9.18	5961	03/14/18
D&W	02/14/18	DAN & WHIT'S GENERAL STOR REC-FOOD 5367263	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	26.88	5961	03/14/18
D&W	02/14/18	DAN & WHIT'S GENERAL STOR REC- FOOD 5367512	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	4.89	5961	03/14/18
DEADRIVER	02/12/18	DEAD RIVER COMPANY TH- 530.6 GAL #2 FUEL 26989	01-5-706103.00 HEATING	945.64	5962	03/14/18
DEADRIVER	02/21/18	DEAD RIVER COMPANY TH-REPLACE STANDPIPE 30542	01-5-706113.00 REPAIRS & MAINTENANCE	789.65	5962	03/14/18
DEADRIVER	02/22/18	DEAD RIVER COMPANY TH-300 GAL #2 FUEL 531104	01-5-706103.00 HEATING	534.66	5962	03/14/18
DEADRIVER	02/21/18	DEAD RIVER COMPANY TH-23.3 GAL #2 FUEL 8822	01-5-706103.00 HEATING	41.53	5962	03/14/18
DELTA DEN	03/01/18	DELTA DENTAL MARCH 2018 DENTAL MARCH 18	01-5-350125.00 DENTAL INSURANCE	65.80	5963	03/14/18
DELTA DEN	03/01/18	DELTA DENTAL MARCH 2018 DENTAL MARCH 18	01-5-500125.00 DELTA DENTAL	232.36	5963	03/14/18
DELTA DEN	03/01/18	DELTA DENTAL MARCH 2018 DENTAL MARCH 18	01-5-703125.00 DENTAL INSURANCE	414.48	5963	03/14/18
DELTA DEN	03/01/18	DELTA DENTAL MARCH 2018 DENTAL MARCH 18	01-5-704125.00 DENTAL INSURANCE	34.96	5963	03/14/18
DELTA DEN	03/01/18	DELTA DENTAL MARCH 2018 DENTAL MARCH 18	01-5-200125.00 DENTAL INSURANCE	65.80	5963	03/14/18
DELTA DEN	03/01/18	DELTA DENTAL MARCH 2018 DENTAL MARCH 18	01-5-425125.00 DENTAL INSURANCE	34.96	5963	03/14/18
DELTA DEN	03/01/18	DELTA DENTAL MARCH 2018 DENTAL MARCH 18	01-5-555126.00 DENTAL INSURANCE	34.96	5963	03/14/18

03/09/18  
03:06 pm

Town of Norwich Accounts Payable  
Check Warrant Report # 18-19 Current Prior Next FY Invoices For Fund (General)  
All Invoices For Check Acct 03(General) 03/09/18 To 03/14/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
DELTA DEN	03/01/18	DELTA DENTAL MARCH 2018 DENTAL MARCH 18	01-5-100125.00 DENTAL INSURANCE	131.60	5963	03/14/18
DELTA DEN	03/01/18	DELTA DENTAL MARCH 2018 DENTAL MARCH 18	01-5-005125.00 DENTAL INSURANCE	116.32	5963	03/14/18
DURKGA	02/24/18	GARY J. DURKEE DPW-BOOT ALLOWANCE 2/24/2018	01-5-703311.00 UNIFORMS	119.99	-----	--/--/--
EVANSMOTO	02/19/18	EVANS GROUP, INC. DPW- 760 GAL DIESEL 631256	01-5-703405.00 PETROLEUM PRODUCTS	1818.30	-----	--/--/--
EVANSMOTO	02/26/18	EVANS GROUP, INC. DPW-125 GAL DIESEL 631637	01-5-703405.00 PETROLEUM PRODUCTS	305.33	-----	--/--/--
EYEMED	01/21/18	COMBINED INSURANCE CO OF VISION INSURANCE FEBRUARY 163393905	01-2-001126.00 VISION SERV PLAN-PAYROLL	184.16	5964	03/14/18
EYEMED	02/21/18	COMBINED INSURANCE CO OF VISION INSURANCE MARCH 163424059	01-2-001126.00 VISION SERV PLAN-PAYROLL	196.91	5964	03/14/18
FASTENAL	02/26/18	FASTENAL DPW-BOLTS FOR STOCK NHWES72278	01-5-703403.00 PARTS & SUPPLIES	66.40	-----	--/--/--
FOGGS	02/14/18	FOGG'S HARDWARE AND BUILD PD-HARDWARE 820415	01-5-475301.00 SUPPLIES	6.49	5965	03/14/18
FOGGS	02/14/18	FOGG'S HARDWARE AND BUILD FD-LIGHT BULBS 820427	01-5-550301.00 SUPPLIES	17.98	5965	03/14/18
FOGGS	02/16/18	FOGG'S HARDWARE AND BUILD FD-COAX CABLES 820637	01-5-550330.00 REPAIR & MAINTENANCE EXPN	27.97	5965	03/14/18
FOGGS	02/16/18	FOGG'S HARDWARE AND BUILD FD-ELECTRICAL SUPPLIES 820665	01-5-550301.00 SUPPLIES	16.98	5965	03/14/18
FOGGS	02/20/18	FOGG'S HARDWARE AND BUILD DPW-BOLTS 820858	01-5-703403.00 PARTS & SUPPLIES	6.16	5965	03/14/18
FOGGS	02/23/18	FOGG'S HARDWARE AND BUILD PD-HARDWARE 821100	01-5-475301.00 SUPPLIES	8.78	5965	03/14/18
FREIGHTNH	03/01/18	FREIGHTLINER OF NEW HAMPS DPW-#10 PARTS LP270812	01-5-703403.00 PARTS & SUPPLIES	365.68	5966	03/14/18
GMPC	02/26/18	GREEN MOUNTAIN POWER CORP TS-FEBRUARY ELECTRIC 14695FEB18	01-5-705501.00 ELECTRICITY	67.35	5967	03/14/18
GMPC	02/28/18	GREEN MOUNTAIN POWER CORP DPW-STREETLIGHTS 24926FEB18	01-5-703307.00 STREETLIGHTS	941.27	5967	03/14/18
GMPC	02/26/18	GREEN MOUNTAIN POWER CORP PD-BEAVER MEADOW SPEED 24966FEB18	01-5-500204.00 SPEED SIGNS	12.53	5967	03/14/18
GMPC	02/27/18	GREEN MOUNTAIN POWER CORP EMER-TOWER POWER 35066FEB 18	01-5-575233.00 TOWER POWER	58.53	5967	03/14/18
GMPC	02/26/18	GREEN MOUNTAIN POWER CORP TH-WELCOME SIGN ELECTRIC 45726FEB18	01-5-706115.00 BANDSTAND & SIGN ELECTRIC	3.87	5967	03/14/18
GMPC	02/26/18	GREEN MOUNTAIN POWER CORP PD-CHURCH ST SPEED SIGN 55726FEB18	01-5-500204.00 SPEED SIGNS	9.93	5967	03/14/18
GMPC	02/26/18	GREEN MOUNTAIN POWER CORP PD-RTE 10A SPEED SIGN 65726FEB18	01-5-500204.00 SPEED SIGNS	12.22	5967	03/14/18
GMPC	02/26/18	GREEN MOUNTAIN POWER CORP PD/FD-FEBRUARY POWER 70966FEB 18	01-5-550233.00 ELECTRICITY	975.88	5967	03/14/18
GMPC	02/26/18	GREEN MOUNTAIN POWER CORP PD-TURNPIKE SPEED SIGN 75726FEB18	01-5-500204.00 SPEED SIGNS	10.92	5967	03/14/18
GMPC	02/26/18	GREEN MOUNTAIN POWER CORP PD-UNION VILL SPEED SIGN 85726FEB18	01-5-500204.00 SPEED SIGNS	10.74	5967	03/14/18

Town of Norwich Accounts Payable  
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All Invoices For Check Acct 03(General) 03/09/18 To 03/14/18

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
GMPC	GREEN MOUNTAIN POWER CORP	02/26/18	TH-BANDSTAND ELECTRIC 95726FEBRUAR	01-5-706115.00 BANDSTAND & SIGN ELECTRIC	50.25	5967	03/14/18
HARTFORD	TOWN OF HARTFORD	02/16/18	PD-DEC/JAN VIBRS 9020	01-5-500535.00 VIBRS	243.16	-----	--/--/--
HARTGEN	HARTGEN ARCHEOLOGICAL ASS	02/16/18	PLAN-PATTERSONVILLE ASSES 5202-11-01	01-5-350416.00 HIST PRES GRANT	1000.00	5968	03/14/18
HAUN	HAUN WELDING SUPPLY, INC.	02/28/18	DPW-OXYGEN 5462722	01-5-703401.00 OUTSIDE REPAIRS	91.22	-----	--/--/--
HAUN	HAUN WELDING SUPPLY, INC.	03/01/18	DPW-FEB CYLINDER RENTAL T154646	01-5-703401.00 OUTSIDE REPAIRS	14.14	-----	--/--/--
HAYNES	DOUGLAS E HAYNES	03/01/18	REC-TABLE TENNIS 3/1/2018	01-5-425200.00 INSTRUCTOR FEE	333.00	5969	03/14/18
INGRAHAM	ANNA INGRAHAM	03/01/18	PD-TURBO USB 2/22/2018	01-5-500501.00 ADMINISTRATION	17.99	-----	--/--/--
IRVINGOIL	IRVING ENERGY DISTRIB. &	02/21/18	TS-67.4 GAL PROPANE 44648	01-5-705503.00 PROPANE	81.55	-----	--/--/--
IRVINGOIL	IRVING ENERGY DISTRIB. &	02/21/18	TS-29.8 GAL PROPANE 44963	01-5-705503.00 PROPANE	36.06	-----	--/--/--
IRVINGOIL	IRVING ENERGY DISTRIB. &	02/15/18	DPW-240.1 GAL PROPANE 450959	01-5-703503.00 PROPANE	290.52	-----	--/--/--
IRVINGOIL	IRVING ENERGY DISTRIB. &	02/26/18	DPW-305.2 GAL PROPANE 533425	01-5-703503.00 PROPANE	369.29	-----	--/--/--
KEYCOMM	KEY COMMUNICATIONS INC	02/26/18	PD-TEMP PHONE SERVICE 934027	01-5-475238.00 ADMIN TELEPHONE	104.28	-----	--/--/--
LEBFORD	LEBANON FORD	02/05/18	PD-LAMP ASSEMBLY CAR 1 72746	01-5-500306.00 CRUISER MAINT	111.28	5970	03/14/18
LINCOLN	LINCOLN FINANCIAL GROUP	03/01/18	MARCH DISABILITY INSURANC MARCH 2018	01-5-704124.00 DISABILITY/LIFE	94.99	-----	--/--/--
LINCOLN	LINCOLN FINANCIAL GROUP	03/01/18	MARCH DISABILITY INSURANC MARCH 2018	01-5-200124.00 DISABILITY/LIFE INS	-43.43	-----	--/--/--
LINCOLN	LINCOLN FINANCIAL GROUP	03/01/18	MARCH DISABILITY INSURANC MARCH 2018	01-5-500124.00 DISABILITY/LIFE INS	246.31	-----	--/--/--
LINCOLN	LINCOLN FINANCIAL GROUP	03/01/18	MARCH DISABILITY INSURANC MARCH 2018	01-5-300124.00 DISABILITY/LIFE INSURANCE	-8.90	-----	--/--/--
LINCOLN	LINCOLN FINANCIAL GROUP	03/01/18	MARCH DISABILITY INSURANC MARCH 2018	01-5-703124.00 DISABILITY/LIFE	370.61	-----	--/--/--
LINCOLN	LINCOLN FINANCIAL GROUP	03/01/18	MARCH DISABILITY INSURANC MARCH 2018	01-5-555124.00 DISABILITY/LIFE INSURANCE	63.18	-----	--/--/--
LINCOLN	LINCOLN FINANCIAL GROUP	03/01/18	MARCH DISABILITY INSURANC MARCH 2018	01-5-425124.00 DISABILITY/LIFE INSUR	71.81	-----	--/--/--
LINCOLN	LINCOLN FINANCIAL GROUP	03/01/18	MARCH DISABILITY INSURANC MARCH 2018	01-5-350124.00 DISABILITY/LIFE INS	62.58	-----	--/--/--
LINCOLN	LINCOLN FINANCIAL GROUP	03/01/18	MARCH DISABILITY INSURANC MARCH 2018	01-5-200124.00 DISABILITY/LIFE INS	65.06	-----	--/--/--
LINCOLN	LINCOLN FINANCIAL GROUP	03/01/18	MARCH DISABILITY INSURANC MARCH 2018	01-5-005124.00 DISABILITY/LIFE INSUR	140.21	-----	--/--/--
LINCOLN	LINCOLN FINANCIAL GROUP	03/01/18	MARCH DISABILITY INSURANC MARCH 2018	01-5-100124.00 DISABILITY/LIFE INS	114.26	-----	--/--/--
LUFKIN	LUFKIN GRAPHIC DESIGNS	03/02/18	TADMIN-TOWN REPORT 6761	01-5-005310.00 TOWN REPORT	1800.00	-----	--/--/--

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
MAYER	03/07/18	MAYER & MAYER EMPLOYEE JUDGEMENT ORDER FEBRUARY2018	01-2-001120.00 EMPLOYEE JUDGEMENT ORDER	50.00	5971	03/14/18
MIS1	02/22/18	GRANITE STATE POLICE CARE PD-TRAINING ADV PATROLMAN 18-AP1005	01-5-500538.00 TRAINING	250.00	5972	03/14/18
MOORAD	03/01/18	ADAM MOORE B&G- MILEAGE 3/1/2018	01-5-704405.00 PETROLEUM PRODUCTS	39.29	-----	--/--/--
NEMRC	03/01/18	NEW ENGLAND MUNI RESOURCE TC,FIN, LIST-ANNUAL AGREE 41376	01-5-200613.00 SOFTWARE	850.96	5974	03/14/18
NEMRC	03/01/18	NEW ENGLAND MUNI RESOURCE TC,FIN, LIST-ANNUAL AGREE 41376	01-5-100613.00 SOFTWARE	141.82	5974	03/14/18
NEMRC	03/01/18	NEW ENGLAND MUNI RESOURCE TC,FIN, LIST-ANNUAL AGREE 41376	01-5-300360.00 SOFTWARE MAINT/UPDATE	425.48	5974	03/14/18
NORBOOKS	02/21/18	NORWICH BOOKSTORE TADMIN-TOWN REPORT ASSIST 6014	01-5-005310.00 TOWN REPORT	175.00	5975	03/14/18
NORSCHOOL	03/09/18	NORWICH SCHOOL DISTRICT 17-18 SCHOOLTAX 17-18 TAX #6	01-2-001123.00 SCHOOL DISTRICT TAX	1000000.00	5976	03/14/18
OFFICESYS	02/14/18	OFFICE SYSTEMS OF VT, INC PD-COPIER MOVE IN55029	01-5-500501.00 ADMINISTRATION	275.00	-----	--/--/--
PAC-VAN	02/16/18	PAC-VAN, INC. DPW-STORAGE RENTAL 7504421	01-5-703511.00 REPAIRS & MAINTENANCE	150.00	5977	03/14/18
PATHWAYS	01/31/18	PATHWAYS CONSULTING, LLC FEMA-ENGINEER JANUARY 20538	01-5-703703.00 FEMA GRANT	20616.83	5978	03/14/18
PBA	03/07/18	NEW ENGLAND PBA, INC FEBRUARY UNION DUES FEB 18 DUES	01-2-001117.00 UNION DUES PAYABLE	368.00	-----	--/--/--
PETESTIRE	02/21/18	PETE'S TIRE BARNS, INC DPW-TRUCK #4 TIRES (6) 253219	01-5-703403.00 PARTS & SUPPLIES	1211.94	-----	--/--/--
PETESTIRE	02/21/18	PETE'S TIRE BARNS, INC DPW-TRUCK 10 TIRES 253220	01-5-703403.00 PARTS & SUPPLIES	1330.96	-----	--/--/--
PIKE	11/27/17	PIKE INDUSTRIES INC FEMA-845.72T 3/4" STONE 959534	01-5-703703.00 FEMA GRANT	6385.19	-----	--/--/--
PIKE	12/01/17	PIKE INDUSTRIES INC FEMA-583.42T 3/4" STONE 960107	01-5-703703.00 FEMA GRANT	4751.51	-----	--/--/--
PIKE	12/01/17	PIKE INDUSTRIES INC FEMA-20.25T 3/4" STONE 960342	01-5-703703.00 FEMA GRANT	152.96	-----	--/--/--
PIKE	12/05/17	PIKE INDUSTRIES INC FEMA-275.44T 3/4"STONE 960690	01-5-703703.00 FEMA GRANT	2200.48	-----	--/--/--
PIKE	12/05/17	PIKE INDUSTRIES INC DPW-7.71 T EROSION STONE 960705	01-5-703207.00 GRAVEL & STONE	77.10	-----	--/--/--
PIKE	12/05/17	PIKE INDUSTRIES INC FEMA-19.8t 3/4" STONE 960863	01-5-703703.00 FEMA GRANT	282.15	-----	--/--/--
PIKE	12/05/17	PIKE INDUSTRIES INC DPW-9.12 T 3/4 INCH STONE 960871	01-5-703207.00 GRAVEL & STONE	68.86	-----	--/--/--
PIKE	12/08/17	PIKE INDUSTRIES INC FEMA-643.39 T 3/4"STONE 961062	01-5-703703.00 FEMA GRANT	5115.49	-----	--/--/--
PIKE	12/08/17	PIKE INDUSTRIES INC FEMA- 22.18T 3/4" STONE 961458	01-5-703703.00 FEMA GRANT	167.46	-----	--/--/--
PIKE	12/12/17	PIKE INDUSTRIES INC FEMA-231.57 3/4"STONE 961652	01-5-703703.00 FEMA GRANT	1748.35	-----	--/--/--
PIKE	12/15/17	PIKE INDUSTRIES INC FEMA-301.5 3/4"STONE 961864	01-5-703703.00 FEMA GRANT	2276.31	-----	--/--/--

Town of Norwich Accounts Payable  
Check Warrant Report # 18-19 Current Prior Next FY Invoices For Fund (General)  
All Invoices For Check Acct 03(General) 03/09/18 To 03/14/18

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
PIKE	PIKE INDUSTRIES INC	12/18/17	FEMA-BILL CREDIT 962054	01-5-703703.00 FEMA GRANT	-737.30	-----	--/--/--
PIKE	PIKE INDUSTRIES INC	12/18/17	FEMA-ACCOUNT CREDIT 962056	01-5-703703.00 FEMA GRANT	-257.21	-----	--/--/--
PIKE	PIKE INDUSTRIES INC	12/18/17	FEMA-ACCOUNT CREDIT 962058	01-5-703703.00 FEMA GRANT	-282.15	-----	--/--/--
PIKE	PIKE INDUSTRIES INC	02/23/18	DPW-154.21 TON GRAVEL 965329	01-5-703207.00 GRAVEL & STONE	1225.97	-----	--/--/--
PIKE	PIKE INDUSTRIES INC	02/26/18	DPW-19.17 T CRUSHED STONE 965370	01-5-703207.00 GRAVEL & STONE	144.73	-----	--/--/--
PIKE	PIKE INDUSTRIES INC	02/26/18	DPW-509 TON GRAVEL 965375	01-5-703207.00 GRAVEL & STONE	6031.47	-----	--/--/--
PIKE	PIKE INDUSTRIES INC	02/26/18	DPW-134.44 TON GRAVEL 965376	01-5-703207.00 GRAVEL & STONE	1068.80	-----	--/--/--
PIKE	PIKE INDUSTRIES INC	02/26/18	DPW-411.91 TON GRAVEL 965468	01-5-703207.00 GRAVEL & STONE	4645.72	-----	--/--/--
PRUDENTIA	PRUDENTIAL RETIREMENT SER	03/07/18	FEBRUARY DEFERRED COMP 940050-FEB18	01-2-001116.00 DEFERRED COMPENSATION	920.00	5979	03/14/18
PRUDENTIA	PRUDENTIAL RETIREMENT SER	03/07/18	FEBRUARY DEFERRED COMP 940050-FEB18	01-2-001116.10 ROTH PLAN 457	1994.54	5979	03/14/18
REPRO	REPROGRAPHICS OF NEW ENGL	02/22/18	TADMIN-TOWN REPORTS 103496	01-5-005310.00 TOWN REPORT	3362.50	-----	--/--/--
SABIL	SABIL & SONS INC	02/06/18	DPW-NEW MARKER LIGHTS 31991	01-5-703403.00 PARTS & SUPPLIES	24.00	5980	03/14/18
SABIL	SABIL & SONS INC	02/09/18	FD-SWITCHES 32001	01-5-555528.00 FIRE TRK R & M	88.72	5980	03/14/18
SABIL	SABIL & SONS INC	02/12/18	DPW-DUST SHIELD 32013	01-5-703403.00 PARTS & SUPPLIES	205.60	5980	03/14/18
SABIL	SABIL & SONS INC	02/14/18	FD-POLE LIGHTS E-1 32028	01-5-555530.00 EQUIPMENT MAINTENANCE	13.58	5980	03/14/18
SABIL	SABIL & SONS INC	02/16/18	DPW-PARTS 32048	01-5-703403.00 PARTS & SUPPLIES	1594.24	5980	03/14/18
SABIL	SABIL & SONS INC	02/19/18	DPW-U JOINT 32065	01-5-703403.00 PARTS & SUPPLIES	38.19	5980	03/14/18
SABIL	SABIL & SONS INC	02/20/18	FD-LIGHT ASSEMBLY 32070	01-5-555528.00 FIRE TRK R & M	208.48	5980	03/14/18
SABIL	SABIL & SONS INC	02/20/18	FD- CREDIT FOR SWITCH 32071	01-5-555528.00 FIRE TRK R & M	-13.58	5980	03/14/18
SABIL	SABIL & SONS INC	02/13/18	DPW-TRUCK #1 INSPECTION 80706	01-5-703401.00 OUTSIDE REPAIRS	75.00	5980	03/14/18
SABIL	SABIL & SONS INC	02/13/18	DPW-TRUCK #4 INSPECTION 80708	01-5-703401.00 OUTSIDE REPAIRS	75.00	5980	03/14/18
SABIL	SABIL & SONS INC	02/14/18	DPW-TRUCK 5 INSPECTION 80726	01-5-703401.00 OUTSIDE REPAIRS	75.00	5980	03/14/18
SABIL	SABIL & SONS INC	02/15/18	DPW-TRUCK 10 INSPECTION 80733	01-5-703401.00 OUTSIDE REPAIRS	102.16	5980	03/14/18
SABIL	SABIL & SONS INC	02/15/18	PD-INSPECTION 80746	01-5-500306.00 CRUISER MAINT	75.00	5980	03/14/18
SABIL	SABIL & SONS INC	02/16/18	PD-INSPECTION 80753	01-5-500306.00 CRUISER MAINT	75.00	5980	03/14/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
SABIL	02/19/18	PD-INSPECTION 80774	01-5-500306.00 CRUISER MAINT	75.00	5980	03/14/18
SABIL	02/20/18	PD-INSPECTION 80786	01-5-500306.00 CRUISER MAINT	75.00	5980	03/14/18
SABIL	02/27/18	DPW-REPAIR & INSP TRUCK#8 80850	01-5-703401.00 OUTSIDE REPAIRS	433.35	5980	03/14/18
SANEL	03/05/18	REC-SNOWMOBILE REPAIR 05FL2475	01-5-425322.00 REC FIELD CARE	8.67	5982	03/14/18
SIPLAY	03/01/18	REC-REGISTRATION FEES FEB 2018	01-5-425218.00 REGISTRATION FEES	199.50	-----	--/--/--
STAPLELNK	02/10/18	PD- RETURN OF CHAIRS 8048642607	01-5-555630.00 OFFICE SUPPLIES	7.99	5983	03/14/18
STAPLELNK	02/17/18	FD-PD-OFFICE SUPPLIES 8048737995	01-5-555630.00 OFFICE SUPPLIES	64.27	5983	03/14/18
STAPLELNK	02/17/18	FD-PD-OFFICE SUPPLIES 8048737995	01-5-500501.00 ADMINISTRATION	106.99	5983	03/14/18
TRUSSELL	03/09/18	PD-MILEAGE FEB FEB MILEAGE	01-5-500580.00 MILEAGE REIMB	10.90	-----	--/--/--
TRUSSELL	03/01/18	B & G- FEBRUARY MILEAGE FEBRUARY	01-5-704405.00 PETROLEUM PRODUCTS	47.31	-----	--/--/--
TSSAND	11/30/17	FEMA-6" & 3" DENSE GRADE 82693	01-5-703703.00 FEMA GRANT	13074.22	5985	03/14/18
TSSAND	12/15/17	FEMA-3" & 6" DENSE GRADE 82910	01-5-703703.00 FEMA GRANT	7155.83	5985	03/14/18
TSSAND	12/31/17	FEMA-510.34T 3"DENSEGRADE 83067	01-5-703703.00 FEMA GRANT	3725.50	5985	03/14/18
TSSAND	02/15/18	DPW-964.49 TON SAND 83625	01-5-703203.00 SAND	5883.37	5985	03/14/18
UNIFIRST	01/22/18	DPW-B&G-UNIFORMS 035 4219120	01-5-703311.00 UNIFORMS	179.61	-----	--/--/--
UNIFIRST	01/22/18	DPW-B&G-UNIFORMS 035 4219120	01-5-703507.00 SUPPLIES	29.65	-----	--/--/--
UNIFIRST	01/22/18	DPW-B&G-UNIFORMS 035 4219120	01-5-704311.00 UNIFORMS	35.36	-----	--/--/--
UNIFIRST	01/22/18	DPW-B&G-UNIFORMS 035 4219120	01-5-703515.00 ADMINISTRATION	17.90	-----	--/--/--
UNIFIRST	01/29/18	DPW-B&G-UNIFORMS 035 4221431	01-5-703507.00 SUPPLIES	2.45	-----	--/--/--
UNIFIRST	01/29/18	DPW-B&G-UNIFORMS 035 4221431	01-5-703311.00 UNIFORMS	179.61	-----	--/--/--
UNIFIRST	01/29/18	DPW-B&G-UNIFORMS 035 4221431	01-5-703515.00 ADMINISTRATION	17.90	-----	--/--/--
UNIFIRST	01/29/18	DPW-B&G-UNIFORMS 035 4221431	01-5-704311.00 UNIFORMS	35.36	-----	--/--/--
UNIFIRST	02/05/18	DPW-B&G-UNIFORMS 035 4223747	01-5-703515.00 ADMINISTRATION	17.90	-----	--/--/--
UNIFIRST	02/05/18	DPW-B&G-UNIFORMS 035 4223747	01-5-703311.00 UNIFORMS	179.61	-----	--/--/--
UNIFIRST	02/05/18	DPW-B&G-UNIFORMS 035 4223747	01-5-703507.00 SUPPLIES	2.45	-----	--/--/--

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
UNIFIRST	02/05/18	UNIFIRST CORPORATION DPW-B&G-UNIFORMS 035 4223747	01-5-704311.00 UNIFORMS	35.36	-----	--/--/--
UNIFIRST	02/12/18	UNIFIRST CORPORATION DPW-B&G-UNIFORMS 035 4226069	01-5-703507.00 SUPPLIES	13.00	-----	--/--/--
UNIFIRST	02/12/18	UNIFIRST CORPORATION DPW-B&G-UNIFORMS 035 4226069	01-5-703515.00 ADMINISTRATION	17.90	-----	--/--/--
UNIFIRST	02/12/18	UNIFIRST CORPORATION DPW-B&G-UNIFORMS 035 4226069	01-5-703311.00 UNIFORMS	179.86	-----	--/--/--
UNIFIRST	02/12/18	UNIFIRST CORPORATION DPW-B&G-UNIFORMS 035 4226069	01-5-704311.00 UNIFORMS	35.36	-----	--/--/--
UNIFIRST	02/19/18	UNIFIRST CORPORATION DPW-B&G-UNIFORMS 035 4228368	01-5-703507.00 SUPPLIES	2.45	-----	--/--/--
UNIFIRST	02/19/18	UNIFIRST CORPORATION DPW-B&G-UNIFORMS 035 4228368	01-5-703515.00 ADMINISTRATION	17.90	-----	--/--/--
UNIFIRST	02/19/18	UNIFIRST CORPORATION DPW-B&G-UNIFORMS 035 4228368	01-5-703311.00 UNIFORMS	179.61	-----	--/--/--
UNIFIRST	02/19/18	UNIFIRST CORPORATION DPW-B&G-UNIFORMS 035 4228368	01-5-704311.00 UNIFORMS	35.36	-----	--/--/--
VALLEYNEW	01/15/18	VALLEY NEWS TC-TOWN MEETING AD 01272510	01-5-100540.00 ADVERTISING	141.53	5986	03/14/18
VALLEYNEW	01/05/18	VALLEY NEWS TADMIN-TOWN PLAN HEARINGS 01272538	01-5-005540.00 ADVERTISING	62.90	5986	03/14/18
VALLEYNEW	01/07/18	VALLEY NEWS TS-JOB AD 01272541	01-5-705515.00 ADMINISTRATION	176.82	5986	03/14/18
VALLEYNEW	01/17/18	VALLEY NEWS PLAN-DRB AD 01272856	01-5-350540.00 ADVERTISING	47.18	5986	03/14/18
VALLEYNEW	01/28/18	VALLEY NEWS TS- HELP WANTED AD 01272992	01-5-705515.00 ADMINISTRATION	164.34	5986	03/14/18
VALLEYNEW	02/15/18	VALLEY NEWS FIN-TAX DUE AD 650488	01-5-200540.00 ADVERTISING	88.00	5986	03/14/18
VMERS	03/07/18	VMERS DB FEBRUARY 2018 RETIREMENT FEB 18	01-2-001111.00 VEMRS GRP B PAYABLE	5556.75	5987	03/14/18
VMERS	03/07/18	VMERS DB FEBRUARY 2018 RETIREMENT FEB 18	01-2-001113.00 VEMRS GRP C PAYABLE	1540.74	5987	03/14/18
VMERS	03/07/18	VMERS DB FEBRUARY 2018 RETIREMENT FEB 18	01-5-100126.00 VT RETIREMENT	443.89	5987	03/14/18
VMERS	03/07/18	VMERS DB FEBRUARY 2018 RETIREMENT FEB 18	01-5-350126.00 VT RETIREMENT	285.00	5987	03/14/18
VMERS	03/07/18	VMERS DB FEBRUARY 2018 RETIREMENT FEB 18	01-5-425126.00 VT RETIREMENT	272.99	5987	03/14/18
VMERS	03/07/18	VMERS DB FEBRUARY 2018 RETIREMENT FEB 18	01-5-200126.00 VT RETIREMENT	285.00	5987	03/14/18
VMERS	03/07/18	VMERS DB FEBRUARY 2018 RETIREMENT FEB 18	01-5-500126.00 VT RETIREMENT	1117.02	5987	03/14/18
VMERS	03/07/18	VMERS DB FEBRUARY 2018 RETIREMENT FEB 18	01-5-005126.00 VT RETIREMENT	446.68	5987	03/14/18
VMERS	03/07/18	VMERS DB FEBRUARY 2018 RETIREMENT FEB 18	01-5-500126.00 VT RETIREMENT	190.08	5987	03/14/18
VMERS	03/07/18	VMERS DB FEBRUARY 2018 RETIREMENT FEB 18	01-5-703126.00 RETIREMENT	1749.70	5987	03/14/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
VMERS	03/07/18	VMERS DB FEBRUARY 2018 RETIREMENT FEB 18	01-5-704126.00 RETIREMENT	397.44	5987	03/14/18
VRPA	03/07/18	VRPA REC-18-19 DUES 18-19 DUES	01-5-425160.00 DUES/MTGS/EDUC	75.00	5988	03/14/18
WEMASON	02/07/18	W.B. MASON CO., INC. PD-STORAGE BOXES I52219339	01-5-500501.00 ADMINISTRATION	34.47	-----	--/--/--
WEMASON	03/09/18	W.B. MASON CO., INC. GEN ADMIN-TH-PAPER&SOAP I52436289	01-5-706109.00 BUILDING SUPPLIES	45.38	-----	--/--/--
WEMASON	03/09/18	W.B. MASON CO., INC. GEN ADMIN-TH-PAPER&SOAP I52436289	01-5-275610.00 OFFICE SUPPLIES	107.56	-----	--/--/--
WEMASON	02/14/18	W.B. MASON CO., INC. PD-OFFICE SUPPLIES I52439596	01-5-500501.00 ADMINISTRATION	88.05	-----	--/--/--
WEMASON	02/21/18	W.B. MASON CO., INC. PD-TS-OFFICE SUPPLIES I52634505	01-5-500501.00 ADMINISTRATION	66.90	-----	--/--/--
WEMASON	02/21/18	W.B. MASON CO., INC. PD-TS-OFFICE SUPPLIES I52634505	01-5-705403.00 PARTS & SUPPLIES	26.27	-----	--/--/--
WEMASON	03/02/18	W.B. MASON CO., INC. TC-FLAIR MARKERS I52970778	01-5-050610.00 OFFICE SUPPLIES	6.84	-----	--/--/--
Report Total				1131238.09		

To the Treasurer of Town of Norwich, We hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ \*1,131,238.09  
Let this be your order for the payments of these amounts.

FINANCE DIRECTOR   
Roberta Robinson

TOWN MANAGER: \_\_\_\_\_  
Phil Dechert, Acting Town Manager

SELECTBOARD:

\_\_\_\_\_  
John Langhus                      Linda Cook                      Stephen Flanders                      John Pepper                      Mary Layton, Chair

12a

03/09/18  
03:06 pm

Town of Norwich Accounts Payable  
Check Warrant Report # 18-19 Current Prior Next FY Invoices For Fund (HIGHWAY GARAGE FUND)  
All Invoices For Check Acct 03(General) 03/09/18 To 03/14/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
WRIGHTCON WRIGHT CONSTRUCTION CO.,	02/28/18	PUBLIC WORKS GARAGE 2017076-05	08-5-702692.00 FEMA ALTERNATIVE PROJECTS	32657.45	-----	--/--/--
Report Total				32657.45		

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 \$ \*\*\*\*32,657.45  
Let this be your order for the payments of these amounts.

FINANCE DIRECTOR   
Roberta Robinson

TOWN MANAGER: \_\_\_\_\_  
Phil Dechert, Acting Town Manager

SELECTBOARD:

\_\_\_\_\_  
John Langhus      Linda Cook      Stephen Flanders      John Pepper      Mary Layton, Chair

12a

03/09/18  
03:06 pm

Town of Norwich Accounts Payable  
Check Warrant Report # 18-19 Current Prior Next FY Invoices For Fund (PUBLIC SAFETY FACILITY)  
All Invoices For Check Acct 03(General) 03/09/18 To 03/14/18

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
BOWER SALLY C BOWER	03/07/18	PD-TEMP HOUSING RENT FEB	47-5-575622.00	1800.00	5956	03/14/18
		FEB RENT	CONSTRUCTION COSTS			
MIS2 EXTERUS	03/07/18	PUBLIC SAFETY-FURNITURE	47-5-575622.00	5797.74	5973	03/14/18
		38996-0	CONSTRUCTION COSTS			
PAC-VAN PAC-VAN, INC.	02/02/18	PD-STORAGE RENTAL	47-5-575622.00	110.00	5977	03/14/18
		7388591	CONSTRUCTION COSTS			
STAPLELNK STAPLES BUSINESS ADVANTAG	01/27/18	PD- 4 CHAIRS	47-5-575622.00	1175.96	5983	03/14/18
		8048427988-2	CONSTRUCTION COSTS			
STAPLELNK STAPLES BUSINESS ADVANTAG	02/10/18	PD- RETURN OF CHAIRS	47-5-575622.00	-1199.96	5983	03/14/18
		8048642607	CONSTRUCTION COSTS			
STAPLES. STAPLES CREDIT PLAN	01/31/18	PD-FURNITURE	47-5-575622.00	1420.75	5984	03/14/18
		57332	CONSTRUCTION COSTS			
WEMASON W.B. MASON CO., INC.	03/09/18	PUBLIC SAFETY-FILECABINET	47-5-575622.00	550.00	-----	--/--/--
		I51035937	CONSTRUCTION COSTS			
WEMASON W.B. MASON CO., INC.	01/24/18	PUBLIC SAFETY-FILECABINET	47-5-575622.00	450.00	-----	--/--/--
		I51780343	CONSTRUCTION COSTS			
WRIGHTCON WRIGHT CONSTRUCTION CO.,	03/05/18	PUBLIC SAFETY FACILITY	47-5-575622.00	5188.00	-----	--/--/--
		201704309	CONSTRUCTION COSTS			

Report Total

15292.49

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 \$ \*\*\*\*15,292.49  
Let this be your order for the payments of these amounts.

FINANCE DIRECTOR

  
Roberta Robinson

TOWN MANAGER:

Phil Dechert, Acting Town Manager

SELECTBOARD:

John Langhus

Linda Cook

Stephen Flanders

John Pepper

Mary Layton, Chair

FYI



**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: Phil Dechert, Acting Town Manager  
From: Andy Hodgdon, Public Works Director  
Subject: Public Works Monthly Report  
Date: February 28, 2018

Part of this month's report will come from an excel program that provides statistics for all Public Works functions.

Winter Maintenance:

<b>Activity</b>	<b>This Month</b>	<b>This Season, so far</b>	<b>Last Season, as of February 25, 2017</b>
Callouts	10	26	29
Plowing	6	23	23
Treating the Pavement	10	37	41
Sanding	11	35	35
Sidewalks	9	37	35
Snow Removal	4	7	6

From the daily log:

- Fri., Feb 2: Because of snow overnight, everyone treated all of the pavement and sanded all of the gravel roads, finishing at 1:00. Adam did the sidewalks.
- Sun, Feb. 4: Because of snow, I called everyone except Sonny and Adam in at 4:00 pm. We treated the pavement-3 hour callout.
- Mon., Feb. 5: Because of continued snow overnight, Sonny and Adam came in at 3:00 am and started plowing. The rest of us came in at 4:00 am and started plowing. We plowed everything and lightly treated the pavement. We lightly sanded the gravel roads. Adam did the sidewalks. Everyone finished at 1:30 pm.
- Tues., Feb. 6: Everyone except Sonny and Adam sanded their gravel roads as necessary until noon.
- Wed., Feb. 7: We started plowing after lunch. Because of heavy snow, everyone plowed their routes twice. Adam did his plow route once and the sidewalks once. Everyone left at 8:30 pm.
- Thurs., Feb. 8: Everyone was in at 3:00 am. Everyone redid their plow routes to clean up. Adam did his plow route plus the sidewalks. After that we treated the pavement and sanded all of the gravel roads. We were all finished by 3:00 pm.
- Fri., Feb. 9: Neal was on the 430F Cat backhoe. Colton was on Truck #5. Mike was on Truck #10. They picked up snow in the downtown area.

- Sat., Feb. 10: Because of light snow overnight, I called in everyone except Sonny at 6:00 am. We treated the pavement and sanded all of the gravel roads. Colton left at 12:46. Mike left at 12:15. Adam left at 10:30. Gary and Neal left at 1:30. I left at 12:45. Adam did the sidewalks.
- Sun., Feb. 11: Because of ice forming on the road, Hartford Dispatch called at 6:44 pm. I called everyone in except Adam and Sonny. We sanded all of the gravel roads, then treated the pavement. Everyone finished at 3:00 am.
- Mon. Feb. 12: Adam did the sidewalks.
- Tues, Feb. 13: Neal was on the 430F Cat backhoe. Colton was on Truck #8. Mike was on Truck #10. They picked up snow in the downtown area.
- Wed., Feb. 14: Neal was on the 430F Cat backhoe. Colton was on Truck #8. Mike was on Truck #5. They picked up snow in the downtown area.
- Thurs., Feb. 15: Neal was on the 430F Cat backhoe. He came in at 1:00 am. Colton was on Truck #8 and Gary was on Truck #5. They came in at 2:00 am. They picked up snow in the downtown area, finishing at 6:00 am.
- Fri., Feb. 16: Hartford Dispatch called at 5:00 am to say that Kerwin Hill and Route 132 were icy. I called Gary and Neal in and I went in at 5:00. We found out when we got there that it was icy throughout town. Gary took a load of sand to Kerwin Hill. Neal took a load of salt and headed to the north end. When Colton and Sonny got there, Sonny finished putting a brake can on Truck #8 so Colton could start checking roads. Neal, Gary, and Colton treated all of the pavement and sanded all of the gravel roads. Adam did the sidewalks.
- Sun., Feb. 18: Because of snow overnight, I called Sonny and Adam in at 4:30 and everyone else except Mike in at 5:30. Sonny plowed his route and Mike's because Mike's truck is down. Everyone plowed their routes. After that we treated the pavement. Adam plowed his route and the sidewalks. Everyone finished at noon.
- Tues., Feb. 20: Because of rain overnight, Gary, Colton, and Neal checked all of the gravel roads and applied sand to the slippery spots. They finished this at noon. After lunch, Neal took Truck #5 and pushed back snowbanks in New Boston and Turnpike.
- Fri., Feb. 23: Because of light snow overnight, Gary, Neal, and Mike checked every gravel road in town, sanding as necessary.
- Sat., Feb. 24: Hanover Dispatch called at 8:30 am to say that New Boston Road had some slippery spots on it. Neal and I went in and sanded it- 3 hour callout.
- Sun. Feb. 25: Because of snow, I called everyone in except Adam and Sonny at 8:00 am. We treated the pavement. Everyone left at 10:30 am. I called Adam in at 4:00 pm to do the sidewalks.
- Mon. Feb. 26: I called Adam and Sonny to come in at 1:00 am to start plowing off the paved roads. Everyone else came in at 4:00 am. We treated the pavement and sanded all of the gravel roads. Everyone finished at noon.

#### Early Mud Season:

- Unusually warm temperatures at the end of February have made it necessary for us to address some large muddy area, ruts, and potholes on the gravel roads throughout town.

#### Tropical Storm Irene Alternate Projects:

- The renovations to the Public Works facility started in September and are ongoing.

Flash Flood of July 1, 2017:

- The work on the large road repair projects on Turnpike Road and Tigertown Road are ongoing.

Transfer Station:

- The recycling rate for January was 55% of all materials collected.

Out-to-Bid Projects:

- The bids for the new fire alarm system at Tracy Hall are due on March 9<sup>th</sup>.
- We will soon go out to bid to replace Trucks #10 and #12, per the Public Works Equipment Replacement Plan.

Pending Projects:

- The balance of the 2017 Paving Plan, to be completed during the spring of 2018.