

**Agenda for the Selectboard Meeting Wednesday, December 19, 2018**  
**\*Executive Session at 6:30 PM; Public Session beginning 7:00 PM\***

1. Approval of Agenda (Action)
2. Town Manager Salary – Authorize Retroactive Step - possible executive session (Discussion/Action)
3. Auditor’s Report on FY2018 – Bonnie Batchelder, contracted auditor (Discussion)
4. Community Firewood (Shed) Policy – David Hubbard (Discussion/Action)
5. Public Comment (Discussion)
6. FYE 2020 Budget (Discussion/Action)
  - a. Town departments: Police, Fire, Planning & Zoning, Recreation, Town Admin.
  - b. Board Discussion
    - i. Undesignated Fund Balance
    - ii. Continued Budget Development
7. Board of Listers Vacancy (Discussion/Action)
8. Consent Agenda (Action)
  - a. Correspondence
    - i. Gered Dunne
    - ii. Story Kitchen
    - iii. Kris Clement
    - iv. Norwich Public Library
  - b. Warrants/Payables
    - i. Approve Warrants/Payables
    - ii. Authorization to Expend Designated Funds
9. Selectboard Financial Policy #1 (Discussion/Action)
10. Selectboard Goals Status (Discussion/Action)
11. Town Manager Report (Discussion)
12. Future Meeting Agenda Items
13. End of Meeting Discussion
14. Adjournment

**Next Meeting – January 9, 2019 at 6:30 PM**

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**WOOD FUEL ASSISTANCE PROGRAM  
TOWN OF NORWICH**

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## **1. BACKGROUND**

1.1 The Norwich Wood Fuel Assistance Program was initially developed by the Norwich Tree Warden over the past ten years and is now operates as part of the Public Works Department. The primary goal of the program is to assist needy Norwich residents as well as residents of other Upper Valley communities by providing firewood to be used for heating their homes during the winter months.

## **2. LOCATION OF THE TOWN WOODLOT**

2.1 The Town woodlot is located on Beaver Meadow Road on land owned by the Norwich Fire District. The wood storage shed at the site was constructed by a Norwich Eagle Scout. Access to the woodlot is allowed only by prior arrangement with one the Coordinators of the Norwich Wood Fuel Assistance Program.

## **3. DONATIONS:**

3.1 Residents who have trees cut on their property, but do not burn wood themselves, may contact the Public Works Department to arrange for pickup and delivery of wood to the Town woodlot.

3.2 Firewood from downed trees is regularly delivered to the woodlot by the Norwich Department of Public Works.

3.3 Donations of money will also be accepted through the Norwich Finance Department to be used to purchase firewood and to help fund the program.

3.4 Donated labor to cut, split, stack, and deliver wood is always needed and should be coordinated through the Coordinators of the Norwich Wood Fuel Assistance Program.

## **4. ARRANGEMENTS FOR WOOD PICKUP OR DELIVERY:**

4.1 All inquiries and arrangements for wood must be made through the Coordinators of the Norwich Wood Fuel Assistance Program at the numbers listed below.

4.2 All arrangements for removal or deliveries of wood shall be made through one of the Coordinators. Residents should coordinate a time to pick up the wood or request to have a volunteer deliver the wood to them.

4.3 No wood shall be removed from the woodlot without permission from the Coordinators.

4.4 The determination of "need" for this wood fuel assistance depends mostly upon the honor system. If, in the future, it appears that anyone is taking advantage of the program in any way for personal gain, further restrictions to access of the wood may apply.

## **5. COORDINATORS**

5.1 If you are interested in donating wood, money, transportation or labor to the program, need firewood, or would like to recommend someone else for wood pickup, please contact one of the following:

Wood Fuel Assistance Program

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5.1.1 Coordinator of the Norwich Wood Fuel Assistance Program:

David Hubbard  
Phone: 802-649-3882  
Email: dwhubbard@valley.net

5.1.2 Public Works Director:

Andy Hodgdon  
Phone: 802-649-2209  
Email: ahodgdon@norwich.vt.us

5.1.3 Assistant Coordinator of the Norwich Wood Fuel Assistance Program:

Jake Blum  
Phone Work: 603-643-5800 x 110  
Cell: 603-306-2416

Approved:



\_\_\_\_\_  
Neil Fulton, Town Manager

6/24/14

\_\_\_\_\_  
Date

Town of Norwich  
FY19 Proposed Expenditure Budget

10% "CUT" - BASED ON OLDER FIGURES (I.E., BEFORE 12/12/18 PACKET. THIS WAS A HANDOUT TO BOARD MEMBERS ON 11/28/18

	FY17 Final Budget	FY 17 Actual	FY18 Final Budget	FY 18 Actual	FY19 Final Budget	Proposed FY 20 Budget	FY20/FY19 % Change	Line Item Notes
<b>TOWN ADMINISTRATION</b>								
SELECTBOARD STIPEND	\$ 2,500	\$ 1,833	\$ 2,500	\$ 1,500	2,500	2,500	0.00%	
TOWN MANAGER WAGE	108,977	84,404	90,579	78,555	90,017	71,261	-20.84%	TM's position since FYE 2017 budget has decreased 17.4%. Change = a 0.80 FTE.
TREASURER STIPEND	1,693	1,693	1,693	1,693	1,750	1,750	0.00%	
ADMIN ASSIST WAGE	49,130	50,985	48,900	48,917	50,038	52,456	4.83%	
ADMIN ASSIST OT	-	1,308	1,500	90	1,500	-	-100.00%	Assumes TM Assist continues taking Comp instead of OT
FICA TAX	11,127	8,376	9,001	7,548	9,040	7,934	-12.24%	Adjusted for TM 0.80
MEDI TAX	2,602	1,959	2,105	1,765	2,114	1,856	-12.23%	Adjusted for TM 0.80
HEALTH INSUR	13,209	29,678	39,695	40,604	42,971	42,971	0.00%	NOT adjusted for TM 0.80
DISABILITY/LIFE INSURANCE	1,680	1,682	1,712	1,625	1,712	1,721	0.53%	
DENTAL INSURANCE	419	480	840	420	480	432	-10.00%	
VT RETIREMENT	9,167	3,394	7,754	7,232	7,703	6,959	-9.66%	Adjusted for TM 0.80
PROFESS SERVICES	35,000	19,355	35,000	38,722	30,000	30,000	0.00%	Assumes Board alters decision and moves forward with Church St. sidewalk so <b>\$21,667</b> (1/3 of \$65,000 payback to VTrans for terminating Church St. sidewalk) does not have to occur. Also, assumes <b>\$5,940</b> for Story Kitchen will not occur.
TELEPHONE	550	624	500	607	625	625	0.00%	
T MNGR CELL PHONE	650	675	600	676	720	650	-9.72%	
T MNGR RELOCATION EXPENSE	-	-	5,000	-	5,000	-		\$-0- only if \$5,000 can be allocated to a "reserve" fund, since TM house isn't selling
POSTAGE	100	87	100	28	110	100	-9.09%	
ADVERTISING	450	1,005	650	2,087	650	1,000	53.85%	
MILEAGE	100	190	100	387	200	350	75.00%	
OFFICE SUPPLIES	1,200	366	1,200	490	500	500	0.00%	
OFFICE EQUIP	500	159	500	309	500	500	0.00%	
DUES/MTS/EDUC	800	876	1,000	1,316	1,770	1,800	1.69%	
COMMITTEE	500	26	500	-	50	50	0.00%	
ENERGY COMMITTEE	1,540	1,096	1,500	350	1,500	1,500	0.00%	
ENERGY COMMITTEE GRANT	2,081	2,081	1,100	1,100	-	-		
EVCS GRANT	10,227	10,227	-	-	-	-		
NEGRASS GRANT	-	-	1,001	1,001	-	-		
VLCT MEMBERSHIP	4,705	4,705	4,872	4,872	4,977	5,117	2.81%	
TOWN REPORT	6,000	7,002	6,000	6,351	7,500	5,000	-33.33%	Due to change in Town Report format
DES FUND-FACILITIES STUDY	17,000	17,000	-	-	-	-		
DES FUND-CITIZEN ASSISTANCE	1,000	1,000	1,000	1,000	1,000	1,000	0.00%	
MISCELLANEOUS	750	524	750	891	-	500		
<b>TOTAL</b>	<b>\$ 283,657</b>	<b>\$ 262,790</b>	<b>\$ 267,652</b>	<b>\$ 250,136</b>	<b>\$ 264,927</b>	<b>238,532</b>	<b>-9.96%</b>	
<b>BOARD OF CIVIL AUTHORITY/ABATEMENT</b>								
JUSTICES WAGE	\$ 600	\$ 350	\$ 475		\$ 450	\$ 450	0.00%	
FICA TAX	-	17	-	-	-	-		
MEDI TAX	-	4	-	-	-	-		
OFFICE SUPPLIES	-	36	-	20	-	25		
DUES/MTS/EDUC	300	240	300	-	300	300	0.00%	
POSTAGE	225	41	250	192	150	150	0.00%	
<b>TOTAL</b>	<b>\$ 1,125</b>	<b>\$ 688</b>	<b>\$ 1,025</b>	<b>\$ 212</b>	<b>\$ 900</b>	<b>925</b>	<b>2.78%</b>	
<b>STATUTORY MEETINGS</b>								
POLLWORKERS WAGE	\$ 325	\$ 779	\$ 300		\$ 500	\$ 400	-20.00%	
FICA TAX	-	33	-	-	-	-		
MEDI TAX	-	8	-	-	-	-		
POSTAGE	200	386	150	18	250	125	-50.00%	
ADVERTISING	150	132	170	-	175	180	2.86%	
PRINTING	1,850	1,656	1,900	1,852	2,100	2,000	-4.76%	
OFFICE SUPPLIES	125	115	120	7	120	120	0.00%	
VOTING MACH EXPENSE	65	-	65	-	65	70	7.69%	
VOTING MACH MAINT AGRMT	300	-	350	-	350	350	0.00%	
VTG MCHN PROGRAMG	4,200	2,381	1,600	1,286	2,500	2,500	0.00%	
<b>TOTAL</b>	<b>\$ 7,215</b>	<b>\$ 5,489</b>	<b>\$ 4,655</b>	<b>\$ 3,163</b>	<b>\$ 6,060</b>	<b>5,745</b>	<b>-5.20%</b>	
<b>TOWN CLERK</b>								
TOWN CLERK WAGE	\$ 61,687	\$ 61,775	\$ 63,459	\$ 63,510	\$ 65,430	\$ 68,068	4.03%	
ASST CLK WAGE	40,353	39,747	41,517	41,397	42,817	43,646	1.94%	
FICA TAX	6,251	5,978	6,509	6,122	6,711	6,926	3.20%	
MEDI TAX	1,462	1,398	1,522	1,432	1,570	1,620	3.20%	
HEALTH INS	26,931	27,005	28,287	28,026	29,552	29,998	1.51%	
DISABILITY/LIFE INS	1,300	1,371	1,403	1,371	1,403	1,412	0.64%	
DENTAL INSURANCE	840	822	840	839	840	864	2.86%	
VT RETIREMENT	5,545	5,573	5,774	6,005	5,954	6,284	5.55%	
DOG/CAT LICENSE	450	261	400	204	300	300	0.00%	
VITAL STATISTICS	40	5	30	5	25	25	0.00%	
ADVERTISING	-	-	-	142	-	150		
TELEPHONE	515	466	515	490	515	515	0.00%	
OFFICE SUPPLIES	2,000	843	2,000	1,122	1,500	1,500	0.00%	
OFFICE EQUIPMENT	150	0	150	60	1,928	175	-90.92%	
SOFTWARE	3,265	3,118	3,000	3,275	3,120	3,120	0.00%	

**Town of Norwich  
FY19 Proposed Expenditure Budget**

	FY17 Final Budget	FY 17 Actual	FY18 Final Budget	FY 18 Actual	FY19 Final Budget	Proposed FY 20 Budget	FY20/FY19 % Change	Line Item Notes
<b>DUES/MTGS/EDUC</b>	200	100	150	55	150	150	0.00%	
<b>DES FUND-RECORD RESTORATION</b>	9,000	9,000	9,000	9,000	9,000	9,000	0.00%	
<b>TOTAL</b>	\$ 159,989	\$ 157,463	\$ 164,556	\$ 163,053	\$ 170,814	173,753	1.72%	
<b>FINANCE DEPARTMENT</b>								
<b>FINANCE OFFICER WAGE</b>	\$ 66,235	\$ 66,323	\$ 68,128	\$ 67,364	\$ 69,018	71,651	3.81%	
<b>FINANCE ASSISTANT WAGE</b>	27,921	27,960	28,534	20,883	29,620	28,259	-4.59%	
<b>FICA TAX</b>	5,838	5,653	5,993	5,377	6,116	6,194	1.29%	
<b>MEDI TAX</b>	1,365	1,322	1,402	1,258	1,430	1,449	1.29%	
<b>HEALTH INS</b>	8,127	8,284	8,554	4,216	9,137	-	-100.00%	
<b>DISABILITY/LIFE INS</b>	1,183	1,173	1,190	956	1,190	1,170	-1.68%	
<b>DENTAL INSURANCE</b>	681	665	683	618	683	432	-36.75%	
<b>VT RETIREMENT</b>	5,074	5,055	5,209	5,051	5,314	5,620	5.76%	
<b>TELEPHONE</b>	500	443	500	489	500	500	0.00%	
<b>ADVERTISING</b>	175	174	175	220	175	220	25.71%	
<b>PRINTING</b>	75	74	75	61	75	75	0.00%	
<b>OFFICE SUPPLIES</b>	1,500	1,154	1,500	1,164	1,500	1,500	0.00%	
<b>OFFICE EQUIPMENT</b>	250	130	250	135	250	250	0.00%	
<b>SOFTWARE</b>	790	826	790	851	850	850	0.00%	
<b>DUES/MTGS/EDUC</b>	250	25	150	25	250	250	0.00%	
<b>INDEPENDENT AUDIT</b>	9,600	9,600	9,600	9,600	9,600	10,815	12.66%	
<b>BANK CHARGE</b>	600	10	600	30	100	-	-100.00%	
<b>TOTAL</b>	\$ 130,164	\$ 128,872	\$ 133,333	\$ 118,297	\$ 135,808	129,235	-4.84%	
<b>GENERAL ADMINISTRATION</b>								
<b>TELEPHONE</b>	\$ 900	\$ 777	\$ 900	\$ 774	\$ 900	\$ 800	-11.11%	
<b>POSTAGE METER RENTAL</b>	685	685	700	685	700	700	0.00%	
<b>POSTAGE</b>	2,700	2,161	3,000	2,812	3,000	3,000	0.00%	
<b>OFFICE SUPPLIES</b>	1,250	762	1,000	827	1,000	1,000	0.00%	
<b>PHOTOCOPIER</b>	1,256	2,132	1,500	3,000	2,000	2,500	25.00%	
<b>COMPUTER SOFTWARE</b>	0	0	900	-	-	-	-	
<b>COMPUTER EQUIPMENT</b>	900	0	-	-	-	-	-	
<b>WEB SITE SUPPORT</b>	900	240	900	240	900	500	-44.44%	
<b>SERVER MAINTENANCE</b>	4,400	8,268	5,000	7,451	5,000	7,000	40.00%	
<b>DESIGNATED FUND EQUIPMENT</b>	5,500	5,500	5,500	5,500	5,500	3,500	-36.36%	
<b>TOTAL</b>	\$ 18,491	\$ 20,524	\$ 19,400	\$ 21,289	\$ 19,000	\$ 19,000	0.00%	
<b>ASSESSOR DEPARTMENT</b>								
<b>LISTER WAGE</b>	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	0.00%	
<b>ASSESSING CLERK WAGE</b>	16,753	16,776	17,120	14,083	17,772	16,955	-4.60%	
<b>FICA TAX</b>	1,318	1,218	1,340	1,104	1,381	1,330	-3.67%	
<b>MEDI TAX</b>	308	285	313	258	323	311	-3.67%	
<b>HEALTH INS</b>	4,876	4,970	5,132	2,530	5,482	-	-	
<b>DISABILITY/LIFE INS</b>	230	235	230	139	230	230	0.00%	
<b>DENTAL INSURANCE</b>	158	157	158	11	158	-	-	
<b>VT RETIREMENT</b>	859	855	877	723	911	954	4.71%	
<b>PROFESSIONAL ASSESSOR SERVICES</b>	74,000	72,300	69,000	44,200	42,000	45,000	7.14%	
<b>REAPPRAISAL RESERVE FUND</b>					6,400	11,500	79.69%	
<b>SOFTWARE MAINT/UPDATE</b>	6,500	5,713	6,500	6,082	6,000	6,100	1.67%	
<b>TELEPHONE</b>	600	442	600	502	500	530	6.00%	
<b>POSTAGE</b>	750	547	750	451	600	600	0.00%	
<b>REAPPRAISAL POSTAGE</b>					2,900	-	-	
<b>ADVERTISING</b>	150	39	150	230	150	150	0.00%	
<b>PRINTING</b>	150	-	150	21	150	150	0.00%	
<b>MILEAGE REIMB</b>	50	-	50	123	200	280	40.00%	
<b>OFFICE SUPPLIES</b>	250	73	250	161	150	150	0.00%	
<b>OFFICE EQUIPMENT</b>	250	-	250	130	250	250	0.00%	
<b>DUES/MTGS/EDUC</b>	500	103	500	59	300	300	0.00%	
<b>TOTAL</b>	\$ 112,201	\$ 108,214	\$ 107,871	\$ 75,309	\$ 90,357	\$ 89,290	-1.18%	
<b>PLANNING/DRB DEPARTMENT</b>								
<b>PLAN ADMIN WAGE</b>	\$ 65,633	\$ 65,563	\$ 67,507	\$ 69,076	69,614	70,787	1.69%	
<b>OFFICE ASST. WAGE</b>	22,460	22,083	23,084	25,148	23,919	24,301	1.60%	
<b>FICA TAX</b>	5,462	5,220	5,617	5,655	5,799	5,895	1.66%	
<b>MEDI TAX</b>	1,277	1,221	1,314	1,323	1,356	1,379	1.66%	
<b>HEALTH INS</b>	13,681	13,547	13,917	11,700	14,961	14,924	-0.25%	
<b>DISABILITY/LIFE INS</b>	714	752	751	751	751	878	16.91%	
<b>DENTAL INSURANCE</b>	420	411	420	481	420	432	2.86%	
<b>VT RETIREMENT</b>	3,610	3,590	3,713	4,000	3,829	3,982	4.00%	
<b>TOWN PLAN</b>				1,020				Assumes Town Plan issues are addressed in-house
<b>PLANNING SERVICES</b>	3,000	3,285	3,000	3,448	3,000	-	-100.00%	Assumes issues (e.g., zoning updates) can be handled in-house, and that due to disapproved plan most planning grant funds are unavailable to Norwich
<b>MAPPING</b>	2,200	3,369	2,000	400	1,500	3,000	100.00%	
<b>HISTORIC PRESERVATION COMMISSION</b>	1,500	506	1,500	656	1,000	1,000	0.00%	

**Town of Norwich  
FY19 Proposed Expenditure Budget**

	FY17 Final Budget	FY 17 Actual	FY18 Final Budget	FY 18 Actual	FY19 Final Budget	Proposed FY 20 Budget	FY20/FY19 % Change	Line Item Notes
<b>HISTORIC PRES CLG GRANT</b>	2,850	2,850	17,190	17,190	-			
TELEPHONE	400	471	450	450	486	450	0.00%	
POSTAGE	350	427	300	330	300	350	16.67%	
ADVERTISING	500	633	400	396	500	600	20.00%	
PRINTING	150		150	159	150	150	0.00%	
MILEAGE REIMB	450	340	550	407	500	500	0.00%	
OFFICE SUPPLIES	800	497	550	158	550	350	-36.36%	
OFFICE EQUIPMENT	250	158	250	-	250	250	0.00%	
DUES/MTGS/EDUC	750	420	750	419	750	750	0.00%	Level fund (and intended GIS upgrade training is postponed)
TWO RIVER PLANNING COMM.	4,677	4,677	4,814	4,814	4,950	5,087	2.77%	
U.V. TRANSPORTATION MGMT	1,063	1,063	1,063	1,063	1,063	1,063	0.00%	
<b>TOTAL</b>	<b>\$ 132,197</b>	<b>\$ 131,084</b>	<b>\$ 149,289</b>	<b>\$ 149,082</b>	<b>\$ 135,612</b>	<b>\$ 136,128</b>	<b>0.38%</b>	
<b>RECREATION DEPARTMENT</b>								
<b>RECREATION ADMINISTRATION</b>								
<b>RECREATION DIR WAGE</b>	<b>\$ 66,788</b>	<b>\$ 65,912</b>	<b>\$ 68,698</b>	<b>\$ 69,675</b>	<b>\$ 70,843</b>	<b>\$ 66,757</b>	<b>-5.77%</b>	Current Rec Dir at Grade 21, Step F. New Dir advertising should consider a range to attract the most qualified candidate (\$64,165 up to the budgeted amount) - Figure is in between
FICA TAX	4,141	4,146	4,259	4,260	4,392	4,139	-5.77%	Adjusted for new Dir
MEDI TAX	968	970	996	996	1,027	968	-5.77%	Adjusted for new Dir
HEALTH INS	7,747	7,766	8,058	8,106	8,414	15,996	90.11%	Assumes family plan (silver standard) for new director
DISABILITY/LIFE INSUR	805	862	862	862	862	862	0.00%	
DENTAL INSURANCE	419	411	420	420	420	432	2.86%	
VT RETIREMENT	3,673	3,660	3,778	3,920	3,896	3,755	-3.63%	
TELEPHONE	550	471	550	531	520	550	5.77%	
POSTAGE	150	114	150	196	130	200	53.85%	
ADVERTISING	50	32	50	-	50	50	0.00%	
PRINTING	100	-	100	-	-	50		
DUES/MTGS/EDUC	850	154	850	744	850	850	0.00%	
OFFICE EQUIPMENT	100	-	100	-	-	100		
MILEAGE REIMBURSEMENT	450	273	450	79	400	400	0.00%	
OFFICE SUPPLIES	250	144	250	184	225	225	0.00%	
<b>TOTAL ADMINISTRATION</b>	<b>\$ 87,041</b>	<b>\$ 84,916</b>	<b>\$ 89,571</b>	<b>\$ 89,972</b>	<b>\$ 92,030</b>	<b>\$ 95,334</b>	<b>3.59%</b>	
<b>RECREATION PROGRAMS</b>								
<b>INSTRUCTOR FEE</b>	<b>\$ 80,000</b>	<b>\$ 82,689</b>	<b>\$ 88,000</b>	<b>\$ 62,470</b>	<b>\$ 86,000</b>	<b>\$ 85,000</b>	<b>-1.16%</b>	
COACHING MATERIALS	400	388	400	429	400	450	12.50%	
TEE SHIRT/HAT	4,500	3,517	4,500	636	4,500	4,000	-11.11%	
EQUIPMENT	3,800	3,790	4,500	3,799	4,500	4,250	-5.56%	
SUMMER PROG WAGE	14,000	11,820	14,000	11,003	14,000	13,000	-7.14%	
REFEREE/UMPIRE	2,200	3,561	4,000	3,592	4,000	4,000	0.00%	
ENTRY FEE	1,120	1,130	1,000	1,235	1,200	1,300	8.33%	
REGISTRATION & CREDIT CARD FEES	7,200	7,452	8,500	6,517	8,500	8,000	-5.88%	
M.CROSS SCHOOL RENTAL FEE	13,500	13,230	13,500	13,230	13,500	13,500	0.00%	
SPECIAL EVENTS /SUPPLIES	1,000	974	1,000	1,078	1,000	1,100	10.00%	
FICA	868	721	868	605	868	806	-7.14%	
MEDI	203	169	203	142	203	189	-7.14%	
UNIFORM	300	-	300	672	300	700	133.33%	
<b>TOTAL RECREATION PROGRAMS</b>	<b>\$ 129,091</b>	<b>\$ 129,440</b>	<b>\$ 140,771</b>	<b>\$ 105,407</b>	<b>\$ 138,971</b>	<b>\$ 136,295</b>	<b>-1.93%</b>	
<b>RECREATION FACILITIES</b>								
<b>REC FIELD CARE</b>	<b>\$ 10,000</b>	<b>\$ 10,647</b>	<b>\$ 10,000</b>	<b>\$ 8,831</b>	<b>\$ 10,500</b>	<b>\$ 10,750</b>	<b>2.38%</b>	
HUNTLEY LINE MARKING	3,200	3,052	4,300	3,500	4,300	4,000	-6.98%	
PORTABLE TOILET	650	311	650	308	400	350	-12.50%	
REPAIRS & MAINT	2,000	1,822	2,000	2,411	2,000	7,750	287.50%	
WATER USAGE	350	385	400	397	400	400	0.00%	
WOMEN'S CLUB GRANT	2,033	2,033	300	300	-	-		
SITE WORK	250	-	250	-	250	-	-100.00%	
DESIGNATED FUND-T COURTS	4,500	4,500	4,500	4,500	4,500	4,500	0.00%	
<b>TOTAL RECREATION FACILITIES</b>	<b>\$ 22,983</b>	<b>\$ 22,750</b>	<b>\$ 22,400</b>	<b>\$ 20,246</b>	<b>\$ 22,350</b>	<b>\$ 27,750</b>	<b>24.16%</b>	
<b>TOTAL</b>	<b>\$ 239,115</b>	<b>\$ 237,106</b>	<b>\$ 252,742</b>	<b>\$ 215,625</b>	<b>\$ 253,351</b>	<b>\$ 259,378</b>	<b>2.38%</b>	
<b>PUBLIC SAFETY FACILITY</b>								
<b>WATER USAGE</b>	<b>900</b>	<b>1,050</b>	<b>1,178</b>	<b>689</b>	<b>1,150</b>	<b>1,000</b>	<b>-13.04%</b>	
ELECTRICITY	5,050	4,614	5,050	5,981	4,850	6,250	28.87%	
HEATING	7,250	2,918	7,250	2,014	3,950	2,500	-36.71%	
ADMIN TELEPHONE & INTERNET	6,475	5,160	6,510	6,499	5,800	5,800	0.00%	
ALARM MONITORING	270	436	270	688	270	210	-22.22%	
SUPPLIES	750	289	750	1,951	550	1,000	81.82%	
REPAIRS & MAINTENANCE	4,000	1,305	2,500	6,626	1,750	1,500	-14.29%	
CLEANING	-	-	-	-	-	9,360		
DESIGNATED FUND - POLICE/FIRE STATION	7,500	7,500	-	-	3500	3500	0.00%	

**Town of Norwich  
FY19 Proposed Expenditure Budget**

	FY17 Final Budget	FY 17 Actual	FY18 Final Budget	FY 18 Actual	FY19 Final Budget	Proposed FY 20 Budget	FY20/FY19 % Change	Line Item Notes
<b>TOTAL PUBLIC SAFETY FACILITY</b>	32,195	23,272	23,508	24,448	21,820	31,120	42.62%	
<b>POLICE DEPARTMENT</b>								
<b>WAGES &amp; BENEFITS</b>								
POLICE CHIEF WAGE	\$ 84,052	\$ 84,174	\$ 86,460	\$ 85,393	\$ 89,159	\$ 90,928	1.98%	
POLICE OFFICER WAGE	159,600	156,669	157,250	127,327	157,250	162,962	3.63%	
ON-CALL WAGE	4,680	6,045	4,680	5,456	6,500	6,000	-7.69%	
OVERTIME OFFICER WAGE	20,000	17,299	22,500	22,163	21,000	22,000	4.76%	
ADMINISTRATIVE WAGE	43,850	43,769	44,844	44,880	46,256	48,116	4.02%	
PARTTIME OFFICER WAGE	7,500	1,134	7,500	2,521	5,000	5,000	0.00%	
CROSSING GUARD WAGE	12,500	14,330	15,000	15,284	15,000	15,200	1.33%	
SPECIAL DUTY WAGE	-	120	-	600	-	-		
GOVERNOR'S HIGHWAY SAFETY GRANT WAGE	-	2,718	-	982	-	-		
FICA TAX	20,339	19,700	20,971	18,333	21,090	21,713	2.95%	
MEDI TAX	4,757	4,607	4,904	4,288	4,932	5,078	2.95%	
HEALTH INS	80,762	71,172	82,660	51,803	81,014	68,437	-15.52%	
DISABILITY/LIFE INS	3,500	3,723	3,750	3,020	3,750	3,708	-1.12%	
DELTA DENTAL	1,677	1,645	1,680	1,818	1,680	2,160	28.57%	
VT RETIREMENT	21,133	21,535	22,106	20,756	22,402	23,496	4.88%	
<b>TOTAL</b>	\$ 464,350	\$ 448,638	\$ 474,305	\$ 404,622	\$ 475,034	\$ 474,798	-0.05%	
<b>COMMUNITY POLICING</b>								
ANIMAL CONT/LEASH LAW	\$ 1,500	\$ 550	\$ 1,000	\$ 1,127	\$ 800	\$ 800	0.00%	
COMMUNITY RELATNS	1,000	642	1,200	345	1,200	1,200	0.00%	
SPEED SIGNS	1,500	1,268	1,500	819	1,500	1,500	0.00%	
NORWICH CADET PROGRAM	-	-	-	-	-	500		
<b>TOTAL</b>	\$ 4,000	\$ 2,461	\$ 3,700	\$ 2,291	\$ 3,500	\$ 4,000	14.29%	
<b>EQUIPMENT &amp; MAINTENANCE</b>								
RADIO MAINTENANCE	\$ 800	\$ 1,305	\$ 800	\$ 946	\$ 800	\$ 800	0.00%	
PETROLEUM PRODUCTS	8,500	7,793	8,500	7,387	8,500	8,000	-5.88%	
CRUISER VIDEO EQUIP	300	395	500	-	500	500	0.00%	
CRUISER MAINT	6,500	7,649	6,500	8,131	7,500	7,500	0.00%	
CRUISER SUPPLIES	700	28	700	552	500	500	0.00%	
<b>TOTAL</b>	\$ 16,800	\$ 17,170	\$ 17,000	\$ 17,016	\$ 17,800	\$ 17,300	-2.81%	
<b>FY 2017 OP/DUI EQUIPMENT GRANT</b>			\$ 5,693	\$ 5,693				
<b>SUPPORT</b>								
ADMINISTRATION	\$ 4,300	\$ 2,157	\$ 4,300	\$ 7,483	\$ 3,800	\$ 4,300	13.16%	
TRAINING	2,500	2,193	2,500	1,540	2,500	2,500	0.00%	
TRAINING SUPPLIES	500	411	500	-	500	500	0.00%	
VIBRS	1,200	2,934	1,500	3,627	3,500	3,500	0.00%	
DISPATCH SERVICES	48,750	48,965	50,700	50,434	57,117	62,817	9.98%	
MILEAGE REIMB	100	85	100	408	100	200	100.00%	
DUES/MTGS/EDUC	500	745	600	635	750	750	0.00%	
UNIFORM	2,500	1,909	2,500	3,819	2,500	2,500	0.00%	
UNIFORMS CLEANING	1,500	1,067	1,500	634	1,500	1,500	0.00%	
<b>TOTAL</b>	\$ 61,850	\$ 60,468	\$ 64,200	\$ 68,580	\$ 72,267	\$ 78,567	8.72%	
<b>DESIGNATED FUNDS</b>								
DESIGNATED FUND-SPECIAL EQUIP	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	0.00%	
DESIGNATED FUND-CRUISER	10,000	10,000	10,000	10,000	10,000	10,000	0.00%	
<b>TOTAL</b>	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	0.00%	
<b>TOTAL POLICE STATION &amp; POLICE DEPT. HISTORICAL ITEMS (I.E., INC PD-RELATED ITEMS NOW IN PUBLIC SAFETY BUILDING)</b>	559,500	541,237	577,398	510,702	581,101	587,165	1.04%	
<b>FIRE/FAST DEPT.</b>								
<b>FIRE WAGES</b>								
FIRE CHIEF WAGES	\$ 63,381	\$ 64,722	\$ 65,052	\$ 63,015	\$ 67,151	\$ 62,230	-7.33%	
FIRE OFFICER STIPEND	1,479	1,202	1,479	567	1,202	1,500	24.79%	
FIREFIGHTERS WAGE	27,500	31,372	28,560	35,355	34,000	34,000	0.00%	
FF DRILLS/MTGS WAGE	4,000	2,240	3,500	2,920	3,000	3,000	0.00%	
FICA TAX	5,974	6,810	6,113	5,805	6,532	6,245	-4.39%	
MEDI TAX	1,397	1,593	1,430	1,358	1,528	1,461	-4.39%	
HEALTH INSURANCE	938	-	938	-	938	15,966	1602.13%	
DISABILITY/LIFE INSURANCE	850	827	850	804	850	817	-3.88%	
VT RETIREMENT	3,169	3,318	3,297	3,052	3,441	3,500	1.71%	
DENTAL INSURANCE	420	411	420	420	420	324	-22.86%	
<b>TOTAL</b>	\$ 109,109	\$ 112,494	\$ 111,638	\$ 113,295	\$ 119,062	\$ 129,043	8.38%	

**Town of Norwich**  
**FY19 Proposed Expenditure Budget**

	FY17 Final Budget	FY 17 Actual	FY18 Final Budget	FY 18 Actual	FY19 Final Budget	Proposed FY 20 Budget	FY20/FY19 % Change	Line Item Notes
<b>EMS WAGES</b>								
EMS WAGE	\$ 5,000	\$ 4,173	\$ 5,000	\$ 5,973	\$ 6,000	\$ 6,000	0.00%	
EMS DRILL WAGE	2,100	1,280	2,100	1,360	1,800	1,800	0.00%	
EMS FICA TAX	440	409	440	375	484	484	0.00%	
EMS MEDI TAX	103	96	103	88	113	113	0.00%	
<b>TOTAL</b>	<b>\$ 7,643</b>	<b>\$ 5,958</b>	<b>\$ 7,643</b>	<b>\$ 7,796</b>	<b>\$ 8,397</b>	<b>\$ 8,397</b>	<b>0.00%</b>	
<b>EDUCATION &amp; TRAINING</b>								
FIRE EDUC/TRAINING	\$ 1,500	\$ 718	\$ 1,500	\$ 216	\$ 1,500	\$ 1,000	-33.33%	
EMS EDUC/TRNG	1,000	775	1,000	850	1,200	1,400	16.67%	
FIRE DUES/MTGS/EDUC	1,200	859	1,200	538	1,200	750	-37.50%	
<b>TOTAL</b>	<b>\$ 3,700</b>	<b>\$ 2,352</b>	<b>\$ 3,700</b>	<b>\$ 1,604</b>	<b>\$ 3,900</b>	<b>\$ 3,150</b>	<b>-19.23%</b>	
<b>TOOLS &amp; EQUIPMENT</b>								
FIRE TOOLS & EQUIPMENT	\$ 5,000	\$ 2,596	\$ 5,000	\$ 2,943	\$ 4,500	\$ 4,000	-11.11%	
EMS TOOLS/ EQUIP	1,500	847	1,250	3,932	1,000	1,900	90.00%	
RADIO PURCH/REPAIR	750	394	750	1,910	700	1,000	42.86%	
<b>TOTAL</b>	<b>\$ 7,250</b>	<b>\$ 3,837</b>	<b>\$ 7,000</b>	<b>\$ 8,785</b>	<b>\$ 6,200</b>	<b>\$ 6,900</b>	<b>11.29%</b>	
<b>MAINTENANCE</b>								
FIRE TRK R & M	\$ 12,000	\$ 12,419	\$ 13,000	\$ 24,474	\$ 14,000	\$ 14,000	0.00%	
EQUIPMENT MAINTENANCE	2,000	1,518	2,000	1,386	2,000	2,000	0.00%	
RADIO MAINTENANCE	900	688	500	1,451	500	500	0.00%	
SOFTWARE MAINTENANCE	800	774	800	99	800	400	-50.00%	
COMPUTER MAINTENANCE	400	487	400	146	450	450	0.00%	
VEHICLE FUEL	3,500	2,501	3,500	3,071	3,250	3,000	-7.69%	
<b>TOTAL</b>	<b>\$ 19,600</b>	<b>\$ 18,388</b>	<b>\$ 20,200</b>	<b>\$ 30,627</b>	<b>\$ 21,000</b>	<b>\$ 20,350</b>	<b>-3.10%</b>	
<b>SUPPORT</b>								
RECRUITMENT	\$ 100	\$ 225	\$ 100	\$ -	\$ 100	\$ 100	0.00%	
VEHICLE ALLOWANCE				250				
FIRETRUCK STORAGE				1,500				
POSTAGE	75	57	75	91	75	75	0.00%	
FIRE PREVENTION BOOKS & MATERIALS	100	73	100	96	100	100	0.00%	
FIREFIGHTERS CASUL INS	6,200	4,886	6,000	4,795	5,000	4,900	-2.00%	
OFFICE SUPPLIES	400	349	450	429	400	400	0.00%	
DISPATCH SERVICE	8,554	9,563	9,558	9,795	9,800	20,985	114.13%	Latest figure for Mutual Aid Regional Dispatch
UNIFORM	225	155	225	225	225	225	0.00%	
HYDRANT RENTAL	11,700	11,700	11,700	11,700	18,057	22,500	24.61%	
DRY HYDRANT	400	0	400	10	200	200	0.00%	
OSHA COMPLIANCE	750	1,076	1,000	1,441	1,100	1,100	0.00%	
<b>TOTAL</b>	<b>\$ 28,504</b>	<b>\$ 28,085</b>	<b>\$ 29,608</b>	<b>\$ 30,358</b>	<b>\$ 35,057</b>	<b>\$ 50,585</b>	<b>44.29%</b>	
<b>AMBULANCE EXPENDITURES</b>								
AMBULANCE CONTRACT	\$ 97,156	\$ 122,286	\$ 130,235	\$ 122,426	\$ 122,426	\$ 130,235	6.38%	
AMBULANCE LIAB	5,000	12,439	3,750	6,557	12,000	12,000	0.00%	
<b>TOTAL</b>	<b>\$ 102,156</b>	<b>\$ 134,725</b>	<b>\$ 133,985</b>	<b>\$ 128,983</b>	<b>\$ 134,426</b>	<b>\$ 142,235</b>	<b>5.81%</b>	
<b>GRANT</b>								
VLCT PACIF GRANT	\$ 695	\$ 695	\$ -	\$ -	\$ -	\$ 5,000	-	
DRY HYDRANT GRANT			5,160	5,160				
FY 17 HOMELAND SECURITY			15,712	15,712				
<b>TOTAL</b>			<b>\$ 20,872</b>	<b>\$ 20,872</b>				
<b>DESIGNATED FUNDS</b>								
DESIGNATED FUND-APPARATUS	\$ 65,975	\$ 65,975	\$ 63,000	\$ 63,000	\$ 60,000	\$ 75,250	25.42%	
DESIGNATED FUND-EQUIPMENT	4,000	4,000	20,610	20,610	20,610	20,610	0.00%	
<b>TOTAL</b>	<b>69,975</b>	<b>69,975</b>	<b>83,610</b>	<b>83,610</b>	<b>80,610</b>	<b>95,860</b>	<b>18.92%</b>	
<b>TOTAL FIRE DEPT.</b>	<b>348,631</b>	<b>376,509</b>	<b>418,256</b>	<b>425,929</b>	<b>408,652</b>	<b>456,520</b>	<b>11.71%</b>	
<b>EMERGENCY MANAGEMENT</b>								
DEBT SERVICE ON TOWER BOND	\$ 60,122	\$ 60,142	\$ 32,662	\$ 52,423	\$ 28,078	\$ 32,078	14.25%	
TOWER POWER	600	629	600	572	629	600	-4.61%	
EMERG MAN ADMIN	100	50	100	50	100	100	0.00%	
EMERG MNGMT SUPPLIES	100	52	100	100	50	50	0.00%	
GENERATOR FUEL	300	372	300	100	300	300	0.00%	
EMERG GEN MAINT	5,000	5,155	5,000	10,526	6,200	6,200	0.00%	
BASE RADIO MAINTENANCE PD & DPW	1,000	-	1,000	-	500	500	0.00%	
DESIGNATED FUND- GENERATORS	5,000	5,000	5,000	5,000	8,000	8,000	0.00%	
<b>TOTAL</b>	<b>\$ 72,222</b>	<b>\$ 71,401</b>	<b>44,762</b>	<b>68,771</b>	<b>43,857</b>	<b>47,828</b>	<b>9.05%</b>	
<b>CONSERVATION COMM.</b>								
DUES/MTGS/EDUC	\$ 850	\$ 850	\$ 850	\$ 1,783	\$ 850	\$ 850	0.00%	

**Town of Norwich  
FY19 Proposed Expenditure Budget**

	FY17 Final Budget	FY 17 Actual	FY18 Final Budget	FY 18 Actual	FY19 Final Budget	Proposed FY 20 Budget	FY20/FY19 % Change	Line Item Notes
<b>SPKRS/PUBLIC INFO</b>	300	200	300	250	300	300	0.00%	
<b>PUBLICITY</b>	300	-	300	349	300	300	0.00%	
<b>TRAILS</b>	3,000	2,951	3,000	1,722	3,000	3,000	0.00%	
<b>WATER QUAL MONIT</b>	500	-	500	-	500	500	0.00%	
<b>MILT FRYE NATURE AREA</b>	900	400	900	1,350	500	1,000	100.00%	
<b>NATRL RESRCS INVEN</b>	1,100	-	1,100	-	1,100	1,000	-9.09%	
<b>PROJECT RESTORATION</b>	-	-	1,000	-	1,000	1,000	0.00%	
<b>WOMAN'S CLUB GRANT</b>	2,000	2,000	1,389	1,389	-	-	-	
<b>TOTAL</b>	\$ 8,950	\$ 6,401	\$ 9,339	\$ 6,843	\$ 7,550	\$ 7,950	5.30%	
<b>PUBLIC WORKS DEPARTMENT</b>								
<b>HIGHWAY DIVISION</b>								
<b>HIGHWAY-WAGES &amp; BENEFITS</b>								
<b>DIRECTOR OF PUBLIC WORKS</b>	\$ 87,259	\$ 91,437	89,775	99,496	90,403	80,924	-10.49%	
<b>ROAD CREW WAGES</b>	252,737	249,362	257,789	250,746	259,853	264,258	1.70%	
<b>ROAD CREW OVERTIME</b>	28,750	22,829	28,750	28,194	27,966	29,000	3.70%	
<b>PAGER COMPENSATION</b>	1,650	2,349	1,650	2,200	2,200	2,750	25.00%	
<b>FICA &amp; MEDICARE</b>	28,335	27,979	28,914	27,866	29,102	28,835	-0.92%	
<b>HEALTH INSURANCE</b>	104,389	98,383	108,436	99,846	108,373	103,856	-4.17%	
<b>DISABILITY &amp; LIFE INSURANCE</b>	4,822	4,289	4,540	4,399	4,540	4,434	-2.33%	
<b>DENTAL INSURANCE</b>	2,530	2,399	2,520	2,482	2,520	2,592	2.86%	
<b>RETIREMENT</b>	20,372	18,600	20,788	20,944	20,923	21,202	1.33%	
<b>TOTAL</b>	\$ 530,844	\$ 517,627	543,163	536,172	545,880	537,852	-1.47%	
<b>MATERIALS</b>								
<b>SALT &amp; CHEMICALS</b>	\$ 119,600	\$ 77,316	\$123,188	\$91,239	\$120,000	\$120,000	0.00%	
<b>SAND</b>	61,600	49,210	61,600	6,861	61,600	65,000	5.52%	
<b>DUST CONTROL</b>	20,000	18,006	20,000	10,986	20,000	18,000	-10.00%	
<b>GRAVEL &amp; STONE</b>	50,000	40,884	50,000	42,022	50,000	50,000	0.00%	
<b>CULVERTS &amp; OTHER ROAD SUPPLIES</b>	12,000	9,540	12,000	(3,021)	12,000	5,000	-58.33%	
<b>ASPHALT PRODUCTS</b>	7,100	2,707	10,100	390	10,100	5,000	-50.50%	
<b>BRIDGE REPAIR &amp; MAINTENANCE</b>	2,000	2,000	2,000	-	2,000	2,000	0.00%	
<b>OTHER PROJECTS</b>	5,000	1,302	5,000	3,268	5,000	5,000	0.00%	
<b>SIGNS</b>	4,500	3,774	4,000	2,812	4,000	3,000	-25.00%	
<b>TOTAL</b>	\$ 281,800	\$ 204,739	287,888	\$154,557	\$284,700	\$273,000	-4.11%	
<b>CONTRACTED SERVICES</b>								
<b>PLOWING &amp; SANDING</b>	\$ 19,000	\$ 23,617	\$ 19,000	\$ 17,099	\$ 24,000	\$24,000	0.00%	
<b>ROAD SWEEPING</b>	7,150	3,370	5,000	1,365	4,500	3,500	-22.22%	
<b>LEAF REMOVAL</b>	6,000	2,063	8,000	320	6,000	6,000	0.00%	
<b>STREETLIGHTS</b>	10,000	11,285	11,000	11,646	11,500	11,500	0.00%	
<b>TREE CUTTING &amp; REMOVAL</b>	12,000	12,200	12,000	11,340	12,500	12,500	0.00%	
<b>UNIFORMS</b>	7,638	8,796	8,000	9,605	9,000	9,000	0.00%	
<b>PAVING</b>	60,000	60,000	60,000	60,000	60,000	-	-100.00%	Any paving in this line item is deleted; should be in Designated Fund - Paving
<b>OTHER PROJECTS</b>	5,000	12,530	7,500	17,029	7,500	7,500	0.00%	
<b>CRACK SEALING</b>	31,250	34,550	35,000	30,997	35,000	35,000	0.00%	
<b>PAVEMENT MARKING</b>	20,000	21,690	20,000	12,051	21,000	21,000	0.00%	
<b>BRIDGES</b>	-	-	-	-	-	-	-	
<b>TOTAL</b>	\$ 178,038	\$ 190,080	\$ 185,500	\$ 171,451	\$ 191,000	\$130,000	-31.94%	
<b>EQUIPMENT</b>								
<b>OUTSIDE REPAIRS</b>	\$ 37,500	\$ 43,648	\$ 37,500	\$ 48,141	\$ 40,000	\$ 45,000	12.50%	
<b>PARTS &amp; SUPPLIES</b>	37,500	38,266	38,000	50,378	38,000	42,250	11.18%	
<b>PETROLEUM PRODUCTS</b>	50,000	37,722	47,000	43,496	43,000	43,000	0.00%	
<b>TOTAL</b>	\$ 125,000	\$ 119,636	\$ 122,500	\$ 142,014	\$ 121,000	\$130,250	7.64%	
<b>HIGHWAY GARAGE</b>								
<b>ELECTRICITY</b>	\$ 3,120	\$ 1,372	\$ 3,120	\$ 1,627	\$ 2,500	\$3,000	20.00%	
<b>PROPANE</b>	9,000	5,683	9,000	5,944	9,000	10,000	11.11%	
<b>TELEPHONE</b>	2,000	2,415	2,000	2,550	2,500	4,000	60.00%	
<b>SUPPLIES</b>	1,500	727	1,500	1,099	1,500	1,500	0.00%	
<b>ALARM MONITORING</b>	250	395	500	92	500	500	0.00%	
<b>REPAIRS &amp; MAINTENANCE</b>	5,150	2,336	5,150	17,730	5,000	5,000	0.00%	
<b>TOOLS</b>	2,500	2,570	2,500	3,651	2,500	11,500	360.00%	
<b>ADMINISTRATION</b>	6,850	6,988	8,000	11,902	5,000	5,000	0.00%	
<b>DESIGNATED FUND-GARAGE</b>	63,460	63,460	50,000	50,000	25,000	50,000	100.00%	
<b>TOTAL</b>	\$ 93,830	\$ 85,946	\$ 81,770	\$ 94,595	\$ 53,500	\$90,500	69.16%	
<b>GRANTS</b>								
<b>TWO RIVERS BETTER BACK ROADS GRANT</b>	\$ 6,202	\$ 6,202	\$ 3,738	\$ 3,738	\$ -	\$ -	-	
<b>FEMA GRANT</b>	-	-	\$ 2,415,450	\$ 2,415,450	\$ -	\$ -	-	
<b>TOTAL</b>	-	-	\$ 2,419,188	\$ 2,419,188	-	-	-	
<b>CAPITAL EXPENDITURES</b>								

**Town of Norwich**  
**FY19 Proposed Expenditure Budget**

	FY17 Final Budget	FY 17 Actual	FY18 Final Budget	FY 18 Actual	FY19 Final Budget	Proposed FY 20 Budget	FY20/FY19 % Change	Line Item Notes
<b>DESIGNATED FUND-EQUIPMENT</b>	\$ 135,000	\$ 135,000	\$ 40,000	\$ 40,000	\$ 85,000	\$ 85,000	0.00%	Level fund
<b>DESIGNATED FUND-SIDEWALK</b>	10,000	10,000	10,000	10,000	14,000	14,000	0.00%	
<b>DESIGNATED FUND-PAVING</b>	275,000	275,000	275,000	275,000	275,000	-	-100.00%	No paving for one year
<b>DESIGNATED FUND-BRIDGES</b>	35,000	35,000	85,000	85,000	85,000	40,000	0.00%	
<b>TOTAL</b>	\$ 455,000	\$ 455,000	\$ 410,000	\$ 410,000	\$ 414,000	\$ 139,000	-66.43%	
<b>TOTAL-HIGHWAY DIVISION</b>	\$ 1,670,714	\$ 1,579,230	\$ 4,050,008	\$ 3,927,978	\$ 1,610,080	\$ 1,300,602	-19.22%	
<b>BUILDINGS &amp; GROUNDS DIVISION</b>								
<b>BUILDINGS &amp; GROUNDS WAGES &amp; BENEFITS</b>								
<b>BUILDING &amp; GROUND WAGES</b>	\$ 78,459	\$ 77,822	\$ 79,930	\$ 84,807	\$ 83,851	\$ 85,805	2.33%	
<b>OVERTIME WAGES</b>	6,000	4,634	3,700	5,779	3,700	5,000	35.14%	
<b>PAGER COMPENSATION</b>	550	1,100	550	550	550	1,100	100.00%	
<b>FICA &amp; MEDICARE</b>	6,503	6,392	6,440	7,020	6,740	7,031	4.32%	
<b>HEALTH INSURANCE</b>	28,104	20,944	29,149	20,442	22,657	22,923	1.17%	
<b>DISABILITY &amp; LIFE INSURANCE</b>	1,067	1,098	1,187	1,222	1,187	1,140	-3.96%	
<b>DENTAL INSURANCE</b>	419	411	420	385	420	432	2.86%	
<b>RETIREMENT</b>	4,675	4,574	4,630	4,889	4,846	5,170	6.69%	
<b>TOTAL</b>	\$ 125,777	\$ 116,975	\$ 126,006	\$ 125,093	\$ 123,950	\$ 128,600	3.75%	
<b>MATERIALS</b>								
<b>GARDEN SUPPLIES &amp; PLANTS</b>	\$ 1,700	\$ 1,830	\$ 1,500	\$ 2,110	\$ 1,600	\$ 1,600	0.00%	
<b>CONTRACTED SERVICES</b>								
<b>FOLEY PARK &amp; MEDIANS</b>	\$ 4,750	\$ 4,899	\$ 4,750	\$ 2,142	\$ 4,750	\$ 4,750	0.00%	
<b>UNIFORMS</b>	2,100	1,728	2,100	1,869	2,100	2,000	-4.76%	
<b>TOTAL</b>	\$ 6,850	\$ 6,627	\$ 6,850	\$ 4,011	\$ 6,850	\$ 6,750	-1.46%	
<b>EQUIPMENT</b>								
<b>OUTSIDE REPAIRS</b>	\$ 1,300	\$ 1,836	\$ 1,500	\$ 1,560	\$ 1,600	\$ 1,600	0.00%	
<b>PARTS &amp; SUPPLIES</b>	1,800	2,903	1,900	2,498	2,500	2,500	0.00%	
<b>PETROLEUM PRODUCTS</b>	2,800	2,400	2,500	2,795	2,500	2,800	12.00%	
<b>TOOLS</b>	300	600	300	603	500	500	0.00%	
<b>TOTAL</b>	\$ 6,200	\$ 7,740	\$ 6,200	\$ 7,457	\$ 7,100	\$ 7,400	4.23%	
<b>CAPITAL EXPENDITURES</b>								
<b>DESIGNATED FUND-EQUIPMENT</b>	15,000	15,000	7,000	7,000	7,000	7,000	0.00%	
<b>TOTAL-BUILDING AND GROUNDS DIVISION</b>	\$ 155,527	\$ 148,172	\$ 147,556	\$ 145,671	\$ 146,500	\$ 151,350	3.31%	
<b>SOLID WASTE DIVISION</b>								
<b>SOLID WASTE WAGES &amp; BENEFITS</b>								
<b>TRANSFER STATION WAGES</b>	\$ 36,937	\$ 36,563	34,637	40,501	36,958	38,838	5.09%	
<b>FICA &amp; MEDICARE</b>	2,826	2,797	2,650	3,098	2,827	2,971	5.09%	
<b>TOTAL</b>	\$ 39,763	\$ 39,361	37,287	43,599	39,785	41,809	5.09%	
<b>CONTRACTED SERVICES</b>								
<b>GUVSWMD ASSESSMENT</b>	\$ 40,968	\$ 40,968	\$ 37,554	\$ 37,554	\$ 37,554	\$ 37,554	0.00%	
<b>MUNICIPAL SOLID WASTE</b>	51,500	45,169	50,000	44,745	49,000	46,000	-6.12%	
<b>RECYCLING</b>	32,000	50,258	37,000	39,063	61,000	50,000	-18.03%	
<b>C &amp; D WASTE DISPOSAL</b>	-	673	25,000	8,123	10,000	9,000	-10.00%	
<b>FOOD WASTE DISPOSAL</b>	-	-	5,000	2,477	2,000	2,500	25.00%	
<b>UNIFORMS</b>	500	-	500	-	500	500	0.00%	
<b>TOTAL</b>	\$ 133,000	\$ 137,068	\$ 155,054	\$ 131,961	\$ 160,054	\$ 145,554	-9.06%	
<b>EQUIPMENT</b>								
<b>REPAIRS &amp; MAINTENANCE</b>	\$ 3,000	\$ 1,308	\$ 3,000	\$ 4,034	\$ 2,000	\$ 2,000	0.00%	
<b>PARTS &amp; SUPPLIES</b>	1,500	1,143	1,000	311	1,000	1,000	0.00%	
<b>SMALL EQUIPMENT</b>	300	-	300	25	300	500	66.67%	
<b>TOTAL</b>	\$ 4,800	\$ 2,451	\$ 4,300	\$ 4,370	\$ 3,300	\$ 3,500	6.06%	
<b>TRANSFER STATION</b>								
<b>PURCHASED SERVICES</b>	\$ 1,170	\$ 1,170	\$ 1,170	\$ 1,006	\$ 1,170	\$ 1,170	0.00%	
<b>ELECTRICITY</b>	1,500	1,013	1,200	779	1,200	1,000	-16.67%	
<b>PROPANE</b>	750	410	600	676	600	650	8.33%	
<b>TELEPHONE</b>	450	393	450	451	450	450	0.00%	
<b>ADMINISTRATION</b>	2,500	1,331	2,500	2,639	2,500	2,500	0.00%	
<b>FRANCHISE TAX TO VERMONT</b>	2,900	1,987	2,900	2,013	2,900	2,100	-27.59%	
<b>TOTAL</b>	\$ 9,270	\$ 6,303	\$ 8,820	\$ 7,565	\$ 8,820	\$ 7,870	-10.77%	
<b>CAPITAL EXPENDITURES</b>								
<b>DESIGNATED FUND-EQUIPMENT</b>	8,000	8,000	8,500	8,500	6,500	6,500	0.00%	
<b>TOTAL-TRANSFER STATION DIVISION</b>	\$ 194,833	\$ 193,183	\$ 213,961	\$ 195,995	\$ 218,459	\$ 205,233	-6.05%	

TRACY HALL

**Town of Norwich  
FY19 Proposed Expenditure Budget**

	FY17 Final Budget	FY 17 Actual	FY18 Final Budget	FY 18 Actual	FY19 Final Budget	Proposed FY 20 Budget	FY20/FY19 % Change	Line Item Notes
<b>WATER USAGE</b>	\$ 450	\$ 487	\$ 500	\$ 538	\$ 500	\$ 550	10.00%	
<b>ELECTRICITY</b>	10,000	10,415	9,700	11,888	10,500	12,000	14.29%	
<b>HEATING</b>	16,500	8,753	16,500	10,264	13,000	11,000	-15.38%	
<b>ALARM MONITORING</b>	250	815	600	92	600	600	0.00%	
<b>ELEVATOR MAINT</b>	3,000	3,081	3,300	2,979	3,300	3,100	-6.06%	
<b>BUILDING SUPPLIES</b>	3,000	4,047	3,900	4,468	4,200	4,200	0.00%	
<b>REPAIRS &amp; MAINT</b>	10,000	5,992	15,000	16,566	10,000	10,000	0.00%	
<b>CUSTODIAN PAGER</b>	100	-	100	-	100	100	0.00%	
<b>MILEAGE REIMB</b>	100	-	100	15	100	-	-100.00%	
<b>BANDSTAND &amp; SIGN ELECTR</b>	1,000	846	800	606	900	900	0.00%	
<b>DESIGNATED FUND-TRACY HALL</b>			20,000	20,000	20,000	20,000	0.00%	
<b>TOTAL TRACY HALL</b>	\$ 44,400	\$ 34,436	\$ 70,500	\$ 67,416	\$ 63,200	\$ 62,450	-1.19%	
<b>TOTAL PUBLIC WORKS DEPARTMENT</b>	\$ 2,065,474	\$ 1,955,020	\$ 4,482,025	\$ 4,337,060	\$ 2,038,240	\$ 1,719,635	-15.63%	
<b>DEBT SERVICE EXPENDITURES</b>								
<b>PUBLIC SAFETY FACILITY BOND</b>	\$ -	\$ -	\$ -	\$ -	\$ 47,000	\$ 47,000	0.00%	
<b>DEBT INTEREST</b>	-	-	45,000	35,130	49,037	48,269	-1.57%	
<b>TOTAL</b>	\$ -	\$ -	\$ 45,000	\$ 35,130	\$ 96,037	\$ 95,269	-0.80%	
<b>TAX EXPENDITURES</b>								
<b>TAX ADJUSTMENTS &amp; ABATEMENT</b>	\$ 5,000	\$ 3,343	\$ 5,000	\$ 3,350	\$ 5,000	\$ 3,500	-30.00%	
<b>TOTAL</b>	\$ 5,000	\$ 3,343	\$ 5,000	\$ 3,350	\$ 5,000	\$ 3,500	-30.00%	
<b>INSURANCES</b>								
<b>PROP &amp; CAS INSURANCE</b>	\$ 82,500	\$ 85,174	\$ 86,000	\$ 85,579	\$ 86,000	\$ 86,000	0.00%	
<b>UNEMP INS RATE ASSMT</b>	5,236	3,850	5,300	1,598	5,300	2,000	-62.26%	
<b>WORKER'S COMP INS</b>	117,026	129,845	132,000	128,934	132,000	132,000	0.00%	
<b>TOTAL</b>	\$ 204,762	\$ 218,869	\$ 223,300	\$ 216,111	\$ 223,300	\$ 220,000	-1.48%	
<b>TOTAL TOWN EXPENDITURES</b>	\$ 4,380,889	\$ 4,238,281	\$ 6,929,111	\$ 6,624,509	\$ 4,502,386	\$ 4,220,973	-6.25%	
<b>OTHER MONETARY ARTICLES</b>								
<b>ADVANCE TRANSIT</b>	\$ 12,860	\$ 12,860	\$ 13,120	\$ 13,120	\$ 13,120	\$ 13,514	3.00%	
<b>GOOD BEGINNINGS</b>	3,000	3,000	3,000	3,000	3,000	3,000	0.00%	
<b>GREEN MOUNTAIN ECONOMIC DEVELOPMENT CORP</b>			1,693	1,693	1,693	1,677	-0.97%	
<b>HEADREST</b>	2,500	2,500	2,500	2,500	2,500	2,500	0.00%	
<b>NORWICH AMERICAN LEGION</b>	1,500	1,500	1,500	1,500	1,500	1,500	0.00%	
<b>NORWICH CEMETERY ASSOCATN</b>	15,000	15,000	15,000	15,000	15,000	15,000	0.00%	
<b>NORWICH CHILD CARE SCHOLARSHIP</b>	4,348	4,348	4,348	4,348	4,348	4,348	0.00%	
<b>NORWICH HISTORICAL SOCIETY</b>	8,000	8,000	8,000	8,000	8,000	8,000	0.00%	
<b>NORWICH LIONS CLUB FIREWORKS</b>	3,000	3,000	3,000	3,000	3,000	3,000	0.00%	
<b>NORWICH PUBLIC LIBRARY - OPERATING</b>	265,000	265,000	272,950	272,950	275,000	283,000	2.91%	
<b>NORWICH PUBLIC LIBRARY-REPAIRS &amp; CAPITAL MAINT.</b>						50,000		
<b>PUBLIC HEALTH COUNCIL OF THE UPPER VALLEY</b>					337	337	0.00%	
<b>RSVP</b>	500	500	500	500	-	-		
<b>SEVCA</b>	3,750	3,750	3,750	3,750	3,750	3,750	0.00%	
<b>SPECIAL NEEDS SUPPORT CENTER</b>						2,000		
<b>THE FAMILY PLACE</b>	6,000	6,000	6,000	6,000	6,000	6,000	0.00%	
<b>UPPER VALLEY TRAILS ALLIANCE</b>	2,000	2,000	2,000	2,000	2,000	2,000	0.00%	
<b>VISITING NURSE ASSOC. &amp; HOSPICE</b>	15,600	15,600	15,600	15,600	15,600	15,600	0.00%	
<b>WHITE RIVER COUNCIL ON AGING</b>	5,300	5,300	5,300	5,300	5,300	5,300	0.00%	
<b>WINDSOR COUNTY PARTNERS</b>	1,000	1,000	1,000	1,000	1,000	1,000	0.00%	
<b>WISE</b>	2,500	2,500	2,500	2,500	2,500	2,500	0.00%	
<b>YOUTH-IN-ACTION</b>	3,000	3,000	3,000	3,000	3,000	3,000	0.00%	
<b>TOTAL VOTED MONETARY ARTICLES</b>	354,858	354,858	364,761	364,761	366,648	427,026	16.47%	
<b>TOTAL TOWN EXPENDITURES IF ALL ARTICLES PASS</b>	\$ 4,735,747	\$ 4,593,139	\$ 7,293,872	\$ 6,989,270	\$ 4,869,034	\$ 4,647,998	-4.54%	
<b>Total Town Expenditures (not inc monetary articles)</b>					4,502,386	4,220,973	-6.25%	
<b>Total Town Expenditures Minus 10% Difference</b>					4,052,147	450,239		
Items in Green and Blue					2,825,354	2,513,699	-11.03%	
Items in Orange (not inc monetary articles)					1,677,032	1,707,274	1.80%	

If not agreeable to one year paving absence, then, I would be forced to consider a 1 officer reduction in the PD, a 1 transfer station attendant reduction, reducing some department heads to 0.80 FTE's (i.e., P/Z, Rec, Finance, and DPW) along with prorating their benefits (i.e., health care).

**Town of Norwich  
FY19 Proposed Expenditure Budget**

FY17 Final Budget	FY 17 Actual	FY18 Final Budget	FY 18 Actual	FY19 Final Budget	Proposed FY 20 Budget	FY20/FY19 % Change	Line Item Notes
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There are options the Board could consider with the Orange items, but, basically, I don't have "jurisdiction" over those items (e.g., Town Clerk, Listers, Selectboard Committees, stipends, dispatch contracts, labor contracts, etc.)

DENNIS M M KAUFMAN NORWICH VERMONT 05055-0028 802 649 1874

7a

Bonnie Munday, Norwich Town Clerk  
Tracy Hall  
300 Main Street  
Norwich VT  
05055

DEC 12 REC'D

Dear Madam Norwich Town Clerk,

With this letter, I resign my Position as Norwich Town Lister effective 1 January 2019.

Sincerely,



Dennis M. Kaufman, Norwich Town Lister

RECEIVED  
DEC 12 2018  
TOWN MANAGER'S OFFICE

**Herb Durfee**

---

**From:** Gered Dunne <gereddunne@gmail.com>  
**Sent:** Wednesday, December 12, 2018 9:29 AM  
**To:** Herb Durfee; Brian Riordan; Miranda Bergmeier  
**Subject:** speed sign

hi herb  
seems the radar sign has not been working for a few days.

would the town consider please fixing this and moving it up the hill a bit to be closer to the actual speed limit sign at the top of the hill? right above brian mcmullans house would match the distance that it used to be before the static speed limit sign was moved to the top of the hill.

i have seen a whole lot of 55 mph heading into the sign back before it died.

it would also be nice to have a 25 mph sign put on the street heading uphill to remind folks that the speed is not yet 40 mph. lots of people revving uphill still.

i know you have some quantity of signs that can go here and there by density, but, i really think these changes are important for community safety. my 4 year old and i have been buzzed and nearly hit twice this week simply traveling down to willey hill rd from our property, and once heading uphill by a person who gave us a double middle finger. who knows what he was holding onto the steering wheel with.

honestly we should do a better job with community safety issues like these. i don't understand why we don't have speed cameras in this area of town, as well as coming into town from beaver meadow and turnpike. it's absurd to see 50mph in a 25, which happens all the time at all three radar speed signs.

and I also think those of us who live in the village proper should all be entitled to safe travel on sidewalks. i'd like to ask the select board to extend the main st. sidewalk all the way up to brian mcmullans, and i bet folks on beaver meadow road would want the same from huntley st onward to moore ln.

can you please put this on the list for the next select board meeting? for us and the riordans and mcmullans this issue should be a part of a conversation to add town water and greywater drainage. our neighborhood is the only one not to be provided with either in the village, although we are required to pay fire district taxes.

thank you,  
gered dunne



1/1/18  
STORY KITCHEN  
12/12/18  
8 a.ii

**Post Results for the Town of Norwich as of 12/11/18**

October Average: **208**

November Average: **372**

December Average: **734**

Overall Average: **398**

Date	Title	View Count
2018-10-11	Donations in Mr. G's memory yield new baskets in school gym	182
2018-10-12	Delinquent Norwich taxes are up -- and back to norm	124
2018-10-17	New Forestry 1 should be ready for wildfire season	142
2018-10-23	Norwich SB Wants to Take the Public Pulse -- Regularly	178
2018-10-29	Beaver Meadow work done, accounting to come	271
2018-10-30	New Norwich Public Works Chief Settles In -- Minus Some Basics	349
2018-11-01	Selectboard to Consider Grant for EV Station at Huntley Meadow	127
2018-11-09	Plows to roll earlier, ahead of school buses	402
2018-11-12	Resident gets 45 scam calls in one night as fraud attempts spike in Norwich	610
2018-11-14	What's On Norwich's Mind? Taxes and Housing, Sure... But Also Speeding, Young Families, and Listserv Rudeness	964
2018-11-16	Grant application for EV station at Huntley Meadow to go forward	97
2018-11-18	Town issues on your mind, Norwich? Here's a chance to hash them out!	92
2018-11-20	Want to drive one of these things? The Town of Norwich is looking for an equipment operator.	92
2018-11-27	Norwich changes with the Age of Terror	592
2018-12-02	Norwich Police Sgt. Jennifer Frank: It's all about relationships	1055
2018-12-03	Norwich Sgt. Frank: The crisis that made her a cop	1047
2018-12-04	Sgt. Frank on Norwich: 'I just fell in love with the community'	514
2018-12-07	Norwich Will Accept Returnables Again	319

Handwritten: KRIS CLEMENT  
12/2/18  
8 a.iii

**Charge for Committee on Town Communications  
Town of Norwich**

**1. Introduction**

The Norwich Selectboard has long discussed the need to improve communications between the citizens of the town and its town government. It recognizes that many channels are available, yet it remains difficult for citizens to become aware of matters of importance to them and for town officials to have a good sense of the priorities and insights of its citizens. The Selectboard seeks recommendations that improve general public knowledge of current and proposed town initiatives and improves the ability of town government to serve its public with a better understanding of the public's needs and priorities.

**2. Statement of Purpose**

The role of the Committee is to make recommendations to the Selectboard regarding improving two-way communications between townspeople and their government.

**3. Public Participation and Involvement**

Public participation and involvement in the Committee's work is a high priority and the Committee is invited to support the Selectboard in presenting ideas and receiving feedback through public forums.

**4. Membership**

The Committee shall consist of a minimum of three Norwich members of the public at large, appointed by the Selectboard.

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

**5. Meetings**

The Committee's meetings shall be held at a regular time and place when possible. The time and place of each meeting and draft minutes shall be made available and posted in compliance with Vermont's open meetings law with support from the Town Manager's office. The committee will disband upon delivery of its final report.

**6. Committee Review and Analysis**

The Committee will determine what information needs to be gathered and reviewed in order to prepare a report to the Selectboard. It may choose to take the following steps:

- Organizational meeting to choose a chairperson and other positions and to review Vermont's open meeting and public records laws.
- Identification of scope of the problem.
- Research to identify current best practices.
- Analysis of best options for Norwich.
- Preparation of recommendations to the Selectboard.

### **7. Final Report**

The final report from the Committee, including its findings and recommendations, should be presented to the Selectboard on, or before, November 1, 2015.



Handout @ 12/12  
SB mtg. 8 a.m.

December 12, 2018

We are writing to address the concerns raised by Mary Layton and Christ Katucki about the Norwich Public Library budget and the town appropriation request for funds.

It is absolutely appropriate for town officials to pay close attention to how taxpayer funds are allocated. However, the percentage increases being described are misleading. We'd like to start with a more accurate overview of the amounts being requested for 2019.

#### Board of Trustees

Karen Harris  
*President*

Pam Miles  
*Vice President*

Leslie Rimmer  
*Treasurer*

Kathy Parsonnet  
*Secretary*

Stephanie McCaull  
*Past President*

Jane Ackerman  
Terri Ashley  
Mark Lilienthal  
Penny McConnell  
Demo Sofronas  
Emmanuel Tesone  
Margo Nutt  
*(ex officio)*

#### Library Staff

Lucinda H. Walker  
*Director*

Lisa Milchman  
*Assistant Director*

Beth Reynolds  
*Children's Librarian*

Nancy Fontaine  
*Technical Services Librarian*

Kate Minshall  
*Youth Services Librarian*

Sydney Smith  
*Circulation & Volunteer Services*

In 2018 the town generously voted to provide \$275,000 for NPL operations, representing a 0.7% increase from the previous year. In 2019, NPL is planning to make two separate requests: \$283,000 for general operating funds, representing a 2.82% increase, and a separate \$50,000 request for capital expenses. The operating request would contribute to the library's overall FY20 budget of \$396,000, with the remainder of the budget being raised through donations.

The capital request is designed to address maintenance issues in the building. We don't intend to make a capital request every year. We deliberately chose to make these appropriation requests separate so that townspeople could see the difference in how the funding would be utilized.

The NPL is dedicated to serving the entire Norwich community. We see the library as a community hub and center, second only to Dan & Whit's. But it is worth highlighting that NPL is not officially part of town government; we are not a municipal library. Founded in 1888, the NPL is an incorporated library – a non-profit institution, overseen by a board of trustees. Incorporated libraries, while unusual in other parts of the country, are common in Vermont. Many of our neighboring libraries are similarly structured, including Woodstock, Thetford, Rutland and Montpelier. We believe that this model actually saves money for the town of Norwich. In other towns, Stowe for example, the entire budget is covered by the town including employees, pensions, and other required benefits. In this case, NPL raises 28.5% of its own budget and personnel expenses are lower.

As for the concern that the town has no oversight of the library, the library is overseen by a very able board of trustees, all members of the Norwich community and tax payers themselves. Because of the Library's open and collaborative relationship with the town, we make a point of presenting our full budget at Town Meeting. In addition, our finances and all monthly board meetings are open to public. We would welcome your participation.

We are so incredibly grateful to the town for its consistent and enthusiastic support. We take our obligations to serve the town very seriously. Please do not hesitate to come to us with any questions or concerns.

Karen Harris  
President

Lucinda H. Walker  
Library Director

**One Library, Many Stories. What's Yours?**

86

12/14/18  
01:11 pm

Town of Norwich Accounts Payable  
Check Warrant Report # 19-12 Current Prior Next FY Invoices For Fund (RECREATION FACILITY & IMP)  
All Invoices For Check Acct 03 (General) 12/19/18 To 12/19/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
TRI STATE TRI-STATE FOLDING PARTITI	12/05/18	REC-PITCH SCREEN & FRAME 4050	05-5-425560.00 BYRNE FOUN BATTING CAGE	2900.00	7144	12/19/18
Report Total				2900.00		

To the Treasurer of Town of Norwich, We hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ \*\*\*\*\*2,900.00  
Let this be your order for the payments of these amounts.

FINANCE DIRECTOR Roberta Robinson  
Roberta Robinson

TOWN MANAGER: Herb Durfee  
Herb Durfee, Town Manager

SELECTBOARD:

\_\_\_\_\_  
John Langhus      Linda Cook      Claudette Brochu      John Pepper, Chair      Mary Layton

12/14/18  
01:11 pm

Town of Norwich Accounts Payable  
Check Warrant Report # 19-12 Current Prior Next FY Invoices For Fund (HIGHWAY GARAGE FUND)  
All Invoices For Check Acct 03(General) 12/19/18 To 12/19/18

86


Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
TILDEN	10/17/18	DPW-REPAIRS 22549	08-5-702690.00 HWY GARAGE BLDGS	1545.64	7143	12/19/18
Report Total				1545.64		

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 \$ \*\*\*\*\*1,545.64  
Let this be your order for the payments of these amounts.

FINANCE DIRECTOR

  
Roberta Robinson

TOWN MANAGER:

  
Herb Durfee, Town Manager

SELECTBOARD:

John Langhus

Linda Cook

Claudette Brochu

John Pepper, Chair

Mary Layton

12/14/18  
01:11 pm

Town of Norwich Accounts Payable  
Check Warrant Report # 19-12 Current Prior Next FY Invoices For Fund (General)  
All Invoices For Check Acct 03(General) 12/19/18 To 12/19/18

86

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
ADVANCE	ADVANCE AUTO PARTS	11/19/18	DPW-DIESEL SUPPLEMENT 0404	01-5-703405.00 PETROLEUM PRODUCTS	203.76	7109	12/19/18
ADVANCE	ADVANCE AUTO PARTS	09/07/18	DPW-HOSE & FITTINGS 0566	01-5-703403.00 PARTS & SUPPLIES	1434.45	7109	12/19/18
ADVANCE	ADVANCE AUTO PARTS	11/27/18	DPW-RINGS 119810	01-5-703403.00 PARTS & SUPPLIES	13.66	7109	12/19/18
ADVANCE	ADVANCE AUTO PARTS	12/12/18	DPW-LUBE 2939	01-5-703403.00 PARTS & SUPPLIES	33.94	7109	12/19/18
ADVANCE	ADVANCE AUTO PARTS	07/23/18	FD-AIR BAGS 4442	01-5-555528.00 FIRE TRK R & M	39.45	7109	12/19/18
ADVANCE	ADVANCE AUTO PARTS	12/06/18	DPW-SWAY BAR LINK 4978	01-5-703403.00 PARTS & SUPPLIES	73.86	7109	12/19/18
ADVANCE	ADVANCE AUTO PARTS	12/11/18	DPW-LUBE 5080	01-5-703403.00 PARTS & SUPPLIES	43.74	7109	12/19/18
ADVANCE	ADVANCE AUTO PARTS	12/11/18	DPW-FUEL FILT 5091	01-5-703403.00 PARTS & SUPPLIES	23.80	7109	12/19/18
ADVANCE	ADVANCE AUTO PARTS	08/07/18	DPW-OIL 6525	01-5-703403.00 PARTS & SUPPLIES	47.96	7109	12/19/18
ADVANCE	ADVANCE AUTO PARTS	07/23/18	FD-FUEL FILTER 6541	01-5-555528.00 FIRE TRK R & M	18.55	7109	12/19/18
ADVANCE	ADVANCE AUTO PARTS	11/19/18	DPW-GREASE GUN BLADES 7791	01-5-703513.00 TOOLS	44.50	7109	12/19/18
ADVANCE	ADVANCE AUTO PARTS	11/20/18	DPW-BULBS TOOLS 7855	01-5-703513.00 TOOLS	55.26	7109	12/19/18
ADVANCE	ADVANCE AUTO PARTS	12/06/18	DPW-AIR HAMMER 8255	01-5-703513.00 TOOLS	203.01	7109	12/19/18
ADVANCE	ADVANCE AUTO PARTS	12/06/18	DPW-55 GALL DRUM OIL 8260	01-5-703403.00 PARTS & SUPPLIES	389.00	7109	12/19/18
ADVANCE	ADVANCE AUTO PARTS	07/27/18	DPW-HOSES & FITTINGS 9316	01-5-703403.00 PARTS & SUPPLIES	831.94	7109	12/19/18
ADVANCE	ADVANCE AUTO PARTS	07/27/18	DPW-HOSES & FITTINGS 9324	01-5-703403.00 PARTS & SUPPLIES	887.03	7109	12/19/18
ADVANCE	ADVANCE AUTO PARTS	08/06/18	DPW-HOSES & FITTINGS 9527	01-5-703403.00 PARTS & SUPPLIES	1120.35	7109	12/19/18
ADVANCE	ADVANCE AUTO PARTS	11/26/18	DPW-DIESEL EXHAUST 9775	01-5-703403.00 PARTS & SUPPLIES	143.84	7109	12/19/18
ADVANCE	ADVANCE AUTO PARTS	11/29/18	DPW-GREASE GUN 9913	01-5-703513.00 TOOLS	39.10	7109	12/19/18
ADVANCE	ADVANCE AUTO PARTS	07/23/18	FD-FUEL FILTER, LUBE, COO 9992	01-5-555528.00 FIRE TRK R & M	80.60	7109	12/19/18
ADVANCE	ADVANCE AUTO PARTS	07/23/18	FD-TRANS. LUBE 9993	01-5-555528.00 FIRE TRK R & M	64.40	7109	12/19/18
ADVANCE	ADVANCE AUTO PARTS	07/23/18	FD-COOLANT 9994	01-5-555528.00 FIRE TRK R & M	16.20	7109	12/19/18
ADVANCE	ADVANCE AUTO PARTS	07/23/18	FD-COOLANT/LUBE 9995	01-5-555528.00 FIRE TRK R & M	80.60	7109	12/19/18
ALLHANDS	ALL HANDS FIRE EQUIPMENT,	11/20/18	FD-COAT HANGERS (3) 12463	01-5-555422.00 FIRE TOOLS & EQUIPMENT	40.96	7111	12/19/18
ANYTIME	ANYTIME CARPET CARE & CLE	11/25/18	PD/FD CEANING 11/19+11/2S 234371	01-5-485302.00 REPAIRS & MAINTENANCE	360.00	7112	12/19/18

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
BATCHEL	BATCHELDER ASSOCIATES, PC	11/23/18	FIN-AUDIT 2611	01-5-200322.00 INDEPENDENT AUDIT	15500.00	7113	12/19/18
BAYSTATE	BAY STATE ELEVATOR CO.	12/01/18	TH-ELEVATOR SERVICE 490233	01-5-706107.00 ELEVATOR MAINTENANCE	252.96		--/--/--
BERGERON	BERGERONS LAWN SVC & LAND	11/25/18	DPW-LEAF BLOWING 18068	01-5-703305.00 LEAF REMOVAL	950.00		--/--/--
BESTSEPT	BEST SEPTIC SERVICE, LLC	12/01/18	TS-NOV 2018 14326	01-5-705500.00 PURCHASED SERVICES	130.00	7114	12/19/18
BLUETARP	BLUETARP FINANCIAL INC.	12/01/18	B&G - CREDIT ON ACCT. 1621995173 S	01-5-704403.00 PARTS & SUPPLIES	-39.99		--/--/--
BLUETARP	BLUETARP FINANCIAL INC.	12/13/18	B&G - CARGO CARRIER 41570091	01-5-704403.00 PARTS & SUPPLIES	305.98		--/--/--
BOBS	BOBS SERVICE CENTER	11/21/18	PD-TOW OF CRUISER 52716	01-5-500306.00 CRUISER MAINT	114.75		--/--/--
BROOK	BROOK FIELD SERVICE	11/15/18	DPW-REPAIR TO UNIT 30867	01-5-703511.00 REPAIRS & MAINTENANCE	249.25		--/--/--
BROOK	BROOK FIELD SERVICE	11/27/18	TH-OUTAGE 30972	01-5-706113.00 REPAIRS & MAINTENANCE	324.75		--/--/--
BROOK	BROOK FIELD SERVICE	11/27/18	DPW-OUTAGE 31027	01-5-703511.00 REPAIRS & MAINTENANCE	297.00		--/--/--
BUSINESS	BUSINESS CARD	11/10/18	GENADM-SYMATEC RENEWAL 41007	01-5-275632.00 SERVER MAINTENANCE	445.20	7115	12/19/18
BUSINESS	BUSINESS CARD	12/04/18	REC-HOTEL RES. FOR CONF. 422003603	01-5-425160.00 DUES/MTGS/EDUC	407.99	7115	12/19/18
CED	CONSOLIDATED ELECTRICAL D	11/29/18	TH-FUSES 9433-780608	01-5-706113.00 REPAIRS & MAINTENANCE	114.60		--/--/--
CHAPPELL	CHAPPELL TRACTOR/ B-B CHA	11/27/18	DPW-CHAINS PB61598	01-5-703403.00 PARTS & SUPPLIES	880.00	7116	12/19/18
CHILDSUPP	OFFICE OF CHILD SUPPORT	11/24/18	CHILD SUPP-PPE 12/1/18 PPE 12/1/18	01-2-001115.00 CHILD SUPPORT PAYABLE	489.84	7117	12/19/18
CINTAS	CINTAS CORPORATION	11/13/18	DPW-STOCK OF UNIT 5012132894	01-5-703507.00 SUPPLIES	1390.16	7118	12/19/18
CRICKET'S	CRICKET'S PAINT & AUTO PA	12/05/18	DPW-LIGHT RESTOCK 728576	01-5-703403.00 PARTS & SUPPLIES	101.48	7119	12/19/18
DEADRIVER	DEAD RIVER COMPANY	11/20/18	TH-HEATING OIL 276.2 gall 64319	01-5-706103.00 HEATING	656.28	7120	12/19/18
DEADRIVER	DEAD RIVER COMPANY	12/14/18	TH-HEATING OIL 310.1 GAL 65984	01-5-706103.00 HEATING	736.83	7120	12/19/18
EARTHLINK	EARTHLINK BUSINESS	12/01/18	DEC TELEPHONE 2018 136786101201	01-5-300531.00 TELEPHONE	37.58	7121	12/19/18
EARTHLINK	EARTHLINK BUSINESS	12/01/18	DEC TELEPHONE 2018 136786101201	01-5-425127.00 TELEPHONE	37.58	7121	12/19/18
EARTHLINK	EARTHLINK BUSINESS	12/01/18	DEC TELEPHONE 2018 136786101201	01-5-705505.00 TELEPHONE	46.49	7121	12/19/18
EARTHLINK	EARTHLINK BUSINESS	12/01/18	DEC TELEPHONE 2018 136786101201	01-5-705505.00 TELEPHONE	35.02	7121	12/19/18
EARTHLINK	EARTHLINK BUSINESS	12/01/18	DEC TELEPHONE 2018 136786101201	01-5-350531.00 TELEPHONE	37.58	7121	12/19/18
EARTHLINK	EARTHLINK BUSINESS	12/01/18	DEC TELEPHONE 2018 136786101201	01-5-275531.00 TELEPHONE	71.36	7121	12/19/18

All Invoices For Check Acct 03(General) 12/19/18 To 12/19/18

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
EARTHLINK	EARTHLINK BUSINESS	12/01/18	DEC TELEPHONE 2018 136786101201	01-5-100531.00 TELEPHONE	37.58	7121	12/19/18
EARTHLINK	EARTHLINK BUSINESS	12/01/18	DEC TELEPHONE 2018 136786101201	01-5-005531.00 ADMIN TELEPHONE	37.58	7121	12/19/18
EARTHLINK	EARTHLINK BUSINESS	12/01/18	DEC TELEPHONE 2018 136786101201	01-5-200531.00 TELEPHONE	37.58	7121	12/19/18
EVANSMOTO	EVANS GROUP, INC.	11/26/18	DPW-1000. GAL DEISEL 650222	01-5-703405.00 PETROLEUM PRODUCTS	2325.39	-----	--/--/--
EVANSMOTO	EVANS GROUP, INC.	12/03/18	DPW-715. GAL DEISEL 650760	01-5-703405.00 PETROLEUM PRODUCTS	1568.63	-----	--/--/--
EVANSMOTO	EVANS GROUP, INC.	12/10/18	DPW-DIESEL 670 GALL 651245	01-5-703405.00 PETROLEUM PRODUCTS	1564.77	-----	--/--/--
FIRSTLIGH	FIRSTLIGHT FIBER	11/15/18	LONG DISTANT CALLS 4593169	01-5-275531.00 TELEPHONE	0.66	7122	12/19/18
FIRSTLIGH	FIRSTLIGHT FIBER	11/15/18	LONG DISTANT CALLS 4593169	01-5-100531.00 TELEPHONE	0.33	7122	12/19/18
FIRSTLIGH	FIRSTLIGHT FIBER	11/15/18	LONG DISTANT CALLS 4593169	01-5-200531.00 TELEPHONE	0.33	7122	12/19/18
FIRSTLIGH	FIRSTLIGHT FIBER	11/15/18	LONG DISTANT CALLS 4593169	01-5-005531.00 ADMIN TELEPHONE	0.33	7122	12/19/18
FIRSTLIGH	FIRSTLIGHT FIBER	11/15/18	LONG DISTANT CALLS 4593169	01-5-300531.00 TELEPHONE	0.33	7122	12/19/18
FIRSTLIGH	FIRSTLIGHT FIBER	11/15/18	LONG DISTANT CALLS 4593169	01-5-703505.00 TELEPHONE	0.33	7122	12/19/18
FIRSTLIGH	FIRSTLIGHT FIBER	11/15/18	LONG DISTANT CALLS 4593169	01-5-705505.00 TELEPHONE	0.33	7122	12/19/18
FIRSTLIGH	FIRSTLIGHT FIBER	11/15/18	LONG DISTANT CALLS 4593169	01-5-425127.00 TELEPHONE	0.33	7122	12/19/18
FIRSTLIGH	FIRSTLIGHT FIBER	11/15/18	LONG DISTANT CALLS 4593169	01-5-350531.00 TELEPHONE	0.33	7122	12/19/18
FOGGS	FOGG'S HARDWARE AND BUILD	11/20/18	TH-THREAD SEAL TAPE 842523	01-5-706109.00 BUILDING SUPPLIES	3.49	7123	12/19/18
FOGGS	FOGG'S HARDWARE AND BUILD	11/30/18	DPW-WOOD SHIMS,BURLAP 843172	01-5-703209.00 CULVERTS & ROAD SUPPLIES	25.96	7123	12/19/18
FOGGS	FOGG'S HARDWARE AND BUILD	12/05/18	TS-TORCH & DEICER 843524	01-5-705403.00 PARTS & SUPPLIES	24.98	7123	12/19/18
FREIGHTNH	FREIGHTLINER OF NEW HAMPS	11/28/18	DPW-SPOT MIRROR LP282301	01-5-703403.00 PARTS & SUPPLIES	58.53	7124	12/19/18
FREIGHTNH	FREIGHTLINER OF NEW HAMPS	11/29/18	DPW-SAIL BRACKET LP282331	01-5-703403.00 PARTS & SUPPLIES	8.55	7124	12/19/18
FREIGHTNH	FREIGHTLINER OF NEW HAMPS	11/30/18	DPW- LEAK IN CRANK CASE#4 LP282399	01-5-703403.00 PARTS & SUPPLIES	92.35	7124	12/19/18
FREIGHTNH	FREIGHTLINER OF NEW HAMPS	12/04/18	DPW-BRKT KITS BUSHING LP282580	01-5-703403.00 PARTS & SUPPLIES	515.98	7124	12/19/18
FREIGHTNH	FREIGHTLINER OF NEW HAMPS	12/04/18	DPW-PART CREDIT LP282591	01-5-703403.00 PARTS & SUPPLIES	-374.90	7124	12/19/18
FREIGHTNH	FREIGHTLINER OF NEW HAMPS	12/04/18	DPW-BUSING SPRINGS LP282592	01-5-703403.00 PARTS & SUPPLIES	52.72	7124	12/19/18
FREIGHTNH	FREIGHTLINER OF NEW HAMPS	12/05/18	DPW-BUSHING KIT LP282612	01-5-703403.00 PARTS & SUPPLIES	26.36	7124	12/19/18

12/14/18  
01:11 pm

Town of Norwich Accounts Payable  
Check Warrant Report # 19-12 Current Prior Next FY Invoices For Fund (General)  
All Invoices For Check Acct 03(General) 12/19/18 To 12/19/18

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RRobinson

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
FREIGHTNH	12/05/18	FREIGHTLINER OF NEW HAMPS DPW-ELE. PLUG & PINS LP282619	01-5-703403.00 PARTS & SUPPLIES	3.85	7124	12/19/18
GMPC	11/30/18	GREEN MOUNTAIN POWER CORP DPW-ELECTRIC 04695 NOV 18	01-5-703501.00 ELECTRICITY	491.77	7125	12/19/18
GMPC	11/29/18	GREEN MOUNTAIN POWER CORP DPW-STREETLIGHTS 24926-NOV 18	01-5-703307.00 STREETLIGHTS	931.00	7125	12/19/18
GMPC	11/30/18	GREEN MOUNTAIN POWER CORP TH-ELECTRIC - NOV 34966 NOV 18	01-5-706101.00 ELECTRICITY	1052.76	7125	12/19/18
GMPC	11/28/18	GREEN MOUNTAIN POWER CORP EMER-TOWER POWER 35006-NOV 18	01-5-575233.00 TOWER POWER	52.07	7125	12/19/18
GMPC	12/01/18	GREEN MOUNTAIN POWER CORP TH-SOLAR 319 MAIN ST. 48815 NOV 18	01-5-706115.00 BNDSTND/SIGN/EVCH ELECTRI	19.69	7125	12/19/18
GMPC	11/30/18	GREEN MOUNTAIN POWER CORP TH-EVCHARGING STATION 92150 NOV 18	01-5-706115.00 BNDSTND/SIGN/EVCH ELECTRI	48.08	7125	12/19/18
GRAYLIN	12/05/18	LINDA GRAY TADM-CANDY, CONFERNCE 12/5/18 REIM	01-5-005701.20 ENERGY COMMITTEE	57.99	-----	--/--/--
HARTFORD	11/30/18	TOWN OF HARTFORD PD-OCTOBER 2018 9682	01-5-500535.00 VIBRS	121.58	-----	--/--/--
HAUN	12/01/18	HAUN WELDING SUPPLY, INC. DPW-OXYGEN CYLINDER RENTA T779856	01-5-703507.00 SUPPLIES	15.10	-----	--/--/--
HOMEDEPOT	12/01/18	HOME DEPOT CREDIT SERVICE PD-BLINDS 548646	01-5-485302.00 REPAIRS & MAINTENANCE	20.57	7126	12/19/18
HOMEDEPOT	12/01/18	HOME DEPOT CREDIT SERVICE DPW-HUSKY INTERLOCKING 9010117	01-5-703513.00 TOOLS	19.94	7126	12/19/18
HOMEDEPOT	10/16/18	HOME DEPOT CREDIT SERVICE REC-ICE RINK 9198964	01-5-425333.00 WOMEN'S CLUB GRANT	15.96	7126	12/19/18
HOMEDEPOT	10/16/18	HOME DEPOT CREDIT SERVICE REC-ICE RINK 9509082	01-5-425333.00 WOMEN'S CLUB GRANT	49.98	7126	12/19/18
HOMEDEPOT	11/19/18	HOME DEPOT CREDIT SERVICE PD/FD-VACCCUM CLEANER WD44094064	01-5-485302.00 REPAIRS & MAINTENANCE	269.99	7126	12/19/18
IRVINGOIL	11/29/18	IRVING ENERGY DISTRIB. & DPW-275.2 GAL. PROPANE 153859	01-5-703405.00 PETROLEUM PRODUCTS	391.88	-----	--/--/--
IRVINGOIL	09/19/18	IRVING ENERGY DISTRIB. & DPW-SERVICE & PARTS 68077	01-5-703511.00 REPAIRS & MAINTENANCE	1000.00	-----	--/--/--
IRVINGOIL	11/05/18	IRVING ENERGY DISTRIB. & DPW-180.5 PROPANE 725720	01-5-703503.00 PROPANE	257.03	-----	--/--/--
IRVINGOIL	12/05/18	IRVING ENERGY DISTRIB. & DPW-24.8 PROPANE 744189	01-5-703503.00 PROPANE	35.32	-----	--/--/--
IRVINGOIL	12/05/18	IRVING ENERGY DISTRIB. & DPW-27.7 PROPANE 744410	01-5-703503.00 PROPANE	39.44	-----	--/--/--
IRVINGOIL	12/07/18	IRVING ENERGY DISTRIB. & DPW- 258.6 GAL PROPANE 945675	01-5-703405.00 PETROLEUM PRODUCTS	368.25	-----	--/--/--
KEARNEY	12/12/18	JILL KEARNEY NILES REC--MILEAGE REIMBURSE 8/20-11/7/18	01-5-425180.00 MILEAGE REIMBURSEMENT	63.49	7127	12/19/18
KNIGHTB	12/10/18	BRIAN KNIGHT RESEARCH PLAN-NR DRAFT COMPLETION INV-0044	01-5-350416.00 HIST PRES GRANT	840.00	7128	12/19/18
MILLER	12/11/18	MILLER AUTO GROUP DPW-TUBE FUEL 35469	01-5-703403.00 PARTS & SUPPLIES	66.22	7129	12/19/18
MIS 1	12/05/18	CHARLES LINDNER TAOM-REIM. CONFRENCE 12/1/18	01-5-005701.20 ENERGY COMMITTEE	50.00	7130	12/19/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
MORTON	11/19/18	MORTON SALT, INC. DPW- 61.59 TONS SALT 5401702441	01-5-703201.00 SALT & CHEMICALS	4332.86	7131	12/19/18
MORTON	11/21/18	MORTON SALT, INC. DPW- 30.39 TONS SALT 5401705385	01-5-703201.00 SALT & CHEMICALS	2137.94	7131	12/19/18
MORTON	11/21/18	MORTON SALT, INC. DPW- 32.52 TON SALT 5401705386	01-5-703201.00 SALT & CHEMICALS	2287.78	7131	12/19/18
MORTON	11/28/18	MORTON SALT, INC. DPW- 64.20 TONS SALT 5401709508	01-5-703201.00 SALT & CHEMICALS	4516.47	7131	12/19/18
MORTON	11/29/18	MORTON SALT, INC. DPW- 32.87 TON SALT 5401710727	01-5-703201.00 SALT & CHEMICALS	2312.40	7131	12/19/18
MORTON	11/29/18	MORTON SALT, INC. DPW- 32.94 TON SALT 5401710728	01-5-703201.00 SALT & CHEMICALS	2317.33	7131	12/19/18
MORTON	11/30/18	MORTON SALT, INC. DPW- 69.57 TON SALT 5401711953	01-5-703201.00 SALT & CHEMICALS	4894.25	7131	12/19/18
NORSCHOOL	12/01/18	NORWICH SCHOOL DISTRICT REC-1/2 18-19 SCHOOL USE 12/1/18	01-5-425219.00 M.CROSS SCHOOL RENTAL FEE	6615.00	7132	12/19/18
NORTRAX	11/19/18	NORTRAX DPW-ALARM SYS 1910807	01-5-703403.00 PARTS & SUPPLIES	80.20	7133	12/19/18
PATHWAYS	10/31/18	PATHWAYS CONSULTING, LLC FEMA-BEAVER MEAD/NEEDHAM 21200	01-5-703703.00 FEMA GRANT	19866.09	7134	12/19/18
PBA	12/14/18	NEW ENGLAND PBA, INC UNION DUES NOVEMBER NOV 2018	01-2-001117.00 UNION DUES PAYABLE	442.00	-----	--/--/--
PETESTIRE	11/01/18	PETE'S TIRE BARNS, INC PD-MOUNT, BALANCE, RECAL 256417	01-5-500306.00 CRUISER MAINT	78.80	-----	--/--/--
PETESTIRE	11/02/18	PETE'S TIRE BARNS, INC PD-MOUNT, DIS-MOUNT, BAL 256447	01-5-500306.00 CRUISER MAINT	63.80	-----	--/--/--
PIKE	11/16/18	PIKE INDUSTRIES INC DPW- 641.21 T CRUSH GRAVE 1009321	01-5-703207.00 GRAVEL & STONE	8592.28	-----	--/--/--
PITNEY	12/01/18	PITNEY BOWES GADMIN--Q'LY POST METER 3307645184	01-5-275536.00 POSTAGE METER RENTAL	171.21	7135	12/19/18
PTO'S	11/30/18	PTO'S REPAIR, INC DPW - PLOW OIL 30389	01-5-703403.00 PARTS & SUPPLIES	29.68	7136	12/19/18
RICHARDSO	12/02/18	TAD RICHARDSON TADM-COMPUTER UPKEEP 1673	01-5-005300.00 PROFESS SERV	717.00	-----	--/--/--
ROGERSFAB	11/30/18	ROGER'S FABRICARE, LLC PD-UNIFORM CLEANING NOV 2018	01-5-500583.00 UNIFORMS CLEANING	72.00	-----	--/--/--
SABIL	11/09/18	SABIL & SONS INC FD-TANKER SL 34394	01-5-555528.00 FIRE TRK R & M	183.06	7137	12/19/18
SABIL	11/09/18	SABIL & SONS INC FD-ENGIN 1 VALVE 34395	01-5-555528.00 FIRE TRK R & M	34.53	7137	12/19/18
SABIL	10/11/18	SABIL & SONS INC FD-TOWING 82629	01-5-555617.00 FIRETRUCK STORAGE	100.00	7137	12/19/18
SANEL	11/07/18	SANEL AUTO PARTS INC DPW-CLAM BRACKET HOSES 000694	01-5-703403.00 PARTS & SUPPLIES	154.84	7138	12/19/18
SIPLAY	12/04/18	SI PLAY LLC REC-REG. FEES OCT/NOV 18	01-5-425218.00 REGISTRATION FEES	214.65	7139	12/19/18
STAPLES.	11/03/18	STAPLES CREDIT PLAN FIN-ENVELOPES 2188892381	01-5-200610.00 OFFICE SUPPLIES	97.69	7140	12/19/18
TANGREDI	12/05/18	CHRISTINA TANGREDI REC-YOGA CLASSES NOV 18	01-5-425200.00 INSTRUCTOR FEE	692.30	7141	12/19/18

All Invoices For Check Acct 03(General) 12/19/18 To 12/19/18

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
TARRANT	TARRANT, GILLIES & RICHA	11/30/18	TADM-LEGAL 11892	01-5-005300.00 PROFESS SERV	1087.50	7142	12/19/18
TENCO	TENCO INDUSTRIES, INC	11/30/18	DPW-CYLINDER REPAIR 6434427	01-5-703401.00 OUTSIDE REPAIRS	2486.93	-----	--/--/--
TILDEN	TILDEN ELECTRIC, PC	11/15/18	DPW-REPAIRS 22665	01-5-703511.00 REPAIRS & MAINTENANCE	1110.20	7143	12/19/18
TSSAND	TWIN STATE SAND & GRAVEL	11/15/18	DPW-STONE/TWIN PACK 87207	01-5-703207.00 GRAVEL & STONE	52.33	7145	12/19/18
TWORIVERS	TWO RIVERS - OTTAUQUECHEE	11/30/18	DPW-ROAD PLAN GRANT 19-48	01-5-703709.00 TWO RIVERS-BETR BACK ROAD	2011.34	7146	12/19/18
UNIFIRST	UNIFIRST CORPORATION	11/12/18	DPW / B&G- UNIFORMS 035 4312462	01-5-703311.00 UNIFORMS	270.82	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	11/12/18	DPW / B&G- UNIFORMS 035 4312462	01-5-704311.00 UNIFORMS	51.68	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	11/26/18	DPW & B&G - UNIFORMS 035 4316973	01-5-703311.00 UNIFORMS	258.19	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	11/26/18	DPW & B&G - UNIFORMS 035 4316973	01-5-704311.00 UNIFORMS	51.68	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	12/03/18	DPW & B&G - UNIFORMS 035 4319251	01-5-704311.00 UNIFORMS	52.37	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	12/03/18	DPW & B&G - UNIFORMS 035 4319251	01-5-703311.00 UNIFORMS	257.58	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	12/10/18	DPW, B&G - UNIFORMS 035 4321552	01-5-704311.00 UNIFORMS	51.25	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	12/10/18	DPW, B&G - UNIFORMS 035 4321552	01-5-703311.00 UNIFORMS	251.51	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	10/22/18	DPW / B&G- UNIFORMS 0354305827	01-5-704311.00 UNIFORMS	50.33	-----	--/--/--
UNIFIRST	UNIFIRST CORPORATION	10/22/18	DPW / B&G- UNIFORMS 0354305827	01-5-703311.00 UNIFORMS	263.74	-----	--/--/--
VERIZWIRE	VERIZON WIRELESS	12/04/18	TM,PD,FIRE,DPW-CELL PHONE 9817767328	01-5-555625.00 TELEPHONE & INTERNET	25.42	-----	--/--/--
VERIZWIRE	VERIZON WIRELESS	12/04/18	TM,PD,FIRE,DPW-CELL PHONE 9817767328	01-5-005532.00 T MNGR CELL PHONE	56.33	-----	--/--/--
VERIZWIRE	VERIZON WIRELESS	12/04/18	TM,PD,FIRE,DPW-CELL PHONE 9817767328	01-5-500501.00 ADMINISTRATION	56.33	-----	--/--/--
VERIZWIRE	VERIZON WIRELESS	12/04/18	TM,PD,FIRE,DPW-CELL PHONE 9817767328	01-5-703505.00 TELEPHONE	235.58	-----	--/--/--
VLCTERB	VLCT EMPLOYMENT RESOURCE	11/27/18	UNEMPLOY 1ST QTR. 2019 28683-Q1	01-5-800517.00 UNEMP INS RATE ASSMT	739.00	7147	12/19/18
VTMUNI	VERMONT MUNICIPLE ASSESSO	12/01/18	LIST-ASSESSING FEES 1112	01-5-300300.00 PROFESS SERVICES	2694.04	7148	12/19/18
WBMASON	W.B. MASON CO., INC.	10/16/18	PD-TRASH BAGS I59831904	01-5-485301.00 BUILDING SUPPLIES	19.10	-----	--/--/--
WBMASON	W.B. MASON CO., INC.	11/12/18	DPW-FLASH DRIVES I60691514	01-5-703507.00 SUPPLIES	28.99	-----	--/--/--
WBMASON	W.B. MASON CO., INC.	11/14/18	DPW / LIST - OFFICE SUPP I60782863	01-5-300610.00 OFFICE SUPPLIES	12.98	-----	--/--/--
WBMASON	W.B. MASON CO., INC.	11/14/18	DPW / LIST - OFFICE SUPP I60782863	01-5-703515.00 ADMINISTRATION	2.81	-----	--/--/--

12/14/18  
01:11 pm

Town of Norwich Accounts Payable  
Check Warrant Report # 19-12 Current Prior Next FY Invoices For Fund (General)  
All Invoices For Check Acct 03(General) 12/19/18 To 12/19/18

Page 7 of 7  
RRobinson


Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
WBMASON	12/04/18	W.B. MASON CO., INC. TAOM & LIST - CALENDARS I61341809	01-5-300610.00 OFFICE SUPPLIES	9.08	-----	--/--/--
WBMASON	12/04/18	W.B. MASON CO., INC. TAOM & LIST - CALENDARS I61341809	01-5-005610.00 OFFICE SUPPLIES	13.62	-----	--/--/--
WBMASON	12/06/18	W.B. MASON CO., INC. FIN-OFFICE SUPPLIES I61432927	01-5-200610.00 OFFICE SUPPLIES	1.43	-----	--/--/--
WILSONTIR	10/31/18	WILSON TIRE, INC DPW-TIRES 477018	01-5-703403.00 PARTS & SUPPLIES	842.52	7149	12/19/18
Report Total				116202.30	=====	

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 \$ \*\*\*116,202.30  
Let this be your order for the payments of these amounts.

FINANCE DIRECTOR

  
Roberta Robinson

TOWN MANAGER:

  
Herb Durfee, Town Manager

SELECTBOARD:

\_\_\_\_\_  
John Langhus                      Linda Cook                      Claudette Brochu                      John Pepper, Chair                      Mary Layton

86



# Ocean State Signal Co.

27 Thurber Blvd

Smithfield, RI 02917

Tel: 401-231-6780 Fax: 401-231-4390

[www.oceanstatesignal.com](http://www.oceanstatesignal.com)

TO: Andy Hodgdon - DPW

DATE: 9/26/2018

LOCATION: Norwich, VT

FROM: James-Michael Trotta

ITEM NUMBER: Solar RRFB Crosswalk System

DUE DATE: \_\_\_\_\_

INTERSECTION: Unknown

PROJECT #: \_\_\_\_\_

Quantity	ITEM/MATERIAL DESCRIPTION	Unit Price	Total Price
2	<b>Solar Powered RRFB Crosswalk System c/o:</b>	\$8,190.00	\$16,380.00
	2 (ea) 14' Aluminum Pedestal w/ Transformer Base		
	2 (ea) 55W Solar Control System w/ Radio		
	4 (ea) RRFB-XL Light Bar w/ Ped Indication		
	2 (ea) Pushbutton w/ 9x12 Frame & R10-25 Sign		
	4 (ea) 30" W11-2 Pedestrian Crossing Sign	FYG	
	2 (ea) 24x12 W16-7L Down Left Arrow Sign	FYG	
	2 (ea) 24x12 W16-7R Down Right Arrow Sign	FYG	
	8 (ea) Sign Mounting Hardware Kit		
	Notes:		
	A) Furnish Only		
	B) Confirm Color of Pedestals & Buttons		
	C) Does Not Include Concrete Foundations or Anchor Bolts		

**TERMS AND CONDITIONS:**

The above price is NET F.O.B shipping point with shipping included to one destination in Vermont. Terms quoted are Net Thirty and this quote is guaranteed for 30 days.

**BEST REGARDS,**

**James-Michael Trotta**

## Herb Durfee

---

**From:** JM Trotta <jmtrotta@oceanstatesignal.com>  
**Sent:** Wednesday, September 26, 2018 12:44 PM  
**To:** Herb Durfee  
**Cc:** Miranda Bergmeier; Roberta Robinson  
**Subject:** RE: Norwich, VT - TAPCO - RRFB-XL2  
**Attachments:** Norwich - Solar RRFB Quote3.pdf

Would help if I attached the thing won't it! Sorry about that.

---

James-Michael Trotta  
Ocean State Signal Co.  
Certified WBE/MBE/DBE  
Phone: 401-231-6780

**From:** JM Trotta  
**Sent:** Wednesday, September 26, 2018 12:35 PM  
**To:** 'Herb Durfee' <[HDurfee@norwich.vt.us](mailto:HDurfee@norwich.vt.us)>  
**Cc:** Miranda Bergmeier <[MBergmeier@norwich.vt.us](mailto:MBergmeier@norwich.vt.us)>; Roberta Robinson <[RRobinson@norwich.vt.us](mailto:RRobinson@norwich.vt.us)>  
**Subject:** RE: Norwich, VT - TAPCO - RRFB-XL2

Hi Herb,

Yes, we can most certainly honor your current pricing. Please see the updated quote. Please let me know if there is anything else I can assist with.

Thanks.

JM

---

James-Michael Trotta  
Ocean State Signal Co.  
Certified WBE/MBE/DBE  
Phone: 401-231-6780

**From:** Herb Durfee <[HDurfee@norwich.vt.us](mailto:HDurfee@norwich.vt.us)>  
**Sent:** Tuesday, September 25, 2018 8:36 AM  
**To:** JM Trotta <[jmtrotta@oceanstatesignal.com](mailto:jmtrotta@oceanstatesignal.com)>  
**Cc:** Miranda Bergmeier <[MBergmeier@norwich.vt.us](mailto:MBergmeier@norwich.vt.us)>; Roberta Robinson <[RRobinson@norwich.vt.us](mailto:RRobinson@norwich.vt.us)>  
**Subject:** RE: Norwich, VT - TAPCO - RRFB-XL2

JM,

I received another grant from the state to put 2 additional RRFB's in. Can you send me another order form? Hoping you can hold pricing; the grant was for the same amount of money, though we're a year later. Oh, also, same specs. 😊

H.A.D.

Herbert A. Durfee, III  
Town Manager  
Town of Norwich

STATE OF VERMONT GRANT AGREEMENT		Part 1-Grant Award Detail					
SECTION I - GENERAL GRANT INFORMATION							
1 Grant #: CA0547		2 Original <input checked="" type="checkbox"/> Amendment #					
3 Grant Title: Norwich ST BP18(25)							
4 Amount Previously Awarded: \$ 0.00		5 Amount Awarded This Action: \$ 8,000.00	6 Total Award Amount: \$ 8,000.00				
7 Award Start Date: 09/07/2018		8 Award End Date: 12/31/2020	9 Subrecipient Award: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>				
10 Vendor #: 0000040725		11 Grantee Name: TOWN OF NORWICH					
12 Grantee Address: PO Box 376							
13 City: Norwich		14 State: VT	15 Zip Code: 05055				
16 State Granting Agency: Vermont Agency of Transportation			17 Business Unit: 08126				
18 Performance Measures: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		19 Match/In-Kind: \$ 8000	Description: Required Matching Funds				
20 If this action is an amendment, the following is amended: Amount: <input type="checkbox"/> Funding Allocation: <input type="checkbox"/> Performance Period: <input type="checkbox"/> Scope of Work: <input type="checkbox"/> Other: <input type="checkbox"/>							
SECTION II - SUBRECIPIENT AWARD INFORMATION							
21 Grantee DUNS #: 042743021		22 Indirect Rate: 0 % (Approved rate or de minimis 10%)	23 FFATA: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>				
24 Grantee Fiscal Year End Month (MM format): 06		25 R&D: <input type="checkbox"/>					
26 DUNS Registered Name (if different than VISION Vendor Name in Box 11):							
SECTION III - FUNDING ALLOCATION							
STATE FUNDS							
Fund Type	27 Awarded Previously	28 Award This Action	29 Cumulative Award	30 Special & Other Fund Descriptions			
General Fund	\$ 0.00	\$ 0.00	\$ 0.00				
Special Fund	\$ 0.00	\$ 0.00	\$ 0.00				
Global Commitment (non-subrecipient funds)	\$ 0.00	\$ 0.00	\$ 0.00				
Other State Funds	\$ 0.00	\$ 8000.00	\$ 8000.00	Transportation Fund			
FEDERAL FUNDS (Includes subrecipient Global Commitment funds)			Required Federal Award Information				
31 CFDA #	32 Program Title	33 Awarded Previously	34 Award This Action	35 Cumulative Award	36 FAIN	37 Federal Award Date	38 Total Federal Award
		\$ 0.00	\$ 0.00	\$ 0.00			\$ 0.00
39 Federal Awarding Agency:		40 Federal Award Project Description:					
		\$ 0.00	\$ 0.00	\$ 0.00			\$ 0.00
Federal Awarding Agency:		Federal Award Project Description:					
		\$ 0.00	\$ 0.00	\$ 0.00			\$ 0.00
Federal Awarding Agency:		Federal Award Project Description:					
		\$ 0.00	\$ 0.00	\$ 0.00			\$ 0.00
Federal Awarding Agency:		Federal Award Project Description:					
		\$ 0.00	\$ 0.00	\$ 0.00			\$ 0.00
Federal Awarding Agency:		Federal Award Project Description:					
Total Awarded - All Funds		\$ 0.00	\$ 8000.00	\$ 8000.00			\$ 0.00
SECTION IV - CONTACT INFORMATION							
STATE GRANTING AGENCY				GRANTEE			
NAME: Derek Kenison				NAME: Herb Durfee			
TITLE: Project Supervisor				TITLE: Town Manager			
PHONE: 802-595-4316				PHONE: 802-649-1419			
EMAIL: derek.kenison@vermont.gov				EMAIL: hdurfee@norwich.vt.us			

Effective 12/26/2014

The logo consists of the letters 'FYI' in a bold, red, sans-serif font.

## Greater Upper Valley Solid Waste Management District

Bridgewater • Hartland • Norwich • Pomfret • Sharon • Strafford • Thetford • Vershire • West Fairlee • Woodstock

PO Box 320, Ascutney, VT 05030 • (802) 674-4474 • [www.guvswd.org](http://www.guvswd.org)

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### MEMO

<b>DATE:</b>	December 14, 2018
<b>TO:</b>	Town Clerks, Town Managers and Select Board Chairs
<b>FROM:</b>	Thomas Kennedy, District Manager
<b>SUBJECT:</b>	Documents enclosed for your review and comment

- Draft version of the FY20 Budget with a narrative explaining each line item
- The FY18 GUVSWMD audit (please review at [www.guvswd.org](http://www.guvswd.org))

A public hearing on the FY20 budget will be held on January 16, 2019 at 4:30 pm at the Norwich Town Hall.

#### Highlights of Activities in 2018

- The District built a clean compost facility on its property in North Hartland, Vermont with operations beginning in September 2018. The District entered into a five (5) year lease agreement with Grow Compost of Vermont to manage and operate the facility.
- The District held five (5) backyard compost workshops for District residents.
- The District sponsored three (3) Household Hazardous Waste collection events.
- The District held seven (7) “big trash”, electronics, tire, fluorescent bulb, and battery collection events.
- Staff promoted the Vermont “Call2Recycle” battery program via list serves and by placing convenient collection buckets in every town.
- Staff worked with District schools and businesses on battery and bulb recycling as well as food scrap sorting and composting.
- Staff continues to work with District haulers on changes to solid waste laws and rules.
- Staff continues to provide technical and program assistance to transfer station operators and municipalities regarding solid waste and recycling issues.

#### Upcoming Issues for the Solid Waste District in 2019

Over the last several months the GUV Board has been discussing the feasibility of constructing an organics transfer station on the District property in North Hartland, Vermont. The District Manager has been discussing the project with Agri-Cycle Energy of Exeter, Maine and Grow Compost of Vermont.

The transfer station would be a consolidation point for the collection of packaged and non-packaged organics from commercial and institutional facilities located in Vermont. The materials collected at the transfer station would be transferred to on-farm anaerobic digesters located in Maine, where it would be de-packaged and used as feedstock for anaerobic digestion. This facility would help commercial and institutional facilities comply with the Universal Recycling Law (Act 148) that bans food waste disposal in trash and landfills on July 1, 2020.

The North Hartland facility would be constructed by the Solid Waste District and be operated by Grow Compost of Vermont. Agri-Cycle of Maine would be responsible for hauling the materials from the transfer station to its anaerobic digesters in Maine. The District has received a grant from the Vermont Department of Environmental Conservation to help pay for the construction of the facility.

Preliminary estimates, using data from a June 2002 DSM Waste Composition Study, show that the project could potentially collect up to 30% of the organics generated in Vermont, which would be a significant step in improving Vermont's infrastructure for the collection and processing of organics and reducing the amount of materials being disposed of in landfills.

A portion of the revenues derived from operating the organics transfer station would be used to reduce the annual assessment paid by District towns for the bridge construction bond.

If the District moves forward with the construction of the organics transfer station, the District will amend its FY19 and FY20 budgets to show the costs and revenues associated with the transfer station. **If the budget is amended, it will have no impact on the assessment rate to District towns in FY20.**

### GUVSWMD FY 2020 PROPOSED BUDGET

<b>REVENUES</b>	FY 19 Approved	FY 20 Proposed	Difference
<b>MAJOR SOURCES</b>			
4000 Member Assessments	200,915	200,915	-
4010 Waste Management Fees	160,000	156,814	(3,186)
4013 Haulers Licenses	150	160	10
4130 Hartford Coupon Sales	133,000	146,630	13,630
4132 Hartford Permit Sales	29,000	27,720	(1,280)
Subtotal:	523,065	532,239	
<b>GRANTS</b>			
4020 State Grants	18,950	28,914	9,964
Subtotal:	18,950	28,914	
<b>COMPOST TRANSFER STATION</b>			
4025 Compost Lease Revenues	15,000	10,000	(5,000)
Subtotal:	\$ 15,000	\$ 10,000	
<b>SPECIAL COLLECTIONS/MISC.</b>			
4091 Special Collections	5,500	3,905	(1,595)
4030 HHW Reimbursement	7,000	9,000	2,000
4140 Bin Sales	4,000	4,880	880
4080 Interest	1,000	2,000	1,000
4090 Misc.	132	100	(32)
Subtotal:	17,632	19,885	
<b>CONTRACT SERVICES</b>			
4900 Airspace Agreement reimb.	16,524	16,524	-
Subtotal:	16,524	16,524	
<b>Total Revenues:</b>	<b>591,171</b>	<b>607,562</b>	<b>16,391</b>

<b>EXPENDITURES</b>	FY 19 Approved	FY 20 Proposed	Difference
<b>COUPON &amp; PERMIT EXPENSES</b>			
6801 HCCR Permits	29,000	27,720	(1,280)
6800 HCCR Coupons	122,000	129,580	7,580
Subtotal:	151,000	157,300	
<b>OFFICE &amp; OVERHEAD</b>			
6100 Bank Service Charges	60	-	(60)
6140 Insurance: prop, public official	2,700	1,200	(1,500)
6515 Real Estate Taxes	7,000	6,200	(800)
Subtotal:	9,760	7,400	
<b>DIRECT EXPENSES</b>			
6340 Assn. Memberships	4,800	3,828	(972)
6380 Audit	8,000	8,000	-
6210 Truck Expenses	3,400	2,000	(1,400)
6680 WMO Enforcement	4,000	4,000	-
6245 Other Operating Expenses	0	1,600	1,600
6510 Miscellaneous	300	300	-
Subtotal:	20,500	19,728	
<b>CONTRACT SERVICES</b>			
6660 SWCRPC Mgt Services	160,905	165,100	4,195
6600 Legal and Engineering	3,000	4,500	1,500
Subtotal:	163,905	169,600	
<b>PROGRAMS</b>			
6670 HHW Collections	32,000	41,382	9,382
6900 Special Collections	14,000	10,000	(4,000)
6930 Education Programs	5,000	5,000	-
Recycling Programs	-	5,200	5,200
6925 Compost Bins	5,190	6,500	1,310
Subtotal:	56,190	68,082	
6601 Airspace Agreement	16,524	16,524	-
<b>Total Expenditures</b>	<b>417,879</b>	<b>438,634</b>	
<b>LOAN PAYMENTS</b>			
9543 Loan -Truck	5,000	5,000	-
9544 Loan-Compost facility	-	-	-
9540 Bond Principle & Int.	168,292	163,928	(4,364)
Subtotal:	173,292	168,928	
<b>Total Exp. Plus loan Pmts.</b>	<b>591,171</b>	<b>607,562</b>	<b>16,391</b>
Revenues less Expenses	-	0	0

**GUVSWMD PROPOSED REVENUES DETAIL - FY 2019**

**4000 Member Assessments \$200,915**

	<u>Population*</u>	<u>Per Capita 19</u>	<u>Total</u>	<u>Per Capita 20</u>	<u>Total</u>
	936	\$11.00	10,296	\$11.00	10,296
	3393	\$11.00	37,323	\$11.00	37,323
	3414	\$11.00	37,554	\$11.00	37,554
	904	\$11.00	9,944	\$11.00	9,944
	1502	\$11.00	16,522	\$11.00	16,522
	1098	\$11.00	12,078	\$11.00	12,078
	2588	\$11.00	28,468	\$11.00	28,468
	730	\$11.00	8,030	\$11.00	8,030
	652	\$11.00	7,172	\$11.00	7,172
	3048	\$11.00	33,528	\$11.00	33,528
	<u>18,265</u>		<u>200,915</u>		<u>200,915</u>

**4010 Waste Mgt Ordinance Fees \$156,814**

	<u>Tons Generated</u>			
2016	7,575	at	\$23.00	\$174,214
2017	6,925	at	\$23.00	\$159,264
2018	6,969	at	\$23.00	\$160,279
2019	6,957	at	\$23.00	\$160,000
2020	6,818	at	\$23.00	\$156,814 reduced 2% per TK

**4013 Hauler's licenses \$ 160**

\$10.00 per 10 Vehicles/\$2 per additional vehicle	\$	160
----------------------------------------------------	----	-----

**4130 HCCR Coupons Sales \$146,630**

	<u>Sold</u>			
2016	34,086	sold at	\$4.20	\$143,161
2017	30,977	sold at	\$4.30	\$133,201
2018	34,325	sold at	\$4.30	\$147,597
2019	30,930	sold at	\$4.30	\$133,000
2020	34,100	sold at	\$4.30	\$146,630

**4132 HCCR Permit sales \$27,720**

2016	1,585	sold@avg	\$20	\$31,698
2017	1,598	sold@avg	\$20	\$31,966
2018	1,446	sold@avg	\$20	\$28,922
2019	1,450	sold@avg	\$20	\$29,000
2020	1,386	sold@avg	\$20	\$27,720

**4020 State Grants \$28,914**

\$24,914	SWIP Grant 18-19 at \$19,932. (4 events)
\$4,000	Grant pending 18-19 at \$22,500.

**4000 Compost facility lease \$ 10,000**

2019		\$15,000
2020	Organics fee	\$ -
	Soil	\$ -
	Commission on compost tonnage	\$ 10,000
		\$ 10,000

**GUVSWMD PROPOSED REVENUES DETAIL - FY 2019**

<b>4091</b>	<b>Special Collections Revenue</b>					<b>\$3,905</b>
	<i>Act. '17</i>	<i>Act. '18</i>	<i>Est. '19</i>	<i>Est. '20</i>		
	\$ 5,369	\$ 4,506	\$ 5,500	3905		
<b>4030</b>	<b>HHW Reimbursement Hartford</b>					<b>\$9,000</b>
	<i>Act. '16</i>	<i>Act. '17</i>	<i>Act. '18</i>	<i>Est. '19</i>	<i>Est. '20</i>	
	\$6,160	\$6,738	\$9,262	\$7,000	\$ 9,000	
<b>4140</b>						<b>\$ 4,880</b>
	<i>Act. '16</i>	<i>Act. '17</i>	<i>Act. '18</i>	<i>Est. '19</i>	<i>Est. '20</i>	
	\$311	\$1,653	\$4,884	\$4,000	\$ 4,880	
<b>4080</b>						<b>\$ 2,000</b>
	<i>Act. '16</i>	<i>Act. '17</i>	<i>Act. '18</i>	<i>Est. '19</i>	<i>Est. '20</i>	
	\$213	\$100	\$1,412	\$1,000	\$ 2,000	
<b>4090</b>						<b>\$100</b>
	<i>Act. '16</i>	<i>Act. '17</i>	<i>Act. '18</i>	<i>Est. '19</i>	<i>Est. '20</i>	
	\$1,976	\$200	\$807	132	100	
<b>4900</b>	<i>Act. '16</i>	<i>Act. '17</i>	<i>Act. '18</i>	<i>Est. '19</i>	<i>Est. '20</i>	<b>\$ 16,524</b>
			\$ 16,524	\$ 16,524	\$ 16,524	

**TOTAL REVENUE**

**\$607,562**

GUVSWMD PROPOSED EXPENSES DETAIL - FY19

6801 HCCR Permits			Coupon & Permit Expenses			
			<i>Line Item History (Actual or Estimate)</i>			
<u>Est. Purchases</u>	<u>Cost Per*</u>	<u>Expense</u>	FY17	FYE18	FYE19	FYE 20
1,295	\$20.00	\$25,900	\$ 28,922	\$ 27,362	\$ 29,000	\$ 27,720
130	\$ 14.00	\$1,820				
		\$27,720				
6800 HCCR Coupons			Coupon & Permit Expenses			
			<i>Line Item History (Actual or Estimate)</i>			
<u>Est. Purchases</u>	<u>Cost Per</u>	<u>Expense</u>	FY17	FYE18	FYE19	FYE 20
34,100	\$3.80	\$129,580	\$ 121,120	\$ 129,580	\$ 122,000	\$ 129,580
6100 Bank Service Charges			Office & Overhead			
					FYE19	FYE 20
					\$ 60	\$ -
6140 Insurances			Office & Overhead			
			<i>Line Item History (Actual or Estimate)</i>			
			FY17	FYE18	FYE19	FYE 20
VLCT	Property & Casualty, Auto and Public Officials		\$ 3,536	\$ 2,075	\$ 2,700	\$ 1,200
6515 Real Estate Taxes			Office & Overhead			
			<i>Line Item History (Actual or Estimate)</i>			
			FY17	FYE18	FYE19	FYE 20
2018-2019 Assessment	\$473,000 less Land Use \$268,200		\$ 11,015	\$ 6,123	\$ 7,000	\$ 6,200
	\$204,800					
Compost facility						
6340 Association Memberships			Direct Expenses			
			<i>Line Item History (Actual or Estimate)</i>			
	<u>Expense</u>		FY17	FYE18	FYE19	FYE 20
Northeast Resource Recovery Assn (NRRA)	1,254		\$ 4,014	\$ 4,459	\$ 4,800	\$ 3,828
Vermont Solid Waste Mgrs Assoc	1,420					
Product Stewardship	300					
VT League of Cities & Towns (VLCT)	854					
TOTAL	\$3,828					
6380 Audit			Direct Expenses			
			<i>Line Item History (Actual or Estimate)</i>			
			FY17	FYE18	FYE19	FYE 20
Fothergill Segale & Valley			\$ 7,250	\$ 7,350	\$ 8,000	\$ 8,000
Engagement letter 17-18 audit	\$ 7,500					
6210 Truck Expenses			Direct Expenses			
			<i>Line Item History (Actual or Estimate)</i>			
	<u>Expense</u>		FY17	FYE18	FYE19	FYE 20
Fuel	\$400		\$ 732	\$ 1,413	\$ 3,400	\$ 2,000
Repairs, tires	\$1,000					
Insurance	\$600					
TOTAL	\$2,000					
6680 Waste Management Fee Enforcement			Direct Expenses			
			FY17	FYE18	FYE19	FYE 20
Audits performed by Compliance Investigator in GUVSWD			\$ 3,785	\$ 4,705	\$ 4,000	\$ 4,000
6*** Other Operating Expenses			Direct Expenses			
			FY17	FYE18	FYE19	FYE 20
Storage rental	600					
Legal notices, Marketing	1,000					\$ 1,600
	\$ 1,600					
6510 Misc. Expenses			Direct Expenses			
			<i>Line Item History (Actual or Estimate)</i>			
			FY17	FYE18	FYE19	FYE 20
Expenses not otherwise budgeted for			\$ 3,243	\$ 1,386	\$ 300	\$ 300
6660 SWCRPC Mgt Services			Contract Services			
			<i>Line Item History (Actual or Estimate)</i>			
			FY17	FYE18	FYE19	FYE 20
Contract with Southern Windsor County Regional Planning Commission for management of GUV			\$ 105,655	\$ 158,963	\$ 160,905	\$ 165,100
6600 Legal & Other Professional Services			Contract Services			
			<i>Line Item History (Actual or Estimate)</i>			
			FY17	FYE18	FYE19	FYE 20
			\$ 1,382	\$ 5,767	\$ 3,000	\$ 4,500

GUVSWMD PROPOSED EXPENSES DETAIL - FY19

6670 HHW Collections				Programs			
				<i>Line Item History (Actual or Estimate)</i>			
				FY17	FYE18	FYE19	FYE 20
Cost to dispose of HHW collected				\$ 28,975	\$ 31,115	\$ 32,000	\$ 41,382
Four collections							
6900 Special Collections				Programs			
				<i>Line Item History (Actual or Estimate)</i>			
				FY17	FYE18	FYE19	FYE 20
Cost to dispose of items collected				\$ 11,200	\$ 9,350	\$ 14,000	\$ 10,000
Recycling Program				Programs			
				FYE 20			
				\$ 5,200			
6930 Education Programs				Programs			
				<i>Line Item History (Actual or Estimate)</i>			
				FY17	FYE18	FYE19	FYE 20
Outreach program				\$ 813	\$ 1,070	\$ 5,000	\$ 5,000
6925 Compost & Recycling Bins				Programs			
				<i>Line Item History (Actual or Estimate)</i>			
				FY17	FYE18	FYE19	FYE 20
Cost of bins for resale or donation				\$ 1,012	\$ 6,452	\$ 5,190	\$ 6,500
6601 Airspace Agreement							
				FY17	FYE18	FYE19	FYE 20
				\$ 16,524	\$ 16,524	\$ 16,524	\$ 16,524
9540 Bond Principal & Interest				Debt Service			
				<i>Line Item History (Actual or Estimate)</i>			
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	FY17	FYE18	FYE19	FYE 20
VT B Bank Series 2008-1	\$75,000	\$31,624	\$120,000	\$ 170,382	\$ 167,591	\$ 168,292	\$ 163,928
VT B Bank Series 2011-5	\$45,000	\$12,304	\$57,304				
	\$120,000	\$43,928	\$163,928				
9543 Loan Payments on Truck				Debt Service			
				FY17	FYE18	FYE19	FYE 20
				\$ 1,250	\$ 5,000	\$ 5,000	\$ 5,000
<u>Loan Payments on Compost Facility</u>				<u>Debt Service</u>			
				\$ -			



# Greater Upper Valley Solid Waste Management District

Bridgewater • Hartland • Norwich • Pomfret • Sharon • Strafford • Thetford • Vershire • West Fairlee • Woodstock

PO Box 320, Ascutney, VT 05030 • (802) 674-4474 • [www.guvswd.org](http://www.guvswd.org)

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## MEMO

<b>DATE:</b>	December 12, 2018
<b>TO:</b>	Town Clerks, Town Managers and Select Board Chairs
<b>FROM:</b>	Thomas Kennedy, District Manager
<b>SUBJECT:</b>	Notice of Public Hearing for the FY20 Budget

Please post the following notice of hearing for the FY20 Budget.

### PUBLIC HEARING

The Greater Upper Valley Solid Waste Management District Board of Supervisors will hold a Public Hearing to receive comments on the proposed Fiscal Year 2020 Budget at **4:30 PM on Thursday, January 10th, 2019**, at Norwich Town Hall in Norwich, VT.

In case of inclement weather, the Public Hearing will be held on January 15, 2019 at 4:30 at Norwich Town Hall in Norwich, VT.

If you have any question, please contact Tom Kennedy at 802-674-9201 or at [tkennedy@swcrpc.org](mailto:tkennedy@swcrpc.org).