

Norwich Selectboard
Regular Meeting – February 22, 2023 – 6:30 p.m.
Participation: In Person Only
Physical Location: Public Safety Meeting Room

1. Welcome
2. Agenda Review Motion required.

Informational Items – This time will be used for important information for which there may be no immediate action nor public comment.

3. Annual Town Meeting General Information Update
4. Annual Town Audit Update
5. January 2023 Financials
6. Interim Town Manager Report

Action Items for motions – Order of process: an introduction by the chair on items being decided, any related correspondence, public comment, SB discussion, SB action.

7. Consent Agenda.....Motion(s) anticipated.
 - a. Approve draft meeting minutes from February 8, 2023
 - b. AP Warrant.
 - c. Correspondence – none received.
8. Approve Liquor Licenses.....Motions anticipated.
9. School Board Payment Schedule/Agreement.....Motion(s) possible.
10. Selectboard Presentation for Annual Meeting
11. 2023 Road Mileage Certificate.....Motion(s) anticipated.
12. Executive Session under 1 V.S.A. § 313(a)(3) appointment or employment of an employee, and authorization for Interim Town Manager to hire.....Motion(s) anticipated.

Discussion Items – No motions are anticipated on these critical issues which are being framed for future action. – Order of process: an introduction by the chair, any related correspondence, public comment, SB discussion.

13. Future Agenda Items Update

Adjourn.

Financial Notes for January 2023 Reports

Audit

Audit papers have now all been presented to the auditors, and the adjusting journal entries for Fiscal 22 year-end have been entered. At the creation of the January report, I am still awaiting any final FY22 entries, therefore any July 1 entries to clear the deferred, prepaid and accrued accounts have not yet been posted. Once FY22 audit has been finalized, then the FY23 entries can be made. In my experience, making the FY23 entries prior to finalizing FY22 could result in more correcting entries and results in sloppy bookkeeping. This means the FY23 beginning balance adjustments are not reflected in the January reports presented. These posting entries will take place once the FY22 audit has been completed and be reflected in the financials for the month following the completion of the audit.

Huntley Meadows Bridge (AKA Kid's Bridge) Reconciliation.

Thank you for your patience on researching this project. As promised, now that the audit is almost off my plate, I have researched all the current project transactions in Designated Fund #5- Recreation Facility and Improvements. This is the fund that houses the Huntley Meadow Bridge project. The total donations for this project are \$16,750 and expenses as of 2-7-23 were \$3,646.65 leaving a balance of \$13,103.35.

Other items of note in this fund:

- Brown Schoolhouse Bridge project has been closed and there are no funds remaining for this project.
- J Girard and the Ice Rink are the other 2 currently active projects this fund.
- The J Girard Fund has a current balance of \$36,825.17. (\$41,732.81-\$4,907.64)
- The all-inclusive balance for fund 05 at Jan 31, 2023 is \$71,964.46.
- This is not a full fund reconciliation but merely and activity report by project for a date range.

Snapshot of Fund 05 project activity from 1-1-2018 to 2-6-23:

Sum of Net Change		Fiscal Year						
Acct Type	Acct Description	2018	2019	2020	2021	2022	2023	Grand Total
4-Revenue	BANK INTEREST	(\$161.28)	(\$559.08)	(\$185.63)				(\$905.99)
	Brown Schoolhouse Bridge			(\$12,401.00)				(\$12,401.00)
	GRANTS			(\$500.00)				(\$500.00)
	Huntley Mdw Bridge Fund Donation			(\$11,715.00)	(\$4,935.00)	(\$100.00)		(\$16,750.00)
	ICE RINK DONATIONS		(\$500.00)	\$400.00				(\$100.00)
	J Girard Fund Donations		(\$31,489.04)	(\$1,753.77)	(\$3,008.00)	(\$3,807.00)	(\$1,675.00)	(\$41,732.81)
	RECREATION FUND-DONATIO	(\$10,000.00)	(\$50.00)			(\$20.00)		(\$10,070.00)
4-Revenue Total		(\$10,161.28)	(\$32,598.12)	(\$26,155.40)	(\$7,943.00)	(\$3,927.00)	(\$1,675.00)	(\$82,459.80)
5-Expense	Brown Schoolhouse Bridge			\$12,401.00				\$12,401.00
	GRANT			\$500.00				\$500.00
	Huntley Mdw Bridge Expense				\$2,718.15		\$928.50	\$3,646.65
	J GIRARD FUND EXPENSE			\$949.50	\$3,958.14			\$4,907.64
	Byrne Foun Batting Cage	\$2,400.00	\$7,500.00					\$9,900.00
5-Expense Total		\$2,400.00	\$7,500.00	\$13,850.50	\$6,676.29		\$928.50	\$31,355.29
Grand Total		(\$7,761.28)	(\$25,098.12)	(\$12,304.90)	(\$1,266.71)	(\$3,927.00)	(\$746.50)	(\$51,104.51)

As part of the FY22 audit it was noted that the **Recreation scholarships** awarded had not been booked against the scholarship fund since 2015. While we cannot go back into prior years, we can book the FY22 activity accurately. Brie and I worked with the auditors to identify the scholarships awarded in fiscal 2022; the total awarded was \$4,005. This entry has been booked as part of the FY22 audit. *A motion is needed to document this expenditure from the scholarship fund #40. Going forward, I recommend that a motion be brought before the SB either quarterly or semiannually to approve the awards so the entry to the general ledger can be completed in a timely manner.*

Bonuses being paid in FY23 - I have received several questions regarding the bonuses and have been asked to provide information as to the criteria used in determining who is to be paid the quarterly bonuses in this fiscal year. I have not been able to find specific documentation on this and have been paying according to the workbook we were provided by the prior town manager and finance director. Research will need to be made into the select board minutes to compile this data. I will keep this project on my to do list, and report back as soon as I can compile the relevant minutes. My goal is to have this completed before the Q3 bonuses are paid in early April.

Expense Notes:

With the completion of the budget and audit, my intent is to begin working through the FY23 activity and completing the necessary reconciliations and reclassing entries. I know some people are anxious that this work was completed, yesterday, but I need to take things in order and complete reconciliations so as to not create unnecessary adjustments and further confuse the FY23 books. As identified in the FY22 audit and the FY24 budget process, the items I know need to be looked at more closely are Inventory, Prepaids, Accruals, Deferred Revenue, including taxes, Grants, Electricity, Retirement, Health Insurance, Capital Assets and Designated Funds.

Inventory, Prepaids, Accruals, Deferred Revenue – all of these account groups have pending July 1 journal entries to clear the entries posted to reconcile the FY22 audit. Once the audit is finalized, I will work on each of these balance sheet accounts individually to reconcile and clear the needed entries to the FY23 P&L. These entries will affect both revenue and expenses for FY23.

Grants – this is a project that will take more work than what I can complete for the presentation of the January/February financials and also needs the *final* FY22 audit. There were Grant related deferred revenues, plus accrued and prepaid expenses that were quantified in the FY22 audit and clearing these entries will need to be made in FY23. I hope to have a report on grants with the March financials, but in the meantime some grant lines (both revenue and expense) may not be stated correctly.

Electricity- As part of the budget process, I noted the FY23 electricity line items seemed off from budgeted department expenses. We still need to reconcile these accounts using the invoices/bills and their service locations so reclasses can be completed. I did notice there were energy credits on some of the invoice locations at the beginning of the fiscal year which will account for part of the lower-than-expected spending YTD. Overall, the town has spent 36.75% of the FY23 budget for electricity (see the chart below). More to come on this in the next months.

Account	Budget	Expenditure	Unencumbered Balance
01-5-485233.00 ELECTRICITY	7,700.00	-	7,700.00
01-5-703501.00 ELECTRICITY	4,000.00	6,025.01	(2,025.01)
01-5-705501.00 ELECTRICITY	2,250.00	515.02	1,734.98
01-5-706101.00 ELECTRICITY	16,000.00	4,833.08	11,166.92
01-5-706115.00 BNDSTND/SIGN/EVCH ELECTRI	2,500.00	552.94	1,947.06
Subtotal	32,450.00	11,926.05	36.75%

Retirement:

We had an overpayment in Q3 of 2022 and after the year end reconciliations of payroll, we requested and received the refund of the overpayment in February. This means adjustments will be netted in the February reports. To date (Jan 31) we have expensed 40% of the budget for Retirement.

Account	Budget	Expenditures	Unencumbered Balance
01-5-005126.00 VT RETIREMENT	10,485.00	10,002.99	482.01
01-5-005126.01 VT RETIREMENT ADJUSTMENT	-	-	-
01-5-100126.00 VT RETIREMENT	8,478.00	4,929.72	3,548.28
01-5-200126.00 VT RETIREMENT	9,005.00	4,355.39	4,649.61
01-5-300126.00 VT RETIREMENT	-	-	-
01-5-350126.00 VT RETIREMENT	5,324.00	882.10	4,441.90
01-5-425126.00 VT RETIREMENT	4,846.00	2,839.82	2,006.18
01-5-500126.00 VT RETIREMENT	21,757.00	8,601.24	13,155.76
01-5-555125.00 VT RETIREMENT	4,770.00	2,769.27	2,000.73
01-5-675126.00 RETIREMENT	-	-	-
01-5-703126.00 RETIREMENT	27,761.00	10,339.04	17,421.96
01-5-704126.00 RETIREMENT	7,052.00	2,890.13	4,161.87
Subtotal	61,340.00	24,599.68	40.10%

Health Insurance:

In January, we had fluctuations in the plan elections for some people and also changes in the premiums. This has resulted in some lines showing credits for the month. YTD we have expensed 29.49% of the overall health insurance budget.

Account	Budget	Expenditures	Unencumbered Balance
01-5-005123.00 HEALTH INSUR	43,929.00	18,677.33	25,251.67
01-5-100123.00 HEALTH INS	30,633.00	114.16	30,518.84
01-5-200123.00 HEALTH INS	37,522.00	14,489.57	23,032.43
01-5-300123.00 HEALTH INS	-	-	-
01-5-350123.00 HEALTH INS	15,408.00	2,758.65	12,649.35
01-5-425123.00 HEALTH INS	23,046.00	4,957.12	18,088.88
01-5-500123.00 HEALTH INS	69,648.00	17,719.37	51,928.63
01-5-555123.00 HEALTH INSURANCE	21,141.00	10,465.84	10,675.16
01-5-703123.00 HEALTH INSUR	90,929.00	23,289.05	67,639.95
01-5-704123.00 HEALTH INSURANCE	29,180.00	10,722.98	18,457.02
01-5-800503.00 HEALTH INSURANCE	-	-	-
Subtotal	210,898.00	62,197.24	29.49%

Capital Assets- this is another big project. NEMRC had not been maintained properly for several years and so we did not have an accurate listing of the capital assets in house. Working with the prior and current year auditors we were able to get to a final asset list reconciled to the FY21 audit. Then, we added the FY22 work and now have an ending FY22 balance to reconcile NEMRC to. There will be a lot of time that will need to be spent to get the system back in line. Though NEMRC is not connected to the General Ledger, it is a robust system of tracking the capital assets and so in my opinion it is worth the effort to complete the work to reconcile and maintain this record keeping system. Once the system has been reconciled with the FY22 audit, then the FY23 capitalization of assets will need to take place. This project will likely take to the end of the fiscal year to get completed. A process will also need to be created, documented, and implemented to maintain the capital asset records/module in a timely manner.

Designated Funds. The FY22 interest has been reclassified to the individual designated funds. FY23 interest is still all posted to the operating account and will need to be reclassified as a percentage according to the fund balances. Also, the individual fund activity needs to be reviewed to see that all activity has a corresponding SB approval. Like the grant work, this is a larger project than I have time for in presenting the January/February financials. My hope would be to have this completed with the March financial presentation when the next quarterly fund report will be presented.

Other line-item expenditure notes:

Town Manager Wages currently stands at 123% of the budget. This is a result of R Francis wages (he has now received his full severance payout) and also booking the expenses of the current interim town manager.

Community Policing - Speed Signs. The reclass of the Speed Sign expenses was made to the Designated fund per the SB approval 8-10-22 item #8. The actual cost for this was \$8,847, well within the \$12,000 approved. This expense has been reclassified to be paid from Fund 47- Public Safety Facility with the credit back to Speed Signs. However, since there was no balance in the public safety facility fund, this fund is now showing a negative balance. *This needs to be moved again or money moved into fund-#47. Please provide SB directives for this.*

8. Approval to Purchase 3 Sourcewell Radar Speed Signs. After some discussion, Layton **moved** (2nd Gere) to authorize the Town Manager to purchase three 15-inch solar powered TrafficLogix™ signs from Sourcewell, including a three-year warranty, poles and necessary hardware for a total price not to exceed \$12,000 to be paid out of the Public Safety Facility Fund. **Motion approved unanimously.**

Designated Garage Fund had a payment made to Schoop Electric that put the expense line above the budget amount. This work was a part of the underground storage tank repairs work and approved by the SB as noted in the minutes from July 27, 2022, with the spending of \$8,995 to be taken from the Garage Fund. See the snapshot of the minutes below for the details.

8. Approve Bid for Code Compliance Work on DPW Underground Storage Tanks (UST). After some discussion, Layton **moved** (2nd Gere) to authorize the Town Manager to accept the proposal from FPH Tank Installation and Service, Inc. and contract for additional necessary electrical work for a total cost not to exceed \$36,000 to be paid for out of the Garage Reserve Fund. **Motion approved unanimously.**

Additional Scope of Work

The Town Highway Garage is poorly lit presenting security concerns and work safety challenges in winter for operating the loader and trucks. Additionally, the existing block heater outlets need to be replaced. Keeping the truck engines heated in winter eases starting and reduces engine wear. Given the need to relocate the panel there is a cost saving by bundling this needed work.

Truck Parking Area

Install electrical panel on existing wood post at parking area. Install 30amp 120/240-volt feed in existing 1/2" underground conduit from shop building to new panel. Install (4) truck heater outlets with switches on existing wood posts. Outlets to be fed with individual 20-amp GFI circuit breakers in new panel.

Cost \$2,750.00

P.O. BOX 376 NORWICH, VT 05055 | 802 649-2209

Salt Shed

Install (4) LED wall pack lights, (2) interior LED overhead lights and (3) interior GFI outlets as discussed.

Cost \$3,420.00

Fuel Area Canopy and Adjacent Shed

Install (4) LED canopy lights with motion sensor control. Install (1) LED overhead light in shed with motion sensor control.

Cost \$2,825.00

Additional Electrical work Total Cost: \$8,995.00

Recommendation

I suggest that we proceed with the second proposal (Estimate #1251A) and the additional work. This would be funded by the Garage Reserve Fund.

Revenue Notes:

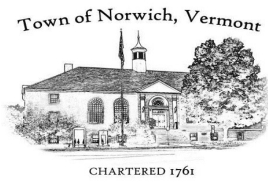
VT Highway Gas Tax - I need to review the documentation from the state to be sure that all state money is recorded in the correct revenue account. Providing I can obtain copies of all the state documentation, this should be completed for the February financial presentation.

Question posed: What is booked in the miscellaneous revenue account and specifically, what is the deposit of \$3,470 for? Answer: This was the appropriation check returned by the Lions Club because they did not hold the fireworks display. There is a FY22 Audit JE pending for this transaction.

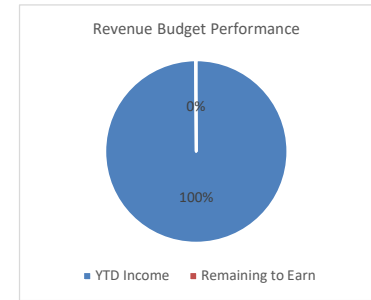
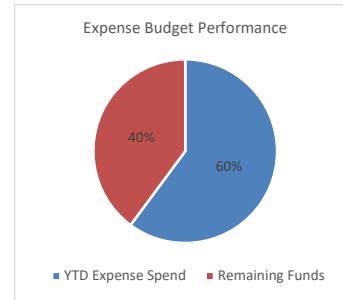
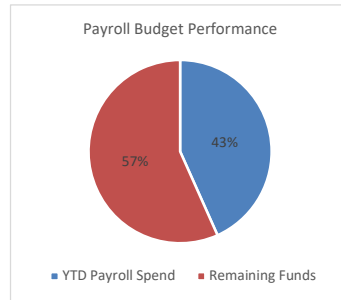
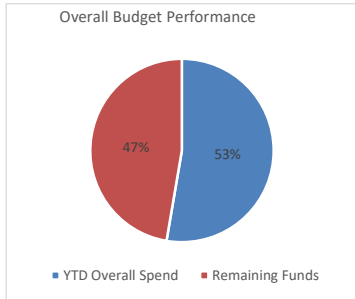
Account:	01-4-009900.00	Last Year				YTD Posting	Uncollected Balance
		Unused Budget	Budget	Encumbrance	Encumbrance		
Description:	MISCELLANEOUS	0.00	0.00	0.00		8,437.90	(8,437.90)

Date	From Description	Reference	Budget	Budget	Encumbrance	Encumbrance	Actual	Actual
			Debit	Credit	Debit	Credit	Debit	Credit
07/15/22	GL01 Misc Pay- IRS	GJ# 20230071						15.00
09/08/22	CR01 CIACR 09/08/22	Batch 596						3470.00
09/27/22	GL01 Apply Refund	GJ# 20230028					200.00	
09/27/22	CR01 CIACR 09/27/22	Batch 614						200.00
09/28/22	GL01 Great Hydro Reimb Expense	GJ# 20230075						4952.90
Transaction Totals			0.00	0.00	0.00	0.00	200.00	8637.90
Account Totals			0.00		0.00			8437.90

Lions Club-Fireworks 09/08/2022 ashleyw 1309 3765.0 MISC MISC REVENUE Check 3,470.00
Lions Club-Fireworks



TOWN OF NORWICH FINANCIAL DASHBOARD
As of January 31, 2023

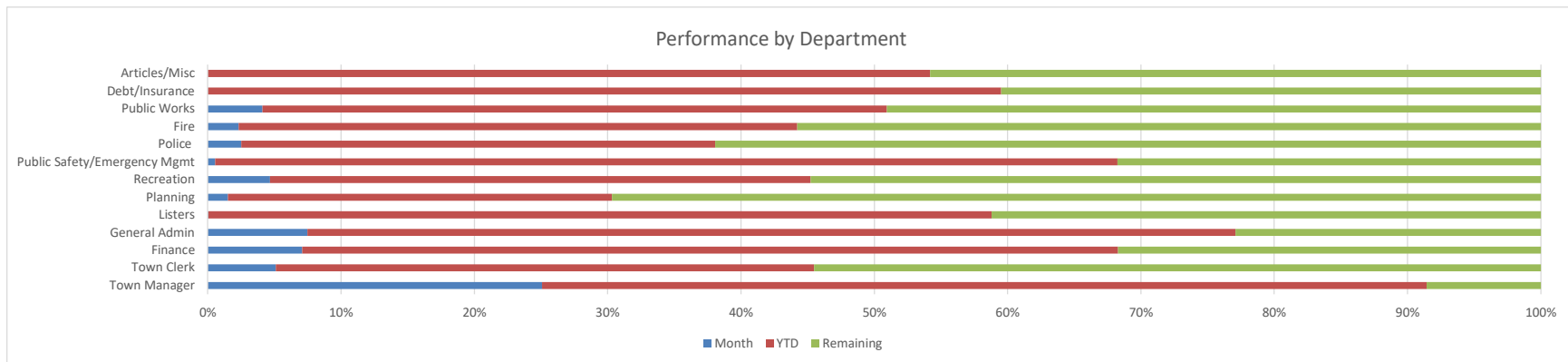


FY23 Overall Budget \$ 5,375,482
YTD Overall Spend \$ 2,831,890
Remaining Funds \$ 2,543,591
FY 23 Performance 52.68%

FY23 Payroll Budget \$ 2,380,452
YTD Payroll Spend \$ 1,030,707
Remaining Funds \$ 1,349,745
FY23 Performance 43.30%

FY23 Expense Budget \$ 2,995,030
YTD Expense Spend \$ 1,801,183
Remaining Funds \$ 1,193,847
FY23 Performance 60.14%

FY23 Revenue Budget \$ 5,375,482
YTD Income \$ 5,368,052
Remaining to Earn \$ 7,429
FY 23 Performance 99.86%



Town of Norwich Revenue Report

	FY 22 BUDGET	FY 22 YTD	FY 23 REQUEST	FY 23 YTD	FY 23 31-Jan	FY 23 YTD PERF
PROPERTY TAX REVENUES						
TOWN PROPERTY TAX	\$ 3,888,583	\$ 3,898,199	\$ 4,098,806	\$ 4,188,290	\$ 17,599	102.18%
PROPERTY TAX FOR OTHER MONETARY ARTICLES	\$ 395,268	\$ 395,268	\$ 425,938	\$ 425,938	\$ -	100.00%
VT LAND USE TAX (HOLD HARMLESS PAYMENT)	\$ 187,863	\$ 214,145	\$ 187,863	\$ 210,956	\$ -	112.29%
PROPERTY TAX INTEREST	\$ 30,000	\$ 20,131	\$ 30,000	\$ 15,503	\$ 1,970	51.68%
PROPERTY TAX COLLECTION FEE	\$ 20,000	\$ 32,832	\$ 20,000	\$ -	\$ -	0.00%
TOTAL PROPERTY TAX REVENUE	\$ 4,521,714	\$ 4,560,576	\$ 4,762,607	\$ 4,840,686	\$ 19,569	101.64%
LICENSE & PERMIT REVENUE						
LIQUOR LICENSE	\$ 670	\$ 555	\$ 600	\$ -	\$ -	0.00%
DOG LICENSE	\$ 2,000	\$ 2,151	\$ 1,750	\$ 151	\$ 44	8.63%
HUNTING & FISHING LICENSES	\$ 200	\$ 80	\$ 200	\$ 36	\$ 12	18.00%
PEDDLER LICENSE	\$ -	\$ 25	\$ -	\$ 25	\$ -	0.00%
BUILDING/DEVELOPMENT PERMITS	\$ 4,000	\$ 10,156	\$ 8,000	\$ 4,298	\$ -	53.73%
LAND POSTING PERMIT	\$ 200	\$ 200	\$ 200	\$ 195	\$ 15	97.50%
TOTAL LICENSE & PERMIT REVENUE	\$ 7,070	\$ 13,166	\$ 10,750	\$ 4,705	\$ 71	43.77%
INTERGOVERNMENTAL REVENUE						
VT HIWAY GAS TAX	\$ 156,000	\$ 172,602	\$ 160,000	\$ 269,171	\$ 40,922	168.23%
VT ACT 60	\$ 15,300	\$ 15,409	\$ 13,750	\$ -	\$ -	0.00%
PILOT PAYMENTS	\$ 10,000	\$ 16,216	\$ 10,000	\$ 9,677	\$ -	96.77%
VT NATURAL RESRCS	\$ 2,500	\$ 78	\$ 2,500	\$ -	\$ -	0.00%
LATE FEES-REVISED TAX BILLS	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
EDUCATION TAX RETAINER	\$ 27,000	\$ 28,836	\$ 27,000	\$ -	\$ -	0.00%
TOTAL INTERGOVERNMENTAL REVENUE	\$ 210,800	\$ 233,141	\$ 213,250	\$ 278,848	\$ 40,922	130.76%
SERVICE FEE REVENUE						
RECORDING FEE & RESTORATION	\$ 25,000	\$ 37,314	\$ 25,000	\$ 14,314	\$ 2,188	57.26%
RESTORATION	\$ -	\$ 88	\$ -	\$ -	\$ -	0.00%
DOCUMENT COPY FEE	\$ 3,000	\$ 3,065	\$ 2,100	\$ 2,716	\$ 256	129.35%
USE OF RECRD'S FEE	\$ 300	\$ 654	\$ 250	\$ 340	\$ 91	136.00%
VITAL STATISTIC FEE	\$ 800	\$ 340	\$ 800	\$ 1,240	\$ 190	155.00%
MOTOR VEHICLE RENEWAL FEE	\$ 50	\$ 21	\$ 50	\$ 21	\$ 3	42.00%
PHOTOCOPYING FEE	\$ 50	\$ -	\$ 50	\$ -	\$ -	0.00%
EV CHARGING FEES	\$ 800	\$ 432	\$ -	\$ -	\$ -	0.00%
TRACY HALL RENTAL FEE	\$ 3,500	\$ 2,531	\$ 3,500	\$ 2,439	\$ -	69.69%
POLICE REPORT FEE	\$ 500	\$ 265	\$ 500	\$ 72	\$ -	14.40%
POLICE ALARM RESPONSE FEE	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
SPECIAL POLICE DUTY FEES	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
PLANNING DOC COPY FEE	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
PLANNING MAPS	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
RECREATION PROGRAM FEES	\$ 190,000	\$ 128,827	\$ 125,000	\$ 33,955	\$ 240	27.16%
TRANSFER STATION STICKERS	\$ 40,000	\$ 27,882	\$ 40,000	\$ 39,815	\$ 385	99.54%
RECYCLING SOLID WASTE FEES	\$ 3,000	\$ 7,425	\$ 3,500	\$ -	\$ -	0.00%
E-WASTE REVENUE	\$ 2,500	\$ 3,377	\$ 3,500	\$ 2,275	\$ 285	65.00%
RECYCLING REBATES	\$ 1,500	\$ 11,099	\$ 6,500	\$ 10,600	\$ 2,114	163.08%
C & D WASTE REVENUE	\$ 8,000	\$ 11,295	\$ 10,000	\$ 8,264	\$ 672	82.64%
TRASH COUPON	\$ 100,000	\$ 102,200	\$ 105,000	\$ 62,150	\$ 8,185	59.19%
TOTAL SERVICE FEE REVENUE	\$ 379,000	\$ 336,814	\$ 325,750	\$ 178,202	\$ 14,609	54.71%
GRANT REVENUE						
BETTER BACK ROADS GRANT	\$ -	\$ 4,410	\$ -	\$ -	\$ -	0.00%
FEMA	\$ -	\$ 14,795	\$ -	\$ -	\$ -	0.00%
HISTORIC PRESERVATION GRANT	\$ -	\$ -	\$ -	\$ 9,000	\$ 9,000	0.00%
DRY HYDRANT GRANT	\$ -	\$ -	\$ -	\$ 3,038	\$ -	0.00%
VLCT GRANT	\$ -	\$ 17,440	\$ -	\$ -	\$ -	0.00%
GRANTS IN AID PROJECT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
BEAVER MEADOW SIDEWALK SCOPING GRANT	\$ -	\$ 5,400	\$ -	\$ -	\$ -	0.00%
VLCT PACIF GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
GOVERNORS HIGHWAY SAFETY GRANT	\$ -	\$ 719	\$ -	\$ 696	\$ -	0.00%
PLANNING GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
MAHHC GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
NORWICH WOMEN'S CLUB GRANTS	\$ -	\$ 727	\$ -	\$ -	\$ -	0.00%
RECREATION RESTART GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
VTRANS TAP GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
ENERGY COMMITTEE GRANT	\$ -	\$ 51	\$ -	\$ -	\$ -	0.00%

Town of Norwich Revenue Report

	FY 22 BUDGET	FY 22 YTD	FY 23 REQUEST	FY 23 YTD	FY 23 31-Jan	FY 23 YTD PERF
COVID 19 GRANT	\$ -	\$ 39,398	\$ -	\$ 10,400	\$ 10,400	0.00%
VTRANS BIKE & PED GRANT	\$ -			\$ -	\$ -	0.00%
TOTAL GRANT REVENUE	\$ -	\$ 82,940	\$ -	\$ 23,134	\$ 19,400	0.00%
OTHER TOWN REVENUES						
TOWN REPORT	\$ 1,350	\$ -	\$ -	\$ -	\$ -	0.00%
BANK INTEREST	\$ 20,000	\$ 13,924	\$ 20,000	\$ 20,052	\$ 6,428	100.26%
INSURANCE CLAIMS	\$ -	\$ 3,726	\$ -	\$ -	\$ -	0.00%
ATHLETIC FIELD RENTAL	\$ 25,000	\$ 21,325	\$ 32,000	\$ 11,000	\$ -	34.38%
LINE OF CREDIT (FEMA)	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL OTHER TOWN REVENUES	\$ 46,350	\$ 38,975	\$ 52,000	\$ 31,052	\$ 6,428	59.72%
PUBLIC SAFETY REVENUES						
POLICE FINE	\$ 10,000	\$ 9,884	\$ 10,000	\$ 1,491	\$ 281	14.91%
PARKING FINE	\$ 500	\$ 295	\$ 500	\$ -	\$ -	0.00%
DOG FINE	\$ 200	\$ 125	\$ 125	\$ -	\$ -	0.00%
TOTAL PUBLIC SAFETY REVENUES	\$ 10,700	\$ 10,304	\$ 10,625	\$ 1,491	\$ 281	14.03%
MISCELLANEOUS REVENUE						
AMBULANCE BILLS PAID	\$ -	\$ 55	\$ -	\$ -	\$ -	0.00%
COBRA REIMBURSEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
TOWN CLERK	\$ -	\$ 115	\$ -	\$ 34	\$ 4	0.00%
VTGFOA SCHOLARSHIP	\$ -	\$ 300	\$ -	\$ -	\$ -	0.00%
PLANNING DEPT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
POLICE DEPT	\$ -	\$ 544	\$ -	\$ -	\$ -	0.00%
RECREATION DEPT	\$ -	\$ 672	\$ -	\$ -	\$ -	0.00%
FIRE DEPT	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
HIGHWAY DEPT	\$ -	\$ 3,230	\$ -	\$ 1,463	\$ -	0.00%
CONSERVATION COMM.	\$ -	\$ 125	\$ -	\$ -	\$ -	0.00%
MISCELLANEOUS	\$ 500	\$ 13,352	\$ 500	\$ 8,438	\$ -	1687.58%
TOTAL MISCELLANEOUS REVENUE	\$ 500	\$ 18,393	\$ 500	\$ 9,935	\$ 4	1986.93%
TOTAL FEES & SERVICES	\$ 654,420	\$ 733,733	\$ 612,875	\$ 527,366	\$ 81,715	86.05%
ALLOWANCE FOR TAX ADJUSTMENTS*	\$ -	\$ -	\$ -	\$ -	\$ -	-
TOTAL TOWN REVENUES	\$ 5,176,134	\$ 5,294,308	\$ 5,375,482	\$ 5,368,052	\$ 101,284	99.86%

**Town of Norwich
Department Expense Summary**

	FY 22 Budget	FY 23 Budget	FY 23 YTD	FY 23 January	FY 23 Performance
TOWN ADMINISTRATION	\$ 293,625	\$ 383,197	\$ 350,410	\$ 96,064	91.44%
BCA/BOA	\$ 803	\$ 975	\$ -	\$ -	0.00%
STATUTORY MEETINGS	\$ 4,791	\$ 14,025	\$ 64	\$ -	0.45%
TOWN CLERK	\$ 182,219	\$ 183,230	\$ 90,108	\$ 10,095	49.18%
FINANCE	\$ 190,494	\$ 215,646	\$ 147,268	\$ 15,246	68.29%
GENERAL ADMINISTRATION	\$ 78,266	\$ 64,822	\$ 49,977	\$ 4,838	77.10%
LISTER	\$ 109,674	\$ 121,767	\$ 71,591	\$ 42	58.79%
PLANNING	\$ 150,747	\$ 185,801	\$ 51,353	\$ 2,812	27.64%
RECREATION	\$ 262,335	\$ 260,412	\$ 117,765	\$ 12,131	45.22%
PUBLIC SAFETY FACILITY	\$ 29,980	\$ 30,680	\$ 9,891	\$ 360	32.24%
POLICE	\$ 597,288	\$ 641,016	\$ 243,967	\$ 16,156	38.06%
FIRE/FAST	\$ 440,497	\$ 473,816	\$ 209,491	\$ 10,931	44.21%
EMERGENCY MGMT.	\$ 42,999	\$ 47,875	\$ 43,710	\$ 76	91.30%
CONSERVATION COMMISSION	\$ 3,689	\$ 9,300	\$ 1,994	\$ -	21.44%
PUBLIC WORKS	\$ 2,045,677	\$ 1,970,385	\$ 1,003,674	\$ 80,820	50.94%
LONG TERM DEBT	\$ 159,844	\$ 164,675	\$ 122,226	\$ -	74.22%
TAXES	\$ 3,000	\$ 3,000	\$ -	\$ -	0.00%
INSURANCES	\$ 184,938	\$ 188,250	\$ 89,579	\$ -	47.59%
TOWN TOTAL	\$ 4,780,866	\$ 4,958,874	\$ 2,603,068	\$ 249,571	52.49%
OUTSIDE APPROPRIATIONS	\$ 395,268	\$ 416,608	\$ 228,823	\$ -	54.93%
TOTAL	\$ 5,176,134	\$ 5,375,482	\$ 2,831,890	\$ 249,571	52.68%

**Town of Norwich
FY23 Expenditures with Budget**

DESCRIPTION	FY 22 BUDGET	FY 22 ACTUAL	FY 23 APPROVED	FY 23 YTD	Current Month 31, 2022	Jan	FY 23 PERF
TOWN ADMINISTRATION							
SELECTBOARD STIPEND	\$ 2,500	\$ 2,500	\$ 2,500	\$ 1,250	\$ -		50.00%
TOWN MANAGER WAGE	\$ 95,971	\$ 63,274	\$ 96,877	\$ 119,601	\$ 48,578		123.46%
TREASURER STIPEND	\$ 1,750	\$ 1,750	\$ 1,750	\$ 875	\$ -		50.00%
ADMIN ASSIST WAGE	\$ 55,886	\$ 56,358	\$ 58,458	\$ 35,016	\$ 5,303		59.90%
ADMIN ASSIST OT	\$ 500	\$ -	\$ -	\$ -	\$ -		0.00%
FICA TAX	\$ 9,415	\$ 8,886	\$ 9,631	\$ 9,550	\$ 3,314		99.16%
MEDI TAX	\$ 2,202	\$ 1,640	\$ 2,175	\$ 2,233	\$ 775		102.69%
HEALTH INSUR	\$ 45,623	\$ 34,648	\$ 43,929	\$ 18,677	\$ -		42.52%
DISABILITY/LIFE INSURANCE	\$ 1,036	\$ 872	\$ 1,541	\$ 500	\$ (75)		32.42%
DENTAL INSURANCE	\$ 462	\$ 91	\$ 884	\$ 263	\$ 72		29.74%
VT RETIREMENT	\$ 8,975	\$ 6,760	\$ 10,485	\$ 10,003	\$ 3,502		95.40%
PROFESSIONAL SERVICES	\$ 51,667	\$ 117,202	\$ 17,500	\$ 82,959	\$ 33,959		474.05%
CONTRACTED SERVICES	\$ -	\$ -	\$ 30,670	\$ 540	\$ -		1.76%
LEGAL	\$ -	\$ -	\$ 90,000	\$ 61,415	\$ -		68.24%
VLCT MEMBERSHIP	\$ 5,328	\$ 5,328	\$ 5,657	\$ -	\$ -		0.00%
TOWN REPORT	\$ 2,500	\$ 3,634	\$ 3,750	\$ -	\$ -		0.00%
TELEPHONE	\$ 850	\$ 541	\$ 800	\$ 300	\$ 42		37.51%
T MNGR CELL PHONE	\$ 600	\$ 485	\$ 480	\$ 442	\$ 40		92.11%
T MNGR RECRUITMENT	\$ -	\$ 9,046	\$ -	\$ -	\$ -		0.00%
T MNGR RELOCATION EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
POSTAGE	\$ 100	\$ 5	\$ 100	\$ -	\$ -		0.00%
ADVERTISING	\$ 900	\$ 2,666	\$ 1,000	\$ 1,695	\$ 218		169.54%
PRINTING	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
MILEAGE	\$ 200	\$ -	\$ 200	\$ -	\$ -		0.00%
OFFICE SUPPLIES	\$ 900	\$ 4,749	\$ 1,500	\$ 4,231	\$ 504		282.03%
OFFICE EQUIP	\$ 300	\$ 117	\$ 300	\$ -	\$ -		0.00%
DUES/MTS/EDUC	\$ 1,000	\$ 1,002	\$ 750	\$ 601	\$ -		80.12%
SB COMMITTEE EXPENSES	\$ 3,000	\$ -	\$ -	\$ 28	\$ -		0.00%
ENERGY COMMITTEE GRANT	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
ENERGY COMMITTEE	\$ 1,460	\$ 670	\$ 1,760	\$ 162	\$ -		9.19%
EVCS GRANT	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
NEGRASS GRANT	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
DES FUND-FACILITIES STUDY	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
DES FUND-CITIZEN ASSISTANCE	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
DES FUND - CLIMATE EMERGENCY	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
REGIONAL ENERGY COORDINATOR	\$ -	\$ 15,335	\$ -	\$ -	\$ -		0.00%
MISCELLANEOUS	\$ 500	\$ 1,032	\$ 500	\$ 68	\$ (168)		13.66%
BUSINESS E-MAIL COMPROMISES (BEC'S)	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
TOTAL	\$ 293,625	\$ 338,590	\$ 383,197	\$ 350,410	\$ 96,064		91.44%
BOARD OF CIVIL AUTHORITY/ABATEMENT							
JUSTICES WAGE	\$ 500	\$ -	\$ 500	\$ -	\$ -		0.00%
FICA TAX	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
MEDI TAX	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
CONTRACTED SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
POSTAGE	\$ 138	\$ -	\$ 150	\$ -	\$ -		0.00%
OFFICE SUPPLIES	\$ 25	\$ -	\$ 25	\$ -	\$ -		0.00%
DUES/MTS/EDUC	\$ 140	\$ -	\$ 300	\$ -	\$ -		0.00%
TOTAL	\$ 803	\$ -	\$ 975	\$ -	\$ -		0.00%
STATUTORY MEETINGS							
POLLWORKERS WAGE	\$ 600	\$ -	\$ 700	\$ -	\$ -		0.00%
FICA TAX	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
MEDI TAX	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
CONTRACTED SERVICES	\$ -	\$ -	\$ 1,000	\$ -	\$ -		0.00%
POSTAGE	\$ 99	\$ -	\$ 2,500	\$ -	\$ -		0.00%
ADVERTISING	\$ 195	\$ -	\$ 200	\$ -	\$ -		0.00%
PRINTING	\$ 2,068	\$ 2,902	\$ 5,000	\$ -	\$ -		0.00%
OFFICE SUPPLIES	\$ 73	\$ -	\$ 400	\$ 64	\$ -		15.92%
VOTING MACH EXPENSE	\$ 56	\$ -	\$ 75	\$ -	\$ -		0.00%
VOTING MACH MAINT AGRMT	\$ -	\$ -	\$ 650	\$ -	\$ -		0.00%
VTG MCHN PROGRAMING	\$ 1,700	\$ 1,640	\$ 3,500	\$ -	\$ -		0.00%
TOTAL	\$ 4,791	\$ 4,541	\$ 14,025	\$ 64	\$ -		0.45%
TOWN CLERK							
TOWN CLERK WAGE	\$ 72,490	\$ 72,810	\$ 75,848	\$ 44,759	\$ 6,721		59.01%
ASST CLK WAGE	\$ 48,381	\$ 48,911	\$ 49,982	\$ 31,083	\$ 4,554		62.19%
FICA TAX	\$ 7,494	\$ 6,674	\$ 7,787	\$ 4,381	\$ 650		56.25%
MEDI TAX	\$ 1,753	\$ 1,561	\$ 1,758	\$ 1,024	\$ 152		58.26%
HEALTH INS	\$ 31,904	\$ 33,794	\$ 30,633	\$ 114	\$ (3,006)		0.37%
DISABILITY/LIFE INS	\$ 1,036	\$ 1,309	\$ 1,340	\$ 627	\$ 104		46.76%
DENTAL INSURANCE	\$ 924	\$ 728	\$ 884	\$ 400	\$ 72		45.25%
VT RETIREMENT	\$ 7,554	\$ 7,575	\$ 8,478	\$ 4,930	\$ 733		58.15%
DOG/CAT LICENSE	\$ 236	\$ 198	\$ 275	\$ -	\$ -		0.00%
VITAL STATISTICS	\$ 15	\$ -	\$ 20	\$ -	\$ -		0.00%
RECORD RESTORATION	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
ADVERTISING	\$ -	\$ -	\$ 200	\$ -	\$ -		0.00%
TELEPHONE	\$ 500	\$ 545	\$ 550	\$ 342	\$ 42		62.21%
POSTAGE	\$ -	\$ 13	\$ -	\$ 84	\$ 21		0.00%
OFFICE SUPPLIES	\$ 1,200	\$ 881	\$ 1,200	\$ 609	\$ 52		50.76%
OFFICE EQUIPMENT	\$ 500	\$ -	\$ 500	\$ -	\$ -		0.00%
SOFTWARE	\$ 3,114	\$ 3,620	\$ 3,600	\$ 1,700	\$ -		47.22%
DUES/MTGS/EDUC	\$ 118	\$ -	\$ 175	\$ 55	\$ -		31.43%
WOMEN'S CLUB GRANT	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
DES FUND-RECORD RESTORATION	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -		0.00%
TOTAL	\$ 182,219	\$ 183,619	\$ 183,230	\$ 90,108	\$ 10,095		49.18%
FINANCE DEPARTMENT							
FINANCE ASSISTANT WAGE	\$ 48,599	\$ 73,576	\$ 49,982	\$ 33,979	\$ 4,707		67.98%
FINANCE OFFICER WAGE	\$ 81,660	\$ 85,805	\$ 83,428	\$ 74,573	\$ 8,047		89.39%
FICA TAX	\$ 8,076	\$ 5,679	\$ 8,508	\$ 5,309	\$ 708		62.39%
MEDI TAX	\$ 1,889	\$ 1,328	\$ 1,921	\$ 1,242	\$ 165		64.62%
HEALTH INS	\$ 22,576	\$ 23,376	\$ 37,522	\$ 14,490	\$ -		38.62%
DISABILITY/LIFE INS	\$ 1,036	\$ 917	\$ 1,445	\$ 475	\$ 49		32.89%
DENTAL INSURANCE	\$ 924	\$ 686	\$ 884	\$ 419	\$ 36		47.42%
VT RETIREMENT	\$ 8,141	\$ 6,049	\$ 9,005	\$ 4,355	\$ 306		48.37%
PROFESSIONAL SERVICES	\$ -	\$ 616	\$ 3,000	\$ 653	\$ -		21.75%
INDEPENDENT AUDIT	\$ 13,500	\$ 11,500	\$ 14,250	\$ 9,949	\$ 954		69.82%
TELEPHONE	\$ 650	\$ 539	\$ 1,000	\$ 500	\$ 82		49.99%
POSTAGE	\$ -	\$ 4	\$ -	\$ -	\$ -		0.00%
ADVERTISING	\$ 176	\$ -	\$ 175	\$ -	\$ -		0.00%

**Town of Norwich
FY23 Expenditures with Budget**

DESCRIPTION	FY 22 BUDGET	FY 22 ACTUAL	FY 23 APPROVED	FY 23 YTD	Current Month 31, 2022	Jan	FY 23 PERF
PRINTING	\$ 74	\$ 115	\$ 75	\$ 119	\$	119	158.67%
OFFICE SUPPLIES	\$ 1,506	\$ 1,094	\$ 1,750	\$ 628	\$	53	35.89%
OFFICE EQUIPMENT	\$ 250	\$ 3,971	\$ 750	\$ -	\$	-	0.00%
SOFTWARE	\$ 925	\$ 4,288	\$ 1,425	\$ 300	\$	-	21.05%
DUES/MTGS/EDUC	\$ 512	\$ 85	\$ 525	\$ -	\$	-	0.00%
BANK CHARGE	\$ -	\$ 2,605	\$ -	\$ 277	\$	21	0.00%
TOTAL	\$ 190,494	\$ 222,233	\$ 215,646	\$ 147,268	\$	15,246	68.29%
GENERAL ADMINISTRATION							
TELEPHONE	\$ 700	\$ 483	\$ 600	\$ 283	\$	42	47.17%
POSTAGE METER RENTAL	\$ 1,920	\$ 638	\$ 700	\$ 319	\$	-	45.59%
POSTAGE	\$ 4,000	\$ 6,737	\$ 4,000	\$ 2,426	\$	1,275	60.64%
OFFICE SUPPLIES	\$ 1,000	\$ 1,117	\$ 1,250	\$ -	\$	-	0.00%
PHOTOCOPIER	\$ 1,600	\$ 1,051	\$ 1,600	\$ 823	\$	494	51.46%
COMPUTER SOFTWARE	\$ -	\$ -	\$ -	\$ -	\$	-	0.00%
COMPUTER EQUIPMENT	\$ -	\$ 22,836	\$ 1,400	\$ 2,547	\$	-	181.93%
WEB SITE SUPPORT	\$ 600	\$ -	\$ 600	\$ -	\$	-	0.00%
SERVER MAINTENANCE	\$ 17,568	\$ 35,737	\$ 39,672	\$ 28,578	\$	3,027	72.04%
DESIGNATED FUND EQUIPMENT	\$ 50,878	\$ 50,878	\$ 15,000	\$ 15,000	\$	-	100.00%
TOTAL	\$ 78,266	\$ 119,478	\$ 64,822	\$ 49,977	\$	4,838	77.10%
BOARD OF LISTERS							
LISTER WAGE	\$ 4,500	\$ 3,750	\$ 4,500	\$ 1,500	\$	-	33.33%
ASSESSING CLERK WAGE	\$ 17,882	\$ 5,650	\$ 22,547	\$ -	\$	-	0.00%
FICA TAX	\$ 1,109	\$ 583	\$ 1,677	\$ 93	\$	-	5.55%
MEDI TAX	\$ 259	\$ 136	\$ 663	\$ 22	\$	-	3.28%
HEALTH INS	\$ -	\$ -	\$ -	\$ -	\$	-	0.00%
DISABILITY/LIFE INS	\$ -	\$ -	\$ -	\$ -	\$	-	0.00%
DENTAL INSURANCE	\$ -	\$ -	\$ -	\$ -	\$	-	0.00%
VT RETIREMENT	\$ -	\$ -	\$ -	\$ -	\$	-	0.00%
PROFESSIONAL ASSESSOR SERVICES	\$ 35,000	\$ 33,805	\$ 35,000	\$ 14,190	\$	-	40.54%
TAX MAPPING	\$ -	\$ -	\$ -	\$ -	\$	-	0.00%
SOFTWARE MAINT/UPDATE	\$ 6,000	\$ 7,600	\$ 6,000	\$ 5,300	\$	-	88.33%
TELEPHONE	\$ 530	\$ 522	\$ 530	\$ 295	\$	42	55.70%
POSTAGE	\$ 381	\$ 50	\$ 150	\$ 44	\$	-	29.33%
ADVERTISING	\$ -	\$ 66	\$ 150	\$ -	\$	-	0.00%
PRINTING	\$ 88	\$ 26	\$ 100	\$ 35	\$	-	35.00%
MILEAGE REIMB	\$ 100	\$ 51	\$ 100	\$ -	\$	-	0.00%
OFFICE SUPPLIES	\$ 125	\$ 294	\$ 125	\$ 112	\$	-	89.59%
OFFICE EQUIPMENT	\$ 625	\$ 75	\$ 125	\$ -	\$	-	0.00%
DUES/MTGS/EDUC	\$ 75	\$ 50	\$ 100	\$ -	\$	-	0.00%
DESIGNATED FUND REAPPRAISAL	\$ 43,000	\$ 43,000	\$ 50,000	\$ 50,000	\$	-	100.00%
TOTAL	\$ 109,674	\$ 95,658	\$ 121,767	\$ 71,591	\$	42	58.79%
PLANNING/DRB DEPARTMENT							
PLAN ADMIN WAGE	\$ 73,933	\$ 52,869	\$ 78,874	\$ 15,826	\$	-	20.06%
PLANNING DEPT. WAGES	\$ 26,407	\$ 27,562	\$ 58,357	\$ 17,536	\$	2,659	30.05%
FICA TAX	\$ 6,221	\$ 4,262	\$ 8,508	\$ 1,903	\$	165	22.37%
MEDI TAX	\$ 1,455	\$ 997	\$ 1,921	\$ 445	\$	39	23.17%
HEALTH INS	\$ 16,073	\$ 11,001	\$ 15,408	\$ 2,759	\$	-	17.90%
DISABILITY/LIFE INS	\$ 518	\$ 508	\$ 779	\$ 113	\$	(57)	14.53%
DENTAL INSURANCE	\$ 462	\$ 252	\$ 442	\$ 72	\$	(36)	16.29%
VT RETIREMENT	\$ 4,621	\$ 3,606	\$ 5,324	\$ 882	\$	-	16.57%
TOWN PLAN	\$ -	\$ -	\$ -	\$ -	\$	-	0.00%
PLANNING SERVICES	\$ 3,000	\$ 692	\$ 3,000	\$ 604	\$	-	20.14%
TWO RIVER PLANNING COMM.	\$ 5,223	\$ 5,223	\$ 5,223	\$ 5,707	\$	-	109.27%
U.V. TRANSPORTATION MGMT	\$ 1,134	\$ 1,134	\$ 1,134	\$ -	\$	-	0.00%
MAPPING	\$ 1,600	\$ 1,500	\$ 2,000	\$ -	\$	-	0.00%
HISTORIC PRES CLG GRANT	\$ 6,750	\$ 1,750	\$ 1,000	\$ -	\$	-	0.00%
RURAL SETTLEMENT GRANT	\$ -	\$ 10,660	\$ -	\$ 4,340	\$	-	0.00%
TELEPHONE	\$ 450	\$ 534	\$ 930	\$ 370	\$	42	39.77%
POSTAGE	\$ 450	\$ -	\$ 450	\$ -	\$	-	0.00%
ADVERTISING	\$ 500	\$ 486	\$ 500	\$ 429	\$	-	85.82%
PRINTING	\$ 200	\$ 148	\$ 200	\$ -	\$	-	0.00%
MILEAGE REIMB	\$ 400	\$ -	\$ 400	\$ -	\$	-	0.00%
OFFICE SUPPLIES	\$ 350	\$ -	\$ 350	\$ 254	\$	-	72.65%
OFFICE EQUIPMENT	\$ 250	\$ 500	\$ 250	\$ -	\$	-	0.00%
DUES/MTGS/EDUC	\$ 750	\$ -	\$ 750	\$ 113	\$	-	15.13%
TOTAL	\$ 150,747	\$ 123,683	\$ 185,801	\$ 51,353	\$	2,812	27.64%
RECREATION DEPARTMENT							
RECREATION ADMINISTRATION							
RECREATION DIR WAGE	\$ 70,072	\$ 70,259	\$ 71,796	\$ 43,689	\$	6,457	60.85%
RECREATION ADMIN ASST	\$ -	\$ -	\$ -	\$ -	\$	-	0.00%
FICA TAX	\$ 4,350	\$ 5,170	\$ 4,451	\$ 3,045	\$	406	68.41%
MEDI TAX	\$ 1,016	\$ 1,209	\$ 1,005	\$ 712	\$	95	70.85%
HEALTH INS	\$ 24,022	\$ 26,012	\$ 23,046	\$ 4,957	\$	-	21.51%
DISABILITY/LIFE INSUR	\$ 518	\$ 738	\$ 756	\$ 369	\$	61	48.80%
DENTAL INSURANCE	\$ 462	\$ 312	\$ 442	\$ -	\$	168	0.00%
VT RETIREMENT	\$ 4,380	\$ 4,373	\$ 4,846	\$ 2,840	\$	420	58.60%
TELEPHONE	\$ 525	\$ 492	\$ 1,005	\$ 523	\$	82	52.01%
POSTAGE	\$ 175	\$ -	\$ 50	\$ -	\$	-	0.00%
ADVERTISING	\$ 71	\$ -	\$ 245	\$ -	\$	-	0.00%
PRINTING	\$ 25	\$ -	\$ 75	\$ -	\$	-	0.00%
DUES/MTGS/EDUC	\$ 800	\$ 80	\$ 1,300	\$ 195	\$	-	15.00%
OFFICE EQUIPMENT	\$ 50	\$ 40	\$ 50	\$ -	\$	-	0.00%
MILEAGE REIMBURSEMENT	\$ 263	\$ -	\$ 250	\$ -	\$	-	0.00%
OFFICE SUPPLIES	\$ 225	\$ 130	\$ 225	\$ -	\$	-	0.00%
TOTAL ADMINISTRATION	\$ 106,954	\$ 108,815	\$ 109,542	\$ 56,330	\$	7,689	51.42%
RECREATION PROGRAMS							
INSTRUCTOR FEE	\$ 65,000	\$ 10,488	\$ 25,000	\$ 5,922	\$	-	23.69%
COACHING MATERIALS	\$ 300	\$ 110	\$ 800	\$ 500	\$	-	62.49%
TEE SHIRT/HAT	\$ 3,000	\$ 3,150	\$ 3,000	\$ 1,612	\$	-	53.73%
EQUIPMENT	\$ 3,500	\$ 14,934	\$ 6,500	\$ 1,559	\$	408	23.99%
PROGRAM WAGE	\$ 38,000	\$ 29,024	\$ 60,000	\$ 23,856	\$	221	39.76%
REFEREE/UMPIRE	\$ 3,700	\$ 1,666	\$ 4,000	\$ 1,802	\$	86	45.05%
TOURNAMENT FEES	\$ 2,500	\$ (95)	\$ 2,500	\$ 535	\$	-	21.40%
REGISTRATION FEES (MYREC)	\$ 8,500	\$ 4,529	\$ 6,000	\$ 5,560	\$	3,680	92.67%
M.CROSS SCHOOL RENTAL FEE	\$ -	\$ -	\$ -	\$ 2,000	\$	-	0.00%
SPECIAL EVENTS /SUPPLIES	\$ 1,500	\$ 352	\$ 2,500	\$ 119	\$	32	4.75%
FICA	\$ 2,500	\$ 543	\$ 3,720	\$ 1,161	\$	13	31.20%
MEDI	\$ 600	\$ 127	\$ 840	\$ 271	\$	3	32.31%
UNIFORM	\$ 700	\$ -	\$ 1,200	\$ 921	\$	-	76.72%

**Town of Norwich
FY23 Expenditures with Budget**

DESCRIPTION	FY 22 BUDGET	FY 22 ACTUAL	FY 23 APPROVED	FY 23 YTD	Current Month 31, 2022	Jan	FY 23 PERF
TOTAL RECREATION PROGRAMS	\$ 129,800	\$ 64,827	\$ 116,060	\$ 45,817	\$ 4,442		39.48%
RECREATION FACILITIES							
REC FIELD CARE	\$ 7,000	\$ 3,980	\$ 10,500	\$ 43	\$ -		0.41%
HUNTLEY LINE MARKING	\$ 2,440	\$ 3,204	\$ 2,440	\$ 2,677	\$ -		109.71%
PORTABLE TOILET	\$ 1,062	\$ 2,253	\$ 2,500	\$ 2,600	\$ -		104.00%
ICE RINK	\$ -	\$ -	\$ 3,500	\$ -	\$ -		0.00%
REPAIRS & MAINT	\$ 2,519	\$ 32	\$ 2,500	\$ -	\$ -		0.00%
WATER USAGE	\$ 485	\$ 465	\$ 420	\$ 98	\$ -		23.44%
WOMEN'S CLUB GRANT	\$ 1,875	\$ -	\$ 2,500	\$ -	\$ -		0.00%
MAHHC PREVENTION GRANT	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
VT REC RESTART GRANT	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
SITE WORK	\$ -	\$ -	\$ 250	\$ -	\$ -		0.00%
SUMMER MATTERS FOR ALL GRANT	\$ -	\$ 12,865	\$ -	\$ -	\$ -		0.00%
KING ARTHUR GRANT	\$ -	\$ 407	\$ -	\$ -	\$ -		0.00%
DESIGNATED FUND-T COURTS	\$ 10,200	\$ 10,200	\$ 10,200	\$ 10,200	\$ -		100.00%
TOTAL RECREATION FACILITIES	\$ 25,581	\$ 33,406	\$ 34,810	\$ 15,618	\$ -		44.87%
RECREATION TOTAL	\$ 262,335	\$ 207,048	\$ 260,412	\$ 117,765	\$ 12,131		45.22%
PUBLIC SAFETY FACILITY							
WATER USAGE	\$ 1,100	\$ 925	\$ 1,100	\$ 211	\$ -		19.21%
ELECTRICITY	\$ 7,100	\$ 4,035	\$ 7,700	\$ -	\$ -		0.00%
HEATING (Inc. Apparatus Bay)	\$ 2,875	\$ 306	\$ -	\$ -	\$ -		0.00%
ADMIN TELEPHONE & INTERNET	\$ 4,830	\$ 6,192	\$ 4,830	\$ 2,118	\$ -		43.86%
SUPPLIES	\$ 750	\$ 694	\$ 650	\$ 277	\$ -		42.61%
REPAIRS & MAINTENANCE	\$ 2,000	\$ 2,186	\$ 5,000	\$ 1,820	\$ -		36.39%
ALARM MONITORING	\$ 325	\$ 1,445	\$ 1,400	\$ 785	\$ -		56.07%
CLEANING	\$ 11,000	\$ 9,540	\$ 10,000	\$ 4,680	\$ 360		46.80%
DESIGNATED FUND - POLICE/FIRE STATION	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
TOTAL PUBLIC SAFETY FACILITY	\$ 29,980	\$ 25,323	\$ 30,680	\$ 9,891	\$ 360		32.24%
POLICE DEPARTMENT							
WAGES & BENEFITS							
POLICE CHIEF WAGE	\$ 87,257	\$ 34,822	\$ 85,761	\$ 26,885	\$ 10,327		31.35%
POLICE OFFICER WAGE	\$ 174,617	\$ 171,140	\$ 178,626	\$ 42,192	\$ 5,489		23.62%
ON-CALL WAGE	\$ 5,472	\$ 4,975	\$ 5,472	\$ 2,073	\$ 282		37.89%
OVERTIME OFFICER WAGE	\$ 19,838	\$ 40,873	\$ 20,138	\$ 7,362	\$ 577		36.56%
ADMINISTRATIVE WAGE	\$ 51,247	\$ 52,033	\$ 54,820	\$ 32,677	\$ 4,170		59.61%
PARTTIME OFFICER WAGE	\$ 3,000	\$ 1,433	\$ 3,250	\$ -	\$ -		0.00%
CROSSING GUARD WAGE	\$ 16,934	\$ 14,676	\$ 15,656	\$ 4,263	\$ 631		27.23%
GOVERNOR'S HIGHWAY SAFETY GRANT WAGE	\$ -	\$ 480	\$ -	\$ -	\$ -		0.00%
SPECIAL DUTY WAGE	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
FICA TAX	\$ 20,587	\$ 18,444	\$ 19,984	\$ 5,596	\$ 832		28.00%
MEDI TAX	\$ 4,815	\$ 4,316	\$ 4,513	\$ 1,309	\$ 195		29.00%
HEALTH INS	\$ 72,228	\$ 61,879	\$ 69,648	\$ 17,719	\$ (63)		25.44%
DISABILITY/LIFE INS	\$ 3,708	\$ 2,715	\$ 3,289	\$ 812	\$ 173		24.68%
DELTA DENTAL	\$ 2,160	\$ 1,699	\$ 2,209	\$ 795	\$ 192		35.99%
VT RETIREMENT	\$ 24,313	\$ 23,451	\$ 21,757	\$ 8,601	\$ 1,647		39.53%
TOTAL	\$ 486,176	\$ 432,935	\$ 485,122	\$ 150,284	\$ 24,451		30.98%
COMMUNITY POLICING							
ANIMAL CONTROL	\$ 2,131	\$ 3,391	\$ 2,750	\$ 1,036	\$ -		37.67%
COMMUNITY RELATIONS	\$ 653	\$ 192	\$ 650	\$ 167	\$ -		25.62%
SPEED SIGNS	\$ 1,865	\$ 6,365	\$ 2,000	\$ 5,408	\$ (8,839)		270.39%
NORWICH CADET PROGRAM	\$ 300	\$ -	\$ -	\$ -	\$ -		0.00%
TOTAL	\$ 4,949	\$ 9,948	\$ 5,400	\$ 6,610	\$ (8,839)		122.41%
EQUIPMENT & MAINTENANCE							
RADIO MAINTENANCE	\$ 764	\$ -	\$ 750	\$ -	\$ -		0.00%
PETROLEUM PRODUCTS	\$ 6,121	\$ -	\$ 7,250	\$ -	\$ -		0.00%
CRUISER VIDEO EQUIP	\$ 1,025	\$ -	\$ 4,044	\$ -	\$ -		0.00%
CRUISER MAINT	\$ 8,396	\$ 12,830	\$ 8,250	\$ 5,589	\$ 112		67.74%
CRUISER SUPPLIES	\$ 482	\$ 81	\$ 500	\$ -	\$ -		0.00%
TOTAL	\$ 16,788	\$ 12,911	\$ 20,794	\$ 5,589	\$ 112		26.88%
GRANTS (Inc PACIF Equip & Women's Club)	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
SUPPORT							
ADMINISTRATION	\$ 4,000	\$ 3,798	\$ 4,000	\$ 1,810	\$ 261		45.24%
VIBRS	\$ 2,971	\$ 2,901	\$ 3,000	\$ 708	\$ 117		23.62%
DISPATCH SERVICES	\$ 72,911	\$ 72,911	\$ 73,000	\$ 36,456	\$ -		49.94%
TRAINING	\$ 2,500	\$ 1,913	\$ 2,500	\$ 695	\$ -		27.80%
TRAINING SUPPLIES	\$ 1,421	\$ 559	\$ 2,000	\$ 553	\$ -		27.65%
MILEAGE REIMB	\$ 217	\$ 1,083	\$ 200	\$ -	\$ -		0.00%
DUES/MTGS/EDUC	\$ 943	\$ 405	\$ 1,000	\$ 100	\$ -		10.00%
UNIFORM	\$ 3,026	\$ 3,437	\$ 2,500	\$ 586	\$ 54		23.46%
UNIFORMS CLEANING	\$ 1,386	\$ 351	\$ 1,500	\$ 576	\$ -		38.42%
BULLET PROOF VESTS	\$ -	\$ 2,979	\$ -	\$ -	\$ -		0.00%
TOTAL	\$ 89,375	\$ 90,337	\$ 89,700	\$ 41,484	\$ 432		46.25%
DESIGNATED FUNDS							
DESIGNATED FUND-SPECIAL EQUIP	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -		100.00%
DESIGNATED FUND-CRUISER	\$ -	\$ -	\$ 35,000	\$ 35,000	\$ -		100.00%
TOTAL	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ -		100.00%
TOTAL POLICE DEPARTMENT	\$ 597,288	\$ 546,131	\$ 641,016	\$ 243,967	\$ 16,156		38.06%
FIRE/FAST DEPT.							
FIRE CHIEF WAGES	\$ 67,782	\$ 67,571	\$ 70,761	\$ 42,604	\$ 6,307		60.21%
FIRE OFFICER STIPEND	\$ 2,100	\$ 2,100	\$ 2,100	\$ -	\$ -		0.00%
FIREFIGHTERS WAGE	\$ 29,000	\$ 23,690	\$ 30,000	\$ 17,877	\$ 2,872		59.59%
FF DRILLS/MTGS WAGE	\$ 3,000	\$ 1,428	\$ 2,500	\$ 960	\$ -		38.40%
C-19 GRANT	\$ -	\$ (5,620)	\$ -	\$ -	\$ -		0.00%
C-19 MILEAGE REIUMBURSEMENT	\$ -	\$ 579	\$ -	\$ -	\$ -		0.00%
FICA TAX	\$ 6,322	\$ 5,931	\$ 6,532	\$ 3,713	\$ 540		56.83%
MEDI TAX	\$ 1,479	\$ 1,387	\$ 1,528	\$ 868	\$ 126		56.84%
HEALTH INSURANCE	\$ 16,458	\$ 17,875	\$ 21,141	\$ 10,466	\$ -		49.51%
DISABILITY/LIFE INSURANCE	\$ 518	\$ 869	\$ 736	\$ 359	\$ 60		48.85%
VT RETIREMENT	\$ 4,236	\$ 4,209	\$ 4,770	\$ 2,769	\$ 410		58.06%
DENTAL INSURANCE	\$ 462	\$ 364	\$ 442	\$ 200	\$ 36		45.25%
TOTAL	\$ 131,357	\$ 120,382	\$ 140,510	\$ 79,816	\$ 10,350		56.80%

**Town of Norwich
FY23 Expenditures with Budget**

DESCRIPTION	FY 22 BUDGET	FY 22 ACTUAL	FY 23 APPROVED	FY 23 YTD	Current Month 31, 2022	Jan	FY 23 PERF
EMS WAGES							
EMS WAGE	\$ 6,000	\$ 4,141	\$ 5,000	\$ 4,096	\$ 265		81.92%
EMS DRILL WAGE	\$ 1,900	\$ 1,164	\$ 1,900	\$ 560	\$ 160		29.47%
EMS FICA TAX	\$ 490	\$ 241	\$ 428	\$ 201	\$ 22		47.06%
EMS MEDI TAX	\$ 115	\$ 57	\$ 100	\$ 47	\$ 5		47.08%
TOTAL	\$ 8,505	\$ 5,602	\$ 7,428	\$ 4,905	\$ 452		66.03%
EDUCATION & TRAINING							
FIRE EDUC/TRAINING	\$ 1,000	\$ 45	\$ 750	\$ 789	\$ -		105.20%
EMS EDUC/TRNG	\$ 1,400	\$ 750	\$ 1,200	\$ -	\$ -		0.00%
FIRE DUES/MTGS/EDUC	\$ 500	\$ -	\$ 500	\$ 380	\$ -		76.00%
TOTAL	\$ 2,900	\$ 795	\$ 2,450	\$ 1,169	\$ -		47.71%
TOOLS & EQUIPMENT							
FIRE TOOLS & EQUIPMENT	\$ 4,000	\$ 1,397	\$ 4,000	\$ 1,931	\$ -		48.28%
EMS TOOLS/ EQUIP	\$ 1,900	\$ 1,391	\$ 1,900	\$ 304	\$ -		15.99%
RADIO PURCH/REPAIR	\$ 750	\$ 8,191	\$ 750	\$ -	\$ -		0.00%
TOTAL	\$ 6,650	\$ 10,980	\$ 6,650	\$ 2,235	\$ -		33.61%
MAINTENANCE							
FIRE TRK R & M	\$ 14,500	\$ 37,012	\$ 13,000	\$ 11,165	\$ -		85.88%
EQUIPMENT MAINTENANCE & SAFETY TESTING	\$ 4,000	\$ 4,046	\$ 4,000	\$ -	\$ -		0.00%
RADIO MAINTENANCE	\$ 531	\$ 1,151	\$ 500	\$ -	\$ -		0.00%
SOFTWARE MAINTENANCE	\$ 1,012	\$ -	\$ -	\$ 120	\$ -		0.00%
COMPUTER MAINTENANCE	\$ 291	\$ -	\$ -	\$ -	\$ -		0.00%
VEHICLE FUEL	\$ 2,715	\$ 4,591	\$ 3,500	\$ 2,018	\$ -		57.65%
TOTAL	\$ 23,049	\$ 46,799	\$ 21,000	\$ 13,302	\$ -		63.35%
SUPPORT							
RECRUITMENT	\$ 100	\$ -	\$ 100	\$ 179	\$ -		179.44%
POSTAGE	\$ 25	\$ -	\$ 25	\$ -	\$ -		0.00%
FIRE PREVENTION BOOKS & MATERIALS	\$ 100	\$ 310	\$ 100	\$ -	\$ -		0.00%
FIREFIGHTERS CASUL INS	\$ 8,800	\$ 4,048	\$ 5,800	\$ -	\$ -		0.00%
TELEPHONE & INTERNET	\$ -	\$ 480	\$ -	\$ 440	\$ 40		0.00%
OFFICE SUPPLIES	\$ 400	\$ 607	\$ 600	\$ 611	\$ 89		101.75%
DISPATCH SERVICE	\$ 22,588	\$ 12,913	\$ 25,004	\$ 11,700	\$ -		46.79%
UNIFORM	\$ 225	\$ 238	\$ 225	\$ -	\$ -		0.00%
HYDRANT RENTAL	\$ 33,933	\$ 33,933	\$ 34,000	\$ 17,000	\$ -		50.00%
DRY HYDRANT	\$ 25	\$ -	\$ 500	\$ 670	\$ -		134.00%
OSHA COMPLIANCE	\$ 1,000	\$ 224	\$ 1,000	\$ -	\$ -		0.00%
WATER LINE REPAIR	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
TOTAL	\$ 67,196	\$ 52,754	\$ 67,354	\$ 30,600	\$ 129		45.43%
DESIGNATED FUNDS							
DESIGNATED FUND-APPARATUS	\$ 20,000	\$ 20,000	\$ 60,000	\$ 60,000	\$ -		100.00%
DESIGNATED FUND-EQUIPMENT	\$ 20,000	\$ 20,000	\$ 10,000	\$ 10,000	\$ -		100.00%
TOTAL	\$ 40,000	\$ 40,000	\$ 70,000	\$ 70,000	\$ -		100.00%
GRANT							
VLCT PACIF GRANT	\$ -	\$ 5,352	\$ -	\$ -	\$ -		0.00%
FEMA GRANT	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
DRY HYDRANT GRANT	\$ -	\$ -	\$ -	\$ 2,940	\$ -		0.00%
FY 17 HOMELAND SECURITY	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
TOTAL	\$ -	\$ 5,352	\$ -	\$ 2,940	\$ -		0.00%
AMBULANCE EXPENDITURES							
AMBULANCE CONTRACT	\$ 146,340	\$ 148,224	\$ 152,925	\$ -	\$ -		0.00%
AMBULANCE LIAB	\$ 14,500	\$ 1,743	\$ 5,500	\$ 4,525	\$ -		82.27%
TOTAL	\$ 160,840	\$ 149,967	\$ 158,425	\$ 4,525	\$ -		2.86%
TOTAL FIRE DEPT.	\$440,497	\$ 432,631	\$ 473,816	\$ 209,491	\$ 10,931		44.21%
EMERGENCY MANAGEMENT							
DEBT SERVICE ON TOWER BOND PRINCIPAL	\$ 29,894	\$ 27,500	\$ 26,775	\$ 27,500	\$ -		102.71%
DEBT SERVICE ON TOWER BOND INTEREST	\$ -	\$ 2,321	\$ 3,025	\$ 922	\$ -		30.48%
TOWER POWER	\$ 500	\$ 391	\$ 400	\$ 264	\$ 76		66.05%
EMERG MAN ADMIN	\$ 17	\$ -	\$ 25	\$ -	\$ -		0.00%
EMERG MNGMT SUPPLIES	\$ 33	\$ -	\$ 50	\$ 24	\$ -		48.00%
GENERATOR FUEL	\$ 55	\$ -	\$ 100	\$ -	\$ -		0.00%
EMERG GEN MAINT	\$ 2,500	\$ 756	\$ 2,500	\$ -	\$ -		0.00%
BASE RADIO MAINTENANCE PD & DPW	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
HAZARD MITIGATION PLAN (FEMA Grant) - Consultant	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
DESIGNATED FUND- GENERATORS	\$ 10,000	\$ 10,000	\$ 15,000	\$ 15,000	\$ -		100.00%
TOTAL	\$ 42,999	\$ 40,968	\$ 47,875	\$ 43,710	\$ 76		91.30%
GRANTS							
LOCAL HAZARD MITIGATION GRANT	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
CONSERVATION COMM.							
PRINTING	\$ -	\$ -	\$ -	\$ -	\$ -		-
OFFICE SUPPLIES & EMAIL	\$ -	\$ -	\$ -	\$ -	\$ -		-
DUES/MTGS/EDUC	\$ 300	\$ 50	\$ 300	\$ -	\$ -		0.00%
SPKRS/PUBLIC INFO / GEN'L PUBLIC EDUCATION	\$ 83	\$ -	\$ 500	\$ -	\$ -		0.00%
PUBLICITY / OUTDOOR STUDENT PROGRAMS - LEEEP	\$ 366	\$ 1,132	\$ 1,750	\$ 1,600	\$ -		91.43%
TRAILS	\$ 1,290	\$ 166	\$ 2,750	\$ -	\$ -		0.00%
WATER QUAL MONIT	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
MILT FRYE NATURE AREA	\$ 1,650	\$ 1,732	\$ 1,500	\$ -	\$ -		0.00%
NATRL RESRCS INVEN	\$ -	\$ -	\$ 1,000	\$ -	\$ -		0.00%
PROJECT RESTORATION / NATURAL RES. PROJS.	\$ -	\$ -	\$ 1,500	\$ 394	\$ -		26.25%
WOMAN'S CLUB GRANT	\$ -	\$ 794	\$ -	\$ -	\$ -		0.00%
TOTAL	\$ 3,689	\$ 3,874	\$ 9,300	\$ 1,994	\$ -		21.44%
PUBLIC WORKS DEPARTMENT							
HIGHWAY DIVISION							
DIRECTOR OF PUBLIC WORKS	\$ 86,192	\$ 50,558	\$ 87,664	\$ 54,440	\$ 8,335		62.10%
ADMINISTRATIVE ASSISTANT, PART-TIME	\$ 21,826	\$ 8,282	\$ 22,385	\$ -	\$ -		0.00%

**Town of Norwich
FY23 Expenditures with Budget**

DESCRIPTION	FY 22 BUDGET	FY 22 ACTUAL	FY 23 APPROVED	FY 23 YTD	Current Month 31, 2022	Jan	FY 23 PERF
ROAD CREW WAGES	\$ 282,486	\$ 222,028	\$ 271,472	\$ 85,694	\$ 17,033		31.57%
ROAD CREW OVERTIME	\$ 45,000	\$ 39,661	\$ 46,150	\$ 18,249	\$ 6,416		39.54%
PAGER COMPENSATION	\$ 4,650	\$ 240	\$ 4,650	\$ 680	\$ -		14.62%
FICA	\$ 21,610	\$ 18,391	\$ 26,884	\$ 9,610	\$ 1,910		35.75%
MEDICARE	\$ -	\$ 4,356	\$ 6,071	\$ 2,248	\$ 447		37.02%
HEALTH INSURANCE	\$ 73,283	\$ 50,896	\$ 90,929	\$ 23,289	\$ -		25.61%
DISABILITY & LIFE INSURANCE	\$ 2,589	\$ 2,472	\$ 3,859	\$ 1,201	\$ 215		31.13%
DENTAL INSURANCE	\$ 2,310	\$ 1,305	\$ 2,651	\$ 688	\$ 144		25.94%
RETIREMENT	\$ 17,655	\$ 17,503	\$ 27,761	\$ 10,339	\$ 2,066		37.24%
TOTAL	\$ 557,601	\$ 415,693	\$ 590,476	\$ 206,438	\$ 36,565		34.96%
MATERIALS							
SALT & CHEMICALS	\$ 115,000	\$ 88,319	\$ 115,000	\$ 35,810	\$ 5,715		31.14%
SAND	\$ 105,000	\$ 57,705	\$ 115,000	\$ 23,463	\$ -		20.40%
DUST CONTROL	\$ 15,000	\$ 12,374	\$ 22,500	\$ 4,658	\$ -		20.70%
GRAVEL & STONE	\$ 55,000	\$ 48,570	\$ 55,000	\$ 2,463	\$ -		4.48%
CULVERTS & OTHER ROAD SUPPLIES	\$ 12,000	\$ 7,816	\$ 12,000	\$ -	\$ -		0.00%
ASPHALT PRODUCTS	\$ 2,995	\$ 1,247	\$ 3,000	\$ 447	\$ -		14.91%
BRIDGE REPAIR & MAINTENANCE	\$ 2,000	\$ 277	\$ 2,000	\$ 504	\$ -		25.18%
OTHER PROJECTS	\$ 1,783	\$ 8,858	\$ 1,785	\$ 18	\$ -		1.01%
SIGNS	\$ 2,256	\$ -	\$ 2,250	\$ 2,360	\$ -		104.90%
TOTAL	\$ 311,034	\$ 225,166	\$ 328,535	\$ 69,724	\$ 5,715		21.22%
CONTRACTED SERVICES							
PLOWING & SANDING	\$ 22,976	\$ 21,298	\$ 25,000	\$ 15,712	\$ 15,712		62.85%
ROAD SWEEPING	\$ 3,243	\$ 2,170	\$ -	\$ -	\$ -		0.00%
LEAF REMOVAL	\$ 3,029	\$ 2,200	\$ 3,000	\$ -	\$ -		0.00%
STREETLIGHTS	\$ 12,595	\$ 13,507	\$ 13,000	\$ 7,064	\$ 1,130		54.34%
TREE CUTTING & REMOVAL	\$ 10,516	\$ 1,700	\$ 10,000	\$ 6,250	\$ -		62.50%
UNIFORMS	\$ 12,773	\$ 9,403	\$ 12,000	\$ 5,592	\$ -		46.60%
PAVING	\$ 25,000	\$ 146,522	\$ 7,500	\$ -	\$ -		0.00%
OTHER PROJECTS	\$ 66,354	\$ 37,108	\$ 15,500	\$ 3,140	\$ -		20.26%
CRACK SEALING	\$ 15,944	\$ -	\$ 15,000	\$ 18,000	\$ -		120.00%
PAVEMENT MARKING	\$ 32,000	\$ 34,287	\$ 38,000	\$ -	\$ -		0.00%
BRIDGES	\$ 67,000	\$ 37,238	\$ 50,000	\$ 29,726	\$ -		59.45%
TOTAL	\$ 271,430	\$ 305,432	\$ 189,000	\$ 85,484	\$ 16,842		45.23%
EQUIPMENT							
OUTSIDE REPAIRS	\$ 40,000	\$ 56,340	\$ 35,000	\$ 23,674	\$ 492		67.64%
PARTS & SUPPLIES	\$ 50,000	\$ 101,722	\$ 50,000	\$ 34,120	\$ 15		68.24%
PETROLEUM PRODUCTS	\$ 48,000	\$ 58,103	\$ 70,000	\$ 24,997	\$ 705		35.71%
TOTAL	\$ 138,000	\$ 216,164	\$ 155,000	\$ 82,790	\$ 1,212		53.41%
HIGHWAY GARAGE							
ELECTRICITY	\$ 3,600	\$ 5,533	\$ 4,000	\$ 6,025	\$ -		150.63%
PROPANE	\$ 6,861	\$ 7,924	\$ 9,000	\$ 903	\$ -		10.03%
TELEPHONE (Inc. Internet)	\$ 3,407	\$ 6,421	\$ 6,500	\$ 2,633	\$ 40		40.51%
SUPPLIES	\$ 8,260	\$ 5,436	\$ 8,250	\$ 2,116	\$ 50		25.65%
ALARM MONITORING	\$ 461	\$ 643	\$ 900	\$ -	\$ -		0.00%
REPAIRS & MAINTENANCE	\$ 6,979	\$ 18,347	\$ 7,750	\$ 1,193	\$ -		15.40%
TOOLS	\$ 7,326	\$ 9,185	\$ 7,250	\$ -	\$ -		0.00%
ADMINISTRATION	\$ 5,256	\$ 2,652	\$ 5,000	\$ 5,977	\$ 471		119.54%
TOTAL	\$ 42,150	\$ 56,141	\$ 48,650	\$ 18,847	\$ 561		38.74%
CAPITAL EXPENDITURES							
DESIGNATED FUND-EQUIPMENT	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ -		100.00%
DESIGNATED FUND-SIDEWALK	\$ 14,000	\$ 14,000	\$ 10,000	\$ 10,000	\$ -		100.00%
DESIGNATED FUND-PAVING	\$ 60,000	\$ 60,000	\$ 45,000	\$ 45,000	\$ -		100.00%
DESIGNATED FUND-BRIDGES	\$ 157,000	\$ 157,000	\$ 100,000	\$ 100,000	\$ -		100.00%
DESIGNATED FUND-GARAGE	\$ 25,000	\$ 25,000	\$ 25,000	\$ 34,745	\$ 8,995		138.98%
TOTAL	\$ 296,000	\$ 296,000	\$ 220,000	\$ 229,745	\$ 8,995		104.43%
GRANTS							
VTRANS - PAVING GRANT	\$ -	\$ 14,000	\$ -	\$ -	\$ -		0.00%
FEMA GRANT	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
Two Rivers-Betr Back Road	\$ -	\$ 8,016	\$ -	\$ -	\$ -		0.00%
BETTER ROADS / GRANTS IN AID	\$ 5,000	\$ -	\$ -	\$ -	\$ -		0.00%
VTRANS - BIKE & PED	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
VTRANS - TAP GRANT (Tigertown Culverts - 20%)	\$ 21,929	\$ 32,029	\$ -	\$ 127,582	\$ -		0.00%
VTRANS - STRUCTURES GRANT (10% Local)	\$ -	\$ 2,619	\$ -	\$ -	\$ -		0.00%
TOTAL	\$ 26,929	\$ 56,664	\$ -	\$ 127,582	\$ -		0.00%
TOTAL-HIGHWAY DIVISION	\$ 1,643,144	\$ 1,571,261	\$ 1,531,661	\$ 820,610	\$ 69,890		53.58%
BUILDINGS & GROUNDS DIVISION							
BUILDING & GROUND WAGES	\$ 92,323	\$ 90,587	\$ 96,545	\$ 42,812	\$ 3,816		44.34%
OVERTIME WAGES	\$ 5,000	\$ 8,159	\$ 5,793	\$ 1,412	\$ 107		24.38%
PAGER COMPENSATION	\$ 775	\$ 835	\$ 750	\$ 240	\$ -		32.00%
FICA	\$ 7,063	\$ 5,897	\$ 6,478	\$ 2,740	\$ 241		42.30%
MEDICARE	\$ -	\$ 1,430	\$ 1,463	\$ 641	\$ 56		43.81%
HEALTH INSURANCE	\$ 33,545	\$ 34,526	\$ 29,180	\$ 10,723	\$ 85		36.75%
DISABILITY & LIFE INSURANCE	\$ 1,036	\$ 936	\$ 1,089	\$ 326	\$ 46		29.90%
DENTAL INSURANCE	\$ 924	\$ 652	\$ 884	\$ 308	\$ 36		34.84%
RETIREMENT	\$ 5,770	\$ 6,189	\$ 7,052	\$ 2,890	\$ 255		40.98%
TOTAL	\$ 146,436	\$ 149,211	\$ 149,233	\$ 62,091	\$ 4,643		41.61%
MATERIALS							
GARDEN SUPPLIES & PLANTS	\$ 1,576	\$ 966	\$ 1,575	\$ -	\$ -		0.00%
TOTAL	\$ 1,576	\$ 966	\$ 1,575	\$ -	\$ -		0.00%
CONTRACTED SERVICES							
FOLEY PARK & MEDIANS	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
UNIFORMS	\$ 4,800	\$ 3,722	\$ 4,800	\$ 1,205	\$ -		25.10%
TOTAL	\$ 4,800	\$ 3,722	\$ 4,800	\$ 1,205	\$ -		25.10%
EQUIPMENT							
OUTSIDE REPAIRS	\$ 1,960	\$ -	\$ 2,000	\$ 106	\$ -		5.28%
PARTS & SUPPLIES	\$ -	\$ 822	\$ 2,500	\$ 1,237	\$ 114		49.50%
PETROLEUM PRODUCTS	\$ -	\$ -	\$ 2,800	\$ -	\$ -		0.00%
TOOLS	\$ -	\$ -	\$ 500	\$ -	\$ -		0.00%
TOTAL	\$ 1,960	\$ 822	\$ 7,800	\$ 1,343	\$ 114		17.22%
CAPITAL EXPENDITURES							
DESIGNATED FUND-EQUIPMENT	\$ -	\$ -	\$ -	\$ 11,069	\$ -		0.00%

**Town of Norwich
FY23 Expenditures with Budget**

DESCRIPTION	FY 22 BUDGET	FY 22 ACTUAL	FY 23 APPROVED	FY 23 YTD	Current Month 31, 2022	Jan	FY 23 PERF
TOTAL	\$ -	\$ -	\$ -	\$ 11,069	\$ -	\$ -	0.00%
TOTAL-BUILDING AND GROUNDS DIVISION	\$ 154,772	\$ 154,721	\$ 163,408	\$ 75,708	\$ 4,757		46.33%
SOLID WASTE DIVISION							
TRANSFER STATION WAGES	\$ 42,774	\$ 42,729	\$ 43,097	\$ 25,637	\$ 3,474		59.49%
FICA	\$ 3,272	\$ 2,530	\$ 2,672	\$ 1,590	\$ 215		59.49%
MEDICARE	\$ -	\$ 602	\$ 603	\$ 372	\$ 50		61.69%
TOTAL	\$ 46,046	\$ 45,862	\$ 46,372	\$ 27,599	\$ 3,740		59.52%
CONTRACTED SERVICES							
GUVSWMD ASSESSMENT	\$ 37,554	\$ 37,554	\$ 36,120	\$ -	\$ -		0.00%
MUNICIPAL SOLID WASTE	\$ 48,923	\$ 47,846	\$ 51,250	\$ 17,215	\$ -		33.59%
RECYCLING	\$ 39,297	\$ 46,051	\$ 42,250	\$ 17,756	\$ -		42.03%
C & D WASTE DISPOSAL	\$ 9,641	\$ 9,567	\$ 10,250	\$ 8,314	\$ -		81.11%
FOOD WASTE DISPOSAL	\$ 6,850	\$ 17,476	\$ 21,250	\$ 10,273	\$ -		48.34%
UNIFORMS	\$ -	\$ -	\$ 500	\$ -	\$ -		0.00%
TOTAL	\$ 142,265	\$ 158,493	\$ 161,620	\$ 53,558	\$ -		33.14%
EQUIPMENT							
PARTS & SUPPLIES	\$ 1,000	\$ 1,132	\$ 1,000	\$ 61	\$ -		6.09%
REPAIRS & MAINTENANCE	\$ 3,000	\$ 31	\$ 3,000	\$ 50	\$ -		1.67%
SMALL EQUIPMENT	\$ 500	\$ -	\$ 500	\$ -	\$ -		0.00%
TOTAL	\$ 4,500	\$ 1,163	\$ 4,500	\$ 111	\$ -		2.47%
TRANSFER STATION							
PURCHASED SERVICES	\$ 2,500	\$ 1,628	\$ 2,500	\$ -	\$ -		0.00%
ELECTRICITY	\$ 2,000	\$ 1,791	\$ 2,250	\$ 515	\$ 183		22.89%
PROPANE	\$ 600	\$ 390	\$ 750	\$ 92	\$ -		12.29%
TELEPHONE	\$ 500	\$ 447	\$ 500	\$ 258	\$ 35		51.51%
ADMINISTRATION	\$ 1,000	\$ 1,249	\$ 1,000	\$ 17	\$ -		1.70%
FRANCHISE TAX TO VERMONT	\$ 2,000	\$ 417	\$ 2,000	\$ 384	\$ 384		19.22%
TOTAL	\$ 8,600	\$ 5,923	\$ 9,000	\$ 1,266	\$ 603		14.07%
CAPITAL EXPENDITURES							
DESIGNATED FUND-EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
	\$ -	\$ -	\$ -	\$ -	\$ -		
TOTAL-TRANSFER STATION DIVISION	\$ 201,411	\$ 211,441	\$ 221,492	\$ 82,534	\$ 4,343		37.26%
TRACY HALL							
WATER USAGE	\$ 875	\$ 739	\$ 875	\$ 170	\$ -		19.44%
ELECTRICITY	\$ 13,500	\$ 4,797	\$ 16,000	\$ 4,833	\$ -		30.21%
HEATING	\$ 11,500	\$ 17,822	\$ 15,000	\$ 6,443	\$ 1,727		42.96%
ALARM MONITORING	\$ 200	\$ 950	\$ 1,250	\$ -	\$ -		0.00%
ELEVATOR MAINT	\$ 3,300	\$ 4,551	\$ 3,250	\$ 2,246	\$ -		69.10%
CUSTODIAN PAGER	\$ 775	\$ -	\$ 750	\$ -	\$ -		0.00%
BUILDING SUPPLIES	\$ 4,200	\$ 3,621	\$ 4,200	\$ 1,194	\$ -		28.43%
REPAIRS & MAINT	\$ 10,000	\$ 8,166	\$ 10,000	\$ 8,133	\$ -		81.33%
BANDSTAND & SIGN ELECTR (Inc Huntley EV Charge)	\$ 2,000	\$ 1,666	\$ 2,500	\$ 553	\$ 102		22.12%
DESIGNATED FUND-TRACY HALL	\$ -	\$ -	\$ -	\$ 1,250	\$ -		0.00%
TOTAL TRACY HALL	\$ 46,350	\$ 42,313	\$ 53,825	\$ 24,822	\$ 1,829		46.12%
TOTAL PUBLIC WORKS DEPARTMENT	\$ 2,045,677	\$ 1,979,736	\$ 1,970,385	\$ 1,003,674	\$ 80,820		50.94%
DEBT SERVICE EXPENDITURES							
PUBLIC SAFETY FACILITY BOND - PRINCIPAL	\$ 47,000	\$ 47,000	\$ 47,000	\$ 47,000	\$ -		100.00%
PUBLIC SAFETY FACILITY - INTEREST	\$ 46,474	\$ 46,474	\$ 48,175	\$ 22,990	\$ -		47.72%
BROWNS SCHOOLHOUSE RD PED. BRIDGE - PRIN/INT	\$ 14,040	\$ 14,257	\$ 14,000	\$ -	\$ -		0.00%
PUBLIC SAFE BLDG / HIGH. GARAGE ADD. - "OVER."	\$ 52,330	\$ 48,000	\$ 48,000	\$ 48,000	\$ -		100.00%
PUBLIC SAFE BLDG / HIGH. GARAGE ADD. - INTEREST	\$ -	\$ 5,660	\$ 7,500	\$ 4,236	\$ -		56.48%
FEMA LTR OF CREDIT	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
FEMA LTR OF CREDIT - INTEREST PAID TO CLOSEOUT	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
TOTAL	\$ 159,844	\$ 161,391	\$ 164,675	\$ 122,226	\$ -		74.22%
TAX EXPENDITURES							
TAX ADJUSTMENTS & ABATEMENT	\$ 3,000	\$ 452	\$ 3,000	\$ -	\$ -		0.00%
TOTAL	\$ 3,000	\$ 452	\$ 3,000	\$ -	\$ -		0.00%
INSURANCES							
SOCIAL SECURITY	\$ -	\$ 10	\$ -	\$ -	\$ -		0.00%
COBRA (Inc. an HRA adjust. In FY20 Actual)	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
UNEMP INS RATE ASSMT	\$ 3,156	\$ 5,438	\$ 3,250	\$ 1,908	\$ -		58.71%
PROP & CAS INSURANCE	\$ 87,385	\$ 128,533	\$ 90,000	\$ 68,863	\$ -		76.51%
WORKER'S COMP INS	\$ 94,397	\$ 108,107	\$ 95,000	\$ 18,808	\$ -		19.80%
TOTAL	\$ 184,938	\$ 242,088	\$ 188,250	\$ 89,579	\$ -		47.59%
TOTAL TOWN EXPENDITURES	\$ 4,780,866	\$ 4,727,446	\$ 4,958,874	\$ 2,603,068	\$ 249,571		52.49%
		\$ 4,763,711					
OTHER MONETARY ARTICLES							
ADVANCE TRANSIT	\$ 13,514	\$ 13,514	\$ 13,514	\$ 6,757	\$ -		50.00%
CATV	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -		100.00%
CLIMATE EMERGENCY FUND	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
ASH BORER REMEDIATION FUND	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -		100.00%
POLICING STUDY	\$ -	\$ -	\$ -	\$ -	\$ -		0.00%
GOOD BEGINNINGS	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -		100.00%
GREEN MOUNTAIN ECONOMIC DEVELOPMENT CORP	\$ 1,659	\$ 1,659	\$ 1,659	\$ 1,705	\$ -		102.74%
HEADREST	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ -		100.00%
NORWICH AMERICAN LEGION	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ -		100.00%
NORWICH CEMETERY ASSOCATN	\$ 20,000	\$ 20,000	\$ 20,000	\$ 10,000	\$ -		50.00%
NORWICH CHILD CARE SCHOLARSHIP	\$ 4,348	\$ 4,348	\$ 4,348	\$ 2,174	\$ -		50.00%
NORWICH HISTORICAL SOCIETY	\$ 8,000	\$ 8,000	\$ 8,000	\$ 4,000	\$ -		50.00%
NORWICH LIONS CLUB FIREWORKS	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ -		100.00%
NORWICH PUBLIC LIBRARY - OPERATING	\$ 288,660	\$ 288,660	\$ 300,000	\$ 150,000	\$ -		50.00%
PUBLIC HEALTH COUNCIL OF THE UPPER VALLEY	\$ 337	\$ 337	\$ 337	\$ 337	\$ -		100.00%

**Town of Norwich
FY23 Expenditures with Budget**

DESCRIPTION	FY 22 BUDGET	FY 22 ACTUAL	FY 23 APPROVED	FY 23 YTD	Current Month 31, 2022	Jan	FY 23 PERF
SENIOR SOLUTIONS	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$	-	100.00%
SEVCA	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750	\$	-	100.00%
SPECIAL NEEDS SUPPORT CENTER	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$	-	100.00%
THE FAMILY PLACE	\$ 6,000	\$ 6,000	\$ 6,000	\$ 3,000	\$	-	50.00%
UPPER VALLEY TRAILS ALLIANCE	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$	-	100.00%
VISITING NURSE ASSOC. & HOSPICE	\$ 18,500	\$ 18,500	\$ 18,500	\$ 9,250	\$	-	50.00%
WHITE RIVER COUNCIL ON AGING	\$ 5,300	\$ 5,300	\$ 5,300	\$ 2,650	\$	-	50.00%
WINDSOR COUNTY MENTORS	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$	-	100.00%
WISE	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$	-	100.00%
YOUTH-IN-ACTION	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$	-	100.00%
TOTAL VOTED MONETARY ARTICLES	\$ 395,268	\$ 395,268	\$ 416,608	\$ 228,823	\$	-	54.93%
TOTAL TOWN EXPENDITURES IF ALL	\$ 5,176,134	\$ 5,122,714	\$ 5,375,482	\$ 2,831,890	\$	249,571	52.68%

Account	Curr Yr Pd 7 Jan Encumbrances	Curr Yr Pd 7 Jan Actual
ASSET		
01-1-001 CASH	0.00	6,950,892.18
01-1-002 INVESTMENTS	0.00	0.00
01-1-003 RECEIVABLES		
01-1-0030 ACCOUNTS RECEIVABLE	0.00	155,592.54
01-1-0031 GRANT RECEIVABLE	0.00	91,589.73
01-1-0032 NOTES RECEIVABLE	0.00	0.00
01-1-0034 TAXES RECEIVABLE	0.00	6,134,332.37
Total RECEIVABLES	0.00	6,381,514.64
01-1-004 OTHER ASSETS	0.00	172,982.89
01-1-090000.00 DUE FROM/TO OTHER FUND	0.00	-4,362,395.88
Total Asset	0.00	9,142,993.83
LIABILITY		
01-2-001 ACCOUNTS PAYABLE	0.00	5,770,211.67
01-2-002 GRANT LIABILITY	0.00	0.00
01-2-003 OTHER LIABILITIES	0.00	0.00
01-2-004 DEFERRED REVENUES	0.00	98,262.50
Total Liability	0.00	5,868,474.17
FUND BALANCE		
01-3-0011 RESERVE-FUND BALANCE	0.00	0.00
01-3-0013 UNRESTRICTED FUNDS	0.00	738,287.47
Total Prior Years Fund Balance	0.00	738,287.47
Fund Balance Current Year	0.00	2,536,232.19
Total Fund Balance	0.00	3,274,519.66
Total Liability, Reserves, Fund Balance	0.00	9,142,993.83

NOTE: revised draft minutes follow in packet; revised version is submitted for SB approval as final minutes

DRAFT Minutes of the Selectboard Meeting of
Wednesday, February 8, 2023, at 6:30 pm

This meeting was conducted in person at the Public Safety building at 10 Hazen Street, Norwich, VT. Members present: Marcia Calloway, Chair; Mary Layton, Vice Chair; Roger Arnold; Aaron Lamperti; Brennan Duffy, Interim Town Manager.

Also participating: Omer Trajman; Lily Trajman; Stuart Richards; Jaci Allen; Cheryl Lindberg; Pamela Smith; Will Smith; Matthew Hall; Peter Orner.

1. Meeting convened at 6:30 pm.
2. Agenda Review. Calloway **moved** (2nd Lamperti) to approve the agenda. **Motion approved unanimously (4 yes; 0 no – Gere absent).**
3. Public Participation.
4. Consent Agenda. Layton **moved** (2nd Arnold) to approve consent agenda. **Motion approved unanimously (4 yes; 0 no – Gere absent).**
5. Highway Mileage. Layton **moved** (2nd Lamperti) to correct town highway map and mileage of town highways to adjust for a road having been discontinued. **Motion approved unanimously (4 yes; 0 no – Gere absent).**
6. Tree Warden. Layton **moved** (2nd Lamperti) to appoint Matthew Hall as Tree Warden. **Motion approved unanimously (4 yes; 0 no – Gere absent).**
7. Executive Session. The board went into executive session at 8:15pm.
8. Adjournment.

DRAFT Minutes of the Selectboard Meeting of
Wednesday, February 8, 2023, at 6:30 pm

This meeting was conducted in person at the Public Safety building at 10 Hazen Street, Norwich, VT. Members present: Marcia Calloway, Chair; Mary Layton, Vice Chair; Roger Arnold; Aaron Lamperti; Brennan Duffy, Interim Town Manager.

Also participating: Lily Trajman; Stuart Richards; Jaci Allen; Cheryl Lindberg; Pamela Smith; Will Smith; Matthew Hall; Peter Orner

1. Meeting convened at 6:30 pm.
2. Agenda Review. Calloway **moved** (2nd Lamperti) to approve the agenda. **Motion approved unanimously (4 yes; 0 no – Gere absent).**
3. Public Participation. Lily Trajman reported as a member of the Norwich School Board on two articles that will be on the town meeting ballot in March:
 - a) Solution for longstanding septic problems affecting the Marion Cross School (MCS) schoolyard. The article reflects that the School Board has selected the lower cost of the two proposals received. The proposals may be reviewed on the SAU website.
 - b) Rebuild MCS playground for ADA compliance.

Trajman said it is hoped the work on these two projects will be completed by this summer. In response to Arnold, she said a new handout is forthcoming that will have up-to-date links.

She also reported that the school board has concerns about potential problems with timely meeting payroll obligations if property tax collection dates are moved, as has been proposed. Allen asked as well for clarification of property tax payment schedules. Lindberg, as Town Treasurer, addressed potential cashflow issues if tax receipts are rescheduled.

Trajman said the School may require a loan to cover any temporary gap in payments by the Town, since no payments have been made by the Town to the School since August. Arnold said the problem stems from the fact that income-sensitivity payments to individuals from the State do not well-enough coincide with the School's need for revenue, such that some citizens might have difficulty paying property taxes while waiting for income-sensitivity transfer payments. Arnold says the situation is complicated by Norwich being in a bi-state school district. He mentioned that by law towns must transfer monies to local schools within twenty days of tax receipts.

On behalf of the Selectboard, Lamperti thanked Tom Candon for his long service on the School Board.

4. Consent Agenda. Layton **moved** (2nd Arnold) to approve the consent agenda, which included several sets of minutes. **Motion approved unanimously (4 yes; 0 no – Gere absent).**

5. Highway Mileage. Following explanatory comments from Duffy, Layton **moved** (2nd Lamperti) to correct the town highway map and mileage of town highways to adjust for all or part of Town Highway 59 having been discontinued in 1992, which had not been reflected on the map. **Motion approved unanimously (4 yes; 0 no – Gere absent).**

6. Tree Warden. Layton **moved** (2nd Lamperti) to appoint Matthew Hall as Tree Warden. Lamperti said in actuality, Hall had already started tree work, following recent storm damage. **Motion approved unanimously (4 yes; 0 no – Gere absent).**

7. Moderator. John Carroll having retired from the position mid-term, Peter Orner has applied to serve as Town Moderator in an interim capacity for the remainder of the current term. The Town is legally obligated to have a moderator in place in time for Town Meeting Day. Lamperti **moved** (2nd Layton) to appoint Orner to the position. **Motion approved unanimously (4 yes; 0 no – Gere absent).**

8. Zoning Administrator. Allen reported that the Planning Commission is “very pleased” with the support received from TRORRC and unanimously supports their employee, Kyle Katz, as a candidate for acting Zoning Administrator while the search continues for a permanent replacement. Duffy reported that unfortunately there are currently no candidates, one having just recently withdrawn from consideration. Katz is able to allocate six hours per week to the temporary position, which will have to be sufficient in the leadup to Town Meeting.

Duffy noted that while the Zoning Administrator ordinarily reports to the Town Manager, because he is interim himself, that will be the Select Board’s responsibility.

Layton **moved** (2nd Lamperti) to accept the recommendation of the Planning Commission to appoint a temporary Zoning Administrator. **Motion approved unanimously (4 yes; 0 no – Gere absent).**

Layton **moved** (2nd Lamperti) to authorize the Interim Town Manager to enter into a contract with TRORRC for an interim Zoning Administrator. It is understood that this means the Town is indirectly hiring Katz, as recommended by the Planning Commission and will accept billing by TRORRC accordingly. Duffy noted that in this instance, TRORRC is acting essentially as an employment agency, so Katz will be paid through them. **Motion approved unanimously (4 yes; 0 no – Gere absent).**

9. Next Meeting and Town Meeting Preparation. The February 22 Selectboard meeting will be the last before Town Meeting and the formation of a new Selectboard. Duffy reported that the auditors have informed him they will not have their full report ready by that date and he's "not confident" they will even have it ready for the new Board's organizational meeting on March 6. As Arnold pointed out, this may violate the Town's statutory obligations. Calloway said she will ask the auditing firm to at least provide the minimum amount of information the State absolutely requires.

10. Major Issues Remaining. Calloway cited these as essential for any new Select Board to address:

Capital projects

Town Manager search

Energy efficiencies

Tracy Hall renovations

ARPA monies

Regarding ARPA, Calloway said the Town is "not allowed to have a reserve account for that money." This was echoed by Lindberg, who said, "This is not a reserve fund, this is a grant." Duffy said the issue will need to be clarified for the voters prior to their voting on the warrant to create just such a fund that has already been placed on the ballot and cannot now be revoked.

Arnold said the Board needs to draft language for RFPs to go to agencies in the searches for Zoning Administrator and Town Manager in terms of scope of work and required expertise. Calloway volunteered to move this process along and will bring a draft of specifications to the next meeting.

Calloway reported she has a list of search firms that should receive these RFPs. Layton said the search for Town Manager may have to be national in scope.

Layton volunteered to develop bullet points for an RFQ to hire an HR consultant.

Lamperti said the documents should be understood as requests for qualifications (RFQs) rather than for proposals (RFPs) if the intent is to evaluate the qualifications of search firms rather than potential applicants for the positions themselves.

On Tracy Hall, Lamperti said a report from "Living Buildings" on options for upgrades and renovations is anticipated and Duffy reported it is expected by about mid-March.

Calloway said that, among other things, the February 22 meeting should address the financial audit and the presentation the Board will make at Town Meeting.

There was discussion of the “Kids’ Bridge” and the need for the associated trail to be ADA compliant, including regular inspections.

Calloway opined that the Town needs a thorough re-working of its websites so that, for example, a newcomer to town might readily find whatever information they might seek on where to go for what. Layton cautioned that such efforts run the risk of overburdening volunteers. Lamperti mentioned that on at least one Town webpage, “I’m Claudette.”

It was agreed that topics addressed at the next meeting will include a revised schedule for payments to the school as well as presentations to be made at Town Meeting by Interim Town Manager Duffy and Interim Finance Director Joyce Hasbrouck. How best to prepare the new Board will be discussed as well.

Executive Session. Layton **moved** (2nd Lamperti) to move into executive session at 8:28 pm. **Motion approved unanimously (4 yes; 0 no – Gere absent).**

Layton **moved** (2nd Lamperti) to re-enter public session at 9:06 pm. **Motion approved unanimously (4 yes; 0 no – Gere absent).**

8. Adjournment. Layton **moved** (2nd Lamperti) to adjourn at 9:07 pm. **Motion approved unanimously (4 yes; 0 no – Gere absent).**

02/16/2023
12:04 pm

Town of Norwich Accounts Payable
Check Warrant Report # 973 Current Prior Next FY Invoices
Manually Selected For Check Acct 03(General) 02/22/2023 To 02/22/2023

Page 1 of 1
ashleyw

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
KRT	KRT APPRAISAL, LLC	2522 LISTERS-APPRAISAL	13965.50	0.00	13965.50	12765	02/22/23
Report Total			13,965.50	0.00	13,965.50		

To the Treasurer of Town of Norwich, We hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ ****13,965.50
Let this be your order for the payments of these amounts.

Staff Accountant: 
Ashley Wohler

Town Manager: 
Brennan Duffy

SELECTBOARD:

Marcia Calloway
Chair

Mary Layton
Vice Chair

Robert Gere

Roger Arnold

Aaron Lamperti

Check Warrant Report # 971 Current Prior Next FY Invoices
 For checks For Check Acct 03(General) 02/22/2023 To 02/22/2023

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
ROBERT HA ACCOUNTEMP	61495223	FIN-JOYCE WK END 1/27	4098.06	0.00	4098.06	12718	02/22/23
ROBERT HA ACCOUNTEMP	61496985	FIN-JOYCE WK END 1/27	88.16	0.00	88.16	12718	02/22/23
ROBERT HA ACCOUNTEMP	61532431	FIN-JOYCE WK END 2/3	4148.16	0.00	4148.16	12718	02/22/23
ADKINS ADKINS PRINTING CO., INC.	6961	TC-RECORDS	854.00	0.00	854.00	12719	02/22/23
ADVANCE ADVANCE AUTO PARTS	084234000905	DPW-ASSRTD PARTS	105.62	0.00	105.62	12720	02/22/23
ADVANCE ADVANCE AUTO PARTS	084234100996	DPW-LUBE	30.80	0.00	30.80	12720	02/22/23
ADVANCE ADVANCE AUTO PARTS	084236101814	DPW-DIESEL KLEEN & DEF	311.40	0.00	311.40	12720	02/22/23
ADVANCE ADVANCE AUTO PARTS	084236212144	DPW-TRICO ICE & FILTER	136.33	0.00	136.33	12720	02/22/23
ADVANCE ADVANCE AUTO PARTS	084236269764	DPW-FILTERS	43.65	0.00	43.65	12720	02/22/23
ADVANCE ADVANCE AUTO PARTS	084236369811	DPW-FILTERS	47.69	0.00	47.69	12720	02/22/23
ADVANCE ADVANCE AUTO PARTS	84234801311	DPW-AEROSOL CHAIN LUBE	70.20	0.00	70.20	12720	02/22/23
ATG ADVANTAGE TRUCK GROUP	701004832:01	DPW-TRANSMISSION & BRAKE	2030.09	0.00	2030.09	12721	02/22/23
ATG ADVANTAGE TRUCK GROUP	701004863:01	DPW-CHECK ENGINE REPAIRS	1100.94	0.00	1100.94	12721	02/22/23
ATG ADVANTAGE TRUCK GROUP	701026109:01	DPW-AIR DRYER & GLASS CL	84.18	0.00	84.18	12721	02/22/23
ATG ADVANTAGE TRUCK GROUP	701026266:01	DPW-DESIK CART & VALVE K	297.11	0.00	297.11	12721	02/22/23
ATC AMERICAN TEST CENTER	22-1898	FD-ANNUAL SAFETY INSPECT	575.00	0.00	575.00	12722	02/22/23
ANTHEM ANTHEM SPORTS, LLC	360974	DPW-VINYL FLOOR TAPE	373.88	0.00	373.88	12723	02/22/23
ANYTIME ANYTIME CARPET CARE & CLEANING	832149	PD-STATION CLEANING	360.00	0.00	360.00	12724	02/22/23
ARC ARC MECHANICAL CONTRACTORS, IN	38940	FD-OIL BURNER FIX	216.01	0.00	216.01	12725	02/22/23
BESTSEPT BEST SEPTIC SERVICE, LLC	37368	DPW-PORTA TOILET DEC 22	130.00	0.00	130.00	12726	02/22/23
BESTSEPT BEST SEPTIC SERVICE, LLC	37969	DPW-PORTA TOILET JAN 23	130.00	0.00	130.00	12726	02/22/23
BESTSEPT BEST SEPTIC SERVICE, LLC	38441	DPW-PORTA TOILET FEB 23	130.00	0.00	130.00	12726	02/22/23
BCBS BLUE CROSS/BLUE SHIELD OF VERM	156275225	TH-MARCH 23 HEALTH INS	25164.36	0.00	25164.36	12727	02/22/23
BUSINESS BUSINESS CARD	1117SHIPP	TH-SHIPPING	5.99	0.00	5.99	12728	02/22/23
BUSINESS BUSINESS CARD	1125WHTPGS	TC-WHITE PAGES LOOK UP	20.99	0.00	20.99	12728	02/22/23
BUSINESS BUSINESS CARD	117PRINTER	P&R-PRINTER	249.00	0.00	249.00	12728	02/22/23
BUSINESS BUSINESS CARD	124WHTPGS	TC-WHITE PAGES LOOK UP	20.99	0.00	20.99	12728	02/22/23
BUSINESS BUSINESS CARD	125TOYS	P&R-GAME SETS	111.00	0.00	111.00	12728	02/22/23
BUSINESS BUSINESS CARD	2/02FITNESS	P&R-FITNESS EQUIPMENT	870.51	0.00	870.51	12728	02/22/23
BUSINESS BUSINESS CARD	2/03TONER	LISTERS--TONER	299.94	0.00	299.94	12728	02/22/23
BUSINESS BUSINESS CARD	3617040	P&R-CLASSIC BOARD GAMES	37.98	0.00	37.98	12728	02/22/23
BUSINESS BUSINESS CARD	4625068	DPW-CALENDARS	25.98	0.00	25.98	12728	02/22/23
BUSINESS BUSINESS CARD	6477056	P&R-SCRABBLE	43.83	0.00	43.83	12728	02/22/23
BUSINESS BUSINESS CARD	7243403	TH-LIGHT TIMER FOR BUILD	69.97	0.00	69.97	12728	02/22/23
BUSINESS BUSINESS CARD	INV185069638	TH-ZOOM JAN 23	503.83	0.00	503.83	12728	02/22/23
BUSINESS BUSINESS CARD	PRMT#3-9040	TH-WATERSHED NOI PERMIT	640.00	0.00	640.00	12728	02/22/23
CARGILL CARGILL INC-SALT DIVISION	2907947640	DPW-176, 620 LBS SALT	7594.66	0.00	7594.66	12730	02/22/23
CARGILL CARGILL INC-SALT DIVISION	2907961680	DPW-128, 280 LBS SALT	5516.04	0.00	5516.04	12730	02/22/23
CCI CCI MANAGED SERVICES	CW-56020	TH-FEB 23 TECH SUPPORT	3018.34	0.00	3018.34	12731	02/22/23
CHASESITE CHASE SITE SERVICES, INC.	16559	DPW-FEB 23 WINTER SRVCS	15712.00	0.00	15712.00	12732	02/22/23
LINDBERG CHERYL A LINDBERG	2/06EMPRIEMB	TR & LIST-POST OFFICE	3.85	0.00	3.85	12733	02/22/23
COAST COAST TO COAST	A2501700	TH-HP TONER & DRUM	119.98	0.00	119.98	12734	02/22/23
COMCAST COMCAST	2/06 THINT	TH-MARCH 23 INTERNET	24.95	0.00	24.95	12735	02/22/23
D&B D&B OUTDOOR POWER EQUIP., LLC	34452	DPW-CHAINSAW	39.00	0.00	39.00	12736	02/22/23
DHMC DARTMOUTH-HITCHCOCK	2/09CHILD	FD-VICTOR CHILD EXAM	136.00	0.00	136.00	12737	02/22/23
DAVES DAVE'S STARTER & ALTERNATOR	474	DPW-BATTERY	189.00	0.00	189.00	12738	02/22/23
DEADRIVER DEAD RIVER COMPANY	47271&43983	TH&FD-HEATING OIL	2280.83	0.00	2280.83	12739	02/22/23
FRIETS ERIC FRIETS	2/15EMPRIEMB	FD-ASSRTD PURCHASES	75.48	0.00	75.48	12740	02/22/23
EVANSMOTO EVANS GROUP, INC.	0043654-IN	DPW-DIESEL 400 GAL	1915.24	0.00	1915.24	12741	02/22/23
EVANSMOTO EVANS GROUP, INC.	0043954-IN	DPW-REG GAS 470 GAL	1491.50	0.00	1491.50	12741	02/22/23

Check Warrant Report # 971 Current Prior Next FY Invoices
 For checks For Check Acct 03 (General) 02/22/2023 To 02/22/2023

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
EYEMED	EYEMED/FIDELITY SECURITY LIFE 165631738	TH-FEB 23 EYE INS	116.21	0.00	116.21	12742	02/22/23
GMPC	GREEN MOUNTAIN POWER CORP 1/30 STRTLTS	STRT LTS 2492600001	1205.58	0.00	1205.58	12743	02/22/23
GMPC	GREEN MOUNTAIN POWER CORP 1/31 MNSTSLR	319 MN ST SLR 4881599079	22.95	0.00	22.95	12743	02/22/23
GMPC	GREEN MOUNTAIN POWER CORP 1/31 TRNPKRD	111 TRNPK RD 38951919299	31.00	0.00	31.00	12743	02/22/23
HARDWIRED	HARD WIRED AUTO ELECTRONICS LL 2269	PD-SEDAN EQUIP REMOVAL	420.00	0.00	420.00	12745	02/22/23
HARDWIRED	HARD WIRED AUTO ELECTRONICS LL 2327	PD-LGHTS, SRN, RDIO INST	2249.42	0.00	2249.42	12745	02/22/23
HAUN	HAUN WELDING SUPPLY, INC. X148478	DPW-1 YR CYLINDER LEASE	339.92	0.00	339.92	12746	02/22/23
IRVINGOIL	IRVING ENERGY DISTRIB. & MARKE 646101	TS-53.9 GALLONS PROPANE	76.45	0.00	76.45	12747	02/22/23
IRVINGOIL	IRVING ENERGY DISTRIB. & MARKE 646366	TS-31.1 GALLONS PROPANE	44.11	0.00	44.11	12747	02/22/23
IRVINGOIL	IRVING ENERGY DISTRIB. & MARKE 646660	DPW-692.2 GALLONS PROPAN	981.75	0.00	981.75	12747	02/22/23
MAYER	MAYER & MAYER PR-02/10/23	Payroll Transfer	25.00	0.00	25.00	12748	02/22/23
MODERN	MODERN CLEANERS & TAILORS 7B5819	PD-UNIFORM CLEANING	53.25	0.00	53.25	12749	02/22/23
NORSCHOOL	NORWICH SCHOOL DISTRICT FEB23PYMNT	TH-FEBRUARY 23 PAYMENT	5707715.77	0.00	5707715.77	12750	02/22/23
OTIS	OTIS ELEVATOR COMPANY 100401056005	TH-ELEVATOR MAINT FEB 23	311.48	0.00	311.48	12751	02/22/23
OTIS	OTIS ELEVATOR COMPANY 100401086942	TH-MARCH 23 ELEVATOR MAI	311.48	0.00	311.48	12751	02/22/23
SAFETYKLE	SAFETY-KLEEN SYSTEMS, INC 90645377	DPW-WASHER SOLVENT	344.96	0.00	344.96	12752	02/22/23
SANEL	SANEL AUTO PARTS INC 142115	DPW-GAS CAP	30.99	0.00	30.99	12753	02/22/23
STITZEL	STITZEL PAGE & FLETCHER PC 72041A	TH-LEGAL EXPENSES	37.05	0.00	37.05	12754	02/22/23
HANOVERPA	TOWN OF HANOVER 2/2 BOYSTEAM	P&R-TITANS	100.00	0.00	100.00	12764	02/22/23
HANOVERPA	TOWN OF HANOVER 2/2 GRLSTEAM	P&R-NORWICH KNIGHTS	100.00	0.00	100.00	12764	02/22/23
HANOVERTO	TOWN OF HANOVER 01363	FD-JAN-MARCH 23 AMBUL SR	37302.93	0.00	37302.93	12755	02/22/23
UNIFIRST	UNIFIRST CORPORATION 1070191704	DPW-UNIFORM CLEANING	304.54	0.00	304.54	12756	02/22/23
UNIFIRST	UNIFIRST CORPORATION 1070195604	DPW-UNIFORM CLEANING	304.54	0.00	304.54	12756	02/22/23
UNIFIRST	UNIFIRST CORPORATION 1070199527	DPW-UNIFORM CLEANING	304.54	0.00	304.54	12756	02/22/23
UNIFIRST	UNIFIRST CORPORATION 1070201438	DPW-UNIFORM CLEANING	304.54	0.00	304.54	12756	02/22/23
VALLEYNEW	VALLEY NEWS 767019	TH-VOTERS	289.50	0.00	289.50	12757	02/22/23
VERIZWIRE	VERIZON WIRELESS 9926911534	TH-JAN 23 PHONE	241.51	0.00	241.51	12758	02/22/23
VTMUNI	VERMONT MUNICIPAL ASSESSOR 1382	LISTERS-JAN 23 ASSESSOR	2696.47	0.00	2696.47	12759	02/22/23
VTHEALTH	VITAL RECORDS 1094	TC-ENGRAVED PAPER	38.00	0.00	38.00	12760	02/22/23
VTGFOA	VT GOVERNMENT FINANCE OFFICERS 2023WNTRWKSP	TREASURER-WORKSHOP	20.00	0.00	20.00	12761	02/22/23
WBMASON	W.B. MASON CO., INC. 235250339	TS-INK FOR PRINTER	16.99	0.00	16.99	12762	02/22/23
WBMASON	W.B. MASON CO., INC. 235944858	TH-40X46 LINERS	201.78	0.00	201.78	12762	02/22/23
WBMASON	W.B. MASON CO., INC. 236107587	FIN-COMPUTER TONER	66.99	0.00	66.99	12762	02/22/23
WBMASON	W.B. MASON CO., INC. 236110758	PD-ASSRTD SUPPLIES	105.87	0.00	105.87	12762	02/22/23
WBMASON	W.B. MASON CO., INC. 236296781	TH-ASSRTD SUPPLIES	176.71	0.00	176.71	12762	02/22/23
EARTHLINK	WINDSTREAM 75441831	TH- FEB 23 PHONES	329.55	0.00	329.55	12763	02/22/23

02/16/2023

Town of Norwich Accounts Payable

11:52 am

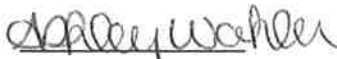
Check Warrant Report # 971 Current Prior Next FY Invoices
For checks For Check Acct 03(General) 02/22/2023 To 02/22/2023

ashleyw

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
Report Total			5,838,764.35	0.005,838,764.35			

To the Treasurer of Town of Norwich, We hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ *5,838,764.35
Let this be your order for the payments of these amounts.

Staff Accountant:



Ashley Wohler

Town Manager:



Brennan Duffy

SELECTBOARD:

Marcia Calloway
Chair

Mary Layton
Vice Chair

Robert Gere

Roger Arnold

Aaron Lamperti



Application ID: DLL - Application - 03655
Application for: Outside Consumption Permit
Category of Business: OCP

Business/ Entity Information

Business/ Entity Name: Green Visions, LLC	Business ID: 0006041
Business Address: P.O. Box 908, Norwich, Vermont 05055	Entity Type: Limited Liability Corporation
Phone: 802-649-1143	Management Type if LLC:
Email: dave@norwichinn.com	

Foundational License (if applicable)

License Type: First Class	License Number: LP-015327
Licensee Name: Norwich Inn, The (1st)	License Status: License Active
Licensee Address: 325 Main Street , Norwich, Vermont 05055	License Start Date: 2022-05-01
	License End Date: 2023-04-30

Event Contact/s

Person:

Business Role:	Phone:
Business Address:	Email:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Event Premises Details

Location Name: Norwich Inn, The (1st)	Start date and time of event
Location Address: 325 Main Street, Norwich, Vermont 05055	End date and time of event
Local Jurisdiction/ Town Clerk: Norwich	Approximate Number of Persons Expected
	Describe the type of event/ OCP Area: Consists of two outside patio areas one of which is 40 ft by 30 ft and one that is 20 ft by 30 ft

Documents Attached

Name	Document Type	Associated With
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Payment and Acknowledgement

Signed by:	State of Vermont / DLL Application Fee: 20.00
Date and time of Submission: 2022-10-03 16:02:18	State of Vermont / DLL Payment Status:
Local Application Fee: 0	Local Control Payment Status: false



Application ID: DLL - Application - 18698
Application for: First Class Restaurant/Bar License
Category of Business: First Class

Business/ Entity Information

Business/ Entity Name: Green Visions, LLC
Business ID: 0006041
Business Address: P.O. Box 908, Norwich, Vermont 05055
Entity Type: Limited Liability Corporation
Phone: 802-649-1143
Management Type if LLC:
Email: dave@norwichinn.com

People Information

• **Person:**
Brittany Wright

Business Role: Others
Email: couponmamabw313@gmail.com
Business Address:
US Citizen?
Political Position
Phone: **Name:** Brittany Wright
Office:
Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**
David Burtonbush

Business Role: **Email:**

Registered Agent

dave@norwichinn.com

Business Address:

US Citizen?

Phone:

Political Position

Name: David Burtonbush

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Joseph Lavin

Business Role:

Email:

Business Address:

10220 Chapel Road,
Potomac, Maryland, 20854

US Citizen?

Yes

Political Position

Phone:

Name: Joseph Lavin

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Raymond S. Barrett, Jr.

Business Role:

Email:

Business Address:

60 Seagate Drive #1701,
Naples, Florida, 34103

US Citizen?

Yes

Political Position

Phone:

Name: Raymond S. Barrett, Jr.

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

David BurtonBush

Business Role:

Email:

dave@norwichinn.com

Business Address:

325 Main Street,
Norwich, Vermont, 05055

US Citizen?

Yes

Phone:

Political Position

Name: David BurtonBush

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Christopher Oleks

Business Role:

Email:

chrisoleks@gmail.com

Business Address:

200 Slayton Farm Road,
Stowe, Vermont, 05672

US Citizen?

Yes

Phone:

Political Position

Name: Christopher Oleks

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Ronald Boudreau

Business Role:

Email:

Business Address:

US Citizen?

Political Position

Phone:

Name: Ronald Boudreau

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Robin Gilstad

Business Role:

Email:

Business Address:

US Citizen?

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Political Position

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Phone:

Name: Robin Gilstad

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Patricia Whitcomb

Business Role:

Email:

Business Address:

US Citizen?

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Political Position

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Phone:

Name: Patricia Whitcomb

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Morgan Hurley

Business Role:

Email:

morganrosehurley@gmail.com

Business Address:

US Citizen?

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Political Position

.

Phone:

Name: Morgan Hurley

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Melissa Alverio

Business Role:

Email:

Business Address:

US Citizen?

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Political Position

Phone:

Name: Melissa Alverio

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Linda Kane

Business Role:

Email:

Business Address:

US Citizen?

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Political Position

Phone:

Name: Linda Kane

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Karen Schmidt

Business Role:

Email:

Business Address:

US Citizen?

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Political Position

Phone:

Name: Karen Schmidt

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Heidi Classon

Business Role:

Business Address:

Phone:

Email:

heidele28@gmail.com

US Citizen?

Political Position

Name: Heidi Classon

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Gretchen Dwyer

Business Role:

Business Address:

Phone:

Email:

gretchen@ttad.org

US Citizen?

Political Position

Name: Gretchen Dwyer

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Courtney Wood

Business Role:

Business Address:

Email:

US Citizen?

Political Position

Phone:

Name: Courtney Wood

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Christopher Gurl

Business Role:

Email:

Business Address:

US Citizen?

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Political Position

Phone:

Name: Christopher Gurl

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Brittany Wright

Business Role:

Email:

brittanyrw1202@gmail.com

Business Address:

US Citizen?

.

Political Position

Phone:

Name: Brittany Wright

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Location/ Premises Detail

Location Name:

Norwich Inn, The (1st)

Do you lease this Premises:

Health License:

Location Address:
325 Main Street,
Norwich, Vermont 05055

Food:2675
Lodging:2786

Local Jurisdiction/ Town Clerk:
Norwich

Vermont Tax Department:
430204927413 F01

Foundational License (if applicable)

License Type:
First Class

License Number:
LP-015324

Licensee Name:
Norwich Inn, The (1st)

License Status:
License Active - Ready for Renewal

Licensee Address:
325 Main Street ,
Norwich, Vermont 05055

License Start Date:
License End Date:

Documents Attached

Name	Document Type	Assosicated With
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Payment and Acknowledgement

Signed by:
David Burtonbush

State of Vermont / DLL Application Fee:
115.00

Date of Submission:
2023-02-09 20:48:07

State of Vermont / DLL Payment Status:

Local Application Fee:
115

Local Control Payment Status:
false



Application ID: DLL - Application - 18698
Application for: First Class Restaurant/Bar License
Category of Business: First Class

Business/ Entity Information

Business/ Entity Name: Green Visions, LLC
Business ID: 0006041
Business Address: P.O. Box 908, Norwich, Vermont 05055
Entity Type: Limited Liability Corporation
Phone: 802-649-1143
Management Type if LLC:
Email: dave@norwichinn.com

People Information

• **Person:**
Brittany Wright

Business Role: Others
Email: couponmamabw313@gmail.com
Business Address:
US Citizen?
Political Position
Phone: **Name:** Brittany Wright
Office:
Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**
David Burtonbush

Business Role: **Email:**

Registered Agent

dave@norwichinn.com

Business Address:

US Citizen?

Political Position

Phone:

Name: David Burtonbush

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Joseph Lavin

Business Role:

Email:

Business Address:

US Citizen?

10220 Chapel Road,
Potomac, Maryland, 20854

Yes

Political Position

Phone:

Name: Joseph Lavin

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Raymond S. Barrett, Jr.

Business Role:

Email:

Business Address:

US Citizen?

60 Seagate Drive #1701,
Naples, Florida, 34103

Yes

Political Position

Phone:

Name: Raymond S. Barrett, Jr.

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

David BurtonBush

Business Role:

Email:

dave@norwichinn.com

Business Address:

325 Main Street,
Norwich, Vermont, 05055

US Citizen?

Yes

Phone:

Political Position

Name: David BurtonBush

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Christopher Oleks

Business Role:

Email:

chrsoleks@gmail.com

Business Address:

200 Slayton Farm Road,
Stowe, Vermont, 05672

US Citizen?

Yes

Phone:

Political Position

Name: Christopher Oleks

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Ronald Boudreau

Business Role:

Email:

Business Address:

US Citizen?

Political Position

Phone:

Name: Ronald Boudreau

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Robin Gilstad

Business Role:

Email:

Business Address:

US Citizen?

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Political Position

Phone:

Name: Robin Gilstad

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Patricia Whitcomb

Business Role:

Email:

Business Address:

US Citizen?

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Political Position

Phone:

Name: Patricia Whitcomb

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Morgan Hurley

Business Role:

Email:

Business Address:

morganrosehurley@gmail.com

,
..

US Citizen?

Phone:

Political Position

Name: Morgan Hurley

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Melissa Alverio

Business Role:

Email:

Business Address:

US Citizen?

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11

Political Position

Phone:

Name: Melissa Alverio

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Linda Kane

Business Role:

Email:

Business Address:

US Citizen?

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11

Political Position

Phone:

Name: Linda Kane

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Karen Schmidt

Business Role:

Email:

Business Address:

US Citizen?

1
11

Political Position

Phone:

Name: Karen Schmidt

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Heidi Classon

Business Role:

Business Address:

•
••

Phone:

Email:

heidele28@gmail.com

US Citizen?

Political Position

Name: Heidi Classon

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Gretchen Dwyer

Business Role:

Business Address:

•
••

Phone:

Email:

gretchen@ttad.org

US Citizen?

Political Position

Name: Gretchen Dwyer

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Courtney Wood

Business Role:

Business Address:

•
••

Email:

US Citizen?

Political Position

Phone:

Name: Courtney Wood

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Christopher Gurl

Business Role:

Email:

Business Address:

US Citizen?

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Political Position

.

Phone:

Name: Christopher Gurl

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Brittany Wright

Business Role:

Email:

brittanyrw1202@gmail.com

Business Address:

US Citizen?

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Political Position

.

Phone:

Name: Brittany Wright

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Location/ Premises Detail

Location Name:

Norwich Inn, The (1st)

Do you lease this Premises:

Health License:

Location Address:
325 Main Street,
Norwich, Vermont 05055

Food:2675
Lodging:2786

Local Jurisdiction/ Town Clerk:
Norwich

Vermont Tax Department:
430204927413 F01

Foundational License (if applicable)

License Type:
First Class

License Number:
LP-015324

Licensee Name:
Norwich Inn, The (1st)

License Status:
License Active - Ready for Renewal

Licensee Address:
325 Main Street ,
Norwich, Vermont 05055

License Start Date:

License End Date:

Documents Attached

Name	Document Type	Assosicated With
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Payment and Acknowledgement

Signed by:
David Burtonbush

State of Vermont / DLL Application Fee:
115.00

Date of Submission:
2023-02-09 20:48:07

State of Vermont / DLL Payment Status:

Local Application Fee:
115

Local Control Payment Status:
false



Application ID: DLL - Application - 18702
Application for: First Class Restaurant/Bar License
Category of Business: First Class

Business/ Entity Information

Business/ Entity Name: Green Visions, LLC
Business ID: 0006041
Business Address: P.O. Box 908,
Norwich, Vermont 05055
Entity Type: Limited Liability Corporation
Phone: 802-649-1143
Management Type if LLC:
Email: dave@norwichinn.com

People Information

• **Person:**
Brittany Wright

Business Role: Others
Business Address:
Phone:
Email: couponmamabw313@gmail.com
US Citizen?
Political Position
Name: Brittany Wright
Office:
Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**
David Burtonbush

Business Role: **Email:**

Registered Agent

dave@norwichinn.com

Business Address:

US Citizen?

Political Position

Phone:

Name: David Burtonbush

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Joseph Lavin

Business Role:

Email:

Business Address:

10220 Chapel Road,
Potomac, Maryland, 20854

US Citizen?

Yes

Political Position

Phone:

Name: Joseph Lavin

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Raymond S. Barrett, Jr.

Business Role:

Email:

Business Address:

60 Seagate Drive #1701,
Naples, Florida, 34103

US Citizen?

Yes

Political Position

Phone:

Name: Raymond S. Barrett, Jr.

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

David BurtonBush

Business Role:

Email:

dave@norwichinn.com

Business Address:

325 Main Street,
Norwich, Vermont, 05055

US Citizen?

Yes

Phone:

Political Position

Name: David BurtonBush

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Christopher Oleks

Business Role:

Email:

chrisoleks@gmail.com

Business Address:

200 Slayton Farm Road,
Stowe, Vermont, 05672

US Citizen?

Yes

Phone:

Political Position

Name: Christopher Oleks

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Ronald Boudreau

Business Role:

Email:

Business Address:

US Citizen?

Political Position

Phone:

Name: Ronald Boudreau

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Robin Gilstad

Business Role:

Email:

Business Address:

US Citizen?

.

Political Position

Phone:

Name: Robin Gilstad

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Patricia Whitcomb

Business Role:

Email:

Business Address:

US Citizen?

.

Political Position

Phone:

Name: Patricia Whitcomb

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Morgan Hurley

Business Role:

Email:

morganrosehurley@gmail.com

Business Address:

US Citizen?

.

Political Position

Phone:

Name: Morgan Hurley

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Melissa Alverio

Business Role:

Email:

Business Address:

US Citizen?

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Political Position

Phone:

Name: Melissa Alverio

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Linda Kane

Business Role:

Email:

Business Address:

US Citizen?

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,

Political Position

Phone:

Name: Linda Kane

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Karen Schmidt

Business Role:

Email:

Business Address:

US Citizen?

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,

Political Position

Phone:

Name: Karen Schmidt

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Heidi Classon

Business Role:

Email:

heidele28@gmail.com

Business Address:

US Citizen?

•
••

Political Position

Phone:

Name: Heidi Classon

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Gretchen Dwyer

Business Role:

Email:

gretchen@ttad.org

Business Address:

US Citizen?

•
••

Political Position

Phone:

Name: Gretchen Dwyer

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Courtney Wood

Business Role:

Email:

Business Address:

US Citizen?

•
••

Political Position

Phone:

Name: Courtney Wood

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Christopher Gurl

Business Role:

Email:

Business Address:

US Citizen?

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, ,

Political Position

Phone:

Name: Christopher Gurl

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Brittany Wright

Business Role:

Email:

brittanyrw1202@gmail.com

Business Address:

US Citizen?

,
, ,

Political Position

Phone:

Name: Brittany Wright

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

Location/ Premises Detail

Location Name:

Norwich Inn (2nd)

Do you lease this Premises:

Health License:

Location Address:
325 Main Street,
Norwich, Vermont 05055

Food:2675
Lodging:2786

Local Jurisdiction/ Town Clerk:
Norwich

Vermont Tax Department:
430204927413 F01

Foundational License (if applicable)

License Type:
First Class

License Number:
LP-015324

Licensee Name:
Norwich Inn, The (1st)

License Status:
License Active - Ready for Renewal

Licensee Address:
325 Main Street ,
Norwich, Vermont 05055

License Start Date:

License End Date:

Documents Attached

Name	Document Type	Assosicated With
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Payment and Acknowledgement

Signed by:
David Burtonbush

State of Vermont / DLL Application Fee:
115.00

Date of Submission:
2023-02-09 20:52:38

State of Vermont / DLL Payment Status:

Local Application Fee:
115

Local Control Payment Status:
false



Application ID: DLL - Application - 18703
Application for: Second Class License
Category of Business: Second Class

Business/ Entity Information

Business/ Entity Name: Green Visions, LLC
Business ID: 0006041
Business Address: P.O. Box 908, Norwich, Vermont 05055
Entity Type: Limited Liability Corporation
Phone: 802-649-1143
Management Type if LLC:
Email: dave@norwichinn.com

People Information

• **Person:**
Brittany Wright

Business Role: Others
Email: couponmamabw313@gmail.com
Business Address:
US Citizen?
Political Position
Phone: **Name:** Brittany Wright
Office:
Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**
David Burtonbush

Business Role: **Email:**

Registered Agent

dave@norwichinn.com

Business Address:

US Citizen?

,
,,

Political Position

Phone:

Name: David Burtonbush

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Joseph Lavin

Business Role:

Email:

Business Address:

US Citizen?

10220 Chapel Road,
Potomac, Maryland, 20854

Yes

Political Position

Phone:

Name: Joseph Lavin

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Raymond S. Barrett, Jr.

Business Role:

Email:

Business Address:

US Citizen?

60 Seagate Drive #1701,
Naples, Florida, 34103

Yes

Political Position

Phone:

Name: Raymond S. Barrett, Jr.

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

David BurtonBush

Business Role:

Email:

dave@norwichinn.com

Business Address:

325 Main Street,
Norwich, Vermont, 05055

US Citizen?

Yes

Phone:

Political Position

Name: David BurtonBush

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Christopher Oleks

Business Role:

Email:

chrsoleks@gmail.com

Business Address:

200 Slayton Farm Road,
Stowe, Vermont, 05672

US Citizen?

Yes

Phone:

Political Position

Name: Christopher Oleks

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Ronald Boudreau

Business Role:

Email:

Business Address:

US Citizen?

Political Position

Phone:

Name: Ronald Boudreau

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Robin Gilstad

Business Role:

Email:

Business Address:

US Citizen?

Political Position

Phone:

Name: Robin Gilstad

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Patricia Whitcomb

Business Role:

Email:

Business Address:

US Citizen?

Political Position

Phone:

Name: Patricia Whitcomb

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Morgan Hurley

Business Role:

Email:

morganrosehurley@gmail.com

Business Address:

US Citizen?

Political Position

Phone:

Name: Morgan Hurley

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Melissa Alverio

Business Role:

Email:

Business Address:

US Citizen?

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Political Position

Phone:

Name: Melissa Alverio

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Linda Kane

Business Role:

Email:

Business Address:

US Citizen?

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,,

Political Position

Phone:

Name: Linda Kane

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Karen Schmidt

Business Role:

Email:

Business Address:

US Citizen?

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,,

Political Position

Phone:

Name: Karen Schmidt

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Heidi Classon

Business Role:

Email:

heidele28@gmail.com

Business Address:

US Citizen?

.

Political Position

..

Phone:

Name: Heidi Classon

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Gretchen Dwyer

Business Role:

Email:

gretchen@ttad.org

Business Address:

US Citizen?

.

Political Position

..

Phone:

Name: Gretchen Dwyer

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Courtney Wood

Business Role:

Email:

Business Address:

US Citizen?

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Political Position

..

Phone:

Name: Courtney Wood

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Christopher Gurl

Business Role:

Email:

Business Address:

US Citizen?

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Political Position

Phone:

Name: Christopher Gurl

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Brittany Wright

Business Role:

Email:

brittanyrw1202@gmail.com

Business Address:

US Citizen?

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·

Political Position

Phone:

Name: Brittany Wright

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Location/ Premises Detail

Location Name:

Norwich Inn (2nd)

Do you lease this Premises:

Health License:

Location Address:
325 Main Street,
Norwich, Vermont 05055

Food:2675
Lodging:2786

Local Jurisdiction/ Town Clerk:
Norwich

Vermont Tax Department:
430204927413 F01

Foundational License (if applicable)

License Type:
Second Class

License Number:
LP-015329

Licensee Name:
Norwich Inn (2nd)

License Status:
License Active - Ready for Renewal

Licensee Address:
325 Main Street P.O. Box 908,
Norwich, Vermont 05055

License Start Date:

License End Date:

Documents Attached

Name	Document Type	Assosicated With
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Payment and Acknowledgement

Signed by:
David Burtonbush

State of Vermont / DLL Application Fee:
70.00

Date of Submission:
2023-02-09 20:54:31

State of Vermont / DLL Payment Status:

Local Application Fee:
70

Local Control Payment Status:
false



Application ID: DLL - Application - 18704
Application for: Third Class Restaurant/Bar License
Category of Business: Third Class

Business/ Entity Information

Business/ Entity Name: Green Visions, LLC
Business ID: 0006041
Business Address: P.O. Box 908, Norwich, Vermont 05055
Entity Type: Limited Liability Corporation
Phone: 802-649-1143
Management Type if LLC:
Email: dave@norwichinn.com

People Information

- **Person:** Brittany Wright

Business Role: Others
Business Address:
Phone:
Email: couponmamabw313@gmail.com
US Citizen?
Political Position
Name: Brittany Wright
Office:
Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

- **Person:** David Burtonbush

Business Role: **Email:**

Registered Agent

dave@norwichinn.com

Business Address:

US Citizen?

1
11

Political Position

Phone:

Name: David Burtonbush

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Joseph Lavin

Business Role:

Email:

Business Address:

US Citizen?

10220 Chapel Road,
Potomac, Maryland, 20854

Yes

Political Position

Phone:

Name: Joseph Lavin

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Raymond S. Barrett, Jr.

Business Role:

Email:

Business Address:

US Citizen?

60 Seagate Drive #1701,
Naples, Florida, 34103

Yes

Political Position

Phone:

Name: Raymond S. Barrett, Jr.

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

David BurtonBush

Business Role:

Email:

dave@norwichinn.com

Business Address:

325 Main Street,
Norwich, Vermont, 05055

US Citizen?

Yes

Phone:

Political Position

Name: David BurtonBush

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Christopher Oleks

Business Role:

Email:

chrisoleks@gmail.com

Business Address:

200 Slayton Farm Road,
Stowe, Vermont, 05672

US Citizen?

Yes

Phone:

Political Position

Name: Christopher Oleks

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Ronald Boudreau

Business Role:

Email:

Business Address:

US Citizen?

Political Position

Phone:

Name: Ronald Boudreau

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Robin Gilstad

Business Role:

Email:

Business Address:

US Citizen?

•
•

Political Position

Phone:

Name: Robin Gilstad

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Patricia Whitcomb

Business Role:

Email:

Business Address:

US Citizen?

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•

Political Position

Phone:

Name: Patricia Whitcomb

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Morgan Hurley

Business Role:

Email:

morganrosehurley@gmail.com

Business Address:

US Citizen?

•
•

Political Position

Phone:

Name: Morgan Hurley

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Melissa Alverio

Business Role:

Email:

Business Address:

US Citizen?

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Political Position

Phone:

Name: Melissa Alverio

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Linda Kane

Business Role:

Email:

Business Address:

US Citizen?

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••

Political Position

Phone:

Name: Linda Kane

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Karen Schmidt

Business Role:

Email:

Business Address:

US Citizen?

•
••

Political Position

Phone:

Name: Karen Schmidt

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Heidi Classon

Business Role:

Business Address:

•
•

Phone:

Email:

heidele28@gmail.com

US Citizen?

Political Position

Name: Heidi Classon

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Gretchen Dwyer

Business Role:

Business Address:

•
•

Phone:

Email:

gretchen@ttad.org

US Citizen?

Political Position

Name: Gretchen Dwyer

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Courtney Wood

Business Role:

Business Address:

•
•

Email:

US Citizen?

Political Position

Phone:

Name: Courtney Wood

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Christopher Gurl

Business Role:

Email:

Business Address:

US Citizen?

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Political Position

Phone:

Name: Christopher Gurl

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Brittany Wright

Business Role:

Email:

brittanyrw1202@gmail.com

Business Address:

US Citizen?

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·

Political Position

Phone:

Name: Brittany Wright

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

Location/ Premises Detail

Location Name:

Norwich Inn, The (1st)

Do you lease this Premises:

Health License:

Location Address:
325 Main Street,
Norwich, Vermont 05055

Food:2675
Lodging:2786

Local Jurisdiction/ Town Clerk:
Norwich

Vermont Tax Department:
430204927413 F01

Foundational License (if applicable)

License Type:
Third Class

License Number:
LP-015325

Licensee Name:
Norwich Inn, The (1st)

License Status:
License Active - Ready for Renewal

Licensee Address:
325 Main Street ,
Norwich, Vermont 05055

License Start Date:

License End Date:

Documents Attached

Name	Document Type	Assosicated With
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Payment and Acknowledgement

Signed by:
David Burtonbush

State of Vermont / DLL Application Fee:
1095.00

Date of Submission:
2023-02-09 20:55:35

State of Vermont / DLL Payment Status:

Local Application Fee:
0

Local Control Payment Status:
false



Application ID: DLL - Application - 18707
Application for: Malt Manufacturer
Category of Business: License

Business/ Entity Information

Business/ Entity Name: Green Visions, LLC
Business ID: 0006041
Business Address: P.O. Box 908, Norwich, Vermont 05055
Entity Type: Limited Liability Corporation
Phone: 802-649-1143
Management Type if LLC:
Email: dave@norwichinn.com

People Information

• **Person:**
Brittany Wright

Business Role: Others
Email: couponmamabw313@gmail.com
Business Address:
US Citizen?
Political Position
Phone: **Name:** Brittany Wright
Office:
Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**
David Burtonbush

Business Role: **Email:**

Registered Agent

dave@norwichinn.com

Business Address:

US Citizen?

,
,,

Political Position

Phone:

Name: David Burtonbush

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Joseph Lavin

Business Role:

Email:

Business Address:

US Citizen?

10220 Chapel Road,
Potomac, Maryland, 20854

Yes

Political Position

Phone:

Name: Joseph Lavin

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Raymond S. Barrett, Jr.

Business Role:

Email:

Business Address:

US Citizen?

60 Seagate Drive #1701,
Naples, Florida, 34103

Yes

Political Position

Phone:

Name: Raymond S. Barrett, Jr.

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

David BurtonBush

Business Role:

Email:

dave@norwichinn.com

Business Address:

325 Main Street,
Norwich, Vermont, 05055

US Citizen?

Yes

Phone:

Political Position

Name: David BurtonBush

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Christopher Oleks

Business Role:

Email:

chrisoleks@gmail.com

Business Address:

200 Slayton Farm Road,
Stowe, Vermont, 05672

US Citizen?

Yes

Phone:

Political Position

Name: Christopher Oleks

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Ronald Boudreau

Business Role:

Email:

Business Address:

US Citizen?

Political Position

Phone:

Name: Ronald Boudreau

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Robin Gilstad

Business Role:

Email:

Business Address:

US Citizen?

;

Political Position

Phone:

Name: Robin Gilstad

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Patricia Whitcomb

Business Role:

Email:

Business Address:

US Citizen?

;

Political Position

Phone:

Name: Patricia Whitcomb

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Morgan Hurley

Business Role:

Email:

Business Address:

morganrosehurley@gmail.com

;

US Citizen?

Phone:

Political Position

Name: Morgan Hurley

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Melissa Alverio

Business Role:

Email:

Business Address:

US Citizen?

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,,

Political Position

Phone:

Name: Melissa Alverio

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Linda Kane

Business Role:

Email:

Business Address:

US Citizen?

,
,,

Political Position

Phone:

Name: Linda Kane

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
--------------	----------------------	---------	-----------------

• **Person:**

Karen Schmidt

Business Role:

Email:

Business Address:

US Citizen?

,
,,

Political Position

Phone:

Name: Karen Schmidt

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Heidi Classon

Business Role:

Business Address:

1

11

Phone:

Email:

heidele28@gmail.com

US Citizen?

Political Position

Name: Heidi Classon

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Gretchen Dwyer

Business Role:

Business Address:

1

11

Phone:

Email:

gretchen@ttad.org

US Citizen?

Political Position

Name: Gretchen Dwyer

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Courtney Wood

Business Role:

Business Address:

1

11

Email:

US Citizen?

Political Position

Phone:

Name: Courtney Wood

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Christopher Gurl

Business Role:

Email:

Business Address:

US Citizen?

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Political Position

Phone:

Name: Christopher Gurl

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Brittany Wright

Business Role:

Email:

brittanyrw1202@gmail.com

Business Address:

US Citizen?

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Political Position

Phone:

Name: Brittany Wright

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Location/ Premises Detail

Location Name:

Norwich Inn (MANU)

Do you lease this Premises:

Health License:

Location Address:
325 Main Street,
Norwich, Vermont 05055

Food:2675
Lodging:2786

Local Jurisdiction/ Town Clerk:
Norwich

Vermont Tax Department:
430204927413 F01

Foundational License (if applicable)

License Type:
Manufacturer

License Number:
LP-015328

Licensee Name:
Norwich Inn (MANU)

License Status:
License Active - Ready for Renewal

Licensee Address:
325 Main Street ,
Norwich, Vermont 05055

License Start Date:

License End Date:

Documents Attached

Name	Document Type	Assosicated With
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Payment and Acknowledgement

Signed by:

State of Vermont / DLL Application Fee:
285.00

Date of Submission:
2023-02-09 20:57:38

State of Vermont / DLL Payment Status:
Success

Local Application Fee:
0

Local Control Payment Status:
false

Application ID: DLL - Application - 19048
Application for: First Class Restaurant/Bar License
Category of Business: First Class

Business/ Entity Information

Business/ Entity Name: King Arthur Flour Company Inc, The
Business ID: 0008483
Business Address: 58 Billings Farm Rd,
White River Jct, Vermont 05001
Entity Type: Business Corporation
Phone: 802-299-2240
Management Type if LLC:
Email: robin.beane@kingarthurbaking.com

People Information

• **Person:**

Ralph Carlton

Business Role:

Email:

Business Address:

US Citizen?

66 Central Street,
Andover, Massachusetts, 01810

Yes

Phone:

Political Position

Name: Ralph Carlton

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Karen Colberg

Business Role:

Email:

Business Address:
48 Culver Hill Road,
Lyme, New Hampshire, 03768

Phone:

US Citizen?
Yes

Political Position

Name: Karen Colberg

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Suzanne McDowell

Business Role:

Email:

suzanne.mcdowell@kingarthurbaking.com

Business Address:

75 Bob White Lane,
Norwich, Vermont, 05055

US Citizen?

Yes

Phone:

Political Position

Name: Suzanne McDowell

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

John Tunncliffe

Business Role:

Email:

john.tunncliffe@kingarthurfour.com

Business Address:

28 Carpenter Street,
Norwich, Vermont, 05055

US Citizen?

Yes

Phone:

Political Position

Name: John Tunncliffe

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**
Victoria Mehlenbacher

Business Role:

Business Address:

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Phone:

Email:

victoria.mehlenbacher@kingarthurbaking.com

US Citizen?

Political Position

Name: Victoria Mehlenbacher

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**
Therese Closterman

Business Role:

Business Address:

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Phone:

Email:

therese.closterman@kingarthurbaking.com

US Citizen?

Political Position

Name: Therese Closterman

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**
Molly Lawrence

Business Role:

Business Address:

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Phone:

Email:

molly.lawrence@kingarthurbaking.com

US Citizen?

Political Position

Name: Molly Lawrence

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Jackie Tissiere

Business Role:

Business Address:

Phone:

Email:

jackie.tissiere@kingarthurbaking.com

US Citizen?

Political Position

Name: Jackie Tissiere

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Hannah Smith

Business Role:

Business Address:

Phone:

Email:

hannah.smith@kingarthurbaking.com

US Citizen?

Political Position

Name: Hannah Smith

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Carey Underwood

Business Role:

Business Address:

Phone:

Email:

carey.underwood@kingarthurbaking.com

US Citizen?

Political Position

Name: Carey Underwood

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Ana Gallo

Business Role:

Business Address:

Phone:

Email:

ana.gallo@kingrathurbaking.com

US Citizen?

Political Position

Name: Ana Gallo

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Karen Colberg

Business Role:

Business Principal

Business Address:

Phone:

Email:

karen.colberg@kingarthurbaking.com

US Citizen?

Political Position

Name: Karen Colberg

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Robin Beane

Business Role:

Registered Agent

Business Address:

Email:

robin.beane@kingarthurbaking.com

US Citizen?

Phone:

Political Position

Name: Robin Beane

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Location/ Premises Detail

Location Name:

King Arthur Flour Company, The

Do you lease this Premises:

Health License:

Food:

Lodging:

Location Address:

135 Route 5 South,
Norwich, Vermont 05055

Vermont Tax Department:

Local Jurisdiction/ Town Clerk:

Norwich

Foundational License (if applicable)

License Type:

First Class

License Number:

LP-018270

Licensee Name:

King Arthur Flour Company, The

License Status:

License Active - Ready for Renewal

Licensee Address:

135 Route 5 South ,
Norwich, Vermont 05055

License Start Date:

License End Date:

Documents Attached

Name	Document Type	Assosicated With
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Payment and Acknowledgement

Signed by:

Robin Beane

State of Vermont / DLL Application Fee:

115.00

Date of Submission:

2023-02-14 19:42:24

State of Vermont / DLL Payment Status:

Local Application Fee:

115

Local Control Payment Status:

false



Application ID: DLL - Application - 05764
Application for: Outside Consumption Permit
Category of Business: OCP

Business/ Entity Information

Business/ Entity Name: King Arthur Flour Company Inc, The	Business ID: 0008483
Business Address: 58 Billings Farm Rd, White River Jct, Vermont 05001	Entity Type: Business Corporation
Phone: 802-299-2240	Management Type if LLC:
Email: robin.beane@kingarthurbaking.com	

Foundational License (if applicable)

License Type: First Class	License Number: LP-018271
Licensee Name: King Arthur Flour Company, The	License Status: License Active
Licensee Address: 135 Route 5 South , Norwich, Vermont 05055	License Start Date: 2022-05-01
	License End Date: 2023-04-30

Event Contact/s

Person:

Business Role:	Phone:
Business Address:	Email:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Event Premises Details

Location Name:
King Arthur Flour Company, The

Location Address:
135 Route 5 South,
Norwich, Vermont 05055

Local Jurisdiction/ Town Clerk:
Norwich

pm to 9:00 pm

Start date and time of event

End date and time of event

Approximate Number of Persons Expected

Describe the type of event/ OCP Area:
30' x 40 ' tent area outside, in front of pizza oven. May 1 to October 31, 5:00

Documents Attached

Name	Document Type	Assosicated With
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Payment and Acknowledgement

Signed by:

Date and time of Submission:
2022-10-03 16:02:34

Local Application Fee:
0

State of Vermont / DLL Application Fee:
20.00

State of Vermont / DLL Payment Status:

Local Control Payment Status:
false



Application ID: DLL - Application - 05765
Application for: Outside Consumption Permit
Category of Business: OCP

Business/ Entity Information

Business/ Entity Name: King Arthur Flour Company Inc, The	Business ID: 0008483
Business Address: 58 Billings Farm Rd, White River Jct, Vermont 05001	Entity Type: Business Corporation
Phone: 802-299-2240	Management Type if LLC:
Email: robin.beane@kingarthurbaking.com	

Foundational License (if applicable)

License Type: First Class	License Number: LP-018272
Licensee Name: King Arthur Flour Company, The	License Status: License Active
Licensee Address: 135 Route 5 South , Norwich, Vermont 05055	License Start Date: 2022-05-01
	License End Date: 2023-04-30

Event Contact/s

Person:

Business Role:	Phone:
Business Address:	Email:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Event Premises Details

Location Name: King Arthur Flour Company, The	Start date and time of event
Location Address: 135 Route 5 South, Norwich, Vermont 05055	End date and time of event
Local Jurisdiction/ Town Clerk: Norwich	Approximate Number of Persons Expected
	Describe the type of event/ OCP Area: Courtyard/patio located behind the building (East entrance) area will be enclosed and access will be restricted to event participants. Permit use 11:30 am to 11:00 pm.

Documents Attached

Name	Document Type	Assosicated With
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Payment and Acknowledgement

Signed by:	State of Vermont / DLL Application Fee: 20.00
Date and time of Submission: 2022-10-03 16:02:34	State of Vermont / DLL Payment Status:
Local Application Fee: 0	Local Control Payment Status: false

Application ID: DLL - Application - 19488
Application for: Second Class License
Category of Business: Second Class

Business/ Entity Information

Business/ Entity Name: Fraser's General Store, Inc.
Business ID: 0001670
Business Address:
 ,
 ,
Entity Type: Business Corporation
Management Type if LLC:
Phone:
Email:

People Information

- **Person:**
Dan Fraser

Business Role: Business Principal
Email: dan@danandwhits.com
Business Address:
 ,
 ,
US Citizen?
Political Position
Phone: **Name:** Dan Fraser
Office:
Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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- **Person:**
George D. Fraser

Business Role:
Email:
Business Address: 207 Turnpike Road,
US Citizen? Yes

Norwich, Vermont, 05055

Phone:

Political Position

Name: George D. Fraser

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Daniel Fraser

Business Role:

Email:

Business Address:

80 Azalea Circle Unit 17,
White River Jct, Vermont, 05001

US Citizen?

Yes

Political Position

Phone:

Name: Daniel Fraser

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Mathew Fraser

Business Role:

Email:

Business Address:

397 Pero Hill Road,
Thetford Ctr, ,

US Citizen?

Yes

Political Position

Phone:

Name: Mathew Fraser

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Leander White

Business Role:

Email:

Business Address:

US Citizen?

Political Position

Phone:

Name: Leander White

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Dan Fraser

Business Role:

Others

Email:

dan@danandwhits.com

Business Address:

Main Street,

US Citizen?

Political Position

Phone:

(802) 649-1602

Name: Dan Fraser

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Caroline Gollub

Business Role:

Email:

Business Address:

US Citizen?

Political Position

Phone:

Name: Caroline Gollub

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Location/ Premises Detail

Location Name:

Dan & Whit's General Store

Do you lease this Premises:

Health License:

Food:

Lodging:

Location Address:

319 Main Street,
Norwich, Vermont 05055

Vermont Tax Department:

Local Jurisdiction/ Town Clerk:

Norwich

Foundational License (if applicable)

License Type:

Second Class

License Number:

LP-012851

Licensee Name:

Dan & Whit's General Store

License Status:

License Active - Ready for Renewal

Licensee Address:

319 Main Street ,
Norwich, Vermont 05055

License Start Date:

License End Date:

Documents Attached

Name	Document Type	Assosicated With
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Payment and Acknowledgement

Signed by:

Dan Fraser

State of Vermont / DLL Application Fee:

70.00

Date of Submission:

2023-02-21 14:45:28

State of Vermont / DLL Payment Status:

Local Application Fee:

70

Local Control Payment Status:

false

Memo

To: Selectboard

From: Miranda Bergmeier, Assistant to the Town Manager

Date: February 14, 2023

Re: 2023 Road Mileage Certificate

I have been in contact with Vermont Agency of Transportation to inform them about the Selectboard's action in 1992 to discontinue a portion of Town Highway 59, which used to connect the end of Elm Street with Bragg Hill Road. At present, the official State-generated Town highway map still shows TH-59 as an active road.

In order for the State to update the official Town highway map and delete TH-59, the State has asked that the Selectboard take the following actions:

1. approve a specific motion to name the road that was discontinued; and
2. provide a letter stating that TH-59 was discontinued in 1992 but inadvertently included on subsequent annual mileage certificates.

1. Suggested motion:

... to correct the town highway map and mileage of town highways to subtract 0.25 miles of Class 3 and 0.25 miles of Class 4 road, which comprise the portion of TH-59 that formerly connected the upper end of Elm Street with Bragg Hill Road and was discontinued by the Selectboard in 1992.

2. As for a letter to the State, attached is a draft for Selectboard review and approval.

Once these actions are taken and documentation provided to the State, they will update the 2023 Mileage Certificate and the Town highway map.

Pamela DeAndrea
Vermont Agency of Transportation
219 No. Main St.
Barre, VT 05641
Pam.deandrea@vermont.gov

Sent via USPS and electronic mail

Dear Ms. DeAndrea,

Pursuant to your correspondence with the Norwich Town Manager's office, the Norwich Selectboard hereby writes to clarify the status of a portion of TH-59.

On November 9, 1992, the Norwich Selectboard voted to discontinue TH-59, a half-mile Class 3 and Class 4 road between the upper end of Elm Street to Bragg Hill Road. Of that half-mile, 0.25 miles were Class 3 and 0.25 miles were Class 4 town highway. The discontinued road was described in a quitclaim deed from the Town of Norwich to Paula U. Schleicher as "entering the Grantee's property from the upper end of Elm Street for its entire length across the Grantee's property to the point that it re-enters Bragg Hill Road." A copy of said quitclaim deed was previously provided to your office.

It appears that the discontinuation of TH-59 was inadvertently omitted from the Town's annual mileage certificates and now needs to be removed from the mileage.

Respectfully submitted,

Norwich Selectboard

by Marcia Calloway, Chair