Norwich Selectboard

Regular Meeting: Wednesday, November 12, 2025 – 6:30 p.m.

Tracy Hall Multi-Purpose Room

This meeting is being held in-person and via ZOOM

ZOOM access information: https://us02web.zoom.us/j/89116638939 Meeting ID: 891 1663 8939
US Toll-free: 888-475-4499 (Press *9 to raise hand; Press *6 to unmute after being recognized by Chair)

NOTE: To be admitted to Zoom, you must display a First and Last Name

Welcome & Introductions

1. Agenda – Discussion/Motion
2. Chair's Report
3. Public Comments for Items not on the Agenda – Discussion
4. FY27 Budget – Discussion/Possible Motion (90 mins total)
    - Presentation by the Police Department (30 mins)
    - Presentation by the Department of Public Works (30 mins)
5. The Family Place Gingerbread Festival Alcohol Waiver Request – Discussion/Possible Motion (10 mins)
6. NPD Spending Request: Cruiser Video Equipment – Discussion/Possible Motion (5 mins)
7. Opioid Fund Accounting – Discussion/Possible Motion (10 mins)
8. Approve Minutes – October 22, 2025 – Discussion/Possible Motion (5 mins)
9. AP Warrants – Discussion/Possible Motion (5 mins)
10. Receipt of Correspondence – Discussion/Possible Motion (5 mins)
11. Plan Agenda for November 19, 2025 Meeting – Discussion/Possible Motion (5 mins)
12. Adjournment – Motion

Future Meeting Dates and Potential Topics

Day	Date	Meeting Type	Time & Content	Other Notes
Wednesday	11/19/2025	Regular: Zoom & JAM	6:30 p.m. Selectboard business	• FY27 Budget
Wednesday	12/10/2025	Regular: Zoom & JAM	6:30 p.m. Selectboard business	• FY27 Budget

Ongoing and Future Work

Town Manager's Office

- Tracy Hall Improvement Project
- Cellular Service Initiative
- Moore Lane Bridge
- Annual Audit

Selectboard

- Tracy Hall Planning
- Conflict of Interest Policy
- Website Policy & Issues
- Planning Commission Capital Plan
- Communication
- Finance Committee Task and Budget Research Format
- Selectboard Budget Calendar and Planning
- Opioid Settlement Funds Plan
- Budget Communications Study

Fiscal Year 2027 Draft Budget Summary

The format presented follows the format used in the Town Report. The FY25 Actual column will include data when the FY25 audit numbers are received from the auditor. It is anticipated the numbers will be available for the December meetings.

Fiscal Year 2027 Draft Revenue

In addition to consulting with Department Heads, historical revenue data was reviewed and averaged to develop budgeted revenue amounts in draft form.

To determine the Town Property Tax: All revenue (except Town Property Tax) is subtracted from all expenditures. The resulting amount then becomes the Town Property Tax.

You will notice the total revenue ($7,377,213) equals the total expenditures ($7,377,213).

Fiscal Year 2027 Draft Expenditures

Wages: When budgeting wages, a Cost of Living Allowance (COLA) and incremental step increases are planned. In the FY27 draft budget an increase of 2% for step increases and an estimated 3.5% increase for COLA was calculated. Knowing this, one might expect all wages to display the same percentage increase budget year over budget year that equals the COLA and step increase percentages combined. With that said, wages display a percent increase higher than 5.5% as compared to FY26 in most cases. Here is why:

- Step One: When calculating the FY27 wages, the process began using the actual wages including COLA as of 7-1-2025. Step increases were added to employee wages on their anniversary dates to reach wages as of 6-30-2026.
- Step Two: The wages as of 6-30-2026 calculated as described above were then compared to the wages presented in the FY26 budget. Differences were compared and percentage increases calculated. The average percentage increase was 5.72%.
- Step Three: The wages calculated in Step One were then carried forward to 6-30-2027 using the established method.

During the budget process, actual wages known serve as a starting point. Sometimes those actual wages will not equal the budgeted wages from the prior year. As a result, percentage increases in comparing year over year budgets can be deceiving. Having tested comparisons in Step Two as described above helps to support that even though the wage percent increase from budget-to-budget year often display a higher percent increase, employees actual increases reflect the planned COLA increase and step increase only.

Note: During budgeting, wages for unfilled positions and employee turnover also affect the numbers displayed.

Expenditures by Departments:

For each department – as appropriate – the following information is offered:

- The percentage increase/decrease over last year's budget for the department
- Any amounts listed for Designated and Reserve funds
- The expense and operational percentages represent the percent each category is of the whole department's budget:
    - The percentages for employee and operational expenses do not consider designated and/or reserve funds money in their calculations.
    - Employee related expenses include wages, payroll related taxes, employee benefit costs (health insurance, dental insurance, life and disability insurance, retirement).
    - Operational expenses are those not included in the employee related expenses.

At the end of the department breakouts similar information will be offered about the draft budget percentages as a whole. Additionally, know more detailed information will be forthcoming about the capital asset replacement schedule.

1. Town Administration Expenditures
    a. Exhibits a 4.34% increase over last year's budget
    b. Designated Fund #37 for the Main Street Flags = $500.00
    c. Employee related expenses =72.83%
        i. Includes selectboard and treasurer stipends
    d. Operational expenses = 27.17%
2. BCA/BOA Expenditures
    a. Exhibits a 17.02% increase over last year's budget; however, the dollar amount difference is $40.00
3. Statutory Meetings Expenditures
    a. Exhibits a 32.28% increase over last year's budget or $2,367.00.
4. Town Clerk Expenditures
    a. 7.14% increase overall from last year's budget
    b. The Designated Funds:
        i. Record Restoration Fund #45 = $5,000
        ii. Town Clerk Equipment Fund#19 = $3,000
    c. Employee related expenses = 93.90% of the budget

        d. Operational expenses = 6.10% of the budget
5. Finance Department Expenditures
    a. 5.97% increase overall from last year's budget
    b. Employee related expenses = 81.18% of the budget
    c. Operational expenses = 18.82% of the budget
6. General Administration Expenditures
    a. 19.15% from last year's budget
    b. Designated Funds:
        i. General Admin. Equipment Fund#14 - $5,000
        ii. Expense/Emergency Equipment #50 - $21,550
            1. Brings the percent of operations to 13% (required range is 12-16%)
            2. The amount is subject to change depending on the final budget
        iii. Operational Performance & Development Fund #51- $50,000
7. Lister Expenses
    a. 5.99% increase overall from last year's budget
    b. Designated Reappraisal Fund #12 - $40,000
    c. Employee related expenses = 56.32%
    d. Operational expenses = 43.68%
8. Planning Department Expenditures
    a. 5.55% increase overall from last year's budget
    b. Employee related expenses = 87.94% of the budget
    c. Operational expenses = 12.06% of the budget
9. Recreation Department Expenditures
    a. Overall 4.72% increase from last year's budget:
        i. Administration – 11.50% increase over last year
        ii. Program – 3.88% increase over last year
        iii. Recreation Facility - reduction of 7.36%
    b. Designated Funds:
        i. Tennis Courts Fund#17 - $10,000
        ii. Recreation Facility Fund#5 - $15,000
    c. Employee Related Expenses:
        i. Administration – 93.98%
        ii. Program – 61.65%
10. Public Safety Facility
    a. 33.86% increase over last year's budget
    b. Designated Fund#47 - $25,000
11. Police Department

a. 7.47% increase from last year's budget
b. Designated Funds:
    i. Special Equipment Fund#21 - $5,000
    ii. Police Cruiser Fund#11 - $60,000
c. Employee related expenses – 72.36%
d. Operational expenses – 27.64%

12. Fire Department
    a. 5.08% increase over last year's budget
    b. Designated Funds:
        i. Equipment #26 - $60,000
        ii. Fire Apparatus#6 - $135,000
    c. Employee related expenses – 36.75%
    d. Operational expenses – 63.25%
13. Emergency Management
    a. Reduction of 28.98% as compared to last year's budget
    b. Designated Generator Fund#46 - $15,000
14. Committees/Commissions:
    a. Conservation – level funded
    b. Solid Waste – level funded
    c. Energy – level funded
    d. Committee chairs have yet to be consulted about their budgets
15. Department of Public Works
    a. Reduction of 4.56% overall as compared to last year's budget
    b. Designated Funds:
        i. Highway Division:
            1. Equipment Fund#7 - $250,000
            2. Paving Fund#42 - $100,000
            3. Bridges Fund#41- $150,000
            4. Highway Garage Fund#8 - $50,000
            5. Culverts Fund#54 - $50,000
            6. Roadway & Pedestrian #55 - $5,250
        ii. Buildings & Grounds:
            1. Equipment #43 - $10,000
        iii. Solid Waste:
            1. Equipment #9 - $7,000
    c. Employee Related Expenses:
        i. Highway – 47.08%
        ii. Buildings & Grounds – 93.46%

        iii. Solid Waste – 22.89%
    d. Operational Expenses:
        i. Highway – 52.92%
        ii. Buildings & Grounds – 6.54%
        iii. Solid Waste – 77.11%

16. Tracy Hall
    a. 2.61% increase from last year's budget
17. Debt Service
    a. 9.86% decrease from last year's budget
18. Appropriation Expenditures
    a. 3.91% increase from last year's budget
19. Tax Expenditures
    a. Level funded
20. Insurance
    a. 27.45 % increase from last year's budget
    b. Inclusion of HRA reimbursement expense line item

Overall Draft Expenditure FY27 Budget

- 2.05% increase overall as compared to last year's budget
- Capital Asset Replacement Schedule:
    - 7.08% reduction over last year
- Employee Wages & Benefits
    - 6.14% increase over last year
- Operational expenses (including wages):
    - 3.77% increase over last year.
- Percentages of the Whole:
    - Capital – 14.54%
    - Employee Wages & Benefits – 39.84%
    - Operational – 38.48%
    - Other monetary articles – 7.15%

Town of Norwich Revenues - DRAFT 11-7-2025		FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % change
01-4-0000 .	**PROPERTY TAX REVENUES**					
01-4-000001.00	TOWN PROPERTY TAX	4,572,216		5,692,492	5,790,396	1.72%
01-4-000002.00	PROPERTY TAX OTHER MONETA	642,168		507,772	527,607	3.91%
01-4-000003.00	Windsor County Tax	61,444		60,000	60,000	0.00%
01-4-000010.00	VT LAND USE TAX (ACT 60)	15,495		15,500	15,500	0.00%
01-4-000014.00	PROP TAX INTEREST	30,000		30,000	30,000	0.00%
01-4-000015.00	PROP TAX COLL FEE	20,000		20,000	20,000	0.00%
		5,341,323	-	6,325,764	6,443,503	1.86%
01-4-0001 .	**LICENSE & PERMIT**					
01-4-000101.00	LIQUOR LICENSE	600		600	555	-7.50%
01-4-000103.00	DOG LICENSE	2,700		2,800	2,600	-7.14%
01-4-000107.00	HUNT & FISH LICENSE	75		75	75	0.00%
01-4-000120.00	BLDG/DEVEL PERMIT	10,000		10,000	10,000	0.00%
01-4-000130.00	LAND POSTING PERMIT	200		200	200	0.00%
01-4-000140.00	Hartford Punch Card Revenue				600	
		13,575	-	13,675	13,430	-1.79%
01-4-0002 .	**INTERGOVERNMENTAL**					
01-4-000201.00	VT HIWAY GAS TAX	160,000		168,000	165,000	-1.79%
01-4-000202.00	Hold Harmless State Reven	218,178		220,000	220,000	0.00%
01-4-000208.00	PILOT	10,000		10,000	10,000	0.00%
01-4-000209.00	DOI PILT Act			6,500	6,500	0.00%
01-4-000210.00	VT NATURAL RESRCS	2,500		2,500	2,500	0.00%
01-4-000214.00	EDUC TAX RETAINER .225 o	27,000		30,000	30,000	0.00%
		417,678	-	437,000	434,000	-0.69%
01-4-0003 .	**SERVICE FEE**					
01-4-000301.00	RECORDING FEE	25,000		25,000	25,000	0.00%
01-4-000302.00	RESTORATION				9,000	
01-4-000303.00	DOCUMENT COPY FEE	2,100		2,100	2,200	4.76%
01-4-000305.00	USE OF RECRDS FEE	500		600	300	-50.00%
01-4-000307.00	VITAL STATISTIC FEE	1,500		1,500	500	-66.67%
01-4-000311.00	PHOTOCOPYING FEE	50		50	50	0.00%
01-4-000317.00	EV CHARGING FEES					
01-4-000320.00	TRACY HALL RNTL FEE	4,000		5,600	5,600	0.00%
01-4-000321.00	TH Rental Fee for Rec.Dep				2,000	
01-4-000325.00	POLICE RPT FEE	500		500	500	0.00%
01-4-000355.00	RECREATION FEES	115,000		115,000	155,000	34.78%
01-4-000355.01	Registration Fee Refunds					
01-4-000360.00	TRNSFR STATION STICKERS	40,000		40,000	40,000	0.00%
01-4-000362.00	MISC SOLID WASTE	3,500		3,500	3,500	0.00%
01-4-000363.00	E-WASTE	3,500		3,800	3,500	-7.89%
01-4-000364.00	TRASH COUPON	105,000		105,000	105,000	0.00%
01-4-000365.00	RECYCLING REBATES	6,500		14,000	12,000	-14.29%
01-4-000366.00	C & D WASTE	10,000		15,000	12,800	-14.67%
		317,150	-	331,650	376,950	13.66%
01-4-0004 .	**GRANT REVENUE**					
01-4-000410.11	Historic Grant/Jones Circ	7,500				
01-4-000417.00	DRY HYDRANT GRANT			7,700	7,700	0.00%
01-4-000436.00	OP/DUI (GHSP)			1,200		-100.00%
		7,500	-	8,900	7,700	-13.48%
01-4-0008 .	**OTHER TOWN REVENUES**					
01-4-000810.00	BANK INTEREST	20,000		50,000	50,000	0.00%
01-4-000814.00	FIELD RENTAL	32,000		32,000	27,000	-15.63%
01-4-000817.00	SALE OF TOWN ASSETS					
		52,000	-	82,000	77,000	-6.10%
01-4-001 .	**PUBLIC SAFETY REVENUES**					
01-4-001005.00	POLICE FINE	10,000		10,000	6,500	-35.00%
01-4-001007.00	PARKING FINE	500		500	380	-24.00%
01-4-001008.00	DOG FINE	125		125	200	60.00%
		10,625	-	10,625	7,080	-33.36%
01-4-009 .	**MISCELLANEOUS REVENUE**					
01-4-009100.00	TOWN CLRK MISCEL	50		50	50	0.00%
01-4-009900.00	MISCELLANEOUS	500		10,000	5,500	-45.00%
01-4-009901.00	Opioid Settlement Revenue	3,000		12,000	12,000	0.00%
		3,550	-	22,050	17,550	-20.41%
		6,163,401	-	7,231,664	7,377,213	2.01%

Town of Norwich FY27 Proposed Budget Request DRAFT -11-7-2025

01-5-005	TOWN ADMIN. EXPENSE	FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % change
01-5-005110.00	SELECTBOARD STIPEND	2,500		2,500	2,500	0.00%
01-5-005111.00	TOWN MANAGER WAGE	144,800		158,062	169,032	6.94%
01-5-005112.00	Asst. Town Mngr.Wage	69,339		72,921	78,627	7.82%
01-5-005113.00	TREASURER STIPEND	1,800		1,800	1,800	0.00%
01-5-005114.00	ADMIN ASSIST WAGE	23,459		29,134	31,312	7.48%
01-5-005120.00	CCC Tax	-		1,060	1,246	17.55%
01-5-005121.00	FICA TAX	14,998		16,467	17,563	6.66%
01-5-005122.00	MEDI TAX	3,508		3,762	4,107	9.17%
01-5-005123.00	HEALTH INSUR	58,292		79,567	80,363	1.00%
01-5-005124.00	DISABILITY/LIFE INSUR	1,824		2,157	2,161	0.20%
01-5-005125.00	DENTAL INSURANCE	1,147		1,175	1,181	0.50%
01-5-005126.00	VT RETIREMENT	16,632		21,262	23,881	12.32%
01-5-005252.00	TMGR RELOCATION EXPENSE	10,000		10,000	10,000	0.00%
01-5-005300.00	PROFESS SERV	10,000		10,000	10,000	0.00%
01-5-005302.00	VLCT MEMBERSHIP	6,088		6,300	6,300	0.00%
01-5-005305.00	LEGAL	100,000		80,000	80,000	0.00%
01-5-005310.00	TOWN REPORT	4,154		4,500	4,500	0.00%
01-5-005531.00	ADMIN TELEPHONE	831		700	700	0.00%
01-5-005532.00	T MNGR CELL PHONE	1,558		600	600	0.00%
01-5-005538.00	POSTAGE	104		100	100	0.00%
01-5-005540.00	ADVERTISING	3,115		1,500	1,000	-33.33%
01-5-005581.00	MILEAGE	208		200	200	0.00%
01-5-005610.00	OFFICE SUPPLIES	2,077		2,000	2,000	0.00%
01-5-005611.00	OFFICE EQUIP	1,038		500	500	0.00%
01-5-005615.00	DUES/MTS/EDUC	4,000		4,000	4,000	0.00%
01-5-005616.00	Treasurer Conf. & Dues Ex	1,000		1,000	1,000	0.00%
01-5-005701.00	COMMITTEE	519		-	-	
01-5-005701.20	ENERGY COMMITTEE	1,828				
01-5-005704.00	Reg Energy Coordinator	31,848		32,500	32,500	0.00%
01-5-005810.00	DES FUND-FACILITIES STUDY					
01-5-005814.00	DESI FUND-CITIZEN ASSISTA					
01-5-005816.00	Des.Fund - Main St Flags	500		250	500	100.00%
01-5-005900.00	MISCELLANEOUS	519		1,000	1,000	0.00%
	Total Expenditures	517,686	-	545,017	568,673	4.34%

01-5-010	BCA/BOA EXPENDITURES	FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % change
01-5-010110.00	JUSTICE STIPEND	500		-		
01-5-010121.00	FICA TAX	32				
01-5-010122.00	MEDI TAX	7		-		
01-5-010538.00	POSTAGE	300		160	150	-6.25%
01-5-010610.00	OFFICE SUPPLIES	25		25	25	0.00%
01-5-010615.00	DUES/MTGS/EDUC	300		50	100	100.00%
	Total Expenditures	1,164	-	235	275	17.02%

01-5-050	STAT MTGS EXPENDITURES	FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % change
01-5-050110.00	POLLWORKER STIPEND	500		400		-100.00%
01-5-050121.00	FICA TAX	31		25		-100.00%
01-5-050122.00	MEDI TAX	7		6		-100.00%
01-5-050123.00	CCC Tax			2		-100.00%
01-5-010537.00	ELECTION DAY EXPENSES				1,500	
01-5-050538.00	POSTAGE	1,200		600	1,700	183.33%
01-5-050540.00	ADVERTISING	250		200	100	-50.00%
01-5-050550.00	PRINTING	3,000		3,200	3,400	6.25%
01-5-050610.00	OFFICE SUPPLIES	400		400	400	0.00%
01-5-050650.00	VOTING MACHINE	100		100		-100.00%
01-5-050652.00	VOTING MACH MAINT AGRMT	450		400		-100.00%
01-5-050655.00	VTG MCHN PROGRAMG	3,500		2,000	2,600	30.00%
	Total Expenditures	9,438	-	7,333	9,700	32.28%

01-5-100	TOWN CLERK EXPENDITURES	FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % change
01-5-100110.00	TOWN CLERK WAGE	74,299		78,107	84,220	7.83%
01-5-100112.00	ASST CLK WAGE	55,428		58,271	54,000	-7.33%

01-5-100120.00	CCC Tax			600	608	1.33%
01-5-100121.00	FICA TAX	8,043		8,455	8,570	1.36%
01-5-100122.00	MEDI TAX	1,881		1,977	2,004	1.37%
01-5-100123.00	HEALTH INS	43,357		56,971	74,000	29.89%
01-5-100124.00	DISABILITY/LIFE INS	1,416		1,378	1,400	1.60%
01-5-100125.00	DENTAL INSURANCE	918		940	950	1.06%
01-5-100126.00	VT RETIREMENT	9,081		9,887	10,367	4.85%
01-5-100207.00	DOG/CAT LICENSE	300		350	400	14.29%
01-5-100209.00	VITAL STATISTICS	50		50	100	100.00%
01-5-100343.00	Hartford Punch Card Expense					
01-5-100531.00	TELEPHONE	600		600	600	0.00%
01-5-100538.00	POSTAGE	350		150	150	0.00%
01-5-100540.00	ADVERTISING	200				
01-5-100550.00	PRINTING	-		200	300	50.00%
01-5-100610.00	OFFICE SUPPLIES	1,340		1,200	1,200	0.00%
01-5-100611.00	OFFICE EQUIPMENT	500		500	500	0.00%
01-5-100613.00	SOFTWARE	4,100		5,600	5,500	-1.79%
01-5-100615.00	DUES/MTGS/EDUC	5,365		3,300	6,600	100.00%
01-5-100758.00	DES. FUND-RECORD RESTORAT	5,000		5,000	5,000	0.00%
01-5-100759.00	Town Clerk Grant Expenses					
01-5-100760.00	DESIGNATED FUND- EQUIP	20,000		8,650	3,000	-65.32%
	Total Expenditures	232,228	-	242,186	259,469	7.14%

01-5-200 FINANCE DEPARTMENT		FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % change
01-5-200112.00	FINL ASSISTANT WAGE	58,129		62,346	64,950	4.18%
01-5-200112.10	FINANCE OFFICER WAGE	95,275		100,182	108,027	7.83%
01-5-200120.00	CCC Tax			650	761	17.08%
01-5-200121.00	FICA TAX	9,511		10,077	10,725	6.43%
01-5-200122.00	MEDI TAX	2,224		2,308	2,508	8.67%
01-5-200123.00	HEALTH INS	21,129		24,038	26,500	10.24%
01-5-200124.00	DISABILITY/LIFE INS	1,512		1,484	1,700	14.56%
01-5-200125.00	DENTAL INSURANCE	918		940	940	0.00%
01-5-200126.00	VT RETIREMENT	10,738		11,783	12,973	10.10%
01-5-200320.00	PROFESS SERVICES	3,000		4,000	4,000	0.00%
01-5-200322.00	INDEPENDENT AUDIT	40,000		40,000	40,000	0.00%
01-5-200531.00	TELEPHONE	1,000		600	600	0.00%
01-5-200540.00	ADVERTISING	175		-		
01-5-200550.00	PRINTING	125		160	-	-100.00%
01-5-200580.00	MILEAGE REIMBURSEMENT				100	
01-5-200610.00	OFFICE SUPPLIES	1,100		1,300	1,000	-23.08%
01-5-200611.00	OFFICE EQUIPMENT	750			800	
01-5-200613.00	SOFTWARE	4,800		4,800	5,000	4.17%
01-5-200615.00	DUES/MTGS/EDUC	2,500		1,000	1,000	0.00%
01-5-200711.00	BANK	1,000		625	600	-4.00%
	Total Expenditures	253,886	-	266,293	282,184	5.97%

01-5-275 GEN ADMIN EXPENDITURES		FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % change
01-5-275531.00	TELEPHONE	675		800	2,200	175.00%
01-5-275536.00	POSTAGE METER RENTAL	779		750	750	0.00%
01-5-275538.00	POSTAGE	4,465		3,700	5,500	48.65%
01-5-275610.00	OFFICE SUPPLIES	1,350		1,000	1,300	30.00%
01-5-275620.00	PHOTOCOPIER	1,765		1,700	3,800	123.53%
01-5-275627.00	Remote Meeting Services	6,500		6,500	6,500	0.00%
01-5-275628.00	COMPUTER SOFTWARE	-		500	250	-50.00%
01-5-275630.00	COMPUTER HARDWARE	5,000		4,000	4,000	0.00%
01-5-275631.00	WEB SITE SUPPORT	623		400	400	0.00%
01-5-275632.00	SERVER MAINTENANCE	45,000		45,000	45,000	0.00%
01-5-275633.00	EV Chargers Expenses				-	
01-5-275760.00	DESIGNATED FUND-EQUIP- 14			5,000	5,000	0.00%
01-5-275761.00	Designated Fund - 50				21,550	
01-5-275762.00	Designated Fund - 51			50,000	50,000	0.00%
	Total Expenditures	66,157	-	119,350	146,250	22.54%

01-5-300	LISTERS EXPENDITURES	FY25 Budget	FY25 Actual	FY 26 Budget	FY27 Budget	FY27/26 Budget % Change
01-5-300110.00	LISTERS STIPEND	4,500				

01-5-300112.00	OFFICE ASST WAGE	27,000				
01-5-300115.00	LISTER OFFICE WAGES			31,500	43,992	39.66%
01-5-300120.00	CCC Tax	-		139	194	39.66%
01-5-300121.00	FICA TAX	1,953		1,953	2,728	39.66%
01-5-300122.00	MEDI TAX	457		457	638	39.66%
01-5-300300.00	CONTRACTED SERVICES	25,000		25,000	21,400	-14.40%
01-5-300360.00	SOFTWARE MAINT/UPDATE	6,230		16,250	12,265	-24.52%
01-5-300531.00	TELEPHONE	623		600	360	-40.00%
01-5-300538.00	POSTAGE	200		300	360	20.00%
01-5-300540.00	ADVERTISING	200		200	180	-10.00%
01-5-300550.00	PRINTING	200		100	360	260.00%
01-5-300580.00	MILEAGE REIMB	200		200	450	125.00%
01-5-300610.00	OFFICE SUPPLIES	200		200	300	50.00%
01-5-300611.00	OFFICE EQUIPMENT	200		200	300	50.00%
01-5-300615.00	DUES/MTGS/EDUC	350		300	900	200.00%
01-5-300760.00	DESIGNATED FUND-REAPPR	40,000		40,000	40,000	0.00%
	Total Expenditures	107,313	-	117,398	124,426	5.99%

01-5-350 PLANNING DEPT EXPENDITURE		FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % change
01-5-350110.00	Planning Director Wage	95,000		92,098	97,519	5.89%
01-5-350112.00	OFFICE ASST. WAGE	29,112		35,735	45,000	25.93%
01-5-350120.00	CCC Tax			562	627	11.57%
01-5-350121.00	FICA TAX	7,695		7,926	8,836	11.48%
01-5-350122.00	MEDI TAX	1,800		1,854	2,067	11.49%
01-5-350123.00	HEALTH INS	26,382		12,019	10,505	-12.60%
01-5-350124.00	DISABILITY/LIFE INS	809		788	875	11.04%
01-5-350125.00	DENTAL INSURANCE	459		940	500	-46.81%
01-5-350126.00	VT RETIREMENT	6,650		9,268	7,314	-21.08%
01-5-350320.00	PLANNING SERVICES	3,000		5,000	5,000	0.00%
01-5-350321.00	TWO RIVER PLANNING COMM.	6,068		6,250	6,450	3.20%
01-5-350322.00	U.V. TRANSPORTATION MGMT	1,150		1,150	1,150	0.00%
01-5-350341.00	MAPPING	2,200		2,000	2,200	10.00%
01-5-350416.00	HIST PRES GRANT	6,500		-	-	
01-5-350419.00	PLANNING GRANT	-		5,000	3,000	-40.00%
01-5-350531.00	TELEPHONE	1,000		600	400	-33.33%
01-5-350538.00	POSTAGE	520		500	400	-20.00%
01-5-350540.00	ADVERTISING	550		600	1,500	150.00%
01-5-350550.00	PRINTING	200		200	200	0.00%
01-5-350580.00	MILEAGE REIMB	400		400	160	-60.00%
01-5-350610.00	OFFICE SUPPLIES	400		750	400	-46.67%
01-5-350611.00	OFFICE EQUIPMENT	275		2,000	400	-80.00%
01-5-350612.00	Sotware Expense	500		500	500	0.00%
01-5-350615.00	DUES/MTGS/EDUC	2,000		500	2,000	300.00%
	Total Expenditures	192,670	-	186,640	197,003	5.55%

01-5-425 REC DEPT EXPENDITURES		FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % change
01-5-4251 ADMINISTRATION						
01-5-425110.00	RECREATION DIR WAGE	74,555		84,385	90,988	7.82%
01-5-425120.00	CCC Tax			371	400	7.82%
01-5-425121.00	FICA TAX	4,622		5,232	5,641	7.82%
01-5-425122.00	MEDI TAX	1,081		1,224	1,319	7.76%
01-5-425123.00	HEALTH INS	-		-		
01-5-425124.00	DISABILITY/LIFE INSUR	800		813	813	0.00%
01-5-425125.00	DENTAL INSURANCE			470	470	0.00%
01-5-425126.00	VT RETIREMENT	5,219		6,118	6,824	11.54%
01-5-425127.00	TELEPHONE	1,116		1,116	1,116	0.00%
01-5-425128.00	POSTAGE	52		52	52	0.00%
01-5-425140.00	ADVERTISING	254		200	200	0.00%
01-5-425150.00	PRINTING	83		80	80	0.00%
01-5-425160.00	DUES/MTGS/EDUC	1,454		1,000	1,000	0.00%
01-5-425170.00	OFFICE EQUIPMENT	57		57	57	0.00%
01-5-425180.00	MILEAGE REIMBURSEMENT	286		275	275	0.00%
01-5-425182.00	OFFICE SUPPLIES	234		200	200	0.00%
01-5-425183.00	POS Software (myRec)				3,845	
	Subtotal	89,813	-	101,593	113,280	11.50%
01-5-4252 PROGRAM						

		FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % change
01-5-425200.00	Instructor/Contractor Fee	20,000		20,000	20,000	0.00%
01-5-425206.00	COACHING EXPENSES	831		831	831	0.00%
01-5-425208.00	HATS/T-SHIRTS	3,115		3,115		-100.00%
01-5-425211.00	EQUIPMENT & Supplies	6,750		6,500	8,500	30.77%
01-5-425212.00	Program Wage	42,000		42,000	42,000	0.00%
01-5-425214.00	REFERREE/UMPIRE	7,000		7,000	7,000	0.00%
01-5-425216.00	ENTRY FEE -Tournament	1,500		1,500	1,500	0.00%
01-5-425218.00	REGISTRATION	6,230		6,000	2,500	-58.33%
01-5-425219.00	Facilitly Rental Fee Expe	18,500		19,000	25,000	31.58%
01-5-425220.00	SPECIAL EVENTS /SUPPLIES	2,000		2,200	2,200	0.00%
01-5-425221.00	FICA TAX	5,004		2,604	2,604	0.00%
01-5-425222.00	MEDI TAX	1,170		609	609	0.00%
01-5-425223.00	CCC Tax			185	185	-0.11%
01-5-425244.00	UNIFORMS	1,558		1,500	4,500	200.00%
	Subtotal	115,658	-	113,044	117,429	3.88%
01-5-4253 RECREATION FACILITIES						
01-5-425322.00	REC FIELD CARE	7,200		7,200	5,000	-30.56%
01-5-425324.00	HNTLY LINE MARKING	5,500		5,500	5,500	0.00%
01-5-425326.00	PORTABLE TOILET	3,500		4,250	5,500	29.41%
01-5-425328.00	ICE RINK	800		3,500	500	-85.71%
01-5-425330.00	REPAIRS,MAINT&Site Work	2,500		3,000	3,250	8.33%
01-5-425332.00	WATER USAGE	467		467	800	71.31%
01-5-425333.00	WOMEN'S CLUB GRANT	5,500		-	-	
01-5-425345.00	SITE WORK	260		250	-	-100.00%
01-5-425360.00	DESIGNATED FUND-T COURTS	75,000		10,000	10,000	0.00%
01-5-425362.00	Desig.Rec.Facility(Fund 0	15,000		15,000	15,000	0.00%
	Subtotal	115,727	-	49,167	45,550	-7.36%
	Total Expenditures	321,198	-	263,804	276,259	4.72%

01-5-485 PUBLIC SAFETY FACILITY		FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % change
01-5-485232.00	WATER USAGE	1,246		1,500	1,000	-33.33%
01-5-485233.00	ELECTRICITY/Heating	8,307		10,000	13,500	35.00%
01-5-485234.00	HEATING/Apparatus Bay Fuel	3,582		4,800	4,800	0.00%
01-5-485238.00	PHONE & INTERNET	5,703		6,500	6,500	0.00%
01-5-485301.00	BUILDING SUPPLIES	727		1,500	1,500	0.00%
01-5-485302.00	REPAIRS & MAINTENANCE	5,192		7,500	15,000	100.00%
01-5-485303.00	ALARM MONITORING	1,558		1,750	1,750	0.00%
01-5-485304.00	CLEANING	11,132		12,000	12,000	0.00%
01-5-485760.00	DESIGNATED FUND-POLICE ST			15,000	25,000	66.67%
	Total Expenditures	37,447	-	60,550	81,050	33.86%

01-5-500 POLICE DEPT EXPENDITURES		FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % change
01-5-5001 WAGES & BENEFITS						
01-5-500110.00	POLICE CHIEF WAGE	100,726		108,374	116,859	7.83%
01-5-500112.00	POLICE OFFICER WAGE	218,331		216,085	252,530	16.87%
01-5-500112.10	ON-CALL WAGES	5,310		3,648	8,500	133.00%
01-5-500113.00	OVERTIME OFFICER WAGE	9,069		18,475	5,000	-72.94%
01-5-500114.00	ADMINISTRATIVE WAGE	59,382		64,599	62,282	-3.59%
01-5-500115.00	PARTTIME OFFICER WAGE	3,250		5,000	24,034	380.68%
01-5-500116.00	CROSSING GUARD WAGE	23,681		20,000	27,500	37.50%
01-5-500120.10	CCC Tax			1,919	2,186	13.91%
01-5-500121.00	FICA TAX	26,024		27,043	30,796	13.88%
01-5-500122.00	MEDI TAX	6,086		6,325	7,202	13.87%
01-5-500123.00	HEALTH INS	120,227		103,606	70,000	-32.44%
01-5-500124.00	DISABILITY/LIFE INS	4,466		3,258	3,500	7.43%
01-5-500125.00	DELTA DENTAL	2,754		1,881	2,000	6.33%
01-5-500126.00	VT RETIREMENT	27,497		31,192	40,088	28.52%
	Subtotal	606,803	-	611,405	652,477	6.72%
01-5-5002 COMMUNITY POLICING						
01-5-500201.00	ANIMAL CONT/LEASH LAW	3,000		3,000	3,000	0.00%
01-5-500202.00	COMMUNITY RELATNS	500		1,500	2,000	33.33%
01-5-500204.00	SPEED SIGNS	9,000		5,000	25,000	400.00%
	Subtotal	12,500	-	9,500	30,000	215.79%
01-5-5003 EQUIPMENT & MAINTENANCE						
01-5-500301.00	RADIO MAINTENANCE	850		500	1,500	200.00%

01-5-500302.00	PETROLEUM PRODUCTS	10,000		12,500	13,500	8.00%
01-5-500304.00	CRUISER VIDEO EQUIP			13,371	15,500	15.92%
01-5-500306.00	CRUISER MAINT	8,800		10,000	12,000	20.00%
01-5-500308.00	CRUISER SUPPLIES	519		1,000	1,250	25.00%
01-5-500309.00	Capital Lease Equip. Expe	27,000		35,000	33,967	-2.95%
	Subtotal	47,169	-	72,371	77,717	7.39%
01-5-5005 SUPPORT						
01-5-500501.00	ADMINISTRATION	10,000		10,000	15,000	50.00%
01-5-500535.00	VIBRS	5,000		6,000	6,000	0.00%
01-5-500536.00	DISPATCH SERVICES	99,479		100,000	70,000	-30.00%
01-5-500537.00	IT SUPPORT			11,500	12,500	8.70%
01-5-500538.00	TRAINING	3,634		7,500	10,000	33.33%
01-5-500543.00	TRAINING SUPPLIES - Rename (training supplies	8,000		10,000	10,000	0.00%
01-5-500580.00	MILEAGE REIMB			250		-100.00%
01-5-500581.00	DUES/MTGS/EDUC	1,000		2,500	3,000	20.00%
01-5-500582.00	UNIFORMS	5,000		7,500	10,000	33.33%
01-5-500583.00	UNIFORMS CLEANING	1,670		2,000	2,000	0.00%
01-5-500584.00	BULLET PROOF VESTS			3,000	3,000	0.00%
	Subtotal	133,783	-	160,250	141,500	-11.70%
01-5-5007 CAPITAL EXPENDITURES						
01-5-500701.00	DESIGNATED FUND-SPEC EQUI - fund 21	30,000		11,000	5,000	-54.55%
01-5-500702.00	DESIGNATED FUND-CRUISER - fund 11	35,000		35,000	60,000	71.43%
01-5-500703.00	DESIGNATED FUND-POLICE ST					
	Subtotal	65,000		46,000	65,000	41.30%
	Total Expenditures	865,255	-	899,526	966,694	7.47%

01-5-555 FIRE/FAST DEPT. EXPENSES		**FY25 Budget**	**FY25 Actual**	**FY26 Budget**	**FY27 Budget Request**	**FY27/26 Budget % change**
01-5-5551 FIRE WAGES						
01-5-555108.00	FIRE CHIEF WAGES	79,295		83,298	88,138	5.81%
01-5-555110.00	FIRE OFFICER STIPEND	2,100		2,100	2,100	0.00%
01-5-555112.00	FIREFIGHTERS WAGE	31,125		32,000	32,000	0.00%
01-5-555114.00	FF DRILLS/MTGS WAGE	2,500		2,000	2,000	0.00%
01-5-555120.00	CCC Tax			525	547	4.19%
01-5-555121.00	FICA TAX	7,131		7,403	7,703	4.05%
01-5-555122.00	MEDI TAX	1,668		1,731	1,801	4.04%
01-5-555123.00	HEALTH INSURANCE	18,438		9,014	9,915	10.00%
01-5-555124.00	DISABILITY/LIFE INSURANCE	800		779	780	0.13%
01-5-555125.00	VT RETIREMENT	5,551		6,039	6,610	9.46%
01-5-555126.00	DENTAL INSURANCE	459		470	480	2.13%
	Subtotal	149,067	-	145,359	152,074	4.62%
01-5-5552 EMS WAGES						
01-5-555212.00	EMS WAGE	5,000		8,500	8,500	0.00%
01-5-555215.00	EMS DRILL WAGE	1,900		1,500	1,800	20.00%
01-5-555223.00	CCC Tax			44	50	13.64%
01-5-555221.00	EMS FICA TAX	428		620	650	4.84%
01-5-555222.00	EMS MEDI TAX	100		145	150	3.45%
	Subtotal	7,428	-	10,809	11,150	3.15%
01-5-5553 EDUCATION & TRAINING						
01-5-555338.00	FIRE EDUC/TRAINING	750		900	900	0.00%
01-5-555340.00	EMS EDUC/TRNG	1,200		1,200	1,200	0.00%
01-5-555342.00	FIRE DUES/MTGS/EDUC	500		500	500	0.00%
	Subtotal	2,450	-	2,600	2,600	0.00%
01-5-5554 TOOLS & EQUIPMENT						
01-5-555422.00	FIRE TOOLS & EQUIPMENT	4,200		4,500	5,000	11.11%
01-5-555424.00	EMS TOOLS/ EQUIP	2,000		2,200	2,200	0.00%
01-5-555426.00	RADIO PURCH/REPAIR	800		800	800	0.00%
	Subtotal	7,000	-	7,500	8,000	6.67%
01-5-5555 MAINTENANCE						
01-5-555528.00	FIRE TRK R & M	15,500		18,500	19,000	2.70%
01-5-555530.00	EQUIPMENT MAINTENANCE	4,154		4,000	4,000	0.00%
01-5-555532.00	RADIO MAINTENANCE	500		500	500	0.00%
01-5-555534.00	SOFTWARE MAINTENANCE			3,200	3,200	0.00%
01-5-555536.00	COMPUTER MAINTENANCE					
01-5-555538.00	PETROLEUM PRODUCTS	4,673		4,600	4,600	0.00%
	Subtotal	24,827	-	30,800	31,300	1.62%
01-5-5556 SUPPORT						
01-5-555614.00	RECRUITMENT	100		100	100	0.00%

		FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % change
01-5-555618.00	POSTAGE	25		25	25	0.00%
01-5-555619.00	FIRE PREV BOOKS & MATERIA	100		100	100	0.00%
01-5-555620.00	FIREFIGHTERS CASUL INS	5,800		4,500	4,500	0.00%
01-5-555625.00	TELEPHONE & INTERNET	1,000		2,000	2,200	10.00%
01-5-555630.00	OFFICE SUPPLIES	700		700	500	-28.57%
01-5-555632.00	DISPATCH SERVICE	30,193		31,702	33,288	5.00%
01-5-555633.00	UNIFORM	260		260	275	5.77%
01-5-555634.00	HYDRANT RENTAL	34,000		36,000	-	-100.00%
01-5-555635.00	DRY HYDRANT	500		500	500	0.00%
01-5-555636.00	OSHA COMPLIANCE	1,000		600	800	33.33%
	Subtotal	73,678	-	76,487	42,288	-44.71%
01-5-5557 CAPITAL EXPENDITURES						
01-5-555756.00	DESIGNATED FUND-FIRE STAT (fund 6)	120,000		126,000	135,000	7.14%
01-5-555758.00	DESIGNATED FUND-APPARATUS (fund 25)					
01-5-555760.00	DESIGNATED FUND-EQUIPMENT(fund 26)	30,000		33,075	60,000	81.41%
	Subtotal	150,000	-	159,075	195,000	22.58%
01-5-5559 AMBULANCE SERVICES						
01-5-555901.00	AMBULANCE CONTRACT	168,604		170,664	188,783	10.62%
01-5-555903.00	AMBULANCE BILLS	5,711		5,000	8,000	60.00%
	Subtotal	174,315	-	175,664	196,783	12.02%
	Total Expenditures	588,765	-	608,294	639,195	5.08%

01-5-575 EMERGENCY MANAGEMENT		FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % change
01-5-575100.00	DEBT SERVICE TOWER PRINCI	27,500		-	-	
01-5-575105.00	DEBT SERVICE TOWER INTERE	750		-	-	
01-5-575233.00	TOWER POWER	450		1,900	1,900	0.00%
01-5-575600.00	EMERG MAN ADMIN	30			-	0.00%
01-5-575610.00	EMERG MNGMT SUPPLIES	50		180	5,000	2677.78%
01-5-575612.00	GENERATOR FUEL	200		250	250	0.00%
01-5-575620.00	EMERG GEN MAINT	2,600			-	
01-5-575622.00	EMERG GEN INSTALL			200	200	0.00%
01-5-575630.00	BASE RADIO MAINTENANCE			2,600	2,600	0.00%
01-5-575740.00	DESIGNATED FUND-GENERATOR	15,000		30,000	15,000	-50.00%
	Total Expenditures	46,580	-	35,130	24,950	-28.98%

01-5-650 CONSERVATION		FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % change
01-5-650605.00	DONATIONS					
01-5-650615.00	DUES/MTGS/EDUC	200		200	200	0.00%
01-5-650620.00	SPKRS/PUBLIC INFO	1,250		1,250	1,250	0.00%
01-5-650625.00	PUBLICITY	750		750	750	0.00%
01-5-650630.00	TRAILS	1,800		1,800	1,800	0.00%
01-5-650635.00	MILT FRYE NATURE AREA	1,500		1,500	1,500	0.00%
01-5-650700.00	NATRL RESRCS INVEN	1,000		1,000	1,000	0.00%
01-5-650710.00	PROJECT RESTORATION	2,000		2,000	2,000	0.00%
	Total Expenditures	8,500		8,500	8,500	0.00%

01-5-651 Solid Waste Committee		FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % change
01-5-651550.00	Printng			250	250	0.00%
01-5-651610.00	Software License			600	600	0.00%
01-5-651620.00	Information/Signs/Sand.Bo			1,500	1,500	0.00%
	Total Expenditures			2,350	2,350	0.00%

01-5-652 Energy Committee		FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % change
01-5-652610.00 Supplies				1,800	1,800	0.00%
				1,800	1,800	0.00%
	Total Expenditures					

01-5-70 PUBLIC WORKS DEPT.		FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % Change
01-5-703 HIGHWAY DIVISION						
01-5-7031 HIGHWAY WAGES & BENEFITS						
01-5-703110.00	DIRECTOR OF PUBLIC WORKS	100,230		107,487	115,903	7.83%
01-5-703111.00	ADMINISTRATIVE ASSIST	23,459		29,134	31,312	7.48%

01-5-703112.00	ROAD CREW WAGES	331,013		336,556	329,862	-1.99%
01-5-703114.00	ROAD CREW OVERTIME	40,000		56,238	60,000	6.69%
01-5-703116.00	On Call Compensation	5,612		5,743	6,590	14.75%
01-5-703120.00	CCC Tax			2,355	2,396	1.74%
01-5-703121.00	FICA	31,019		33,253	33,764	1.54%
01-5-703122.00	MEDICARE	7,255		7,687	7,896	2.72%
01-5-703123.00	HEALTH INSUR	91,482		141,105	155,200	9.99%
01-5-703124.00	DISABILITY/LIFE	4,616		4,531	4,700	3.73%
01-5-703125.00	DENTAL INSURANCE	2,983		3,056	3,200	4.71%
01-5-703126.00	RETIREMENT	35,022		38,436	40,844	6.26%
	Subtotal	672,691	-	765,581	791,667	3.41%
01-5-7032 MATERIALS						
01-5-703201.00	SALT & CHEMICALS	125,000		125,000	128,000	2.40%
01-5-703203.00	SAND	130,331		130,000	120,000	-7.69%
01-5-703205.00	DUST CONTROL	25,046		25,000	26,000	4.00%
01-5-703207.00	GRAVEL & STONE	70,000		65,000	68,000	4.62%
01-5-703209.00	CULVERTS & ROAD SUPPLIES	20,768		25,000	25,000	0.00%
01-5-703211.00	ASPHALT PRODUCTS	3,219		3,500	3,500	0.00%
01-5-703213.00	BRIDGE REPAIR & MAINT.	5,000		5,000	5,300	6.00%
01-5-703215.00	OTHER PROJECTS	5,000		8,000	8,500	6.25%
01-5-703217.00	SIGNS	2,500		2,500	3,000	20.00%
	Subtotal	386,864	-	389,000	387,300	-0.44%
01-5-7033 CONTRACTED SERVICES						
01-5-703301.00	PLOWING & SANDING	65,000		108,000	70,000	-35.19%
01-5-703303.00	ROAD SWEEPING	2,500		2,700	3,000	11.11%
01-5-703305.00	LEAF REMOVAL	3,000		3,000	3,200	6.67%
01-5-703307.00	STREETLIGHTS	14,000		15,600	15,600	0.00%
01-5-703309.00	TREE CUTTING & REMOVAL	12,000		12,000	12,000	0.00%
01-5-703311.00	UNIFORMS	14.000		15,000	16,000	6.67%
01-5-703313.00	PAVING	10,000		10,000	10,000	0.00%
01-5-703315.00	OTHER PROJECTS	16,000		16,000	16,000	0.00%
01-5-703317.00	CRACK SEALING	18,691		19,000	19,000	0.00%
01-5-703319.00	PAVEMENT MARKING	20,000		20,000	20,000	0.00%
01-5-703321.00	BRIDGES	55,000		55,000	55,000	0.00%
01-5-703322.00	Culverts	10,000		10,000	10,000	0.00%
01-5-703323.00	Roadway&Ped.Safety Exp			3,000	3,000	0.00%
	Subtotal	240,191	-	289,300	252,800	-12.62%
01-5-7034 EQUIPMENT						
01-5-703401.00	OUTSIDE REPAIRS	55,000		58,500	63,000	7.69%
01-5-703403.00	PARTS & SUPPLIES	65,000		69,000	75,000	8.70%
01-5-703405.00	PETROLEUM PRODUCTS	50,000		50,000	50,000	0.00%
01-5-703406.00	Capital Equipment Lease E	8,100				
01-5-703407.00	Equipment Rental			8,000	8,000	0.00%
	Subtotal	178,100	-	185,500	196,000	5.66%
01-5-7035 HIGHWAY GARAGE						
01-5-703501.00	ELECTRICITY	8,000		2,600	2,600	0.00%
01-5-703503.00	PROPANE	9,000		6,500	7,000	7.69%
01-5-703505.00	TELEPHONE	7,217		4,000	4,200	5.00%
01-5-703507.00	SUPPLIES	9,138		7,000	10,500	50.00%
01-5-703509.00	ALARM MONITORING	1,038		3,300	3,300	0.00%
01-5-703511.00	REPAIRS & MAINTENANCE	8,619		12,000	12,000	0.00%
01-5-703513.00	TOOLS	8,074		8,000	8,000	0.00%
01-5-703515.00	ADMINISTRATION	5,504		5,500	6,000	9.09%
	Subtotal	56,590	-	48,900	53,600	9.61%
01-5-7036 CAPITAL EXPENDITURES						
01-5-703601.00	DESIGNATED FUND-EQUIPMENT(fund 7)	250,000		250,000	250,000	0.00%
01-5-703603.00	DESIGNATED FUND-SIDEWALK (fund 27)	-		-	-	
01-5-703605.00	DESIGNATED FUND-PAVING (fund 42)	75,000		100,000	100,000	0.00%
01-5-703607.00	DESIGNATED FUND-BRIDGES (fund 41)	150,000		150,000	150,000	0.00%
01-5-703609.00	DESIGNATED FUND-GARAGE (fund 8)	30,500		50,000	50,000	0.00%
01-5-703610.00	Desinated Fund - Culverts			200,000	50,000	-75.00%
01-5-703611.00	Desig.Road&Ped.Safety			10,000	5,250	-47.50%
	Subtotal	505,500	-	760,000	605,250	-20.36%
	Total Expenditures	2,039,936	-	2,438,281	2,286,617	-6.22%

01-5-704 BUILDINGS & GROUNDS DIVIS

01-5-7041 B & G WAGES & BENEFITS		FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % Change
01-5-704113.00	BUILDINGS & GROUNDS WAGES	108,106		113,273	115,025	1.55%
01-5-704114.00	OT BLDGS & GROUNDS	2,398		6,796	5,000	-26.43%
01-5-704116.00	On Call Compensation	1,589		1,644	912	-44.53%
01-5-704120.00	CCC Tax			536	526	-1.87%
01-5-704121.00	FICA	6,950		7,546	7,405	-1.87%
01-5-704122.00	MEDICARE	1,625		1,765	1,732	-1.87%
01-5-704123.00	HEALTH INSURANCE	26,654		57,812	63,600	10.01%
01-5-704124.00	DISABILITY/LIFE	1,203		1,171	1,200	2.48%
01-5-704125.00	DENTAL INSURANCE	918		940	1,820	93.62%
01-5-704126.00	RETIREMENT	7,735		8,824	8,960	1.54%
	Subtotal	157,178	-	200,307	206,180	2.93%
01-5-7042 MATERIALS						
01-5-704201.00	GARDEN SUPPLIES & PLANTS	1,635		1,635	1,635	0.00%
	Subtotal	1,635		1,635	1,635	0.00%
01-5-7043 CONTRACTED SERVICES						
01-5-704311.00	UNIFORMS	5,296		5,500	5,500	0.00%
	Subtotal	5,296		5,500	5,500	0.00%
01-5-7044 EQUIPMENT						
01-5-704401.00	OUTSIDE REPAIRS	2,181		2,100	2,100	0.00%
01-5-704403.00	PARTS & SUPPLIES	2,700		2,600	2,600	0.00%
01-5-704405.00	PETROLEUM PRODUCTS	3,201		2,000	2,000	0.00%
01-5-704413.00	TOOLS	571		575	600	4.35%
	Subtotal	8,653	-	7,275	7,300	0.34%
01-5-7046 CAPITAL EXPENDITURES						
01-5-704601.00	DESIGNATED FUND-EQUIPMENT	2,000		5,000	10,000	100.00%
	Subtotal	2,000		5,000	10,000	100.00%
	Total Expenditures	174,762	-	219,717	230,615	4.96%

01-5-705 SOLID WASTE DIVISION

01-5-7051 SW WAGES & BENEFITS		FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % Change
01-5-705112.00	TRNSF STATION WAGE	47,897		51,674	55,440	7.29%
01-5-705120.00	CCC Tax			227	245	7.93%
01-5-705121.00	FICA TAX	2,970		3,204	3,437	7.27%
01-5-705122.00	MEDI TAX	694		749	804	7.34%
	Subtotal	51,561	-	55,854	59,926	7.29%
01-5-7053 CONTRACTED SERVICES						
01-5-705301.00	GUVSWMD ASSESSMENT	37,000		35,000	35,000	0.00%
01-5-705303.00	MUNICIPAL SOLID WASTE	54,672		56,000	56,000	0.00%
01-5-705305.00	RECYCLING	47,040		48,000	49,000	2.08%
01-5-705306.00	C & D WASTE DISPOSAL	16,199		18,000	18,000	0.00%
01-5-705308.00	FOOD WASTE DISPOSAL	25,000		23,000	23,000	0.00%
	Subtotal	179,911	-	180,000	181,000	0.56%
01-5-7054 EQUIPMENT						
01-5-705403.00	PARTS & SUPPLIES	1,116		1,550	1,550	0.00%
01-5-705411.00	REPAIRS & MAINTENANCE	6,000		6,000	6,000	0.00%
01-5-705413.00	SMALL EQUIPMENT	524		525	525	0.00%
	Subtotal	7,640	-	8,075	8,075	0.00%
01-5-7055 TRANSFER STATION						
01-5-705500.00	PURCHASED SERVICES	4,154		4,000	4,000	0.00%
01-5-705501.00	ELECTRICITY	2,388		4,500	4,500	0.00%
01-5-705503.00	PROPANE	899		900	900	0.00%
01-5-705505.00	TELEPHONE	545		545	1,100	101.83%
01-5-705515.00	ADMINISTRATION	1,038		700	700	0.00%
01-5-705517.00	VERMONT FRANCHISE TAX	2,233		1,600	1,600	0.00%
	Subtotal	11,257	-	12,245	12,800	4.53%
01-5-7056 CAPITAL EXPENDITURES						
01-5-705601.00	DESIGNATED FUND-EQUIPMENT (Fund 9)	2,000		5,000	7,000	40.00%
	Subtotal	2,000		5,000	7,000	40.00%
	Total Expenditures	252,369	-	261,174	268,801	2.92%
	Total DPW Expenditures	2,467,067	-	2,919,172	2,786,033	-4.56%

01-5-706 TRACY HALL		FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % Change
01-5-7061 BUILDING EXPENSES						
01-5-706100.00	WATER USAGE	935		935	935	0.00%
01-5-706101.00	ELECTRICITY	18,891		15,000	15,000	0.00%
01-5-706103.00	HEATING	19,470		19,500	20,000	2.56%
01-5-706105.00	ALARM MONITORING	1,350		1,350	1,350	0.00%
01-5-706107.00	ELEVATOR MAINTENANCE	3,427		5,000	6,000	20.00%
01-5-706108.00	CUSTODIAN PAGER & MILEAGE	779		779	825	5.91%
01-5-706109.00	BUILDING SUPPLIES	4,465		4,800	5,000	4.17%
01-5-706113.00	REPAIRS & MAINTENANCE	13,500		17,500	17,500	0.00%
01-5-706115.10	EV Chg St @ Huntley Meado	2,596		2,000	2,000	0.00%
01-5-706117.00	DESIGNATED FUND-TRACY HAL					
	Total Expenditures	65,413	-	66,864	68,610	2.61%

01-5-8002 DEBT SERVICE EXPENDITURES		FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % Change
01-5-800207.00	PUBLIC SAFTY FACILITY BON	47,000		47,000	47,000	0.00%
01-5-800208.00	Browns SH Rd Bridge-Princ	14,043		14,000		-100.00%
01-5-800209.00	Browns SH Rd Bridge Inter			350		-100.00%
01-5-800211.00	Windsor County Equalizati	61,444		60,000	60,000	0.00%
01-5-800235.00	DEBT INTEREST	42,366		42,000	40,250	-4.17%
01-5-800237.00	PRIN PMT-PUB SFTY/GARAGE	48,000				
01-5-800238.00	INTEREST-PUB SFTY/GARAGE	2,890				
	Total Expenditures	215,743	-	163,350	147,250	-9.86%

01-5-8003 APPROPRIATION EXPENDTURES		FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % Change
01-5-800302.00 NORWICH PUBLIC LIBRARY		365,000		376,700	395,535	5.00%
01-5-800306.00 NORWICH LIONS CLUB		3,500		3,500	-	-100.00%
01-5-800310.00 NORWICH AMERICAN LEGION		1,500		1,500	1,500	0.00%
01-5-800311.00 Norwich Communuty Nurse		5,000		10,000	10,000	0.00%
01-5-800315.00 NORWICH HISTORICAL SOC.		8,000		12,000	12,000	0.00%
01-5-800316.00 NORWICH CEMETERY ASSOCATN		20,000		25,000	32,000	28.00%
01-5-800324.00 Treehouse Children's School (Child Care Ctr)		4,348		4,348	4,348	0.00%
01-5-800328.00 VSTNG NRS/HSP APPR		18,500		18,500	18,500	0.00%
01-5-800350.00 THE FAMILY PLACE		6,000		6,000	6,000	0.00%
01-5-800352.00 ADVANCE TRANSIT		15,947		15,947	15,947	0.00%
01-5-800354.00 HEADREST		2,500		2,500		-100.00%
01-5-800356.00 WINDSOR COUNTY MENTORS		2,500		2,500	2,500	0.00%
01-5-800358.00 JAM (formerly CATV)		3,000		3,000	3,000	0.00%
01-5-800362.00 WISE		2,500		2,500	2,500	0.00%
01-5-800366.00 SEVCA		3,750		3,750	3,750	0.00%
01-5-800368.00 YOUTH-IN-ACTION		3,000		3,000	3,000	0.00%
01-5-800369.00 SENIOR SOLUTIONS		1,200		1,200	1,200	0.00%
01-5-800372.00 WHT RIVR COUN ON AGING		5,300		5,300	5,300	0.00%
01-5-800375.00 PUBLIC HEALTH COUNC UV		1,800		1,822	1,822	0.00%
01-5-800382.00 U.V. TRAILS ALLIANCE		2,000		2,000	2,000	0.00%
01-5-800386.00 GOOD BEGINNINGS		3,000		3,000	3,000	0.00%
01-5-800388.00 GREEN MTN ECO DEV CORP		1,823		1,705	1,705	0.00%
01-5-800389.00 SPECIAL NEEDS SUPPORT CEN		2,000		2,000	2,000	0.00%
01-5-800391.00 Culvert Fund #54		150,000			-	
01-5-800392.00 Roadway & Ped.Safety Fund		10,000			-	
	Total	642,168	-	507,772	527,607	3.91%
01-5-8004 TAX EXPENDITURES						
01-5-800408.00 TAX ABATEMENT/ADJUSTMENT		21,298		21,000	21,000	0.00%
01-5-800410.00 INTEREST		2				
	Total Expenditures	21,300	-	21,000	21,000	0.00%
01-5-8005 INSURANCE						
01-5-800501.00 HRA REIMBURSEMENT EXPENSE					31,635	
01-5-800517.00 UNEMP INS RATE ASSMT		6,160		6,100	6,100	0.00%
01-5-800518.00 PROP & CAS INSURANCE		95,533		120,000	120,000	0.00%
01-5-800520.00 WORKER'S COMP INS		100,725		62,000	82,000	32.26%
	Total Expenditures	202,418	-	188,100	239,735	27.45%
Total Expenditures		6,862,396	-	7,228,864	7,377,213	2.05%

November 3, 2025

To: Norwich Selectboard
RE: Alcohol Waiver Request for The Family Place

Dear members of the Norwich Selectboard,

I am writing to request approval for an Alcohol Waiver for The Family Place's annual Gingerbread Festival Preview Party, on Friday, December 5, 2025, from 6:00-7:30 p.m. at Tracy Hall in Norwich.

The event is a gathering of approximately 100 supporters (donors, volunteers, and other supporters from the community) to preview the gingerbread houses the evening before our larger Gingerbread Festival the following day. It's a fun and relaxed opportunity for us to thank our supporters and share more information about the benefits of our programs for families with young children.

Blood's Catering will once again be catering this event for The Family Place.

Thank you very much for your consideration of this request and please let me know if you have any questions.

Sincerely,

SSlayton

Stephanie Slayton
Executive Director
stephanies@the-family-place.org

NORWICH POLICE DEPARTMENT

CHIEF OF POLICE
MATTHEW S. ROMEI
P.O. Box 311 ~ 10 Hazen Street ~ Norwich VT 05055 ~ 802-649-1460 ~ FAX 802-649-1775
email: matthew.s.romei@vermont.gov

Memorandum

To: Brennan Duffy
Town Manager

From: Matthew Romei
Chief of Police

Re: Cruiser Video Equipment

Date: 05 November 2025

After several rounds of negotiation and straightening out invoices with Motorola, I am ready to procure the video equipment for our new vehicle. To refresh, this vehicle replaces the 2017 Explorer, which is in the process of being disposed of. This addition will ensure all vehicles in our fleet, except the Rav4 are outfitted substantially similarly. This video equipment, although coming with a price, has more than paid for itself already. The up-front cost is $6,174.86, and the annual contract with Motorola will increase by $1,845, which is accounted for in the FY27 Budget Request. I am requesting to spend $6,174.86 from Fund 11, the Police Cruiser Fund, which is expected to have over $16,500 available.

Town of Norwich

Departmental Request for Spending

Date:____05 November 2025____________________ Department: Police________________________

Request by:____Matthew Romei______________(Name) ___Chief of Police____________________(Title)

Town Manager Approval Date: ____11/5/25_______ For Selectboard Meeting Date: __12 October 2025_____

What is being requested: ___Police Cruiser Video Equipment for new vehicle________________

Has this request been budgeted by the Selectboard: _ _(Partial)____(No)_XX (Yes) ___ FY26___(Fiscal Year)

How much will the request cost, including any additional expenses such as set-up, decals, customization, etc., explain : $6,174.86___________

Which line item will be used to pay for this request:

__Fund 11 Cruiser Fund________ (Name of Fund)

How much is in the above-named line on this date: $16,500.00

List other items/costs that are expected to be paid from the above-named fund in ___2026_____(Fiscal Year)

None not accounted for in the above amount.____

Request for Quotes required: _XX_Already in hand ____(No) To be sent out by Town Manager: ___(Yes) __X__(No)

Expected Date of purchase order, if known: __upon SB Authorization____

Other information: ___Supporting memorandum attached________

Signature of Requestor:____ Date:__11/05/2025______

Signature of Town Manager:____ Date:___11/5/25_______

Action by Selectboard: ______(Approved)______(Denied)______(Tabled) Date:____________________

Concerns of Selectboard:____

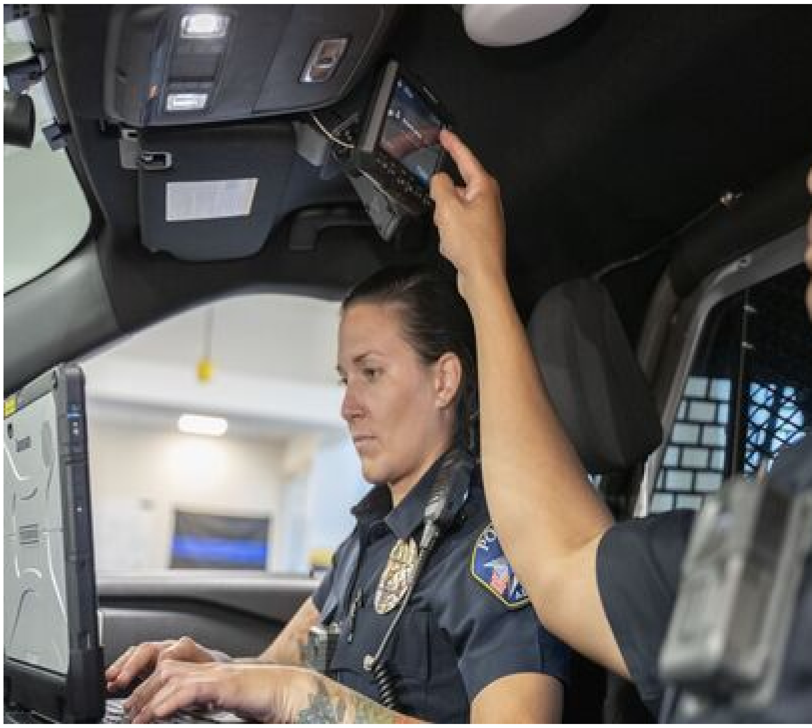
____

Quotes: Date sent out ____________ Due date ____________ Date selection made__________________

Date quotes given to selectboard__________________

Purchase: Date purchased ________________ Date Received ___________________________

Budgetary



NORWICH POLICE DEPT, TOWN OF

Norwich Police Department - M500 Expansion

08/21/2025

Billing Address:
NORWICH POLICE DEPT, TOWN OF
PO BOX 311
NORWICH, VT 05055
US

Quote Date:08/21/2025
Expiration Date:10/20/2025
Quote Created By:
Clare Murphy
Inside Territory Sales Representative
Clare.Murphy@motorolasolutions.com
773-505-1833

End Customer:
NORWICH POLICE DEPT, TOWN OF
Matthew Romei
Matthew.S.Romei@vermont.gov
802-649-1460

Contract: 36273 - SOURCEWELL 042021-MOT
Secondary Contract:
AGREEMENT: WG AGREEMENT

Summary:

Any sales transaction resulting from Motorola's quote is based on and subject to the applicable Motorola Standard Terms and Conditions, notwithstanding terms and conditions on purchase orders or other Customer ordering documents. Motorola Standard Terms and Conditions are found at www.motorolasolutions.com/product-terms.

Line #	Item Number	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price
	Video as a Service						
1	PSV00S03897A	REMOTE DEPLOYMENT, CONFIGURATION AND PROJECT MANAGEMENT	1		$4,000.00	$3,000.00	$3,000.00
2	WGB-0176AAS	V300 WIFI BASE FOR M5 VAAS	1		Included	Included	Included
3	AAS-BWC-WIF-DOC	V300/V700 WIFI CHARGE/ UPLOAD DOCK - VIDEO-AS-A-SERVICE	1	5 YEAR	$300.00	$225.00	$225.00
4	WGW00502	M500 EXTENDED WARRANTY	1	5 YEAR	Included	Included	Included
5	WGC02002-VAAS	VIDEOMANAGER EL CLOUD, ANNUAL UNLIMITED STORAGE PER IN-CAR VIDEO SYSTEM WITH 2 CAMERAS VAAS	1	5 YEAR	Included	Included	Included

Line #	Item Number	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price
6	WGB-0189A	MTIK CONF KIT,802.11AC,M500POE,5GH ZANT	1		Included	Included	Included
7	WGP01394-001	4RE/M500 RADIO ANTENNA CABLE, 17FT	1		Included	Included	Included
8	WGP01459-018-KIT	BRKT KIT 4RE REDICED VISOR HOLE GENFIT	1		Included	Included	Included
9	AAS-M5-3CAM-5YR	M500 3-CAMERA IN-CAR VIDEO SYSTEM AND VIDEO MANAGER EL CLOUD - 5 YEARS VIDEO-AS-A-SERVICE	1	5 YEAR	$12,000.00	$9,000.00	$9,000.00
10	WGB-0701A	M500 IN-CAR SYSTEM FR/ CABIN/REAR CAM	1		Included	Included	Included
11	WGC02003-VAAS	VIDEOMANAGER EL CLOUD, ANNUAL UNLIMITED STORAGE FOR IN-CAR VIDEO SYSTEM PER ADDITIONAL CAMERA VAAS	1	5 YEAR	Included	Included	Included
	Sierra Wireless Devices						
12	WSWA-1104073	SIERRAWRLS MP70 ADVPROROUTER WIFI LTE	1		$1,249.00	$936.75	$936.75
13	WSWA-6001262	WHITE 6IN1 SHARKFIN LTE WIFI GNSS 4M ANT	1		$271.14	$203.36	$203.36
14	WSWA-9010324	SIERRAWRLS AL-COMP MP/RV ALMS 5YRS WRNTY	1		$210.00	$157.50	$157.50
15	WSWA-6001112	SIERRAWRLS SHARKFIN MAG MOUNT ADAPTOR	1		$43.00	$32.25	$32.25

Subtotal	$18,073.14
Total Discount Amount	$4,518.28
Grand Total	**$13,554.86(USD)**

Pricing Summary

		Payment Term		Upfront Sale Price
Upfront Costs*				
				$4,329.86
Upfront Subscription Fee				
	Video as a Service	Annually		$1,845.00
Sub Total:				**$6,174.86**

		Payment Term	Sale Price	Annual Sale Price
Year 2 Subscription Fee				
	Video as a Service	Annually	$1,845.00	$1,845.00
Year 3 Subscription Fee				
	Video as a Service	Annually	$1,845.00	$1,845.00
Year 4 Subscription Fee				
	Video as a Service	Annually	$1,845.00	$1,845.00
Year 5 Subscription Fee				
	Video as a Service	Annually	$1,845.00	$1,845.00
Sub Total:				**$7,380.00**

Grand Total System Price (Inclusive of Upfront and Annual Costs)	**$13,554.86**

**Upfront costs include the cost of Hardware, Accessories and Implementation, where applicable.*

- The Pricing Summary is a breakdown of costs and does not reflect the frequency at which you will be invoiced.

Town of Norwich, Vermont

CHARTERED 1761

MEMO

To: Norwich Selectboard
From: Brennan Duffy, Town Manager

Date: November 5, 2025
Re: National Opioid Settlements accounting

At the last Selectboard meeting there was discussion about potential local uses of the TON National Opioid Settlements funds. Following that discussion a motion was made and approved “I move to ask the Town Manager to return at the next agenda item for the opioid settlement with proposals for how to account for the money and how we can easily distribute it.”

After discussion with the Finance Director, we propose the following action.

That the Selectboard votes to open a new Designated Fund called the Opioid Settlement Fund with the purpose of accepting payments dispersed from the National Opioid Settlements and distributing such payments, in whole or in part, to allowable Opioid Remediation purposes.

If the Selectboard chooses to act on this recommendation, then a possible motion could be “to create a Designated Fund called the Opioid Settlement Fund for the purpose of accepting payments dispersed from the National Opioid Settlements and distributing such payments to allowable Opioid Remediation purposes.”

Thank you for your consideration of this topic.

Town of Norwich, Vermont
Minutes of the Selectboard Meeting
Wednesday, October 22, 2025

Active Participants at Tracy Hall: Mary Layton (SB Chair), Priscilla Vincent (SB member), Marcia Calloway (SB member), Kimo Griggs (SB Vice Chair), Matt Swett (SB member), Brennan Duffy (Town Manager), Matt Herbert (EMS Head of Services for NFD), Matt Romei (Chief of Police), Marga Rahmann (Hemlock Ridge leadership), Steven True (Planning Director and Zoning Administrator), Graham Webster (Town resident), Steven Hepburn (Finance Committee Chair), Cheryl Lindberg (Treasurer and Lister)

Active Participants on Zoom: Jaan Laaspere (Planning Commission)

Key: *Motions noted in italics.*
Public comment noted in blue.

The meeting was called to order by Chair Mary Layton at 6:30 pm.

YouTube **Timestamp: 0:00**

1. **Agenda**
   Timestamp: 0:33

   I move to approve the agenda as presented. – Swett moved (2nd Calloway) Vote: yes (unanimous)

2. **Chair's Report**
   Timestamp: 1:15

   The Chair (1) met to develop the agenda, (2) attended the Improving Energy Efficiency in Historic Buildings Zoom meeting by the Historical Society, (3) wanted to give a heads-up that there would be back-to-back sessions on November 12th and 19th, and Dec 10th and 17th due to the holidays.

3. **Public Comments for Items not on the Agenda**
   Timestamp: 2:45

   Jaan Laaspere shared that he often walks in town and notices frequent speeding and seldom sees police cars present outside of school morning drop-offs. Laaspere highlighted the number of traffic stops per month, as listed in the monthly reports, and urged the Selectboard and Town Manager to ask the police to increase the priority on visibility and road safety.

4. **Winter Road Salt Purchase**
Timestamp: 4:30

The Town Manager referenced the memo in the packet from DPW Director Chris Kaufman. The Town Manager highlighted the recommendation to select Cargill, despite being the more expensive of the two bids, due to supply issues last year with American Rock Salt.

Vincent noted the difference in estimated salt quantity needed between the two bids.

Swett asked if the Town had experience with Cargill, to which the Town Manager responded that he was not sure if the Town had experience but that the company was one of the larger suppliers in the Northeast.

I move to authorize the Town Manager to accept the road salt quote supplied by Cargill, Inc. – Griggs moved (2nd Calloway) Vote: yes (unanimous)

5. **Opioid Settlement Funds Plan Memos**
Timestamp: 7:37

The Chair recapped that the Selectboard had asked for advice on possible opioid fund recipients and had received responses from Police Chief Matt Romei, EMS Head of Services Matt Herbert, and the Norwich Community Nurse.

Matt Herbert shared that he had identified Upper Valley Turning Point for their effort to improve access to resources and increase resources, Good Neighbor Health Clinic for their long-term efforts and material support like a free vending machine, and Norwich Police and Fire to bolster UV-specific resources.

Calloway asked how an opioid problem in Norwich would be ranked relative to other towns in the area. Herbert responded that the numbers fluctuate due to varying supply quality with no oversight and movement of unhoused people between towns day-to-day.

Calloway asked which organization is called on most frequently to help, to which Herbert responded that it was likely Health Care and Rehabilitative Services (HCRS), though he was not sure if they had "all the tools" or that their mission statement fit what the Selectboard was looking for.

Griggs asked whether the funds would be restricted to support only Norwich, to which Herbert responded that wherever the funds go, it would be difficult to restrict it to just Norwich residents, as unhoused individuals do not necessarily have a set town residence.

The Chair stated that the goal for that night's agenda item was to get an idea of the needed scope and possible destinations for donations. She further noted that there would likely be two future agenda items: (1) how would we disperse funds, and (2) if we are going to disperse, how much and to whom.

The Police Chief voiced his support for Herbert's ideas. He shared that he had suggested HCRS because they are the Town's designated mental health agency. The Police Chief described the utility of resource guides and the potential for the funds to help HCRS create something like that for the Upper Valley.

The Police Chief highlighted that every overdose seen in the past three years has been a polypharmacy overdose, rather than a single drug overdose, which complicates overdoses. He stated that call data might not reflect significant drug use in the town but that a lot of drugs move through the town, specifically on Route 5 and Interstate 91.

I move to ask the Town Manager to return at the next agenda item for the opioid settlement with proposals for how to account for the money and how we can easily distribute it. – Swett moved (2nd Vincent) Vote: yes (unanimous)

6. **Hemlock Ridge Encampment Complaint**
   Timestamp: 29:27

The Town Manager recounted that at the last meeting, a number of residents of the Hemlock Ridge Development wanted to bring to the Norwich Selectboard's attention that a couple had encamped next to the development and caused disturbance to quality of life. He noted prior discussions with the residents over the course of the summer.

The Police Chief shared a map of the area around the Hemlock Ridge community, as well as photographs of the walking trail and encampment.

The Police Chief noted that the encampment was unoccupied, had been that way for some time, and was on private property. He explained that the property is in a trust and that the Trustee has elected not to authorize the Norwich Police to go on the property. He highlighted that there were other encampments in Norwich and noted his stance of "not fixing non-problems."

The Police Chief additionally highlighted legal restrictions on the Town and the Police Department. He stated that he had been in contact with the residents of the encampment, knew they "had some challenges," and has tried to balance enforcement and support services. He noted that one needs to be quite far into the private property on the trails and know where to look in order to see the encampment.

The Police Chief recognized that there had been challenges with the encampment residents but that most of the challenges had not happened in Norwich. He highlighted a comprehensive guide from the Montpelier Police Department for dealing with encampments, though noted that the guide is for public property, not private property. He emphasized that law enforcement actions on private property "are wholly the decision of the property owner."

Calloway asked how the Police Chief would handle a transgression with users of the trail and unhoused individuals. He responded that they would approach it in the same way that they would handle something in the Dan and Whit's parking lot.

Marga Rahmann, part of the leadership of Hemlock Ridge, stated that the encampment is occupied right now and is occupied by new people, not the couple that was there previously. Rahmann shared that the Hartford Police had gotten involved in the matter because the new resident accosted a person who lives at Hemlock Ridge as she was walking her dog. She emphasized that people are feeling afraid because of the behavior exhibited over the last several months, and because of the hazard of fire in a wooded area.

Vincent pondered whether the matter is something that should be addressed by the Hemlock Ridge residents filing a lawsuit against the property owner.

Swett highlighted that Steven True had mentioned at the previous meeting that there could be a zoning component of the matter.

Steven True shared that the Zoning Office Administrative Officer does have jurisdiction to find zoning violations on private land. He stated that under 6.01 of the land use regulations, no development, with the exception of the exemptions, may commence without issuance of a zoning permit.

Selectboard members and True discussed the possibility of the dwelling being construed as a structure, which would require a permit, and mechanisms of zoning violation enforcement.

True stated that he has an obligation to investigate when an alleged violation has been brought to his attention.

7. **Webster License for Waterline**
   Timestamp: 56:38

The Town Manager explained that the request is from a town resident who has reported that their shallow well has run dry and that their ability to dig a deeper well is restricted by environmental contamination known to be in the vicinity. He stated that the most feasible solution is to connect to the water district main line that runs along Route 5 and that the license agreement would memorialize that the town has granted the requester the permission to encumber the town's right of way with this new water line.

Calloway asked about the cost, to which the Town Manager responded that the town is not paying, only allowing access through the right-of-way.

Graham Webster, the requester, shared that he had met with the Fire District yesterday after receiving a permit from the State, and that the Selectboard's approval is the last step in the process.

Vincent spoke in favor of approving the request.

I move to authorize the town manager to execute the license agreement, as included in the Selectboard meeting packet. – Calloway moved (2nd Swett) Vote: yes (unanimous)

8. **Planning Grant for Master Plan Approval**
   Timestamp: 1:02:50

Steven True explained that the Planning Commission is asking the Selectboard to sign the municipal resolution which would provide evidence that the Selectboard recognizes and supports that the Commission is pursuing a municipal planning grant. True added that it is a competitive bid grant and the application is due on November 3rd.

Vincent highlighted the commitment to match funds, which True confirmed would mean that the grant would provide 90% of the funds and the Planning Department would provide 10%.

Calloway questioned the borders of the Norwich village area in the master plan, which differ from the town plan, and why a state agency would grant money for an area arbitrarily designated as the village. True responded that the study area includes the village zoning district and the infill/transition area identified at the regional level in their future land use map.

Jaan Laaspere explained the area of the proposal as being to plan for the whole area with a unified mindset but not to change the zoning areas or to turn the whole area into a certain density. Laaspere added that the emphasis of this grant would be to encourage public participation.

True added that the point of a master plan is to gather information and opinions, and that it does not create new uses or zoning districts.

Calloway stated that the town plan needs “a lot of fixing” and wondered why the master plan is being pursued instead of focusing on the town plan.

True responded that there were topics to focus on in anticipation of looking at the entire town plan, which is a process that will begin mid-next year.

Swett shared that he had attended a number of Planning Commission meetings and considered this to be a good way to begin with a subset of a larger plan.

Calloway questioned whether the town met the stipulations in the third paragraph of the planning grant document in the packet, to which Laaspere clarified the form seeks to verify that a town is actively involved in planning to receive the grant and that the Town does spend money to do planning.

I move to endorse and sign the FY26 Municipal Resolution for Municipal Planning Grant, as included in the Selectboard meeting packet. – Swett moved (2nd Griggs) Vote: yes (Griggs, Vincent, Swett, Layton), no (Calloway)

9. FY27 Budget Process and Schedule
Timestamp: 1:20:22

The Town Manager shared that he has been working with the Finance Office on operational budgets for FY27 and reviewing capital budgeting needs based on the plan adopted two years ago. He shared that he hopes to have a version ready for the November 12th meeting.

The Town Manager stated that he would like to get a sense of the Selectboard’s year over year increase and noted that last year the board majority landed on a roughly 6% target for the increase from the prior year.

The Chair asked about the expected increase in health insurance costs, and the Town Manager shared that the costs had gone up but not as significantly as was initially proposed by the insurer.

The Town Manager highlighted that the other big driver in the operating budget is wages, with a 3.6% cost of living adjustment that went into effect this year, as well as a 2% step increase, both of which flow down to the benefits.

The Town Manager shared that he thought 6% would be a fair and reasonable budget increase expectation.

Vincent reflected that she thought the Town had a surplus of about $970,000 and wondered how a large surplus would factor into the idea that the budget would need to be increased.

The Town Manager stated that he was unclear where that number came from and stated that annually the Town will have a surplus but that the exact number is unclear until the audit of FY25 is completed.

Swett asked if a significant surplus would indicate that there are ways to trim the next year's budget or if the surplus is generated by planning for positions that have to be held open and budgeted for but are not filled.

The Town Manager reiterated that a surplus is expected and that a surplus is typically a combination of a few factors.

Griggs questioned the automatic step salary increase and quoted the state's differing policy on merit step increases. Layton shared that union negotiations and a five-year contract led to the present policy.

Calloway highlighted relevant statute language, including that incorrectly predicting future expenses and having a deficit means that a town must add a tax of 5%, or a multiple of 5%, to the next annual tax bill. She noted that the VLCT does not advocate for this approach to budgeting but acknowledged that the Town has done it and that people have preferred it in recent iterations of the Selectboard. Calloway stated that "for lack of anything else, I'd say 6%."

The Chair shared that she was fine with 6% as a starting point but wanted more information about the expenses behind the number.

Griggs stated that he felt somewhat unprepared and that this approach feels “like pushing upstream rather than getting downstream information that we can then respond to.” Griggs added that despite knowing that wages would increase by 5.6%, he would expect to have the ratio of the salary to the total budget ahead of making any budget increase suggestion. Griggs passed on giving a percentage.

Vincent stated that she would like to know how much of the budget is wages and how much is other types of expenses. Vincent shared that she wanted to know what departments actually need to run and that she could not give a number that night.

Swett shared that he was comfortable with 6% for a ballpark given the approximate 6% step up in wages and 15% step up in benefits, and that the operating budget is significantly driven by wages and benefits.

The Town Manager stated that he wanted a starting percentage to make the process efficient and reduce the likelihood of consternation in the departments through the budget process. He added that the Town had underfunded its capital budgets for years and tried to do a “catch-up” two years ago, which led to the two-digit increase.

Griggs stated that he would be happy with 6% if the wages and insurance make up such a significant part of the budget.

Selectboard members and the Town Manager discussed how the Selectboard would like to see the budget in the coming meetings. Selectboard members requested to see the whole budget by line item, as well as an executive summary.

Steven Hepburn highlighted that the various school boards have draft budgets available for next year and created them using last year’s budget, estimates for health insurance increases, step increases for salaries, and CPI for remaining items.

Hepburn further suggested tasking the Finance Committee with exploring cuts to the budget if cuts are needed. He noted that he personally is not clear on what level of service is expected for various departments and highlighted the desire by some to have 24-hour service from the police department.

The Town Manager recapped the conversation, including the 6% goal and the first meeting on November 12th with 1.5 hours designated for budget discussion.

10. Finance Committee / Task Report Out

Timestamp: 2:01:40

The Chair shared that Hepburn presented a memo on the chosen towns for a comparable analysis with Norwich.

The Town Manager overviewed possible data point comparisons and noted that Manchester and Sharon could be considered comparable towns.

Hepburn stated that the initial list of selected towns was based on high-level comparability.

Calloway stated that the town being reviewed should have the "big ticket" items that Norwich has, such as a fire department, police department, and possibly a Town Manager.

Swett noted appreciation for the inclusion of paved versus unpaved roads, especially since the matter has come up due to the difficulty of maintaining dirt roads.

Selectboard members and Hepburn agreed to include Chester and Manchester.

11. **Finance Committee / School Board MOU**
Timestamp: 2:12:47

The Chair shared that Calloway was in touch with Garrett Palm and revised the MOU, as seen in the Selectboard packet, to reflect his input.

Griggs noted that Norwich and Hanover used to have equal representation on the Committee and noted concern that the MOU would have fewer Norwich representatives.

The Chair added that this MOU would be for a year and could then be tweaked, and that the priority was to reestablish the relationship.

Vincent voiced frustration that the School Board suggested re-interviewing the Committee members, to which Swett clarified that the original MOU had already said that if the Finance Committee for Norwich was going to be part of the School Board, the School Board had to be part of the original interview process.

Swett stated that it was an advisory committee and that he therefore did not see an issue with the inequitable numbers.

The Chair emphasized that no insults were intended anywhere in the creation of the document.

Selectboard members discussed the steps in developing the current draft MOU.

Steven Hepburn shared that he understood the three references in various documents to be the Norwich Finance Committee, which was currently six members. He noted the Hanover Finance Committee's constitution of five members plus a School Board member and Selectboard member.

Selectboard members and Hepburn discussed adjusting the wording of the memorandum to reflect that the membership of the Finance Committee would not be amended for the purpose of the work with the Dresden Committee.

Hepburn clarified that he understood the matter differently but was willing to be directed by the Selectboard if they can provide guidance on how to select five individuals if that path is chosen.

Cheryl Lindberg noted that there was a different process in the past in which the seven-member Committee met in equal status with the seven-member Hanover Finance Committee, who all came together to automatically make the Dresden Finance Committee. Lindberg added that the Norwich School Board budget meetings were ongoing and that it would be a catch-up at this point.

The Chair stated that she was "ready to tank it" or table it. The Chair added that the relationship with the school has not worked out in a way that she thinks is amenable to everyone and that the MOU "does not appear to be a good one."

Selectboard members, the Town Manager, and Hepburn discussed next steps and agreed to have Calloway ask Garrett Palm for an explanation of the five-person Committee participation.

Linderberg requested the documentation of the five-person Finance Committee in Norwich's history from Calloway.

12. Town Manager Report
Timestamp: 2:44:25

The Town Manager shared that (1) the full payment to SAU 70 of the first installment had been paid, (2) the Finance Department had met with the auditors for two days in early October, (3) there is a formal drug take-back day on October 25th, (4) DPW is wrapping up remaining fall projects, (5) there would be limited road paving on Hopson St, (6) an equipment operator resigned, (7) there is an applicant for the Building and Grounds Technician position, (8) five firefighters are currently enrolled in training, (9) planning is underway for the Halloween festivities hosted in the public safety building, (10) a dry hydrant initiative is currently going through permitting, (11) the Recreation Director attended the Vermont Recreation and Parks conference, (12) tennis court demolition is underway, (13) signage has been put up at Huntley Meadow and kiosks have been ordered, (14) Recreation Dept Halloween events are being planned, (15) BCA hearings have been completed with a Nov 20th deadline for decisions, and (16) the boiler conversion has been mostly completed.

13. Department Reports
Timestamp: 2:50:27

No comments.

14. Town Manager Contract Extension
Timestamp: 2:51:07

The Chair explained that the Selectboard was considering this matter now in order to give the Town Manager and the Selectboard time if they decide to move forward together or if they decide not to.

I move to enter Executive Session under 1 V.S.A. § 313(a)(3) to discuss the Town Manager employment contract and to invite the Town Manager. – Calloway moved (2nd Swett) Vote: yes (Calloway, Layton, Griggs, Swett), abstain (Vincent)

Lindberg questioned the urgency to bring this matter forward at this time relative to other items and whether there was more discussion that could take place in public.

The Chair responded that the idea was to help ensure stability for the Town and allow enough time to figure out whether the Selectboard would want to continue the Town Manager's contract or engage in a search.

Lindberg questioned why more information about the Town Manager's goals and position results are not shared with the public. She stated that engaging in a search follows the Town policy and engages community members.

Time entered executive session: 9:37 pm

I move to enter public session. – Swett moved (2nd Griggs) Vote: yes (unanimous)

Time entered executive session: 11:22 pm

Vincent shared that she thought the Town Manager was doing a good job and that she would like him to continue but found it to be too early to renew his contract eleven months in advance.

Swett shared that the Town Manager was able to lead the Town into a more stable position over the past two years and that he thought it would be in the best interest of the Town to continue with him.

Griggs stated that he looked forward to contract negotiations.

Calloway stated her gratefulness for the Town Manager's willingness to serve.

The Chair thanked the Town Manager for what he had done to stabilize the Town.

I move to authorize the Chair to execute a second addendum to the Employment Agreement for the Town Manager, executed 9/27/2023, for an additional three (3) years. – Calloway moved (2nd Griggs) Vote: yes (Calloway, Layton, Griggs, Swett), no (Vincent)

The Town Manager thanked the Selectboard for their continued support and shared that he looked forward to continuing the path of growth and stability in the Town.

15. Approve Minutes
Timestamp: 3:03:20

On page 114 of the packet, under Item 4, the first full paragraph should be changed to add a new sentence: Selectboard members debated next steps for the project, whose input to prioritize, and possible meeting spaces beyond Tracy Hall. <u>Griggs recommended that an advisory committee be formed.</u> The group agreed that the next step would be for Sonsalla to compile a list of options for the Town Manager to review and distribute to the Selectboard.

On page 114 of the packet, between Items 4 and 5, regarding public comment about the Hemlock Ridge encampment, the following sentence should be changed to add a word (agenda) and delete three words (for handling fires): Swett raised that it could be helpful to have a future agenda item for the Police Chief to briefly explain jurisdiction ~~for handling fires~~ on different forms of property.

I move to accept the minutes as amended. – Calloway moved (2nd Vincent) Vote: yes (unanimous)

16. AP Warrants
Timestamp: 3:06:39

I move to approve AP Warrant #1408 in the amount of $2,500.00 to be paid from the Public Safety Facility Fund; AP Warrant #1409 in the amount of $342.50 to be paid from the General Fund; AP Warrant #1410 in the amount of $172.30 to be paid from the General Fund; AP Warrant #1407 in the amount of $124,182.18 to be paid from the Tracy Hall Fund; and AP Warrant #1406 in the amount of $350,144.10 to be paid from the General Fund. – Griggs moved (2nd Calloway) Vote: yes (unanimous)

17. Receipt of Correspondence
Timestamp: 3:08:00

I move to receive all correspondence. – Calloway moved (2nd Vincent) Vote: yes (unanimous)

18. Adjournment
Timestamp: 3:09:30

I move to adjourn the meeting. – Griggs moved (2nd Calloway) Vote: yes (unanimous)

Meeting adjourned at 11:32 pm.

Minutes taken by Jenny Tolman – left before the Selectboard returned from executive session due to unusually late hour.

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
150004	OFFICE OF CHILD SUPPORT	10/31/25	Payroll Transfer PR-10/31/25	01-2-001115.00 CHILD SUPPORT PAYABLE	323.10	16989	10/31/25
10003	AAA POLICE SUPPLY	09/03/25	PD-Uniforms 65143	01-5-500582.00 UNIFORMS	311.11	16999	11/12/25
10022	ADVANCE AUTO PARTS	10/14/25	FD-DslXhstFld,Antifrz 084528733424	01-5-555422.00 FIRE TOOLS & EQUIPMENT	61.44	17000	11/12/25
10022	ADVANCE AUTO PARTS	10/20/25	DPW-Lube,Sealant,Adhesive 084529369013	01-5-703507.00 SUPPLIES	157.97	17000	11/12/25
10022	ADVANCE AUTO PARTS	10/21/25	DPW-Parts/Supplies 084529403622	01-5-703403.00 PARTS & SUPPLIES	28.88	17000	11/12/25
10022	ADVANCE AUTO PARTS	10/22/25	DPW-22T AxleJack 084529503674	01-5-703513.00 TOOLS	1436.36	17000	11/12/25
10022	ADVANCE AUTO PARTS	10/30/25	DPW-Filters,Oil 084530304173	01-5-703403.00 PARTS & SUPPLIES	64.87	17000	11/12/25
10022	ADVANCE AUTO PARTS	10/30/25	DPW-Airfilters 084530381797	01-5-703403.00 PARTS & SUPPLIES	60.93	17000	11/12/25
10066	AMAZON CAPITAL SERVICES,	10/15/25	PD-Folding Chairs 11NTN414JFJ	01-5-485301.00 BUILDING SUPPLIES	118.58	17001	11/12/25
10066	AMAZON CAPITAL SERVICES,	10/28/25	FIN-Shelf,Chair mat 13FTYGNC1WK9	01-5-200610.00 OFFICE SUPPLIES	66.58	17001	11/12/25
10066	AMAZON CAPITAL SERVICES,	10/14/25	P&R-Metal Sign 16H6TPCMX9KH	01-5-425322.00 REC FIELD CARE	107.96	17001	11/12/25
10066	AMAZON CAPITAL SERVICES,	10/15/25	PD-Flash Drives 1CK7C6334MMV	01-5-500501.00 ADMINISTRATION	77.99	17001	11/12/25
10066	AMAZON CAPITAL SERVICES,	08/13/25	GenAd-Battery Backup 1GM1VPJ3VY3F	01-5-275630.00 COMPUTER HARDWARE	71.66	17001	11/12/25
10066	AMAZON CAPITAL SERVICES,	10/28/25	FIN-Command Strips 1GWGKJRXFYMP	01-5-200610.00 OFFICE SUPPLIES	9.57	17001	11/12/25
10066	AMAZON CAPITAL SERVICES,	11/05/25	FIN-Power Strip,Calendar 1JHG6GMM4VQW	01-5-200610.00 OFFICE SUPPLIES	41.97	17001	11/12/25
10066	AMAZON CAPITAL SERVICES,	10/16/25	P&R-Lanyards 1PYHR4V1DCMM	01-5-425206.00 COACHING EXPENSES	73.93	17001	11/12/25
10066	AMAZON CAPITAL SERVICES,	10/24/25	PD-BinderCableFolders 1RCFNJY3NNQD	01-5-500501.00 ADMINISTRATION	63.93	17001	11/12/25
10093	ARC MECHANICAL CONTRACTOR	10/22/25	FD-No Heat Service Call 110715	01-5-485302.00 REPAIRS & MAINTENANCE	155.00	17002	11/12/25
20081	BEARSE, PATIENCE	10/17/25	MILES ANR Day 2025 MILES101725	01-5-200580.00 MILEAGE REIMBURSEMENT	73.22	17003	11/12/25
20081	BEARSE, PATIENCE	10/08/25	MILES Town Fair 2025 MILES1082025	01-5-200580.00 MILEAGE REIMBURSEMENT	131.74	17003	11/12/25
10062	BEAULIEU, AMANDA	10/23/25	October25 Lister/Assess 10232025	01-5-300300.00 Prof.Assessor Srvcs.	570.00	17004	11/12/25
20056	BENOIT, BRIAN	10/30/25	P&R-Fall Soccer Official FALL2025SOCR	01-5-425214.00 REFERREE/UMPIRE	195.00	17005	11/12/25
20026	BETHEL MILLS	10/22/25	PD-Bug Spray 379292/6	01-5-500538.00 TRAINING	10.99	17006	11/12/25
20026	BETHEL MILLS	10/24/25	DPW-Toolbox,Squeegee 379775/6	01-5-703507.00 SUPPLIES	58.98	17006	11/12/25
20026	BETHEL MILLS	10/27/25	DPW-Flashlight,Batteries 380181/6	01-5-703507.00 SUPPLIES	79.98	17006	11/12/25

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
20026	BETHEL MILLS	10/27/25	TH-Glue,Supplies 380369/6	01-5-706113.00 REPAIRS & MAINTENANCE	26.98	17006	11/12/25
20026	BETHEL MILLS	10/29/25	DPW-Nuts,Bolts 380816/6	01-5-703209.00 CULVERTS & ROAD SUPPLIES	60.00	17006	11/12/25
20026	BETHEL MILLS	11/03/25	PD-Paint,Adhesive 381939/6	01-5-500543.00 TRAINING SUPPLIES	108.91	17006	11/12/25
30031	CCI MANAGED SERVICES	10/31/25	PD-Complete Care 1 Device CW-62880	01-5-500537.00 IT SUPPORT	183.00	17007	11/12/25
30031	CCI MANAGED SERVICES	11/01/25	TH November '25 Billing CW-62951	01-5-275632.00 SERVER MAINTENANCE	3014.91	17007	11/12/25
30031	CCI MANAGED SERVICES	11/01/25	PD Nov '25 Monthly Bill CW-62956	01-5-500537.00 IT SUPPORT	1113.60	17007	11/12/25
30033	CED- TWIN STATE ELECTRIC	10/01/25	PD-Bolt Cutters 9431-1070473	01-5-500308.00 CRUISER SUPPLIES	307.65	17008	11/12/25
30033	CED- TWIN STATE ELECTRIC	10/06/25	PD-Tool Kit 9431-1072238	01-5-485302.00 REPAIRS & MAINTENANCE	325.00	17008	11/12/25
30041	CHAPPELL TRACTOR SALES, I	10/18/25	DPW-Studded Tires P90140	01-5-703403.00 PARTS & SUPPLIES	2658.00	17009	11/12/25
30075	CINTAS CORPORATION	10/21/25	DPW-Stock & Check 5298367304	01-5-703507.00 SUPPLIES	142.07	17010	11/12/25
30093	COMCAST	10/20/25	DPW 10/27 - 11/26/25 DPW10202025	01-5-703505.00 TELEPHONE	335.02	17011	11/12/25
30102	CONSOLIDATED COMMUNICATIO	10/30/25	Alarm Panel & TS 10/2025 10302025	01-5-275531.00 TELEPHONE	96.77	17012	11/12/25
30102	CONSOLIDATED COMMUNICATIO	10/30/25	Alarm Panel & TS 10/2025 10302025	01-5-705505.00 TELEPHONE	96.78	17012	11/12/25
30102	CONSOLIDATED COMMUNICATIO	10/30/25	Alarm Panel & TS 10/2025 10302025	01-5-275531.00 TELEPHONE	96.77	17012	11/12/25
40019	DARTMOUTH-HITCHCOCK	09/09/25	Frimerman, Waterbury 09092025	01-5-703515.00 ADMINISTRATION	76.00	17013	11/12/25
40019	DARTMOUTH-HITCHCOCK	10/09/25	Leonard 10092025	01-5-703515.00 ADMINISTRATION	38.00	17013	11/12/25
40034	DEAD RIVER COMPANY	10/20/25	11FH Lane 264.4 gal 7802	01-5-555538.00 PETROLEUM PRODUCTS	792.61	17014	11/12/25
40092	DEFENSE TECHNOLOGY, LLC	10/22/25	PD-Training 168263 REV1	01-5-500538.00 TRAINING	1050.00	17015	11/12/25
40080	DUBOIS and KING, INC.	10/24/25	FEMA-Illsley 1025202	01-5-703703.03 FEMA Grant Podunk/Illsley	11389.75	17016	11/12/25
40080	DUBOIS and KING, INC.	10/24/25	FEMA-Kate Wallace 1025203	01-5-703703.01 FEMA GRANT KateWallace	7652.30	17016	11/12/25
40080	DUBOIS and KING, INC.	10/24/25	FEMA-Norford Lake 930732P1	01-5-703703.02 FEMA GRANT Norford Lake	16314.94	17016	11/12/25
50047	EVANS GROUP, INC.	10/22/25	DPW- Diesel - 400 Gallons 0078555-IN	01-1-004105.00 Inventory-DPW Fueling Sta	1018.06	17017	11/12/25
50055	EYEMED/FIDELITY SECURITY	09/22/25	Vision - October 2025 167017139	01-2-001126.00 VISION SERV PLAN-PAYROLL	168.46	17018	11/12/25
100043	FAUGHNAN, JIM	09/20/25	ConCom-Signs,Lmbf,Mtrls REIMB92025	01-5-650630.00 TRAILS	17.12	17019	11/12/25
100043	FAUGHNAN, JIM	09/20/25	ConCom-Signs,Lmbf,Mtrls REIMB92025	01-5-650630.00 TRAILS	17.49	17019	11/12/25

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
100043	FAUGHNAN, JIM	09/20/25	ConCom-Signs,Lmbf,Matrls REIMB92025	01-5-650630.00 TRAILS	33.84	17019	11/12/25
100043	FAUGHNAN, JIM	09/20/25	ConCom-Signs,Lmbf,Matrls REIMB92025	01-5-650630.00 TRAILS	40.83	17019	11/12/25
100043	FAUGHNAN, JIM	09/20/25	ConCom-Signs,Lmbf,Matrls REIMB92025	01-5-650630.00 TRAILS	22.36	17019	11/12/25
100043	FAUGHNAN, JIM	09/20/25	ConCom-Signs,Lmbf,Matrls REIMB92025	01-5-650630.00 TRAILS	4.78	17019	11/12/25
100043	FAUGHNAN, JIM	09/20/25	ConCom-Signs,Lmbf,Matrls REIMB92025	01-5-650630.00 TRAILS	10.70	17019	11/12/25
100043	FAUGHNAN, JIM	09/20/25	ConCom-Signs,Lmbf,Matrls REIMB92025	01-5-650630.00 TRAILS	130.48	17019	11/12/25
60053	FRANKS LINE STRIPING	10/24/25	DPW-ROAD LINE STRIPING 1708	01-5-703319.00 PAVEMENT MARKING	3000.00	17020	11/12/25
70061	GMP	10/23/25	24 New Boston Rd 10/23/25 1469 10/2025	01-5-705501.00 ELECTRICITY	77.33	17021	11/12/25
70062	GMP	10/23/25	Main St Tower 10/23/2025 35066 10/25	01-5-575233.00 TOWER POWER	190.11	17022	11/12/25
70064	GMP	10/23/25	Turnpike Speed 10/23/2025 7572 10/2025	01-5-500204.00 SPEED SIGNS	3.38	17023	11/12/25
70066	GMP	10/23/25	300 Main Bandstand 10/25 9572 10/2025	01-5-500204.00 SPEED SIGNS	5.07	17024	11/12/25
70067	GMP	10/29/25	111 Turnpike EV 10/25 3895 10/2025	01-5-706115.00 BNDSTND/SIGN/EVCH ELECTRI	113.91	17025	11/12/25
70068	GMP	10/29/25	300 Main 10/29/2025 3496 10/2025	01-5-706101.00 ELECTRICITY	362.74	17026	11/12/25
70069	GMP	10/29/25	319 Solar 10/29/25 4881 10/2025	01-5-706115.00 BNDSTND/SIGN/EVCH ELECTRI	29.53	17027	11/12/25
70070	GMP	10/29/25	26 New Boston 10/29/25 0469 10/2025	01-5-703501.00 ELECTRICITY	283.11	17028	11/12/25
70071	GMP	10/28/25	Street Lights 10/2025 2492 10/2025	01-5-703307.00 STREETLIGHTS	1416.50	17029	11/12/25
50049	HAMMOND ENGINEERING	07/08/25	FEMA - Kate Wallace 419	01-5-703703.01 FEMA GRANT KateWallace	2255.00	17030	11/12/25
50049	HAMMOND ENGINEERING	07/08/25	FEMA - Illsley 420	01-5-703703.03 FEMA Grant Podunk/Illsley	2475.00	17030	11/12/25
50049	HAMMOND ENGINEERING	07/08/25	FEMA - Morford Lake 421	01-5-703703.02 FEMA GRANT Morford Lake	1925.00	17030	11/12/25
50049	HAMMOND ENGINEERING	10/23/25	FEMA - Morfordl Lake 433	01-5-703703.02 FEMA GRANT Morford Lake	1760.00	17030	11/12/25
80011	HANOVER NH AMBULANCE SERV	10/02/25	FD-Graham, C 10/1/25 2500039	01-5-555903.00 AMBULANCE BILLS	130.00	17031	11/12/25
80011	HANOVER NH AMBULANCE SERV	10/02/25	FD-Svindrychoa, D 3/10/25 2500420	01-5-555903.00 AMBULANCE BILLS	751.67	17031	11/12/25
200069	HARTFORD, TOWN OF	09/30/25	September 2025 Broadband 15590	01-5-500536.00 DISPATCH SERVICES	154.97	17032	11/12/25
80024	HAUN WELDING SUPPLY, INC.	10/17/25	DPW-Extension Cord 615412	01-5-703507.00 SUPPLIES	133.00	17033	11/12/25
130052	HERBERT, MATTHEW	10/06/25	FD-CPR(BLS)E-Certs '25 REIMBCPR2025	01-5-555340.00 EMS EDUC/TRNG	175.00	17034	11/12/25

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
90014	INTERNATIONAL INSTITUTE O	10/16/25	Trajman, Renewal Fees '25 / LT RENEW2025	01-5-100615.00 DUES/MTGS/EDUC	195.00	17035	11/12/25
110027	KEY COMMUNICATIONS INC	11/01/25	11/1-12/1/25 Phones / 767306	01-5-005531.00 ADMIN TELEPHONE	21.65	17036	11/12/25
110027	KEY COMMUNICATIONS INC	11/01/25	11/1-12/1/25 Phones / 767306	01-5-200531.00 TELEPHONE	21.65	17036	11/12/25
110027	KEY COMMUNICATIONS INC	11/01/25	11/1-12/1/25 Phones / 767306	01-5-425127.00 TELEPHONE	21.64	17036	11/12/25
110027	KEY COMMUNICATIONS INC	11/01/25	11/1-12/1/25 Phones / 767306	01-5-100531.00 TELEPHONE	21.65	17036	11/12/25
110027	KEY COMMUNICATIONS INC	11/01/25	11/1-12/1/25 Phones / 767306	01-5-300531.00 TELEPHONE	21.65	17036	11/12/25
110027	KEY COMMUNICATIONS INC	11/01/25	11/1-12/1/25 Phones / 767306	01-5-350531.00 TELEPHONE	21.64	17036	11/12/25
120025	LAWSON PRODUCTS, INC.	09/05/25	DPW-Extractor&DrillSet / 9312791249	01-5-703507.00 SUPPLIES	113.28	17037	11/12/25
120027	LEAF CAPITAL FUNDING, LLC	10/31/25	ToshibaCopier 11/2025 / 19269938	01-5-508501.00 ADMINISTRATION	82.00	17038	11/12/25
30056	LINDBERG, CHERYL A	10/09/25	REIMB-E&OMail,Hotel,Miles / REIMB1092025	01-5-300580.00 MILEAGE REIMB	131.60	17039	11/12/25
30056	LINDBERG, CHERYL A	10/09/25	REIMB-E&OMail,Hotel,Miles / REIMB1092025	01-5-300615.00 DUES/MTGS/EDUC	236.77	17039	11/12/25
30056	LINDBERG, CHERYL A	10/09/25	REIMB-E&OMail,Hotel,Miles / REIMB1092025	01-5-300538.00 POSTAGE	5.60	17039	11/12/25
190062	MILTON CAT	10/20/25	DPW-Backhoe Service / SINV0074248	01-5-703401.00 OUTSIDE REPAIRS	3400.11	17040	11/12/25
190062	MILTON CAT	10/20/25	DPW-Backhoe Service / SINV0074248	01-5-703403.00 PARTS & SUPPLIES	1015.50	17040	11/12/25
140030	NEW ENGLAND MUNI RESOURCE	10/23/25	Tax Bills10/27/25 / 57932	01-5-200320.00 PROFESS SERVICES	362.50	17041	11/12/25
140033	NEW ENGLAND PBA, INC	11/01/25	Union dues 11/1/25 / 41555	01-2-001117.00 UNION DUES PAYABLE	169.02	17042	11/12/25
140101	NH RECYCLES	10/22/25	Glass Release 719830 / 145187	01-5-705305.00 RECYCLING	223.50	17043	11/12/25
140069	NORTHERN NURSERIES	10/24/25	B&G-Huntley / 271386	01-5-704403.00 PARTS & SUPPLIES	115.00	17044	11/12/25
140079	NORWICH CONGREGATIONAL CH	09/16/25	P&R AfterCare Oct 2025 / 1818	01-5-425219.00 Facilitly Rental Fee Expe	680.00	17045	11/12/25
140079	NORWICH CONGREGATIONAL CH	11/15/25	P&R AfterCare Dec 2025 / DECEMBER25	01-5-425219.00 Facilitly Rental Fee Expe	510.00	17045	11/12/25
140079	NORWICH CONGREGATIONAL CH	10/16/25	P&R AfterCare Nov 2025 / NOVEMBER25	01-5-425219.00 Facilitly Rental Fee Expe	510.00	17045	11/12/25
140099	Norwich Fire District	10/28/25	Interest & Late Fees / LATEFEES2025	01-5-706100.00 WATER USAGE	1.88	17046	11/12/25
140099	Norwich Fire District	10/28/25	Interest & Late Fees / LATEFEES2025	01-5-485232.00 WATER USAGE	2.13	17046	11/12/25
140099	Norwich Fire District	10/28/25	Interest & Late Fees / LATEFEES2025	01-5-485232.00 WATER USAGE	1.43	17046	11/12/25
160079	PRIMO BRANDS BLUE TRITON	10/22/25	DPW-Water / 05J873005375	01-5-703507.00 SUPPLIES	102.92	17047	11/12/25

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
160074	Performance Janitorial Se	10/31/25	PDClean-10/6,14,21,28/25 273754	01-5-485304.00 CLEANING	751.33	17048	11/12/25
190006	SABIL and SONS INC	10/23/25	FD-'22 SUTP Inspection 17093	01-5-555528.23 R&M Engine 3	150.00	17049	11/12/25
190006	SABIL and SONS INC	10/28/25	FD-'91 Firetruck Repairs 17139	01-5-555528.21 R&M 21 Spartan Ladder	2000.98	17049	11/12/25
190088	SMALL, STEPHEN E	10/30/25	P&R-Fall Soccer Official FALL2025SOCR	01-5-425214.00 REFERREE/UMPIRE	195.00	17050	11/12/25
190064	SP and F ATTORNEYS, P.C.	10/21/25	Service Through 8/31/25 95939	01-5-005305.00 LEGAL	116.00	17051	11/12/25
190073	STANTEC CONSULTING SERVIC	11/04/25	FEMA#732317Hemlock 10	01-5-703703.00 FEMA GRANT - Hemlock Rd	28465.07	17052	11/12/25
190084	STATELINE SPORTS, LLC	08/30/25	P&R-ColdPacks, Whistles 7569	01-5-425211.00 EQUIP.& SUPPLIES	40.00	17053	11/12/25
190084	STATELINE SPORTS, LLC	08/30/25	P&R-ColdPacks, Whistles 7569	01-5-425206.00 COACHING EXPENSES	36.00	17053	11/12/25
190104	STUDIO NEXUS ARCHITECTS &	10/31/25	TH Study 2330.10	01-5-005300.00 PROFESS SERV	1000.00	17054	11/12/25
190107	SULLIVAN POWERS and COMPA	09/30/25	FY25 Audit Progress 135036	01-5-200322.00 INDEPENDENT AUDIT	5488.00	17055	11/12/25
20060	SWENSON, BRIE	10/15/25	Events,ASD,Nordic,Hallown REIMB101525	01-5-425211.00 EQUIP.& SUPPLIES	27.00	17056	11/12/25
20060	SWENSON, BRIE	10/15/25	Events,ASD,Nordic,Hallown REIMB101525	01-5-425211.00 EQUIP.& SUPPLIES	117.33	17056	11/12/25
20060	SWENSON, BRIE	10/15/25	Events,ASD,Nordic,Hallown REIMB101525	01-5-425211.00 EQUIP.& SUPPLIES	56.21	17056	11/12/25
20060	SWENSON, BRIE	10/15/25	Events,ASD,Nordic,Hallown REIMB101525	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	25.84	17056	11/12/25
20060	SWENSON, BRIE	10/15/25	Events,ASD,Nordic,Hallown REIMB101525	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	31.95	17056	11/12/25
20060	SWENSON, BRIE	10/27/25	Weights,Hallwn,CarvingPNO REIMB102725	01-5-425211.00 EQUIP.& SUPPLIES	78.42	17056	11/12/25
20060	SWENSON, BRIE	10/27/25	Weights,Hallwn,CarvingPNO REIMB102725	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	22.98	17056	11/12/25
20060	SWENSON, BRIE	10/27/25	Weights,Hallwn,CarvingPNO REIMB102725	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	49.94	17056	11/12/25
20060	SWENSON, BRIE	10/27/25	Weights,Hallwn,CarvingPNO REIMB102725	01-5-425211.00 EQUIP.& SUPPLIES	50.00	17056	11/12/25
20060	SWENSON, BRIE	10/27/25	Weights,Hallwn,CarvingPNO REIMB102725	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	52.00	17056	11/12/25
20060	SWENSON, BRIE	10/27/25	Weights,Hallwn,CarvingPNO REIMB102725	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	48.00	17056	11/12/25
20060	SWENSON, BRIE	10/31/25	Halloween,ASR Supplies REIMB103125	01-5-425211.00 EQUIP.& SUPPLIES	31.11	17056	11/12/25
20060	SWENSON, BRIE	10/31/25	Halloween,ASR Supplies REIMB103125	01-5-425211.00 EQUIP.& SUPPLIES	13.58	17056	11/12/25
20060	SWENSON, BRIE	10/31/25	Halloween,ASR Supplies REIMB103125	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	61.36	17056	11/12/25
200083	TREASURY OPERATIONS DIVIS	09/19/25	FY26 EDUCATION PAYMENT FY26EDPYMNT	01-2-001123.10 Due to State Education	579905.00	17057	11/12/25

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
210004	UNIFIRST CORPORATION	10/20/25	Uniforms 1070458016	01-5-704311.00 UNIFORMS	90.00	17058	11/12/25
210004	UNIFIRST CORPORATION	10/20/25	Uniforms 1070458016	01-5-703311.00 UNIFORMS	387.96	17058	11/12/25
210004	UNIFIRST CORPORATION	11/03/25	Uniforms 1070461510	01-5-704311.00 UNIFORMS	90.00	17058	11/12/25
210004	UNIFIRST CORPORATION	11/03/25	Uniforms 1070461510	01-5-703311.00 UNIFORMS	311.14	17058	11/12/25
210004	UNIFIRST CORPORATION	10/27/25	Uniforms 10770459743	01-5-704311.00 UNIFORMS	90.00	17058	11/12/25
210004	UNIFIRST CORPORATION	10/27/25	Uniforms 10770459743	01-5-703311.00 UNIFORMS	311.14	17058	11/12/25
210006	UNITED AG & TURF	09/09/25	DPW-Clamp Boom Kit 11302168	01-5-703403.00 PARTS & SUPPLIES	653.60	17059	11/12/25
230000	W.B. MASON CO., INC.	10/21/25	TH-Tape,Soap,Cleaner 257672448	01-5-706109.00 BUILDING SUPPLIES	260.45	17060	11/12/25
230000	W.B. MASON CO., INC.	10/22/25	PD-Paper Towels 257691564	01-5-485301.00 BUILDING SUPPLIES	83.67	17060	11/12/25
230003	WAGEWORKS, INC	10/31/25	October 2025 1025TR112178	01-5-005123.00 HEALTH INSUR	55.00	17061	11/12/25
230047	WORKSAFE TRAFFIC CONTROL	09/05/25	DPW-Street Signs 38278	01-5-703217.00 SIGNS	723.12	17062	11/12/25
230047	WORKSAFE TRAFFIC CONTROL	10/23/25	DPW-Supplies 38777	01-5-703323.00 Roadway&Ped.Safety Exp	2890.80	17062	11/12/25
220021	VERMONT DEPARTMENT OF TAX	10/31/25	Payroll Transfer PR-10/31/25	01-2-001109.00 VT W/H TAX PAYABLE	2550.35 B	330	10/31/25
90009	INTERNAL REVENUE SERVICE	10/31/25	Payroll Transfer PR-10/31/25	01-2-001107.00 FED W/H TAX PAYABLE	6502.30 B	331	10/31/25
90009	INTERNAL REVENUE SERVICE	10/31/25	Payroll Transfer PR-10/31/25	01-2-001103.00 FICA TAX PAYABLE	11646.28 B	331	10/31/25
220021	VERMONT DEPARTMENT OF TAX	10/31/25	Payroll Transfer PR-10/31/25A	01-2-001109.00 VT W/H TAX PAYABLE	46.29 B	333	10/31/25
90009	INTERNAL REVENUE SERVICE	10/31/25	Payroll Transfer PR-10/31/25A	01-2-001107.00 FED W/H TAX PAYABLE	306.20 B	335	10/31/25
90009	INTERNAL REVENUE SERVICE	10/31/25	Payroll Transfer PR-10/31/25A	01-2-001103.00 FICA TAX PAYABLE	233.30 B	335	10/31/25

Vendor	Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
Report Total				720968.76		

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 $ ***720,968.76
Let this be your order for the payments of these amounts.

Finance Assistant ______________________
Patience Bearse

Town Manager: DocuSigned by: Brennan Duffy
D4520EC72DA7484...
Brennan Duffy

SELECTBOARD:

Mary Layton Chair	Kims Griggs Vice Chair	Priscilla Vincent	Matthew Swett	Marcia Calloway

Check Warrant Report # 1414 Current Prior Next FY Invoices For Fund (TRACY HALL FUND) patienceb
For Check Acct 03(General) All check #s 10/29/25 To 11/12/25 & Fund 13

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
10093	ARC MECHANICAL CONTRACTOR	10/31/25	TH Boiler Project 15107	13-5-450322.00 TRACY HALL BUILDING	39666.41	17002	11/12/25
	Report Total				39666.41		

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 $ ****39,666.41
Let this be your order for the payments of these amounts.

Finance Assistant
Patience Reerse

Town Manager:
DocuSigned by:
Brennan Duffy
D4520EC72DA7464...
Brennan Duffy

SELECTBOARD:

Mary Layton Chair	Kimo Griggs Vice Chair	Priscilla Vincent	Matthew Swett	Marcia Calloway

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
220017	VERMONT DEPARTMENT OF FIS	10/17/25	Hunting/Fishing Licenses 10172025	01-2-001122.00 DUE TO VT-FISH & GAME	26.50 B	332	10/18/25
220017	VERMONT DEPARTMENT OF FIS	10/24/25	Hunting/Fishing Licenses 10242025	01-2-001122.00 DUE TO VT-FISH & GAME	48.00 B	336	10/24/25
220017	VERMONT DEPARTMENT OF FIS	10/31/25	Hunting/Fishing Licenses 10312025	01-2-001122.00 DUE TO VT-FISH & GAME	59.00 B	337	10/31/25
			Report Total		133.50		

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 $ *******133.50
Let this be your order for the payments of these amounts.

Finance Assistant ______________________
Patience Bearse

Town Manager: DocuSigned by: Brennan Duffy
D4520E072DA7484...
Brennan Duffy

SELECTBOARD:

Mary Layton Chair	Kimo Griggs Vice Chair	Priscilla Vincent	Matthew Swett	Marcia Calloway

For Check Acct 09(General) All check #s 10/23/25 To 11/12/25

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
80031	HEALTHEQUITY, INC.	10/23/25	HRA 41405558	01-2-001114.00 HRA LIABILITY	270.09 B	334	10/23/25
80031	HEALTHEQUITY, INC.	10/30/25	HRA 41411184	01-2-001114.00 HRA LIABILITY	39.49 B	338	10/30/25
80031	HEALTHEQUITY, INC.	10/30/25	HRA 41411184	01-2-001114.00 HRA LIABILITY	64.00 B	338	10/30/25
	Report Total				373.58		

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 $ *******373.58
Let this be your order for the payments of these amounts.

Finance Assistant _______________ Patience Bearse

Town Manager: DocuSigned by: Brennan Duffy D4520EC72DA7484... Brennan Duffy

SELECTBOARD:

Mary Layton Chair	Kimo Griggs Vice Chair	Priscilla Vincent	Matthew Swett	Marcia Calloway

Outlook

Re: Policy inconsistency on underground power lines

From Chris Katucki <ckatucki@outlook.com>
Date Fri 10/17/2025 12:55 PM
To Brennan Duffy <BDuffy@norwich.vt.us>
Cc Select Board <selectboard@norwich.vt.us>; Jaan Laaspere <laaspere.planning@gmail.com>; Miranda Bergmeier <MBergmeier@norwich.vt.us>; Planner <planner@norwich.vt.us>; Pam Mullen <PMullen@norwich.vt.us>; Mary Layton <marydlayton@gmail.com>; Steven True <strue@norwich.vt.us>

Dear Mr. Duffy,

Thank you for your reply. I wish you had responded to my September 23 and 30 emails.

I agree that the Town largely controls the ROW. That is my point. Landowners in any new development are required by our land use regulation to bury power lines. Yet the Town, which promulgated these regulations, creates a barrier to burying lines in the most logical location — the municipal ROW. State law allows utilities to use the ROW for underground power lines and protects the Town's interests regarding repairs. Yet DPW practice undermines the Selectboard's policy preference for underground utilities. Why?

Isn't this a case of "do as I say, not as I do"? I urge the Town Manager, Selectboard, and Planning Commission to reconcile these inconsistent Town positions.

Sincerely,

Christopher Katucki

> On Oct 17, 2025, at 7:27 AM, Brennan Duffy <BDuffy@norwich.vt.us> wrote:
>
> Dear Mr. Katucki,
>
> As some, but not all, of our past correspondence on this matter is referenced in your email to the Selectboard I would like to respond. In this most recent email, I believe you are confusing the Development Review Board's Site Plan Review process with Town Policy related to utility lines and public Right of Ways (ROW). As verified with our Zoning Administrator, the Site Plan Review process only applies to private land and only to projects that require Site Plan review. The Town's authority over highway ROW and allowing or disallowing private utility lines is granted via State Statute in 19 VSA §1111. As I had mentioned in our previous correspondence, projects requesting access to the Town's ROW are evaluated individually and objectively.
>
> Sincerely,
>
> Brennan Duffy, CEcD
> Town of Norwich
> Town Manager

(802) 649-1419 x117
Please note that any response or reply to this electronic message may be subject to disclosure as a public record under the Vermont Public Records Act.

From: Chris Katucki <ckatucki@outlook.com>
Sent: Wednesday, October 15, 2025 6:14 PM
To: Select Board <selectboard@norwich.vt.us>; Jaan Laaspere <laaspere.planning@gmail.com>
Cc: Miranda Bergmeier <MBergmeier@norwich.vt.us>; Planner <planner@norwich.vt.us>; Brennan Duffy <BDuffy@norwich.vt.us>; Pam Mullen <PMullen@norwich.vt.us>; Mary Layton <marydlayton@gmail.com>
Subject: Policy inconsistency on underground power lines

Dear Selectboard and Planning Commission members:

I'm writing about an apparent inconsistency between town policy and practice on underground electrical lines.

Our land use regulations concerning site plan review by the DRB clearly state that new utility systems "shall be located underground, unless doing this is deemed unreasonable and prohibitively expensive…due to site conditions." This shows the town's policy preference for underground utilities.

However, in other situations, the current practice appears to undermine this policy, with a default position against underground lines, favoring stringing lines on utility poles.

The recent Burgin powerline request illustrates this inconsistency. The Town apparently rejected the initial request to bury the power lines. It took several site visits and public comment by the landowner at the September 10 Selectboard meeting to convince the Town to allow underground installation under the Town's ROW.

When I asked the Town Manager about this policy, he indicated the town's approach is to "limit extensive private investment/intrusion within the ROW" and evaluate projects individually. This suggests a default position against underground lines - the opposite of what our regulations require of the DRB in site plan review. I followed up with specific questions about this policy, but received no response. See the end note below.

This matters because our land use regulations support underground utilities, as do the DPW standards of other Vermont towns like Hartford and Charleston. Property owners in Norwich seeking to install underground utilities shouldn't face additional roadblocks from town staff when the town's own regulations show a preference for underground installation.

I would appreciate the Selectboard clarifying whether the current practice reflects your intended policy, and the Planning Commission considering this policy inconsistency in future planning efforts.

Thank you in advance for considering my comments.

Sincerely,

Christopher Katucki

—

End Note.

When I contacted the Town Manager about this issue, he replied: "In general, projects would be evaluated individually and objectively … Currently the Town would seek to limit extensive private investment/intrusion within the ROW. This is to limit the Town's future liability should a roadway problem arise in an easement area and to minimize complexity related to potential future roadway repair or expansion."

I followed up noting the reply left me "with the impression that the default position is to say no to burying power lines in the municipal ROW." I also asked some follow-up questions.

> "I was hoping you could clarify a few points:
>
> - You mentioned "private investment/intrusion" in the ROW. How does that apply to a public utility with a statutory right to use the ROW?
> - On liability, what kinds of risks does the Town foresee? Doesn't GMP bear the cost of excavation if an underground line needs repair?
> - For "roadway repair or expansion," how do underground lines compare with poles, which can also conflict with repairs and expansion? And does it make a difference whether lines are placed under the pavement or outside the paved travel lane?
> - Regarding individual review of projects, in light of the concerns you mentioned, under what circumstances would the Town support burying power lines instead of using poles? Are there any examples under the current standards? (The power lines on my road are underground, but that occurred in the 1960s.)"

I received no response to these follow-up questions.

FYI

CITY OF LEBANON
DEPARTMENT OF PUBLIC WORKS
193 Dartmouth College Highway
Lebanon, NH 03766

MEMORANDUM

Date: October 22, 2025

To: Lebanon Regional Solid Waste Facility Customers

From: Lawrence "Butch" Carpenter, Solid Waste Manager

Subject: 2026 Solid Waste Fee Schedule

On October 15, 2025, the Lebanon City Council voted to accept the attached Solid Waste Fee Schedule Effective January 1, 2026. The Pay As You Throw (PAYT) household bag increases are effective January 1, 2026. Permit fees are effective January 1, 2026. All remaining fee increases will take effect February 1, 2026.

NOTE: <u>The Lebanon Regional Solid Waste Facility is no longer accepting used motor oil.</u>

Should you have any questions please contact:

Solid Waste Manager Lawrence "Butch" Carpenter at 603-298-5190 or by email at lawrence.carpenter@lebanonnh.gov

CITY OF LEBANON
ORDINANCE #2025-11

AN ORDINANCE TO AMEND Chapter 97, Landfill Regulations, of the Code of the City of Lebanon, Section 97-6, Permits; Section 97-8, Fees; and Appendix A, Fee Schedule.

BE IT ORDAINED, by the City Council of the City of Lebanon, as follows:

Section 1:

The Code of the City of Lebanon is hereby amended to revise Chapter 97, Landfill Regulations, §97-6, Permits, as follows:

Amend Subsection §97-6.B(5):

B. Commercial Permits.

(5) Issued permits will remain valid, subject to an annual renewal fee. New vehicles or changes to the license plate require re-permitting. Fees for permits will be as outlined in § 97-8.

Section 2:

The Code of the City of Lebanon is hereby amended to revise Chapter 97, Landfill Regulations, §97-8, Fees, as follows:

Amend Subsection §97-8.H:

H. Permit fees.

(1) Residential.

(a) Ten dollars annually for Lebanon residents; Twenty-Five dollars annually for non-Lebanon residents.

(b) Fifty-five dollars reactivation fee if permit is suspended.

(2) Commercial.

(a) Fifty-five dollars annually, per vehicle.

(b) Fifty-five dollars reactivation fee if permit is suspended.

(3) Temporary/one-time use: Fifty-five dollars (per occurrence).

(4) Municipal Recycling.

(a) Fifty-five dollars.

(b) Fifty-five dollars reactivation fee if permit is suspended.

(5) Minimum charge for scaled waste is as shown in Appendix A.

Section 3:

The Code of the City of Lebanon, Chapter 97, Landfill Regulations, Appendix A, Fee Schedule, is amended as follows:

Item	Fee
MSW – Commercial	$155.00 per ton
MSW – Residential	$4.00/household bag $8.00/contractor bag $40.00 per punch card $2.50/15 Gallon PAYT household bag $5.00/30-Gallon PAYT household bag
Minimum Load – Scale Use	$45.00
Construction and demolition debris – NOTE: This does not include mixed aggregates	$275.00 per ton
Contaminated or mixed load recycling	$350.00/ton
Mattresses –(Box spring is under bulky)	$37.50
Bulky-Furniture, cabinets, sofa, chairs, box spring; excluding Mattresses	$7.50 Small (10-35lbs) $14.50 Medium (36lbs to 80lbs) $22.50 Large (81lbs and up) $155.00 per ton Sectionals charged by the piece
Tires	$10.00/tire Maximum of 10 tires per load.
Yard trimmings and brush	$15.00/ton for commercial loads and non-Lebanon resident up to 4 inches $155.00/ ton over 4 inches in diameter $110 Stumps Lebanon Residents only are free for loads less than 2 Cubic yards_ NON Commercial drop off Leaves, wood chips and grass clipping free- 4 inches or less in diameter

	Scale minimum ½ a ton.
Bulk loads of asphalt, brick and concrete and mixed aggregate	$75.00 per ton
Electronic waste – monitors and TVs	$22.50/item
Electronic waste – solar panels	$42.50/panel
Electronic devices – DVD, VCR, stereo, etc.	$12.50/item
Freon-containing devices	$22.50/unit
Fluorescent bulbs	$2.50 Base + $0.15/ft. (Up to 4 bulbs or CFLs accepted per day)
Compact fluorescent lamps (CFLs)	$2.50 Base + $0.60/each (Up to 4 bulbs or CFLs accepted per day)
Cover materials	$20.00 per ton
Food waste	$155.00 per ton
Food scraps – household	No charge for food scrap composting-Residential
Glass-Bulk Load	$155.00 per ton
In Person Permit fee	$10.00 (in addition to base permit fee)
Equipment Assist	$75.00
Scale Use Fee	$10.00
Propane tanks 20lb	$14.50
Propane tanks 1lb	$4.50
Change of scale ticket fee, next day	$30.00 (day of is free)
Lost card Fee-commercial	$25.00
Account reactivation Fee	$50.00
Found in Load Fee	Additional $20.00 on top of cost of item
Drive off Fee	$250 first offense, $500 second offense, 6-month suspension 3rd offense
Mixed Loads	Charged at the highest Rate of items contained in load
Waste Water Sludge	$200.00 per ton

Section 4: Severability

The provisions of this ordinance are declared to be severable, and if any section, subsection, sentence, clause or part thereof is, for any reason, held to be invalid or unconstitutional by a court of competent jurisdictions, such decisions shall not affect the validity of any remaining sections, subsections, sentences, clauses or part of this ordinance.

Section 5: Effective Date

This ordinance shall become effective January 1, 2026.

Outlook

Opioid Settlement Funds - Voter Approval

From Christopher Katucki <kals95@startmail.com>
Date Wed 11/5/2025 4:22 PM
To Select Board <selectboard@norwich.vt.us>
Cc Mary Layton <marydlayton@gmail.com>; Brennan Duffy <BDuffy@norwich.vt.us>; Matt Swett <mswettselectboard@gmail.com>; Miranda Bergmeier <MBergmeier@norwich.vt.us>

Dear Selectboard Members,

I was pleased to read in the minutes about the progress made at the October 22 meeting regarding the approximately $28,000 received from Opioid Settlements.

I'd like to follow up on one issue from my earlier email: Does spending this money require voter approval?

The current budget has no line item for addiction prevention or treatment, and the opioid settlement funds aren't in a designated account. The Town received these funds in prior fiscal years and only tracks them through a revenue line item. Therefore, it would seem any FY 26 spending would come from accumulated surplus.

Doesn't spending from surplus require voter approval? I would appreciate the Board discussing this matter at its next meeting.

Sincerely,

Christopher Katucki

Outlook

Re: Opioid Settlement Funds - Voter Approval

From Mary Layton <marydlayton@gmail.com>
Date Thu 11/6/2025 8:13 AM
To Christopher Katucki <kals95@startmail.com>
Cc Select Board <selectboard@norwich.vt.us>; Brennan Duffy <BDuffy@norwich.vt.us>; Matt Swett <mswettselectboard@gmail.com>; Miranda Bergmeier <MBergmeier@norwich.vt.us>

Hi All

As stated at the last meeting we will be tackling this subject in steps, which may play out over two or more meetings.

At the last meeting we heard about possible recipients.

Still to come is figuring out how funds are properly distributed, and designating recipients.

Mary
Sent from my iPhone

> On Nov 5, 2025, at 4:22 PM, Christopher Katucki <kals95@startmail.com> wrote:
>
> Dear Selectboard Members,
>
> I was pleased to read in the minutes about the progress made at the October 22 meeting regarding the approximately $28,000 received from Opioid Settlements.
>
> I'd like to follow up on one issue from my earlier email: Does spending this money require voter approval?
>
> The current budget has no line item for addiction prevention or treatment, and the opioid settlement funds aren't in a designated account. The Town received these funds in prior fiscal years and only tracks them through a revenue line item. Therefore, it would seem any FY 26 spending would come from accumulated surplus.
>
> Doesn't spending from surplus require voter approval? I would appreciate the Board discussing this matter at its next meeting.
>
> Sincerely,
>
> Christopher Katucki

From: Christian Spalding
To: Select Board
Subject: Requesting attention to traffic safety in the MCS school area
Date: Thursday, November 6, 2025 11:43:04 AM

To the Norwich Selectboard,

I am writing to respectfully request that the board consider implementing additional measures to ensure safe driving and enforce speed limits within the core village area, particularly in the vicinity of Marion Cross Elementary School.

As a member of the community living on Church Street with school aged children, I am increasingly concerned about the safety of pedestrians, cyclists, and especially children who travel to and from school each day. The current traffic patterns and speed levels in these areas pose significant risks, and I believe that proactive steps can be taken to improve safety for all.

I urge the board to explore options such as:

- Enhanced signage and visibility of speed limits as the current signage does little to slow drivers down as they come down route 5 heading south into town.
- Increased enforcement presence during peak hours, including expanding the police presence during school drop-off and pick-up as it currently only helps on main street.
- Traffic calming measures such as speed bumps or narrowed lanes
- Consideration of building new sidewalks in the school area

These efforts would not only protect our most vulnerable residents but also reinforce Norwich's commitment to being a safe and welcoming town.

Thank you for your attention to this matter and for your continued service to our community.

Sincerely,
Christian Spalding

MEMORANDUM

TO: Selectboard and Town Manager Duffy
FROM: Marcia Calloway, Selectboard
DATE: November 6, 2025
RE: Budget issues vis-à-vis elected officials

Case law and statute

- Barnes v. Town of Bakersfield, 57 Vt. 375 (1885), "A lister can recover only such compensation for his services as the town votes him, in a case where long usage is not an element.... The right of town officers to recover pay for official services is regulated by statute."
- 24 V.S.A. § 932: "A town may vote to compensate any or all town officers for their official services. Such town in annual meeting may fix the compensation of such officers and of town employees."

VLCT staff attorney October 28, 2025

"Barnes is pretty clear that elected officials are only required to be compensated for the amount approved by the voters - this applies to all elected officials, not only the listers. That said, if there are funds in the budget that could reasonably be reallocated to the lister, the selectboard has authority to do so but would not be required. Let me get to your specific questions below:

1. *Are listers allowed to vote themselves a wage increase using the town wage Grade and Step chart?* No, elected officials are not employees in the traditional sense, instead they are public officials compensated by the voters. 24 V.S.A. § 932, "A town may vote to compensate any or all town officers for their official services. Such town in annual meeting may fix the compensation of such officers and of town employees." If the lister believes they deserve more pay, and the selectboard agrees, they can adjust the wage in the budget or standalone article at the next town meeting.
2. *Is the town required to pay wage demands which exceed the amount of the budgeted wage?* No, the voters set the compensation of elected officials. They receive that wage regardless of how many hours they work and we don't believe Vermont's minimum wage laws apply (there is some disagreement about whether the minimum wage law applies currently, but we are working with the DOL to amend the law this session to make it explicit that minimum wage laws do not apply to elected officials).
3. *Given Barnes, should future lister wages be a separate warrant article, or would it suffice to include the lister wages within the overall proposed town budget warrant article?* This is a practical question, and I believe towns do it both ways. Of course, if there is a separate article on the compensation for any elected official it will be more transparent to the voters because they won't have to sift through the budget to understand what the lister is paid. But it is also acceptable to include the wage as part of the department compensation in the budget, and it might provide more protection to the wage request becasue voters will consider it only as a portion of the overall budget. Also, if you vote from the floor and it is included in the budget rather than a standalone article, the voters are empowered to amend the compensation rather than just providing an up or down vote.

History for reference

- **11/29/2023** – Selectboard packet, pages 41-43, Listers' office budget presentation. Listers request their $4,500 total stipend amount be changed to $36,510 to be paid out as wages at the hourly rate of $22.02; and, $25,000 for Professional Assessor Services.
  - Selectboard sought legal advice which culminated in the decision to include an Article for town vote.
- **August 13, 2024** Special Town Meeting Article 2 -- Passed:
  "Shall the voters of the Town of Norwich approve an immediate change in the method of compensating the Norwich Listers from stipend to an hourly wage, not to exceed the amount budgeted."
- **Budgets**[1]
  - Fiscal Year 2024 Lister Stipend $4,500
  - Fiscal Year 2025 Lister Stipend $4,500
  - Fiscal Year 2026 Budget Request Lister Wages $31,500 (for new pay structure)[2]
- **June 19, 2025**
  - Listers' Special Meeting[3]:
    "FY26 Wage Step & Grade Scale…Motion by Ciccotelli (2nd Smith) to increase the Listers Grade on the Town of Norwich Step and Grade Wage Scale from Grade 15 to Grade 18, the same as the Town Clerk, as of July 1, 2025 and to approve an annual step increase on Town Meeting Day of each year. The motion passed unanimously."
- **October 17, 2025**
  - Budget Status Report for the current fiscal year[4],
    - Budgeted $31,500.00
    - Actual (spent) $32,334.03
    - Budget Balance (after 3 months) - $834.03

[1] See: https://norwich.vt.us/wp-content/uploads/2025/03/2024-Town-Report-for-WEBSITE-new.pdf -- Town Report Fiscal Year 2024 – Lister Office Wages (page I-14).
[2] March 4, 2025 budget passed.
[3] NOTE: The records of past Lister meeting agendas, packets, minutes are not on the town website.
[4] See: https://norwich.vt.us/wp-content/uploads/2025/10/00-SB-Packet-10222025-INDEXED.pdf -- Selectboard packet 10/17/2025, Finance Department report, page 42.