

Norwich Selectboard

Regular Meeting: Wednesday, April 22, 2026 – 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. Public Hearing to Solicit Testimony on the Proposed Interim Bylaw to Regulate Short-Term Rentals in the Town of Norwich – Discussion/Possible Motion
2. Agenda – Discussion/Motion
3. Chair’s Report
4. Public Comments for Items not on the Agenda – Discussion
5. Appointments to Boards/Commissions – Discussion/Possible Motion (30 mins)
6. Consider Proposed Response to Alleged Open Meeting Law Violations by Christopher Katucki – Potential Proposed Executive Session - Discussion/Possible Motion(s) (15 mins)
7. Discussion of Goals/Evaluation for the Town Manager – Discussion/Possible Motion (30 mins)
8. Communications Study Report – Discussion/Possible Motion (20 mins)
9. Town Manager Report – Discussion (10 mins)
10. Department Reports – Discussion (5 mins)
11. Approve Minutes – April 8, 2026 – Discussion/Possible Motion (5 mins)
12. AP Warrants – Discussion/Possible Motion (5 mins)
13. Receipt of Correspondence – Discussion/Possible Motion (5 mins)
14. Adjournment – Motion

Future Meeting Dates and Potential Topics

Day	Date	Meeting Type	Time & Content	Other Notes
Wednesday	5/13/2026	Regular: Zoom & JAM	6:30 p.m. Selectboard business	<ul style="list-style-type: none"> • Proposal for Formation of Working Group for Tax Exempt Entities • Proposal for Formation of Working Group for Possible Date Change for Annual Informational Meeting • LEMP
Wednesday	5/27/2026	Regular: Zoom & JAM	6:30 p.m. Selectboard business	

OPEN POSITIONS Town Committees & Boards

The Norwich Selectboard seeks applicants for open positions on several Town boards and committees. Descriptions of these positions are available on the Norwich website at <http://norwich.vt.us/wp-content/uploads/2020/06/Website-POSITION-DESCRIPTIONS-2020.pdf>

Interested Norwich residents should submit an application to the Town Manager's office at manager-assistant@Norwich.vt.us.

Application deadline is 12:00 NOON Wednesday, April 15, 2026. The application is available on the town website at <https://norwich.vt.us/wp-content/uploads/2025/04/ApplicationForm-BdsCmtees-NEW.pdf> .

<u>OPENINGS</u>	<u>TERM</u>
Affordable Housing Subcommittee	2 seats to expire Apr. 30, 2029
Conservation Commission	1 seat to expire Mar. 31, 2030
Development Review Board	2 seats to expire Apr. 30, 2029 2 alternate seats to expire Apr. 30, 2029
ECFiber – Norwich Rep. to Governing Board	1 seat to expire Apr. 30, 2027 1 alternate to expire Apr. 30, 2027
Energy Committee	1 seat to expire March 31, 2029
Greater Upper Valley Solid Waste Mngmt. Dist.	1 seat to expire March 31, 2028 1 alternate seat to expire March 31, 2028
Historic Preservation Commission	2 seats to expire April 30, 2027 2 seats to expire April 30, 2029
Planning Commission	2 seats to expire April 30, 2030
Recreation Council	2 seats to expire Mar. 31, 2027 2 seats to expire Mar. 31, 2028 2 seats to expire Mar. 31, 2029
Solid Waste Committee	1 seat to expire April 30, 2028 1 seat to expire April 30, 2029
Tree Warden (Deputy)	Up to 2 seats to expire March 31, 2027
Trustees of Public Funds	1 interim appointment to expire March 2, 2027

PLEASE NOTE: The Selectboard will consider applications for the above positions at their April 22, 2026 meeting. Applicants are asked to attend that meeting.

Town of Norwich
P.O. Box 376
Norwich VT 05055-0376
(802) 649-1419 Ext. 101 or 102

APPLICATION FOR BOARDS/COMMISSIONS
(and for those reapplying for continuing appointments)

Name:

Address:

Day phone:

Evening phone:

E-mail:

Position Applied For:

1. If you are re-applying for the same board/commission, how many terms/years have you already served? Terms: _____ Years: _____
2. Would you be available for evening and/or morning meetings?
Evening: Yes No Morning: Yes No
Are there other restrictions on your availability? If so, please describe:
3. Please list any experiences, skills and/or qualifications which you feel would especially suit you for this appointment.
4. Please include service on other municipal or school district Boards, Commissions, or Committees both in Norwich and elsewhere and indicate whether or not any of those appointments are current ones:

5. Education and Current Employment

Employer:

Description of work:

Location:

6. Pertinent Education and/or Experience:

7. Do you feel there could be *any conflict of interest* with your personal beliefs, occupation or employer in serving on this board, commission or committee? Yes No If yes, please explain:

Comments:

Signature: *Aviva Tevah*

Date:

Town of Norwich
P.O. Box 376
Norwich VT 05055-0376
(802) 649-1419 Ext. 101 or 102

APPLICATION FOR BOARDS/COMMISSIONS
(and for those reapplying for continuing appointments)

Name: Brian Loeb

Address: 50 Wilkey Hill Rd

Day phone: (617) 270-0310

Evening phone:

E-mail: loebbrian@gmail.com

Position Applied For: Affordable Housing Subcommittee

1. If you are re-applying for the same board/commission, how many terms/years have you already served? Terms: 2+ Years: 7

2. Would you be available for evening and/or morning meetings?

Evening: Yes No Morning: Yes No

Are there other restrictions on your availability? If so, please describe:

3. Please list any experiences, skills and/or qualifications which you feel would especially suit you for this appointment.

In prior terms, I have provided research for and assisted with the drafting of the town's housing strategy, the town plan, and the zoning regulations. I have professional experience in affordable housing policy and finance, as well as public opinion research.

4. Please include service on other municipal or school district Boards, Commissions, or Committees both in Norwich and elsewhere and indicate whether or not any of those appointments are current ones:

Two Rivers Ottauquechee Regional Commission
Representative from Norwich (2023-present)
Current member of Executive Committee and
Browfield's Advisory Committee
Planning Commission (2018-2023)
Childcare Committee (2020-2022)

5. Education and Current Employment

Employer: TD Bank

Location: Remote

Description of work:

I am TD Bank's community development manager for Northern New England. I lead outreach to and manage relationships with nonprofits focused on affordable housing and economic development.

6. Pertinent Education and/or Experience:

Undergraduate and masters degrees from Tufts University
Current board member of local nonprofits Vital Communities and Homes for Norwich.

7. Do you feel there could be any conflict of interest with your personal beliefs, occupation or employer in serving on this board, commission or committee? Yes No If yes, please explain:

Comments:

The recent amendments to the zoning regulations are a great example of collaboration between the Subcommittee and the Planning Commission on a technical, focused project. The Selectboard can benefit from similar joint efforts in the near term, including on the next town plan and on revising the town's zoning districts.

Signature:



Date:

4/14/26

5. Education and Current Employment

Employer: Orrick, Herrington & Stuchliffe, LLP

Location: Work from Home

Description of work:

Litigation attorney working remotely for national firm.

6. Pertinent Education and/or Experience:

B.A. History, Tufts University 2006

J.D. New York University School of Law 2011

7. Do you feel there could be *any conflict of interest* with your personal beliefs, occupation or employer in serving on this board, commission or committee? Yes No If yes, please explain:

Comments:

Signature: s/ Alec Orenstein

Date: April 7, 2026

Town of Norwich
P.O. Box 376
Norwich VT 05055-0376
(802) 649-1419 Ext. 101 or 102

APPLICATION FOR BOARDS/COMMISSIONS
(and for those reapplying for continuing appointments)

Name: David Hubbard
Address: 358 Ardentown Rd. / 687 Chapel Hill Rd.
Orford, NH 03777 / Norwich, VT 05055
Day phone: 802-296-1160 Evening phone: Same
E-mail: dwhubbard@outlook.com
Position Applied For: Emerald Ash Borer MK

1. If you are re-applying for the same board/commission, how many terms/years have you already served? Terms: 1 Years: 2

2. Would you be available for evening and/or morning meetings?
Evening: Yes No Morning: Yes No
Are there other restrictions on your availability? If so, please describe:

3. Please list any experiences, skills and/or qualifications which you feel would especially suit you for this appointment.
Forty plus years working in the hardwood lumber industry with long exposure to the ongoing Emerald Ash Borer (EAB) crises and its impact on the North American hardwood forest.

4. Please include service on other municipal or school district Boards, Commissions, or Committees both in Norwich and elsewhere and indicate whether or not any of those appointments are current ones:
Vermont Working Lands Enterprise Board (WLEB) - current
Town of Orford Conservation Commission - current, 2nd term
Town of Norwich Conservation Commission - past terms
Land Management Council - past terms

5. Education and Current Employment

Employer: *GMC Hardwoods, Inc. - Retired* Location: *Medfield, MA*

Description of work:

40 plus years working in the hardwood lumber industry, starting in a sawmill grading, inspecting green and kiln-dried lumber, moving into sales and purchasing. Shipping lumber across the US, importing from Canada and exporting to Canada and Vietnam.

6. Pertinent Education and/or Experience:

University of Vermont '75, BA in geography and environmental science

Lifetime of experience

7. Do you feel there could be any conflict of interest with your personal beliefs, occupation or employer in serving on this board, commission or committee? Yes No If yes, please explain:

Comments:

Signature:



Date:

March 16, 2026

Town of Norwich
P.O. Box 376
Norwich VT 05055-0376
(802) 649-1419 Ext. 101 or 102

APPLICATION FOR BOARDS/COMMISSIONS
(and for those reapplying for continuing appointments)

Name: Irv Thomae

Address: 528 New Boston Rd (Mail: PO Box 281)

Day phone: 802-649-5617

Evening phone: same

E-mail: irvthomae@alum.mit.edu

Position Applied For: Governing Board Rep, East Central Vt Telecomm. District (ECFiber)

1. If you are re-applying for the same board/commission, how many terms/years have you already served? Terms: 10 since Dis₊ Years: 10+8 prior

2. Would you be available for evening and/or morning meetings?

Evening: Yes No Morning: Yes No

Are there other restrictions on your availability? If so, please describe:

I am indeed available for evenings, but the "Yes" box doesn't seem to retain my selection when this file is saved.

3. Please list any experiences, skills and/or qualifications which you feel would especially suit you for this appointment.

My 7.5 yrs as ECFiber Chair (since before the transition to municipal status as the state's first Communications Union District) involved advocating for the CUD law and subsequent legislation to facilitate extending full-strength rural broadband throughout Norwich and state-wide. With over 50 delegates and alternates representing 31 member towns, the ECFiber Governing Board benefits from its members' widely varied backgrounds. Those who have served since ECFiber's earliest years contribute historical perspective and institutional memory.

4. Please include service on other municipal or school district Boards, Commissions, or Committees both in Norwich and elsewhere and indicate whether or not any of those appointments are current ones:

ECVTD Governing Board: retired Chair, current Executive Committee member & Government Relations Officer. PAST: Norwich Finance Committee, before its change to by-appointment. First elected ~1990, served ~16 yrs in all, Chair 2 or 3 times. Advocate since early 1990's for income-based school funding mechanisms.

5. Education and Current Employment

Employer: retired from Dartmouth College

Location: Thayer School; ISTS

Description of work:

At Thayer School: Faculty (1974-1981), Design Fellow (1981-84)

non-Dartmouth: Independent Software Developer (1984-2001)

At ISTS: Internet Security Researcher (2001-2006)

6. Pertinent Education and/or Experience:

Education: S.B. , Ph.D. , both from MIT

Experience: engineering educator (Thayer School & elsewhere); independent software developer;

volunteer community advocate

7. Do you feel there could be *any conflict of interest* with your personal beliefs, occupation or employer in serving on this board, commission or committee? Yes No If yes, please explain:

No conflict, but the "No" box doesn't seem to stick after I've clicked on it.

Comments:

A Communications Union District such as the East Central Vermont Telecommunications District (ECFiber) is legally a municipality - much like a solid waste district, except NOT funded from members' taxes. Volunteers originally created ECFiber because commercial providers had consistently ignored rural needs - which they largely continued doing beyond the District's original borders. In 2021 Vermont's legislature passed Act 71, creating the Vermont Community Broadband Board to speed up rural broadband construction chiefly by distributing grant funds and other assistance to and through CUD's across the state. Long service with ECFiber has equipped me to help ECFiber, the VCBB, and other CUD's avoid repeating early mistakes with lots more money.

Signature: Irv Thomae

Date: Apr 14,2026

Town of Norwich
P.O. Box 376
Norwich VT 05055-0376
(802) 649-1419 Ext. 101 or 102

APPLICATION FOR BOARDS/COMMISSIONS
(and for those reapplying for continuing appointments)

Name: Robert Gere

Address: 1399 Union Village Rd.

Day phone: (802) 280-5192

Evening phone: 802-649-5267

E-mail: rgere@mac.com

Position Applied For: ECFiber Governing Board (alternate)

1. If you are re-applying for the same board/commission, how many terms/years have you already served?
Terms: **Several** Years: **8 (+/-)**

2. Would you be available for evening and/or morning meetings?
Evening: (Yes No) Morning: (Yes No).
Are there other restrictions on your availability? If so, please describe:
Yes for evenings and mornings

3. Please list any experiences, skills and/or qualifications which you feel would especially suit you for this appointment.

I have worked in the technology fields for over 20 years doing computer Consulting and Tech support.

4. Please include service on other municipal or school district Boards, Commissions, or Committees both in Norwich and elsewhere and indicate whether or not any of those appointments are current ones:

Currently serving on the Selectboard.

Past service on the Norwich Finance Committee, Development Review

Board, Justice of the Peace, CATV (now JAM) Board of Directors.

5. Education and Current Employment

Name of Company: Semi-Retired

Location: Self employed

Title:

Describe your work:

part time computer technical support

6. Pertinent Education and/or Experience:

Previous participation on boards and committees

7. Do you feel there could be *any conflict of interest* with your personal beliefs, occupation or employer in serving on this board, commission or committee? (Yes No) If yes, please explain:

No Conflict.

Comments:

I have served as the Norwich Alternate to the ECFiber Governing Board for several years and my familiarity with its mission and operation gives me the capacity to fill in (or replace) the Board member (Irv Thomae) if needed. ECFiber is a complex multi-million dollar governmental organization that benefits from having an experienced board.

Signature

Date



3/9/2026

Town of Norwich
P.O. Box 376
Norwich VT 05055-0376
(802) 649-1419 Ext. 101 or 102

APPLICATION FOR BOARDS/COMMISSIONS
(and for those reapplying for continuing appointments)

Name: **Jordan Mueller**

Address: **32 Douglas Ridge Norwich, VT 05055**

Day phone: **(617) 417 - 8035**

Evening phone: **(617) 417 - 8035**

E-mail: **jordanmueller@gmail.com**

Position Applied For: **Greater Upper Valley Solid Waste Mngmt. Dist.**

1. If you are re-applying for the same board/commission, how many terms/years have you already served? Terms: _____ Years: _____

2. Would you be available for evening and/or morning meetings?

Evening: Yes No Morning: Yes No

Are there other restrictions on your availability? If so, please describe:

I'm generally unavailable for meetings during 9 to 5 business hours.

3. Please list any experiences, skills and/or qualifications which you feel would especially suit you for this appointment.

I served as the Vice Chair on the Norwich Solid Waste Committee. On the committee I've worked on transfer station fee recommendations, waste reduction and recycling education efforts, and community events.

For the past 4 or 5 months I have served as the alternate Norwich rep to the Greater Upper Valley Solid Waste Management District. I look forward to continuing to work with the other District members.

4. Please include service on other municipal or school district Boards, Commissions, or Committees both in Norwich and elsewhere and indicate whether or not any of those appointments are current ones:

3 year term on the Norwich Solid Waste Committee (Ending April 30, 2026)

5. Education and Current Employment

Employer: Dartmouth College

Location: Hanover, NH

Description of work:
Software Developer

6. Pertinent Education and/or Experience:

I enjoy working collaboratively to solve problems. My background in computer science helps me bring an analytical approach to understanding data and evaluating options.

7. Do you feel there could be *any conflict of interest* with your personal beliefs, occupation or employer in serving on this board, commission or committee? Yes No If yes, please explain:

Comments:

Thank you for your time and consideration.

Signature:



Date: 4/14/2026

Town of Norwich
P.O. Box 376
Norwich VT 05055-0376
(802) 649-1419 Ext. 101 or 102

APPLICATION FOR BOARDS/COMMISSIONS
(and for those reapplying for continuing appointments)

Name: Jess Phelps

Address: 8 Hopson Road

Day phone: 603-643-3300

Evening phone:

E-mail: jphelps@lymetimber.com

Position Applied For: Norwich Historic Preservation Commission

1. If you are re-applying for the same board/commission, how many terms/years have you already served? Terms: 2 Years: 6

2. Would you be available for evening and/or morning meetings?

Evening: Yes No Morning: Yes No

Are there other restrictions on your availability? If so, please describe:

3. Please list any experiences, skills and/or qualifications which you feel would especially suit you for this appointment.

Background in historic preservation

Involved with the Norwich Grange Hall restoration project

4. Please include service on other municipal or school district Boards, Commissions, or Committees both in Norwich and elsewhere and indicate whether or not any of those appointments are current ones:

N/A

5. Education and Current Employment

Employer: The Lyme Timber Company LLC

Location: Hanover NH

Description of work:

In house attorney (working on land conservation transactions and other projects associated with company's holdings).

6. Pertinent Education and/or Experience:

7. Do you feel there could be *any conflict of interest* with your personal beliefs, occupation or employer in serving on this board, commission or committee? Yes No If yes, please explain:

N/A

Comments:

Signature: **Jess Phelps**

Date: **4/3/26**

Town of Norwich
P.O. Box 376
Norwich VT 05055-0376
(802) 649-1419 Ext. 101 or 102

APPLICATION FOR BOARDS/COMMISSIONS
(and for those reapplying for continuing appointments)

Name: Miller Nuttle

Address: 70 Pattrell Rd, Norwich

Day phone: 607 592 9500

Evening phone:

E-mail: cmnuttle@gmail.com

Position Applied For: Planning Commission

1. If you are re-applying for the same board/commission, how many terms/years have you already served? Terms: _____ Years: _____

2. Would you be available for evening and/or morning meetings?

Evening: Yes No Morning: Yes No

Are there other restrictions on your availability? If so, please describe:

na, though evenings are preferable

3. Please list any experiences, skills and/or qualifications which you feel would especially suit you for this appointment.

- Worked in livable streets community organizing and politics for 10+ years, and currently run policy for Lyft's bikeshare division (Citi Bike, Bluebikes, etc).
- Have served on the board of organizations like Evolve Austin with a mission of promoting housing and walkable communities.
- Have a Masters in Public Administration from Harvard's Kennedy School.
- Generally very interested in making Norwich a walkable, livable community, and encouraging appropriate levels of housing to balance preserving the character of Norwich with increasing the supply of housing to keep it as affordable as possible.

4. Please include service on other municipal or school district Boards, Commissions, or Committees both in Norwich and elsewhere and indicate whether or not any of those appointments are current ones:

Austin Bicycle Advisory Coouncil

5. Education and Current Employment

Employer: Lyft

Location: Remote

Description of work:

Run Lyft's Bikeshare Policy Team, engaging with cities across the world to improve conditions for walking and biking, and help Lyft grow its bikeshare program.

6. Pertinent Education and/or Experience:

Undergrad in Environmental Science from Wesleyan University
Masters of Public Administration from Harvard

7. Do you feel there could be *any conflict of interest* with your personal beliefs, occupation or employer in serving on this board, commission or committee? Yes No If yes, please explain:

Comments:

Signature:



Date: 4/15/2026

Town of Norwich
P.O. Box 376
Norwich VT 05055-0376
(802) 649-1419 Ext. 101 or 102

APPLICATION FOR BOARDS/COMMISSIONS
(and for those reapplying for continuing appointments)

Name: Vince Crow

Address: 191 Beaver Meadow Road

Day phone: 901-305-4945

Evening phone:

E-mail: pvcrow@gmail.com

Position Applied For: Planning Commission

1. If you are re-applying for the same board/commission, how many terms/years have you already served? Terms: 1 Years: 4

2. Would you be available for evening and/or morning meetings?

Evening: Yes No Morning: Yes No

Are there other restrictions on your availability? If so, please describe:

N/A

3. Please list any experiences, skills and/or qualifications which you feel would especially suit you for this appointment.

4 Years of experience on the Planning Commission

Member of the Norwich Bike/Pedestrian Subcommittee

Work experience through various engineering roles

4. Please include service on other municipal or school district Boards, Commissions, or Committees both in Norwich and elsewhere and indicate whether or not any of those appointments are current ones:

Norwich Planning Commission (Clerk)

Enhanced Energy Plan Working Group

5. Education and Current Employment

Employer: Substitute Teacher

Location: WRVHS/ HHS/ MCS

Description of work:

Substitute teach for subjects including Tech Ed, Woodworking, and Science

6. Pertinent Education and/or Experience:

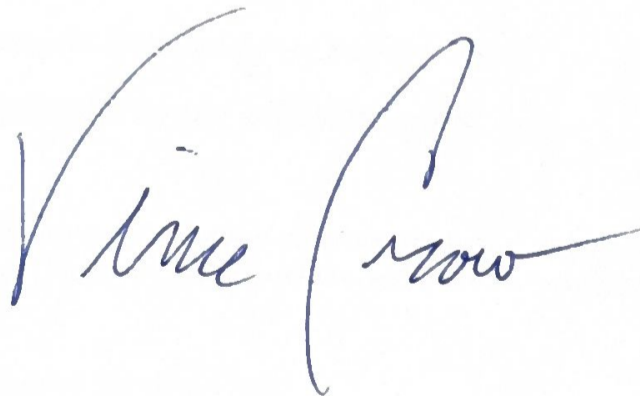
B.S. in Mechanical Engineering

7. Do you feel there could be *any conflict of interest* with your personal beliefs, occupation or employer in serving on this board, commission or committee? Yes No If yes, please explain:

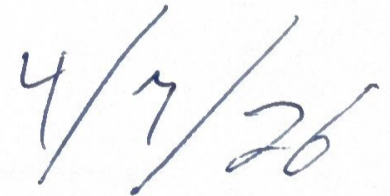
Comments:

Thank you for your consideration.

Signature:



Date:



Town of Norwich
P.O. Box 376
Norwich VT 05055-0376
(802) 649-1419 Ext. 101 or 102

APPLICATION FOR BOARDS/COMMISSIONS
(and for those reapplying for continuing appointments)

Name: Anna Connolly

Address: 261 Main Street / Norwich, VT

Day phone: 914-924-0136

Evening phone: Same

E-mail: anna.f.connolly@gmail.com

Position Applied For: Recreation council (3 year term, but open to 1 or 2 year term instead)

1. If you are re-applying for the same board/commission, how many terms/years have you already served? Terms: 1 Years: 3

2. Would you be available for evening and/or morning meetings?

Evening: Yes No Morning: Yes No

Are there other restrictions on your availability? If so, please describe:

My schedule changes constantly due to work and family commitments.

3. Please list any experiences, skills and/or qualifications which you feel would especially suit you for this appointment.

I have served for 3 years on the Rec Council. I enjoy a wide range of sports and recreational activities. I played soccer and other sports competitively when I was a kid. Now, I enjoy running, skiing, playing tennis, yoga, etc. I coach kids soccer and softball for our town and bring my family to a lot of recreation department activities.

4. Please include service on other municipal or school district Boards, Commissions, or Committees both in Norwich and elsewhere and indicate whether or not any of those appointments are current ones:

I serve on:

- The Board of Directors of the ACLU of Vermont
- The Board of Directors of Gibney (in NYC)
- The Board of Directors of Vermont Law & Graduate School (as the faculty representative)
- Numerous faculty committees for work

5. Education and Current Employment

Employer: Vermont Law & Graduate School

Location: South Royalton, VT

Description of work:

Law professor -- I currently teach Legal Writing, Appellate Advocacy, and European Union law

6. Pertinent Education and/or Experience:

Dartmouth College, B.A.

Columbia Law School, J.D.

7. Do you feel there could be *any conflict of interest* with your personal beliefs, occupation or employer in serving on this board, commission or committee? Yes No If yes, please explain:

No

Comments:

I am applying to continue to serve on the Rec Council because I am so grateful for all of the wonderful opportunities available to kids and families through the Recreation Department. The Recreation Department does a fantastic job, and I would like to continue supporting their efforts.

Signature: **Anna Connolly**

Date: **April 3, 2026**

Town of Norwich
P.O. Box 376
Norwich VT 05055-0376
(802) 649-1419 Ext. 101 or 102

APPLICATION FOR BOARDS/COMMISSIONS
(and for those reapplying for continuing appointments)

Name: **Jordan Mueller**

Address: **32 Douglas Ridge Norwich, VT 05055**

Day phone: **(617) 417 - 8035**

Evening phone: **(617) 417 - 8035**

E-mail: **jordanmueller@gmail.com**

Position Applied For: **Solid Waste Committee - 3 year appointment**

1. If you are re-applying for the same board/commission, how many terms/years have you already served? Terms: **1** Years: **3**

2. Would you be available for evening and/or morning meetings?

Evening: Yes No Morning: Yes No

Are there other restrictions on your availability? If so, please describe:

I'm generally unavailable for meetings during 9 to 5 business hours.

3. Please list any experiences, skills and/or qualifications which you feel would especially suit you for this appointment.

In my previous term on the committee I worked on transfer station fee recommendations, waste reduction and recycling education efforts, and community events. I look forward to continuing work with the committee.

4. Please include service on other municipal or school district Boards, Commissions, or Committees both in Norwich and elsewhere and indicate whether or not any of those appointments are current ones:

3 year term on the Norwich Solid Waste Committee (Ending April 30, 2026)

5. Education and Current Employment

Employer: Dartmouth College

Location: Hanover, NH

Description of work:
Software Developer

6. Pertinent Education and/or Experience:

I enjoy working collaboratively to solve problems. My background in computer science helps me bring an analytical approach to understanding data and evaluating options.

7. Do you feel there could be *any conflict of interest* with your personal beliefs, occupation or employer in serving on this board, commission or committee? Yes No If yes, please explain:

Comments:

Thank you for your time and consideration.

Signature:



Date: 4/14/2026

Town of Norwich
P.O. Box 376
Norwich VT 05055-0376
(802) 649-1419 Ext. 101 or 102

APPLICATION FOR BOARDS/COMMISSIONS
(and for those reapplying for continuing appointments)

Name: Jim Faughnan

Address: 47 Huntley St

Day phone: 802-238-0696

Evening phone:

E-mail: jimfaughnan74@gmail.com

Position Applied For: Trails Sub Committee

1. If you are re-applying for the same board/commission, how many terms/years have you already served? Terms: 1 Years: 2

2. Would you be available for evening and/or morning meetings?

Evening: Yes No Morning: Yes No

Are there other restrictions on your availability? If so, please describe:

Evening preferred but can attend morning too

3. Please list any experiences, skills and/or qualifications which you feel would especially suit you for this appointment.

Thorough knowledge of trails in Norwich with 15 years volunteering and previous experience on committee. Trail clean up, creation, construction projects including bridges.

4. Please include service on other municipal or school district Boards, Commissions, or Committees both in Norwich and elsewhere and indicate whether or not any of those appointments are current ones:

N/A

5. Education and Current Employment

Employer: NA

Description of work:

Location:

6. Pertinent Education and/or Experience:

N/A

7. Do you feel there could be *any conflict of interest* with your personal beliefs, occupation or employer in serving on this board, commission or committee? Yes No If yes, please explain:

Comments:

Signature:



Date: March 11, 2026

Town of Norwich
P.O. Box 376
Norwich VT 05055-0376
(802) 649-1419 Ext. 101 or 102

APPLICATION FOR BOARDS/COMMISSIONS
(and for those reapplying for continuing appointments)

Name: Nick Krembs

Address: 1396 New Boston Rd

Day phone: 802-338-5851

Evening phone: same

E-mail: nick.krembs@gmail.com

Position Applied For: Norwich Trails Committee - 3 yr term

1. If you are re-applying for the same board/commission, how many terms/years have you already served? Terms: NA Years: 30 yrs

2. Would you be available for evening and/or morning meetings?

Evening: Yes No Morning: Yes No

Are there other restrictions on your availability? If so, please describe:

3. Please list any experiences, skills and/or qualifications which you feel would especially suit you for this appointment.
see #6 for response

4. Please include service on other municipal or school district Boards, Commissions, or Committees both in Norwich and elsewhere and indicate whether or not any of those appointments are current ones:

NA

5. Education and Current Employment

Employer: Retired

Location:

Description of work:

NA

6. Pertinent Education and/or Experience:

Have been learning about and doing trail work and design for 30+ yrs. I've had training from the Appalachian Mtn Conservancy, the Green Mtn Club and the Student Conservation Association. I have lead the Norwich Trail crews for many years. The crew members seem content with me as the facilitator. Together we are enthusiastic, productive and dedicated to providing good trail opportunities in Norwich.

7. Do you feel there could be *any conflict of interest* with your personal beliefs, occupation or employer in serving on this board, commission or committee? Yes No If yes, please explain:

Comments:

Signature: r.nick krembs

Date: 03/10/2026

5. Education and Current Employment

Employer: Oak Hill Outdoor Center

Location: Hanover

Description of work:

Part-time work grooming cross country ski trails and conducting trailwork (e.g., tree management)

6. Pertinent Education and/or Experience:

Ph.D. (Geosciences)

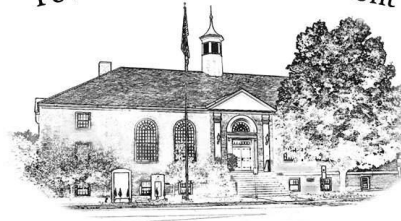
7. Do you feel there could be *any conflict of interest* with your personal beliefs, occupation or employer in serving on this board, commission or committee? Yes No If yes, please explain:

Comments:

Signature:

Douglas Hardy

Date: 3/20/2026



MEMO

To: Norwich Selectboard
From: Brennan Duffy, Town Manager
Date: April 16, 2026
Re: Town Manager goals and annual performance evaluation

At the April 8th Selectboard meeting the board discussed annual goals for the Selectboard and Town Manager and I was asked to submit my thoughts in writing to the next packet. During the SB meeting I mentioned that a Town Manager’s seminar that I was attending had this same topic, Town Manager Reviews, on the discussion agenda and I was asked to try and summarize that discussion and/or provide ideas for best practice related to evaluations. I also attempted to discuss my ideas for some annual goals in 2026, and improvements to the adopted Selectboard and Town Manager Goals and Town Manager Annual Performance Evaluation template and will further expand on those thoughts here.

Ideas and Best Practices for TM evaluations from the Municipal Solutions Summit

- Create clear, simple, and reasonably attainable goals. Quantifiable goals if possible.
- Develop a baseline for current environment and attempt to quantify improvements from that existing level.
- Assume that meaningful progress can/is being made even if “perfection” is not attained.
- Recognize the statutorily provided autonomy of the Town Manager role vs that of a Town Administrator or Selectboard Assistant and respect the discretion of the Town Manager in fulfilling their many duties and managing competing interests and priorities.
- The 360* evaluation model can have significant deficiencies related to personal and/or political dynamics of a working relationship and potentially competing interests.
- Decoupling the evaluation task from direct compensation can improve efficiency and honesty.
- Maintaining trust and privacy in the evaluation process is important as provided for in VT statute.
- Consensus that the evaluation process is a means of improving future job performance through constructive feedback and not a mechanism to find fault.

Town of Norwich, Vermont



CHARTERED 1761

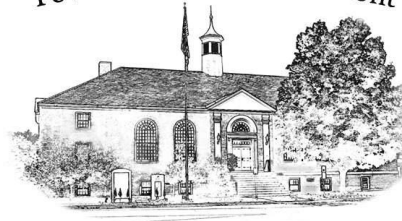
Ideas (some aspirational) for Town Manager goals for 2026

- Town Manager, Town staff, Selectboard members, and elected/appointed officials are all working together collaboratively and collegially to maintain and/or improve functions of the Town.
- Selectboard is supportive of the Town Manager's autonomy to do the job in the way he best sees fit without attempting to control day-to-day functions.
- Town residents are generally satisfied and supportive of the efforts being made by the Town Manger and all Town staff to provide expected services and effective governance.
- Establish good procedures and effective communication between Town Manager/TM office staff and appointed volunteer groups and committees to foster effective work and progress.
- Selectboard values the efforts of the Town Manager and supports and defends the Town Manager from unfounded public attacks and/or attempts to disparage his work and reputation.
- Make meaningful, yet thoughtful, improvements to Tracy Hall (TH) while recognizing reasonable financial constraints and limitation of scope of work.
- Prioritize several Special Projects related to actionable tasks with quantifiable outcomes. Special Projects in process during the 2026 evaluation period which seem realistically attainable before October 2026 include, TH roof repair initiative, TH elevator modernization initiative, TH energy efficiency planning, hazardous roadside Ash tree removal initiative, DPW facility improvement planning/study.

Thoughts on the 2026 Goal Setting and Evaluation process

As I mentioned at the 4/8 meeting, I believe the current template used to reduce the Selectboard and Town Manager Goals to writing, as required in the Town Manager Employment Agreement, is generally good. This document was developed over two years and multiple public meetings and combines a number of less quantifiable Goals/Performance Objectives related to the Town Manager's ongoing roles and responsibilities that are established from VT Statute, such as "fulfills statutory duties" and "manages and oversees the day-to-day functions...". It also includes some more directly quantifiable and actionable "special projects" such as specific TH improvement initiatives, and/or other time restricted initiatives, which the Town Manager has been directed or volunteered to undertake during the specific review period.

Town of Norwich, Vermont



CHARTERED 1761

Please see attached to this memo a draft of the current year's Selectboard and Town Manager Goals and Town Manager Annual Performance Evaluation (9/16/25 -9/16/26) with some edits made and additional projects and initiatives that I feel would be appropriate to add for this current period. Suggested changes from last year's approved document are shown in red font.

As discussed on 4/8, I have also edited the rating categories for evaluation scoring from three choices to four choices. These would now include ratings of Above Expectations, Meets Expectations, Needs Improvement, and a new Unsatisfactory category. If the mutually understood purpose of this annual evaluation process is to provide the Town Manager with constructive feedback on what is going well, what needs improvement, and what could fall to an "unsatisfactory" rating, then this revised system would seem more effective in delivering that. I would recommend adopting the revised rating categories for the September 2026 evaluation.

TOWN OF NORWICH
2026 SELECTBOARD AND TOWN MANAGER GOALS
and TOWN MANAGER ANNUAL PERFORMANCE EVALUATION as Approved for use on X/XX/2026

Town Manager: Brennan Duffy	Period of EVALUATION: 9/26/2025 – 9/26/2026
------------------------------------	--

Part I – Governing Parameters for Goals and Evaluation
<ul style="list-style-type: none"> • Statutory: The Selectboard acknowledges the constraints under Dillon’s Rule to not exceed the authority given it by the statutes of the State of Vermont, including but not necessarily limited to: <ul style="list-style-type: none"> ○ 24 V.S.A. § 872 Selectboard; general powers and duties ○ 24 V.S.A. § 1236 (Town Manager) Powers and duties in particular ○ 24 V.S.A. § 1238 (Town Manager) Additional duties ○ 19 V.S.A. § 304 (Town Highways) Duties of selectboard • Contractual: The Selectboard (“Board”) and Town Manager (“Employee”) are bound by the Town Manager Employment Agreement (“Agreement”) as executed by the parties on 09/27/2023. <ul style="list-style-type: none"> ○ As to goals and performance objectives, this document represents the written agreement which is required in Section Aⁱ of the Agreement; ○ As to an annual EVALUATION, this document is pursuant to Section Bⁱⁱ of the Agreement. • Personnel Policy: Pursuant to Section XII. B. of the Agreement, Governing Law; Personnel Rules Superseded, the Agreement supersedes Personnel Policies in conflict with the Agreement.ⁱⁱⁱ

Part II – Board & Employee Goals, Performance Objectives (PO), Relative Priorities, and Appraisal
--

#1 Goal: Maintain Town Functions	<p><u>TM fulfills Statutory Duty to perform and execute the duties required of a town.</u></p> <div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="width: 60%;"> <p><i>Anticipated constraints, if any:</i></p> <p><i>Board and/or Employee Comments:</i></p> </div> <div style="width: 35%; padding-left: 20px;"> <p><u>Evaluation</u></p> <p><input type="checkbox"/> Above Expectation</p> <p><input type="checkbox"/> Meets Expectation</p> <p><input type="checkbox"/> Needs Improvement</p> <p><input type="checkbox"/> Unsatisfactory</p> </div> </div>		
<u>Associated Goals: to be focused on within the 2026 evaluation period:</u>	<table style="width: 100%; border: none;"> <tr> <td style="width: 60%; padding: 5px;">1. PO: TM works to maintain a fulfilling work environment focusing on retention and attraction of qualified employees.</td> <td style="width: 40%; padding: 5px; vertical-align: top;"> <p><u>Evaluation</u></p> <p><input type="checkbox"/> Above Expectation</p> <p><input type="checkbox"/> Meets Expectation</p> <p><input type="checkbox"/> Needs Improvement</p> </td> </tr> </table>	1. PO: TM works to maintain a fulfilling work environment focusing on retention and attraction of qualified employees.	<p><u>Evaluation</u></p> <p><input type="checkbox"/> Above Expectation</p> <p><input type="checkbox"/> Meets Expectation</p> <p><input type="checkbox"/> Needs Improvement</p>
1. PO: TM works to maintain a fulfilling work environment focusing on retention and attraction of qualified employees.	<p><u>Evaluation</u></p> <p><input type="checkbox"/> Above Expectation</p> <p><input type="checkbox"/> Meets Expectation</p> <p><input type="checkbox"/> Needs Improvement</p>		

Unsatisfactory

Anticipated constraints, if any:

Board and/or Employee Comments:

2. PO: TM appropriately manages and oversees the day-to-day functioning of town business.

Evaluation

- Above Expectation
 Meets Expectation
 Needs Improvement
 Unsatisfactory

Anticipated constraints, if any:

Board and/or Employee Comments:

#2 Goal: Attend to **Unforeseen Disasters, Events, and Legal issues Affecting the Town as needed.**

Unforeseen Disasters/Events/Legal issues may take precedence, use limited time and resources, and otherwise impair achievement of other agreed upon Goals and Objectives

Evaluation

- Above Expectation
 Meets Expectation
 Needs Improvement
 Unsatisfactory

1. PO: TM will provide efficient and timely responses, documented protocols for response and communication with Town and governmental entities

Anticipated constraints, if any:

Board and/or Employee Comments:

#3 Goal: Special Project – Tracy Hall Improvements to Slate Roof

Immediate work to maintain Tracy Hall as an office, meeting and community space:

1. PO: TM will complete, or show meaningful progress, towards
The repair and/or replacement of Tracy Hall’s slate roof.

Evaluation

- Above Expectation
- Meets Expectation
- Needs Improvement
- Unsatisfactory

Anticipated constraints, if any:

Board and/or Employee Comments:

#4 Goal: Special Project - Tracy Hall Elevator Modernization initiative

**Immediate work to make Tracy Hall
ADA compliant and structured for 21st
Century work and meeting needs:**

2. PO: TM will complete, or show meaningful progress, towards the **repair and/or modernization**
of Tracy Hall’s **antiquated elevator system to ensure the Town remains in ADA compliance.**

Evaluation

- Above Expectation
- Meets Expectation
- Needs Improvement
- Unsatisfactory

Anticipated constraints, if any:

Board and/or Employee Comments:

#5 Goal: Special Project - Tracy Hall Energy Efficiency Improvements initiative

**Long-term work to make Tracy Hall
Energy efficient and structured for 21st
Century work and meeting needs:**

3. PO: TM will work to identify and evaluate TH improvement projects **focused on energy efficiency** that can be realistically accomplished in 2025 and 2026 and show meaningful progress.

Evaluation

- Above Expectation
- Meets Expectation
- Needs Improvement
- Unsatisfactory

Anticipated constraints, if any:

Board and/or Employee Comments:

#6 Goal: Special Projects – Emerald Ash Borer Initiative – Hazardous Ash Tree Removal

PO: TM will work in coordination with the EABMS to remove hazardous Ash trees from the Town’s ROW and will complete, or show meaningful progress, towards this initiative.

Evaluation

- Above Expectation
- Meets Expectation
- Needs Improvement
- Unsatisfactory

Anticipated constraints, if any:

Board and/or Employee Comments:

#7 Goal: Special Projects – DPW Facility improvement planning initiative

PO: TM will work in coordination with all applicable stakeholders to begin a planning process which will study and provide recommendations for improvements at the DPW facility.

Evaluation

- Above Expectation
- Meets Expectation
- Needs Improvement
- Unsatisfactory

Anticipated constraints, if any:

Board and/or Employee Comments:

2026 SELECTBOARD AND TOWN MANAGER GOALS and TOWN MANAGER ANNUAL PERFORMANCE EVALUATION as Approved for use on X/XX/2026

Part III – Overall EVALUATION of Employee’s Skills, Knowledge, Abilities

A. Leadership and Management

Ability to communicate with the Selectboard, Town staff, committees/commissions/boards and elected officials as to Town goals, objectives, policies, rules, statutes and regulations pertaining to the work of the Town, to ensure the work of the Town is duly performed and executed.

Board Comments:

Overall EVALUATION

- Above Expectation
- Meets Expectation
- Needs Improvement
- Unsatisfactory

B. Planning and Quality of Work

Ability to elicit and assess the needs of the Town and its staff, develop strategies and recommend appropriate budgets to the Selectboard to achieve quality outcomes for the Town.

Board Comments:

Overall EVALUATION

- Above Expectation
- Meets Expectation
- Needs Improvement
- Unsatisfactory

C. Knowledge, Judgment, and Productivity

Ability to assess the type of assistance required to address the needs of the Town, weigh reasonable alternatives, keep the Selectboard appropriately apprised, and attend to necessary work in a timely fashion.

Board Comments:

Overall EVALUATION

- Above Expectation
- Meets Expectation
- Needs Improvement
- Unsatisfactory

Part VI – Employee’s Comments – Append additional pages as necessary.

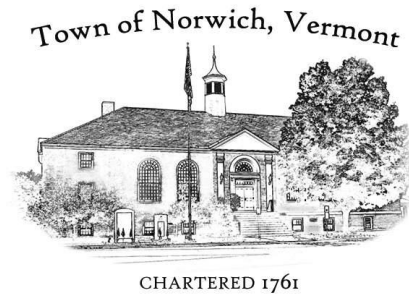
2026 SELECTBOARD AND TOWN MANAGER GOALS and TOWN MANAGER ANNUAL PERFORMANCE EVALUATION as Approved for use on X/XX/2026

Part VII – Signatures	
<hr/>	<hr/>
Brennan Duffy, Town Manager	Date
<hr/>	<hr/>
Selectboard	Date

ⁱ “A. Annually, the Board and Employee shall define such goals and performance objectives necessary for the proper operation of the Town and the attainment of the Board’s policy objectives, and shall further establish a relative priority among the various goals and objectives, and said goals and objectives shall be reduced to writing. The parties shall endeavor to develop goals and objectives with the good-faith intent that they shall be reasonably attainable within the time limits specified, within the annual operating and capital budgets and appropriations provided by the Town, and within existing circumstances and external conditions affecting the Town.”

ⁱⁱ “B. The Board shall annually (i.e., within 14 days of the anniversary of the Effective Date) review and evaluate the Employee’s accomplishment of the goals and objectives referenced above. This review and evaluation process shall be in accordance with specific criteria developed jointly from time to time by the Board and Employee. The review and evaluation each year shall be the basis for step increases and all step increases will be conditional upon satisfactory evaluation, such determination of “satisfactory” being at the Board’s sole discretion. In addition to such annual reviews, upon reasonable request of Employee, the Board or its delegates shall meet from time-to-time with Employee to review performance and progress toward goals.”

ⁱⁱⁱ Section XII. B. “This Agreement supersedes the Town’s Personnel Rules and Regulations to the extent said Rules and Regulations are in conflict with the Agreement. Additionally, wherever said Rules and Regulations refer to the Town Manager in a supervisory role, such references shall be read to mean the Board with respect to supervisory authority over the Town Manager.”



Town Manager Report for April 22, 2026

Department Updates

Finance Department:

Barrie Rosalinda has submitted her resignation as Finance Director and efforts are underway to fill this important position.

Planning and scheduling for end-of-year budget meetings with department heads is underway.

Internal work is underway to improve the AP and Payroll process.

Planning Department:

A community survey related to the revision of the TON LHMP is being finalized and should be released in the next two weeks.

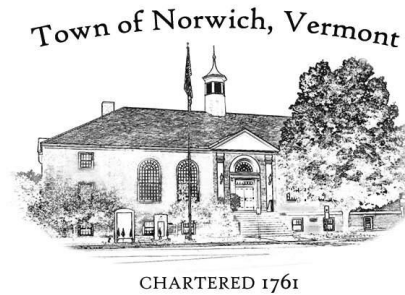
The Short-term Rental Interim by-law adoption public hearing is on the agenda for tonight's meeting.

Police Department:

Internal discussion around the "Speeding" issue and potential actions is ongoing and enforcement measures have increased. Potential initiatives include exploring adopting a "school zone" on Rte. 5 and initiating a potential speed data study in collaboration with TRORC.

The new mobile laptop conversion (5) for the PD fleet is underway.

See the April PD Report for additional department information.



DPW:

The Mitchell Brook Rd. culvert project (5/4-5/15) and Moore Lane Bridge Membrane, Paving, and Guardrail Repair project (5/4-6/15) are set to begin. Local traffic detours will be in place during these times.

Fire Department:

The annual LEMP has been submitted in draft form to the State for initial review and will require SB adoption prior to 6/1/26. A tentative agenda item for the 5/8 meeting has been noted.

See the April FD Report for additional department information.

Recreation Department:

Spring sports set to begin on 4/27.

Planning for Summer Camps and Programming is currently underway. Camps will begin in late June and early July.

“Green up day” will be held May 3rd with bags and safety vests available at TH prior. Motorists are cautioned to drive with care as volunteers will be working alongside roadways.

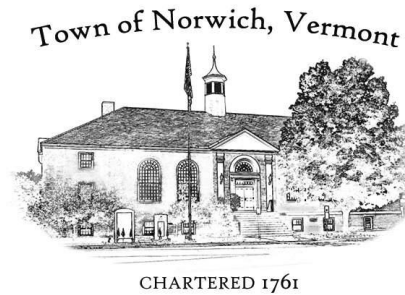
May 5th is the annual “bike to school” event. Motorists are cautioned to drive with care.

The annual “Touch a Truck” event at MCS will be held on Friday, May 8th at 3:15pm.

See the April Rec Department Report for additional department information.

Town Clerk:

2026 Dog Licenses total 523 issued to date, a significant increase over prior years at this time.



The Clerk's office will have limited hours of 9am-noon the week of April 20th due to school vacation week.

Town Manager's office:

An RFP for the Roadside Ash Tree Removal project has been issued with responses due 4/29. To date interest from contractors has been strong and members of the EABMS have provided several pre-bid site visits with interested entities.

A combined department initiative for a secure paper shred day is being planned and will likely occur in late May.

TM attended a useful Municipal Solutions Summit conference for Town Managers on 4/8-9.

TH slate roof repair project with Jancewicz and Son is expected to be scheduled and completed in April.

Final inspection of the new TH heating system has occurred and close-out for the project and final payment to ARC should be completed in May.

General/Miscellaneous:

PREPARED BY: BRIE SWENSON, RECREATION DIRECTOR

DATE: APRIL 5, 2026

Our summer CITs have all submitted their applications, and interviews began this month. Our After School Rec Instructor has been an enormous help this year, by inviting the CITs to come into her program to work with the Prek and Kindergarten group.

In the first week of March, Root Rockers trail running and our mountain biking group both opened their online registrations. Both filled up within minutes, so after securing more coaches, we opened more slots. Our spring sports will all begin in the last week of April. Baseball will host an Opening Day at Girard Field in the first week of May.

Mud season sports ran all month. Our most popular has been the pickup basketball group. We split the gym in half and run 3v3 games from 2:30-4:30pm, with middle school and high school players acting as referees for the younger participants. Volleyball with the Hanover High School team ended on March 23rd. The players did a phenomenal job setting up their own nets, and working with the participants.

A local parent started a very popular Magic: The Gathering club this month in Tracy hall. The kids are currently learning the rules and playing small games with each other.

The second 2026 Culinary Kids session and potluck were both held on March 8th. The kids created an amazing spread with homemade pavolas (Italian meringue shells filled with Chantilly cream and berries), and gnocchi. The weather encouraged many families to venture out for the event.

The tennis court renovation project is on schedule to resume in May. The remaining asphalt will be removed, and new asphalt will be laid down before we paint the new lines.

Barrett break oven trainings resume next month on the 17th of April. We will host one training per month while the oven is open (April-October).

Norwich Baseball Association will again partner with the Rec department for adult's Sunday Night Softball. We plan to start the games in June, running through October. The Chiropractic Classic will take place on Labor Day Monday.

NORWICH FIRE DEPARTMENT

APRIL SB REPORT



PREPARED BY: CHIEF ALEX NORTHERN

DATE: 4/15/25

Fire Department

Last month, I spoke about how the NFD drills on ladder and tanker operations. Our Tanker carries two thousand gallons of water, and its' primary job is to supply/nurse other apparatus that require a water supply when no hydrant is available.

Our Ladder truck is a vital piece of equipment for the town, especially for chimney fires, which we've had several this winter. I have attached two recent pictures that are illustrative of that mission and give the reader a good example of how we operate (see attached).

The first picture shows both the tanker alone supplying an engine at a structure fire last month, and the ladder, tanker and Engine 3 operating at a chimney fire. The sole picture is of the ladder operating at a chimney fire last weekend.

EMS Division

- The EMS Division trained on geriatric emergencies this month.

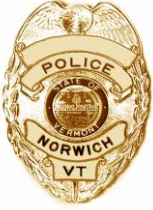
Emergency Management

- I will participate in the quarterly Local Emergency Planning Committee meeting on 4/21.

MARCH FIRE CALLS	14
MARCH EMS CALLS	10
MARCH FIRE MUTUAL AID	1







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

Monthly Report – April 2026

Activity:

The Norwich Police Department received 38 calls for service during the month of March. VSP were notified of three calls when no Norwich Officer was on duty.

Crime and Traffic:

Welcome to Spring. I think. You will notice all of our crosswalk signs have been put out for the summer – please, please, PLEASE remember – even if the paint was scraped off a bit during the winter, the crosswalks are still there, and you must stop for pedestrians. You can count on an invitation to meet with the Judicial Bureau if you fail to stop for person in a crosswalk or if you go around a school bus when it's lights are flashing.

You will note a significant increase in traffic enforcement, coupled with a decrease in “allowable overages” (writing this on Tax Day, so that sounds appropriate) when it comes to the speed limits. We aren't being picky, but responsive to complaints we received. Slow down – especially around the School.

Reminder:

There is NEVER a time where a Law Enforcement Agency, or legitimate tech support firm will ask you to put money on gift cards or in a bitcoin ATM for anything. As bad as I hate to admit it, we have zero ability to assist a victim once the money is sent, and the problem is so bad, that our Federal “big brothers” can't even look at a case until it has reached \$100,000 in loss.

Items of Note:

These will sound familiar, but they bear 🐾 repeating:

A friendly reminder to wear bright, contrasting clothing when you're out walking or riding. Also – reflective striping and lights are important. If you are on a bike, you have to have a white lamp to the front and a red reflector or light to the back from a half-hour after sunset till a half-hour before sunrise. And, remember that bicycles must obey all traffic laws, such as stop signs and traffic lights!

You may have some questions regarding Electric Bicycles, e-bikes, motor-assisted bikes and so forth. Honestly, so do we. There is such a wide variety of levels, descriptions and constantly changing technology, it's hard to keep up. If you have a specific question, give us a ring and we will try to help you navigate the statutes.

Are you a hiker? Don't forget to take the right precautions before hitting the trails. Even in the Spring it gets cold!

~Chief~

	FY	FY 2025				FY	FY 2026						CAL			
	2024	Mar	Apr	May	June	2025	July	August	Sep	Oct	Nov	Dec	2025	Jan	Feb	Mar
911 Hangup	14	6	7	1	2	39	9	3	7	4	3	1	48	6	7	4
Agency Assist	65	8	6	4	4	64	9	12	7	8	3	3	75	5	2	2
Animal Problem	32	7	7	11	7	58	3	4	9	9	1	0	60	1	2	1
Assault	5	2	1	0	4	13	6	2	1	1	3	6	26	1	0	0
Burglary	4	0	1	1	0	5	0	0	1	2	0	0	6	0	0	0
Burglary Alarm	40	3	5	1	4	38	3	1	5	8	2	4	41	1	0	3
Citizen Assist	45	3	5	5	2	41	4	3	6	4	1	2	41	2	3	1
Citizen Dispute	7	0	0	0	2	11	0	1	0	2	0	0	6	1	3	1
Directed Patrol	115	7	3	5	1	66	3	2	3	3	3	1	45	2	2	1
Crash - Damage	33	3	1	3	4	35	4	4	4	3	7	10	53	6	1	3
Crash - Injury	5	0	1	1	0	3	1	0	0	1	3	3	10	0	2	0
Death Investigation	3	0	1	1	0	3	0	0	0	0	0	1	3	0	1	0
Drug Possession	1	0	2	0	0	3	0	0	0	0	0	0	2	0	0	0
Foot Patrol	17	0	0	0	0	5	0	1	0	0	0	0	3	0	0	0
Misc	56	2	0	1	4	41	3	3	5	7	6	2	40	5	5	6
Found Property	10	1	0	0	0	9	0	1	0	0	1	0	4	2	0	0
Fraud	17	1	0	2	1	8	0	1	1	0	1	1	10	0	2	1
Intoxication	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Juvenile Issue	8	1	1	0	0	5	0	0	0	1	0	0	4	0	0	0
Lockout	3	0	2	0	2	4	1	0	0	0	2	1	8	0	1	0
Mental Health	13	0	1	0	1	10	0	0	0	0	1	4	8	1	1	0
Missing Person	7	3	0	1	0	9	1	0	0	3	2	1	11	0	0	0
MV Complaint	65	0	2	2	6	30	1	1	2	6	0	3	29	5	2	3
Noise	6	0	0	1	0	3	2	1	0	0	0	1	5	1	0	1
Overdose	2	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0
Panic Alarm	3	1	0	0	2	6	1	0	0	0	0	0	4	0	0	0
Parking Problem	6	0	0	0	0	4	0	0	0	0	0	0	1	0	0	0
Suspicious	74	3	2	9	7	54	4	8	11	3	5	3	57	3	4	6
Special Detail/ Public Speaking	14	0	2	4	0	9	0	0	0	3	0	1	10	0	0	0
Theft	18	0	1	0	0	11	1	0	3	1	0	2	10	0	0	1
Threats	9	0	0	2	0	12	0	0	1	0	0	0	3	0	0	0
Traffic Hazard	13	4	0	4	2	19	4	3	2	1	3	0	25	0	5	0
Trespassing	15	1	2	0	1	9	0	0	4	1	2	0	13	0	0	0
Vandalism	15	1	1	0	2	18	2	0	0	1	0	0	10	0	0	1
Welfare Check	28	3	2	4	2	24	1	3	3	2	4	3	30	1	1	3
Traffic Stops	76	7	22	18	9	105	8	5	5	1	1	3	82	1	4	26
Total Calls	783	60	56	63	60	670	71	54	75	75	54	56	714	44	48	38

Finance Office Overview

Be reminded the budget-to-actual expenditure and revenue reports are broken into two reports for ease of reading: (1) an expenditure and revenue report for the General Fund (01); and (2) an expenditure and revenue report for the reserve funds (04-56).

March 2026:

At the end of March, the Town is 9 months into its fiscal year or 75% of its budget. To gain an understanding of where expenditures and revenues are over/under budget, it is best to review the “% of Budget” column for each line item versus the overall total.

All submitted reports are unaudited.

Accounts Payable:

In the AP Warrant for the Operating Bank Account (#3), you will notice payments made to parcel owners with a General Ledger account number description of “Tax Overpayments”. The checks represent refunds to those parcel owners who overpaid their property taxes by more than \$5.00. For those who had a credit of \$5.00 and less, the Finance Office sent them a letter to notify them the credit will be carried forward to the next tax year.

Know there are a number of reasons a taxpayer may overpay. The most common sources of overpayment the Finance Office sees are:

- A credit was carried forward from a prior year and the parcel owner is unaware a credit exists.
- The legal line of the check submitted for payment does not match the written numbers on the check.
- A parcel owner pays yet so does a mortgage company.
- A parcel owner simply pays twice.

Whenever possible the Finance Office does not process “overpayments”; however, there are times when it is necessary to accept an overpayment to ensure the property is not delinquent.

General

Account	Budget	Actual	Budget Balance	Actual % of Budget
01-4-0000 PROPERTY TAX REVENUES				
01-4-000001.00 TOWN PROPERTY TAX	5,692,492.00	5,616,926.77	75,565.23	98.67%
01-4-000002.00 PROPERTY TAX OTHER MONETA	507,772.00	504,272.00	3,500.00	99.31%
01-4-000003.00 Windsor County Tax	60,000.00	57,970.14	2,029.86	96.62%
01-4-000010.00 Current Use Tax - LUCT	15,500.00	0.00	15,500.00	0.00%
01-4-000014.00 PROP TAX INTEREST	30,000.00	39,822.14	-9,822.14	132.74%
01-4-000015.00 PROP TAX COLL FEE	20,000.00	37,241.47	-17,241.47	186.21%
Total PROPERTY TAX REVENUES	6,325,764.00	6,256,232.52	69,531.48	98.90%
01-4-0001 LICENSE & PERMIT				
01-4-000101.00 LIQUOR LICENSE	600.00	255.00	345.00	42.50%
01-4-000103.00 DOG LICENSE	2,800.00	1,975.00	825.00	70.54%
01-4-000107.00 HUNT & FISH LICENSE	75.00	45.00	30.00	60.00%
01-4-000120.00 BLDG/DEVEL PERMIT	10,000.00	8,726.55	1,273.45	87.27%
01-4-000130.00 LAND POSTING PERMIT	200.00	220.00	-20.00	110.00%
01-4-000140.00 Punch Card - Hartford	0.00	875.50	-875.50	100.00%
Total LICENSE & PERMIT	13,675.00	12,097.05	1,577.95	88.46%
01-4-0002 INTERGOVERNMENTAL				
01-4-000201.00 VT HIWAY GAS TAX	168,000.00	133,770.22	34,229.78	79.63%
01-4-000202.00 Hold Harmless State Reven	220,000.00	256,453.00	-36,453.00	116.57%
01-4-000208.00 PILOT	10,000.00	2,426.71	7,573.29	24.27%
01-4-000209.00 DOI PILT Act	6,500.00	0.00	6,500.00	0.00%
01-4-000210.00 VT NATURAL RESRCS	2,500.00	0.00	2,500.00	0.00%
01-4-000214.00 EDUC TAX RETAINER .225 o	30,000.00	36,157.28	-6,157.28	120.52%
Total INTERGOVERNMENTAL	437,000.00	428,807.21	8,192.79	98.13%
01-4-0003 SERVICE FEE				
01-4-000301.00 RECORDING FEE	25,000.00	17,385.00	7,615.00	69.54%
01-4-000303.00 DOCUMENT COPY FEE	2,100.00	2,263.00	-163.00	107.76%
01-4-000305.00 USE OF RECRDS FEE	600.00	143.00	457.00	23.83%
01-4-000307.00 VITAL STATISTIC FEE	1,500.00	1,080.00	420.00	72.00%
01-4-000311.00 PHOTOCOPYING FEE	50.00	0.00	50.00	0.00%
01-4-000320.00 TRACY HALL RNTL FEE	5,600.00	3,800.00	1,800.00	67.86%
01-4-000321.00 TH Rental Fee for Rec.Dep	0.00	2,988.00	-2,988.00	100.00%
01-4-000325.00 POLICE RPT FEE	500.00	282.00	218.00	56.40%
01-4-000355.00 RECREATION FEES	115,000.00	120,887.00	-5,887.00	105.12%
01-4-000355.01 Registration Fee Refunds	0.00	-550.00	550.00	100.00%
01-4-000360.00 TRNSFR STATION STICKERS	40,000.00	45,730.00	-5,730.00	114.33%
01-4-000362.00 MISC SOLID WASTE	3,500.00	0.00	3,500.00	0.00%
01-4-000363.00 E-WASTE	3,800.00	2,161.78	1,638.22	56.89%
01-4-000364.00 TRASH COUPON	105,000.00	71,155.00	33,845.00	67.77%
01-4-000365.00 RECYCLING REBATES	14,000.00	5,245.98	8,754.02	37.47%
01-4-000366.00 C & D WASTE	15,000.00	10,566.00	4,434.00	70.44%
Total SERVICE FEE	331,650.00	283,136.76	48,513.24	85.37%

Account	Budget	Actual	Budget Balance	Actual % of Budget
01-4-0004 GRANT REVENUE				
01-4-000405.00 FEMA GRANT	0.00	337,049.56	-337,049.56	100.00%
01-4-000415.00 CONSERV COMM GRANT	0.00	695.95	-695.95	100.00%
01-4-000417.00 DRY HYDRANT GRANT	7,700.00	0.00	7,700.00	0.00%
01-4-000436.00 OP/DUI (GHSP)	1,200.00	0.00	1,200.00	0.00%
01-4-000481.00 Town Clerk Grants	0.00	5,190.00	-5,190.00	100.00%
01-4-000483.00 Fire Department Grant	0.00	250.00	-250.00	100.00%
Total GRANT REVENUE	8,900.00	343,185.51	-334,285.51	3,856.02%
01-4-0008 OTHER TOWN REVENUES				
01-4-000810.00 BANK INTEREST	50,000.00	24,838.01	25,161.99	49.68%
01-4-000813.00 INSURANCE CLAIMS	0.00	10,065.79	-10,065.79	100.00%
01-4-000814.00 FIELD RENTAL	32,000.00	15,790.00	16,210.00	49.34%
Total OTHER TOWN REVENUES	82,000.00	50,693.80	31,306.20	61.82%
01-4-001 PUBLIC SAFETY REVENUES				
01-4-001005.00 POLICE FINE	10,000.00	1,915.79	8,084.21	19.16%
01-4-001007.00 PARKING FINE	500.00	0.00	500.00	0.00%
01-4-001008.00 DOG FINE	125.00	0.00	125.00	0.00%
Total PUBLIC SAFETY REVENUES	10,625.00	1,915.79	8,709.21	18.03%
01-4-009 MISCELLANEOUS REVENUE				
01-4-009001.00 DAILY OVER/SHORT	0.00	253.00	-253.00	100.00%
01-4-009005.00 AMBULANCE BILLS PAID	0.00	881.67	-881.67	100.00%
01-4-009007.00 DONATIONS	0.00	600.00	-600.00	100.00%
01-4-009100.00 TOWN CLRK MISCEL	50.00	115.40	-65.40	230.80%
01-4-009200.00 FIN DEPT MISCEL	0.00	315.00	-315.00	100.00%
01-4-009700.00 HIWAY DEPT MISCEL	0.00	230.00	-230.00	100.00%
01-4-009900.00 MISCELLANEOUS	10,000.00	5,198.36	4,801.64	51.98%
01-4-009901.00 Opioid Settlement Revenue	12,000.00	-13,229.36	25,229.36	-110.24%
01-4-009902.00 Transfer from Fund 12	0.00	26,000.00	-26,000.00	100.00%
01-4-009903.00 Cannabis Control Board Re	0.00	200.00	-200.00	100.00%
Total MISCELLANEOUS REVENUE	22,050.00	20,564.07	1,485.93	93.26%
Total Revenues	7,231,664.00	7,396,632.71	-164,968.71	102.28%
Total General	7,231,664.00	7,396,632.71	-164,968.71	
Total All Funds	7,231,664.00	7,396,632.71	-164,968.71	

Account	Budget	Actual	Budget Balance	Actual % of Budget
04-4-000810.00 BANK INTEREST	0.00	55.92	-55.92	100.00%
Total Revenues	0.00	55.92	-55.92	100.00%
Total CONSERVATION COMM FUND	0.00	55.92	-55.92	
05-4-000760.00 Desig.Gen. Fund Income	0.00	15,000.00	-15,000.00	100.00%
05-4-000800.00 J GIRARD DONATIONS	0.00	675.31	-675.31	100.00%
05-4-000810.00 BANK INTEREST	0.00	845.31	-845.31	100.00%
Total Revenues	0.00	16,520.62	-16,520.62	100.00%
Total RECREATION FACILITY & IMP	0.00	16,520.62	-16,520.62	
06-4-000760.00 DESIG. GEN. FUND CONTRIB	0.00	126,000.00	-126,000.00	100.00%
06-4-000810.00 BANK INTEREST REVENUE	0.00	10,261.51	-10,261.51	100.00%
Total Revenues	0.00	136,261.51	-136,261.51	100.00%
Total FIRE APPARATUS FUND	0.00	136,261.51	-136,261.51	
07-4-000760.00 DESIG. GEN. FUND INCOME	0.00	250,000.00	-250,000.00	100.00%
07-4-000810.00 BANK INTEREST	0.00	5,714.25	-5,714.25	100.00%
Total Revenues	0.00	255,714.25	-255,714.25	100.00%
Total HIGHWAY EQUIPMENT FUND	0.00	255,714.25	-255,714.25	
08-4-000760.00 DESIG. GEN. FUND	0.00	50,000.00	-50,000.00	100.00%
08-4-000810.00 BANK INTEREST	0.00	5,329.63	-5,329.63	100.00%
Total Revenues	0.00	55,329.63	-55,329.63	100.00%
Total HIGHWAY GARAGE FUND	0.00	55,329.63	-55,329.63	
09-4-000760.00 DESIG. GEN. FUND INCOME	0.00	5,000.00	-5,000.00	100.00%
09-4-000810.00 BANK INTEREST	0.00	653.18	-653.18	100.00%
Total Revenues	0.00	5,653.18	-5,653.18	100.00%
Total SOLID WASTE EQUIP FUND	0.00	5,653.18	-5,653.18	
Total Revenues	0.00	0.00	0.00	0.00%
Total POLICE STATION FUND	0.00	0.00	0.00	
11-4-000760.00 DESIG. GEN. FUND INCOME	0.00	35,000.00	-35,000.00	100.00%
11-4-000810.00 BANK INTEREST	0.00	1,387.58	-1,387.58	100.00%
Total Revenues	0.00	36,387.58	-36,387.58	100.00%

Account	Budget	Actual	Budget Balance	Actual % of Budget
Total POLICE CRUISER	0.00	36,387.58	-36,387.58	
12-4-000760.00 DESIG. GEN FUND INCOME	0.00	40,000.00	-40,000.00	100.00%
12-4-000810.00 BANK INTEREST	0.00	1,337.07	-1,337.07	100.00%
Total Revenues	0.00	41,337.07	-41,337.07	100.00%
Total TOWN REAPPRAISAL FUND	0.00	41,337.07	-41,337.07	
13-4-000760.00 DESIG. GEN. FUND INCOME	0.00	291,000.00	-291,000.00	100.00%
13-4-000810.00 BANK INTEREST	0.00	9,658.12	-9,658.12	100.00%
Total Revenues	0.00	300,658.12	-300,658.12	100.00%
Total TRACY HALL FUND	0.00	300,658.12	-300,658.12	
14-4-000760.00 DESIG. GEN FUND INCOME	0.00	5,000.00	-5,000.00	100.00%
14-4-000810.00 BANK INTEREST	0.00	1,759.22	-1,759.22	100.00%
Total Revenues	0.00	6,759.22	-6,759.22	100.00%
Total GENERAL ADMIN. FUND	0.00	6,759.22	-6,759.22	
15-4-000810.00 BANK INTEREST	0.00	0.12	-0.12	100.00%
Total Revenues	0.00	0.12	-0.12	100.00%
Total Granite bench with crista	0.00	0.12	-0.12	
Total Revenues	0.00	0.00	0.00	0.00%
Total RECREATION FUND-DAM	0.00	0.00	0.00	
17-4-000760.00 DESIG. GEN FUND INCOME	0.00	10,000.00	-10,000.00	100.00%
17-4-000810.00 BANK INTEREST	0.00	1,787.98	-1,787.98	100.00%
Total Revenues	0.00	11,787.98	-11,787.98	100.00%
Total RECREATION FUND-TENNIS CO	0.00	11,787.98	-11,787.98	
19-4-000760.00 DESIG. GEN FUND INCOME	0.00	8,650.00	-8,650.00	100.00%
19-4-000810.00 BANK INTEREST	0.00	126.51	-126.51	100.00%
Total Revenues	0.00	8,776.51	-8,776.51	100.00%
Total TOWN CLERK EQUIP FUND	0.00	8,776.51	-8,776.51	
21-4-000760.00 DESIG. GEN. FUND INCOME	0.00	11,000.00	-11,000.00	100.00%

Account	Budget	Actual	Budget Balance	Actual % of Budget
21-4-000810.00 BANK INTEREST	0.00	256.52	-256.52	100.00%
Total Revenues	0.00	11,256.52	-11,256.52	100.00%
Total POLICE SPEC EQUIP FUND	0.00	11,256.52	-11,256.52	
Total Revenues	0.00	0.00	0.00	0.00%
Total KIDS & COPS FUND	0.00	0.00	0.00	
23-4-000810.00 BANK INTEREST	0.00	665.19	-665.19	100.00%
Total Revenues	0.00	665.19	-665.19	100.00%
Total AFFORDABLE HOUSING FUND	0.00	665.19	-665.19	
24-4-000810.00 BANK INTEREST	0.00	176.92	-176.92	100.00%
Total Revenues	0.00	176.92	-176.92	100.00%
Total LAND MANAGEMENT COUNCIL F	0.00	176.92	-176.92	
Total Revenues	0.00	0.00	0.00	0.00%
Total FIRE DEPT. APPARATUS BAY	0.00	0.00	0.00	
26-4-000760.00 DESIG. GEN FUND INCOME	0.00	33,075.00	-33,075.00	100.00%
26-4-000810.00 BANK INTEREST	0.00	1,327.58	-1,327.58	100.00%
Total Revenues	0.00	34,402.58	-34,402.58	100.00%
Total FIRE EQUIPMENT FUND	0.00	34,402.58	-34,402.58	
27-4-000810.00 BANK INTEREST	0.00	1,180.53	-1,180.53	100.00%
Total Revenues	0.00	1,180.53	-1,180.53	100.00%
Total SIDEWALK FUND	0.00	1,180.53	-1,180.53	
28-4-000810.00 BANK INTEREST	0.00	0.01	-0.01	100.00%
Total Revenues	0.00	0.01	-0.01	100.00%
Total LONG TERM FACILITY STUDY	0.00	0.01	-0.01	
Total Revenues	0.00	0.00	0.00	0.00%
Total TOWN MANAGER VEHICLE FUND	0.00	0.00	0.00	

Account	Budget	Actual	Budget Balance	Actual % of Budget
Total Revenues	0.00	0.00	0.00	0.00%
Total BANDSTAND RENOVATION FUND	0.00	0.00	0.00	
Total Revenues	0.00	0.00	0.00	0.00%
Total COMMUNICATIONS STUDY FUND	0.00	0.00	0.00	
33-4-000809.00 Returnable Bottles Revenu	0.00	5,159.00	-5,159.00	100.00%
33-4-000810.00 INTEREST	0.00	143.33	-143.33	100.00%
Total Revenues	0.00	5,302.33	-5,302.33	100.00%
Total CITIZEN ASSISTANCE FUND	0.00	5,302.33	-5,302.33	
Total Revenues	0.00	0.00	0.00	0.00%
Total WCTU FOUNTAIN	0.00	0.00	0.00	
Total Revenues	0.00	0.00	0.00	0.00%
Total CORRIDOR TREE	0.00	0.00	0.00	
Total Revenues	0.00	0.00	0.00	0.00%
Total ALURA GRANT	0.00	0.00	0.00	
37-4-000760.00 Desig.Gen. Fund Income	0.00	250.00	-250.00	100.00%
37-4-000810.00 INTEREST	0.00	3.68	-3.68	100.00%
Total Revenues	0.00	253.68	-253.68	100.00%
Total MAIN STREET FLAGS	0.00	253.68	-253.68	
Total Revenues	0.00	0.00	0.00	0.00%
Total SCHOOL LEASELAND	0.00	0.00	0.00	
Total Revenues	0.00	0.00	0.00	0.00%
Total GOSPEL LEASELAND	0.00	0.00	0.00	

Account	Budget	Actual	Budget Balance	Actual % of Budget
40-4-000810.00 BANK INTEREST	0.00	13.00	-13.00	100.00%
40-4-009008.00 SCHOLARSHIP DONATIONS	0.00	270.00	-270.00	100.00%
Total Revenues	0.00	283.00	-283.00	100.00%
Total RECREATION SCHOLARSHIPS	0.00	283.00	-283.00	
41-4-000760.00 DESIG. GEN FUND INCOME	0.00	350,000.00	-350,000.00	100.00%
41-4-000810.00 BANK INTEREST	0.00	14,468.94	-14,468.94	100.00%
Total Revenues	0.00	364,468.94	-364,468.94	100.00%
Total DPW-BRIDGE FUND	0.00	364,468.94	-364,468.94	
42-4-000760.00 DESIG. GEN. FUND CONTRIB	0.00	100,000.00	-100,000.00	100.00%
42-4-000810.00 INTEREST	0.00	6,083.70	-6,083.70	100.00%
Total Revenues	0.00	106,083.70	-106,083.70	100.00%
Total DPW-PAVING FUND	0.00	106,083.70	-106,083.70	
43-4-000760.00 DESIGNATED FUND CONTRIB	0.00	5,000.00	-5,000.00	100.00%
43-4-000810.00 INTEREST	0.00	577.81	-577.81	100.00%
Total Revenues	0.00	5,577.81	-5,577.81	100.00%
Total BUILDINGS & GROUNDS	0.00	5,577.81	-5,577.81	
Total Revenues	0.00	0.00	0.00	0.00%
Total COMMUNICATIONS CONSTRUCTI	0.00	0.00	0.00	
45-4-000302.00 RESTORATION REVENUE	0.00	6,295.00	-6,295.00	100.00%
45-4-000760.00 DESIG. GEN. FUND INCOME	0.00	5,000.00	-5,000.00	100.00%
45-4-000810.00 INTEREST	0.00	580.62	-580.62	100.00%
Total Revenues	0.00	11,875.62	-11,875.62	100.00%
Total RECORDS RESTORATION	0.00	11,875.62	-11,875.62	
46-4-000760.00 DESIG. GEN FUND INCOME	0.00	30,000.00	-30,000.00	100.00%
46-4-000810.00 INTEREST	0.00	837.92	-837.92	100.00%
Total Revenues	0.00	30,837.92	-30,837.92	100.00%
Total GENERATOR FUND	0.00	30,837.92	-30,837.92	
47-4-000810.00 INTEREST US BANK	0.00	187.22	-187.22	100.00%
47-4-000820.00 Designated Fund Income	0.00	15,000.00	-15,000.00	100.00%

Account	Budget	Actual	Budget Balance	Actual % of Budget
Total Revenues	0.00	15,187.22	-15,187.22	100.00%
Total PUBLIC SAFETY FACILITY	0.00	15,187.22	-15,187.22	
48-4-000810.00 ClimateEmergency-Interest	0.00	574.69	-574.69	100.00%
Total Revenues	0.00	574.69	-574.69	100.00%
Total Climate Emergency	0.00	574.69	-574.69	
Total Revenues	0.00	0.00	0.00	0.00%
Total ARPA (American Rescue Pla	0.00	0.00	0.00	
50-4-000810.00 Interest	0.00	9,559.01	-9,559.01	100.00%
Total Revenues	0.00	9,559.01	-9,559.01	100.00%
Total Expense/Emergency Reserve	0.00	9,559.01	-9,559.01	
51-4-000760.00 Trfr in Op Perf & Develop	0.00	50,000.00	-50,000.00	100.00%
51-4-000810.00 Interest	0.00	1,858.32	-1,858.32	100.00%
Total Revenues	0.00	51,858.32	-51,858.32	100.00%
Total Operational Perf & Develo	0.00	51,858.32	-51,858.32	
52-4-000760.00 Designated Fund Income	0.00	100,000.00	-100,000.00	100.00%
52-4-000810.00 Interest	0.00	1,482.44	-1,482.44	100.00%
Total Revenues	0.00	101,482.44	-101,482.44	100.00%
Total Emerald Ash Borer Respons	0.00	101,482.44	-101,482.44	
53-4-000810.00 Interest	0.00	88.44	-88.44	100.00%
Total Revenues	0.00	88.44	-88.44	100.00%
Total Kids Bridge-Huntley Mdw	0.00	88.44	-88.44	
54-4-000760.00 General Fund Contribution	0.00	200,000.00	-200,000.00	100.00%
54-4-000810.00 Interest Earned	0.00	3,772.45	-3,772.45	100.00%
Total Revenues	0.00	203,772.45	-203,772.45	100.00%
Total Culvert Fund	0.00	203,772.45	-203,772.45	
55-4-000760.00 General Fund Contribution	0.00	10,000.00	-10,000.00	100.00%

Account	Budget	Actual	Budget Balance	Actual % of Budget
55-4-000810.00 Interest Earned	0.00	269.81	-269.81	100.00%
Total Revenues	0.00	10,269.81	-10,269.81	100.00%
Total Roadway Safety Fund	0.00	10,269.81	-10,269.81	
56-4-000809.00 Opioid Settlement Revenue	0.00	17,519.01	-17,519.01	100.00%
56-4-000810.00 Bank Interest Revenue	0.00	240.88	-240.88	100.00%
Total Revenues	0.00	17,759.89	-17,759.89	100.00%
Total Opioid Settlement Fund	0.00	17,759.89	-17,759.89	
Total All Funds	0.00	1,858,158.73	-1,858,158.73	

General

Account	Budget	Actual	Budget Balance	Actual % of Budget
01-5-005 TOWN ADMIN. EXPENSE				
01-5-005110.00 SELECTBOARD STIPEND	2,500.00	1,250.00	1,250.00	50.00%
01-5-005111.00 TOWN MANAGER WAGE	158,062.00	113,482.02	44,579.98	71.80%
01-5-005112.00 Asst. Town Mngr.Wage	72,921.00	52,576.97	20,344.03	72.10%
01-5-005113.00 TREASURER STIPEND	1,800.00	900.00	900.00	50.00%
01-5-005114.00 ADMIN ASSIST WAGE	29,134.00	20,572.11	8,561.89	70.61%
01-5-005120.00 CCC Tax	1,060.00	727.43	332.57	68.63%
01-5-005121.00 FICA TAX	16,467.00	11,619.23	4,847.77	70.56%
01-5-005122.00 MEDI TAX	3,762.00	2,585.89	1,176.11	68.74%
01-5-005123.00 HEALTH INSUR	79,567.00	65,965.55	13,601.45	82.91%
01-5-005124.00 DISABILITY/LIFE INSUR	2,157.00	1,780.30	376.70	82.54%
01-5-005125.00 DENTAL INSURANCE	1,175.00	1,180.02	-5.02	100.43%
01-5-005126.00 VT RETIREMENT	21,262.00	16,076.70	5,185.30	75.61%
01-5-005252.00 TMGR RELOCATION EXPENSE	10,000.00	0.00	10,000.00	0.00%
01-5-005300.00 PROFESS SERV	10,000.00	1,980.00	8,020.00	19.80%
01-5-005300.10 CONTRACTED SERVICES	0.00	1,462.50	-1,462.50	100.00%
01-5-005302.00 VLCT MEMBERSHIP	6,300.00	6,176.00	124.00	98.03%
01-5-005305.00 LEGAL	80,000.00	8,830.05	71,169.95	11.04%
01-5-005310.00 TOWN REPORT	4,500.00	3,829.23	670.77	85.09%
01-5-005531.00 ADMIN TELEPHONE	700.00	194.42	505.58	27.77%
01-5-005532.00 T MNGR CELL PHONE	600.00	299.54	300.46	49.92%
01-5-005538.00 POSTAGE	100.00	2.91	97.09	2.91%
01-5-005540.00 ADVERTISING	1,500.00	194.40	1,305.60	12.96%
01-5-005581.00 MILEAGE	200.00	11.96	188.04	5.98%
01-5-005610.00 OFFICE SUPPLIES	2,000.00	645.51	1,354.49	32.28%
01-5-005611.00 OFFICE EQUIP	500.00	92.00	408.00	18.40%
01-5-005615.00 DUES/MTS/EDUC	4,000.00	995.00	3,005.00	24.88%
01-5-005616.00 Treasurer Conf. & Dues Ex	1,000.00	1,035.64	-35.64	103.56%
01-5-005704.00 Reg Energy Coordinator	32,500.00	31,590.00	910.00	97.20%
01-5-005816.00 Des.Fund - Main St Flags	250.00	250.00	0.00	100.00%
01-5-005900.00 MISCELLANEOUS	1,000.00	368.15	631.85	36.82%
Total TOWN ADMIN. EXPENSE	545,017.00	346,673.53	198,343.47	63.61%
01-5-010 BCA/BOA EXPENDITURES				
01-5-010538.00 POSTAGE	160.00	150.98	9.02	94.36%
01-5-010610.00 OFFICE SUPPLIES	25.00	0.00	25.00	0.00%
01-5-010615.00 DUES/MTGS/EDUC	50.00	0.00	50.00	0.00%
Total BCA/BOA EXPENDITURES	235.00	150.98	84.02	64.25%
01-5-050 STAT MTGS EXPENDITURES				
01-5-050110.00 POLLWORKER STIPEND	400.00	0.00	400.00	0.00%
01-5-050121.00 FICA TAX	25.00	0.00	25.00	0.00%
01-5-050122.00 MEDI TAX	6.00	0.00	6.00	0.00%
01-5-050123.00 CCC Tax	2.00	0.00	2.00	0.00%
01-5-050200.00 CONTRACTED SERVICES	1,000.00	403.03	596.97	40.30%
01-5-050538.00 POSTAGE	600.00	316.22	283.78	52.70%
01-5-050540.00 ADVERTISING	200.00	0.00	200.00	0.00%
01-5-050550.00 PRINTING	3,200.00	1,989.62	1,210.38	62.18%

Account	Budget	Actual	Budget Balance	Actual % of Budget
01-5-050610.00 OFFICE SUPPLIES	400.00	0.00	400.00	0.00%
01-5-050650.00 VOTING MACHINE	100.00	0.00	100.00	0.00%
01-5-050652.00 VOTING MACH MAINT AGRMT	400.00	0.00	400.00	0.00%
01-5-050655.00 VTG MCHN PROGRAMG	2,000.00	1,373.00	627.00	68.65%
Total STAT MTGS EXPENDITURES	8,333.00	4,081.87	4,251.13	48.98%
01-5-100 TOWN CLERK EXPENDITURES				
01-5-100110.00 TOWN CLERK WAGE	78,107.00	56,131.84	21,975.16	71.87%
01-5-100112.00 ASST CLK WAGE	58,271.00	40,091.75	18,179.25	68.80%
01-5-100120.00 CCC Tax	600.00	381.09	218.91	63.52%
01-5-100121.00 FICA TAX	8,455.00	5,622.06	2,832.94	66.49%
01-5-100122.00 MEDI TAX	1,977.00	1,314.86	662.14	66.51%
01-5-100123.00 HEALTH INS	56,971.00	32,319.72	24,651.28	56.73%
01-5-100124.00 DISABILITY/LIFE INS	1,378.00	877.05	500.95	63.65%
01-5-100125.00 DENTAL INSURANCE	940.00	808.83	131.17	86.05%
01-5-100126.00 VT RETIREMENT	9,887.00	6,732.46	3,154.54	68.09%
01-5-100207.00 DOG/CAT LICENSE	350.00	382.73	-32.73	109.35%
01-5-100209.00 VITAL STATISTICS	50.00	0.00	50.00	0.00%
01-5-100531.00 TELEPHONE	600.00	194.42	405.58	32.40%
01-5-100538.00 POSTAGE	150.00	0.00	150.00	0.00%
01-5-100550.00 PRINTING	200.00	168.75	31.25	84.38%
01-5-100610.00 OFFICE SUPPLIES	1,200.00	795.54	404.46	66.30%
01-5-100611.00 OFFICE EQUIPMENT	500.00	199.98	300.02	40.00%
01-5-100613.00 SOFTWARE	5,600.00	4,641.22	958.78	82.88%
01-5-100615.00 DUES/MTGS/EDUC	3,300.00	5,002.03	-1,702.03	151.58%
01-5-100758.00 DES. FUND-RECORD RESTORAT	5,000.00	5,000.00	0.00	100.00%
01-5-100760.00 DESIGNATED FUND- EQUIP	8,650.00	8,650.00	0.00	100.00%
Total TOWN CLERK EXPENDITURES	242,186.00	169,314.33	72,871.67	69.91%
01-5-200 FINANCE DEPARTMENT				
01-5-200112.00 FINL ASSISTANT WAGE	62,346.00	41,915.12	20,430.88	67.23%
01-5-200112.10 FINANCE OFFICER WAGE	100,182.00	72,187.52	27,994.48	72.06%
01-5-200120.00 CCC Tax	650.00	427.40	222.60	65.75%
01-5-200121.00 FICA TAX	10,077.00	6,453.68	3,623.32	64.04%
01-5-200122.00 MEDI TAX	2,308.00	1,509.29	798.71	65.39%
01-5-200123.00 HEALTH INS	24,038.00	21,841.04	2,196.96	90.86%
01-5-200124.00 DISABILITY/LIFE INS	1,484.00	1,236.43	247.57	83.32%
01-5-200125.00 DENTAL INSURANCE	940.00	517.25	422.75	55.03%
01-5-200126.00 VT RETIREMENT	11,783.00	9,116.46	2,666.54	77.37%
01-5-200320.00 PROFESS SERVICES	4,000.00	6,808.14	-2,808.14	170.20%
01-5-200322.00 INDEPENDENT AUDIT	40,000.00	31,800.00	8,200.00	79.50%
01-5-200531.00 TELEPHONE	600.00	194.42	405.58	32.40%
01-5-200550.00 PRINTING	160.00	0.00	160.00	0.00%
01-5-200580.00 MILEAGE REIMBURSEMENT	0.00	233.76	-233.76	100.00%
01-5-200610.00 OFFICE SUPPLIES	1,300.00	1,132.68	167.32	87.13%
01-5-200611.00 OFFICE EQUIPMENT	0.00	566.97	-566.97	100.00%
01-5-200613.00 SOFTWARE	4,800.00	8,854.38	-4,054.38	184.47%
01-5-200615.00 DUES/MTGS/EDUC	1,000.00	309.00	691.00	30.90%

General

Account	Budget	Actual	Budget Balance	Actual % of Budget
01-5-200711.00 BANK	625.00	165.17	459.83	26.43%
Total FINANCE DEPARTMENT	266,293.00	205,268.71	61,024.29	77.08%
01-5-275 GEN ADMIN EXPENDITURES				
01-5-275531.00 TELEPHONE	800.00	1,822.06	-1,022.06	227.76%
01-5-275536.00 POSTAGE METER RENTAL	750.00	691.92	58.08	92.26%
01-5-275538.00 POSTAGE	3,700.00	2,273.17	1,426.83	61.44%
01-5-275610.00 OFFICE SUPPLIES	1,000.00	997.29	2.71	99.73%
01-5-275620.00 PHOTOCOPIER	1,700.00	2,261.30	-561.30	133.02%
01-5-275627.00 Remote Meeting Services	6,500.00	3,764.67	2,735.33	57.92%
01-5-275628.00 COMPUTER SOFTWARE	500.00	0.00	500.00	0.00%
01-5-275630.00 COMPUTER HARDWARE	4,000.00	71.66	3,928.34	1.79%
01-5-275631.00 WEB SITE SUPPORT	400.00	367.92	32.08	91.98%
01-5-275632.00 SERVER MAINTENANCE	45,000.00	33,553.27	11,446.73	74.56%
01-5-275760.00 DESIGNATED FUND-EQUIP	5,000.00	5,000.00	0.00	100.00%
01-5-275762.00 Designated Fund - 51	50,000.00	50,000.00	0.00	100.00%
Total GEN ADMIN EXPENDITURES	119,350.00	100,803.26	18,546.74	84.46%
01-5-300 LISTER EXPENDITURES				
01-5-300115.00 Lister Office Wages	53,500.00	47,695.08	5,804.92	89.15%
01-5-300120.00 CCC Tax	139.00	113.34	25.66	81.54%
01-5-300121.00 FICA TAX	1,953.00	3,012.91	-1,059.91	154.27%
01-5-300122.00 MEDI TAX	457.00	704.64	-247.64	154.19%
01-5-300300.00 Prof.Assessor Srvc.	3,000.00	2,878.50	121.50	95.95%
01-5-300360.00 SOFTWARE MAINT/UPDATE	16,250.00	10,234.04	6,015.96	62.98%
01-5-300531.00 TELEPHONE	600.00	194.42	405.58	32.40%
01-5-300538.00 POSTAGE	300.00	121.92	178.08	40.64%
01-5-300540.00 ADVERTISING	200.00	0.00	200.00	0.00%
01-5-300550.00 PRINTING	100.00	6.00	94.00	6.00%
01-5-300580.00 MILEAGE REIMB	200.00	316.96	-116.96	158.48%
01-5-300610.00 OFFICE SUPPLIES	200.00	82.71	117.29	41.36%
01-5-300611.00 OFFICE EQUIPMENT	200.00	238.99	-38.99	119.50%
01-5-300615.00 DUES/MTGS/EDUC	300.00	534.77	-234.77	178.26%
01-5-300760.00 DESIGNATED FUND-REAPPR	40,000.00	40,000.00	0.00	100.00%
Total LISTER EXPENDITURES	117,399.00	106,134.28	11,264.72	90.40%
01-5-350 PLANNING DEPT EXPENDITURE				
01-5-350110.00 P&Z Director Wage	92,098.00	65,139.20	26,958.80	70.73%
01-5-350112.00 OFFICE ASST. WAGE	35,735.00	31,456.02	4,278.98	88.03%
01-5-350120.00 CCC Tax	562.00	401.05	160.95	71.36%
01-5-350121.00 FICA TAX	7,926.00	5,981.37	1,944.63	75.47%
01-5-350122.00 MEDI TAX	1,854.00	1,398.83	455.17	75.45%
01-5-350123.00 HEALTH INS	12,019.00	8,081.98	3,937.02	67.24%
01-5-350124.00 DISABILITY/LIFE INS	788.00	723.40	64.60	91.80%
01-5-350125.00 DENTAL INSURANCE	940.00	397.90	542.10	42.33%
01-5-350126.00 VT RETIREMENT	9,268.00	4,869.51	4,398.49	52.54%
01-5-350320.00 PLANNING SERVICES	5,000.00	0.00	5,000.00	0.00%

General

Account	Budget	Actual	Budget Balance	Actual % of Budget
01-5-350321.00 TWO RIVER PLANNING COMM.	6,250.00	6,249.00	1.00	99.98%
01-5-350322.00 U.V. TRANSPORTATION MGMT	1,150.00	0.00	1,150.00	0.00%
01-5-350341.00 MAPPING	2,000.00	0.00	2,000.00	0.00%
01-5-350419.00 MUNI. PLANNING GRANT	5,000.00	0.00	5,000.00	0.00%
01-5-350531.00 TELEPHONE	600.00	194.38	405.62	32.40%
01-5-350538.00 POSTAGE	500.00	341.35	158.65	68.27%
01-5-350540.00 ADVERTISING	600.00	638.80	-38.80	106.47%
01-5-350550.00 PRINTING	200.00	0.00	200.00	0.00%
01-5-350580.00 MILEAGE REIMB	400.00	231.70	168.30	57.93%
01-5-350610.00 OFFICE SUPPLIES	750.00	520.75	229.25	69.43%
01-5-350611.00 OFFICE EQUIPMENT	2,000.00	0.00	2,000.00	0.00%
01-5-350612.00 Sotware Expense	500.00	239.88	260.12	47.98%
01-5-350615.00 DUES/MTGS/EDUC	500.00	428.74	71.26	85.75%
Total PLANNING DEPT EXPENDITURE	186,640.00	127,293.86	59,346.14	68.20%
01-5-425 RECREA DEPT EXPENDITURES				
01-5-4251 ADMINISTRATION				
01-5-425110.00 RECREATION DIR WAGE	84,385.00	60,690.56	23,694.44	71.92%
01-5-425120.00 CCC Tax	371.00	248.76	122.24	67.05%
01-5-425121.00 FICA TAX	5,232.00	4,363.35	868.65	83.40%
01-5-425122.00 MEDI TAX	1,224.00	1,020.52	203.48	83.38%
01-5-425124.00 DISABILITY/LIFE INSUR	813.00	675.90	137.10	83.14%
01-5-425125.00 DENTAL INSURANCE	470.00	0.00	470.00	0.00%
01-5-425126.00 VT RETIREMENT	6,118.00	4,538.50	1,579.50	74.18%
01-5-425127.00 TELEPHONE	1,116.00	493.94	622.06	44.26%
01-5-425128.00 POSTAGE	52.00	68.07	-16.07	130.90%
01-5-425140.00 ADVERTISING	200.00	0.00	200.00	0.00%
01-5-425150.00 PRINTING	80.00	68.05	11.95	85.06%
01-5-425160.00 DUES/MTGS/EDUC	1,000.00	440.00	560.00	44.00%
01-5-425170.00 OFFICE EQUIPMENT	57.00	0.00	57.00	0.00%
01-5-425180.00 MILEAGE REIMBURSEMENT	275.00	52.50	222.50	19.09%
01-5-425182.00 OFFICE SUPPLIES	200.00	154.98	45.02	77.49%
01-5-425183.00 POS Software (myRec)	0.00	3,845.00	-3,845.00	100.00%
Total ADMINISTRATION	101,593.00	76,660.13	24,932.87	75.46%
01-5-4252 PROGRAM				
01-5-425200.00 Instructor/Contractor Fee	20,000.00	7,983.40	12,016.60	39.92%
01-5-425206.00 COACHING EXPENSES	831.00	529.49	301.51	63.72%
01-5-425208.00 HATS/T-SHIRTS	3,115.00	0.00	3,115.00	0.00%
01-5-425211.00 EQUIP.& SUPPLIES	6,500.00	6,313.09	186.91	97.12%
01-5-425212.00 Program Wage	42,000.00	51,161.50	-9,161.50	121.81%
01-5-425214.00 REFERREE/UMPIRE	7,000.00	1,760.00	5,240.00	25.14%
01-5-425216.00 ENTRY FEE -Tournament	1,500.00	700.00	800.00	46.67%
01-5-425218.00 REGISTRATION	6,000.00	0.00	6,000.00	0.00%
01-5-425219.00 Facilitly Rental Fee Expe	19,000.00	4,760.00	14,240.00	25.05%
01-5-425220.00 SPECIAL EVENTS /SUPPLIES	2,200.00	952.55	1,247.45	43.30%
01-5-425221.00 FICA TAX	2,604.00	2,604.76	-0.76	100.03%
01-5-425222.00 MEDI TAX	609.00	510.82	98.18	83.88%

General

Account	Budget	Actual	Budget Balance	Actual % of Budget
01-5-425223.00 CCC Tax	185.00	178.74	6.26	96.62%
01-5-425244.00 UNIFORMS	1,500.00	1,044.21	455.79	69.61%
Total PROGRAM	113,044.00	78,498.56	34,545.44	69.44%
01-5-4253 RECREATION FACILITIES				
01-5-425322.00 REC FIELD CARE	7,200.00	4,147.93	3,052.07	57.61%
01-5-425324.00 HNTLY LINE MARKING	5,500.00	2,037.36	3,462.64	37.04%
01-5-425326.00 PORTABLE TOILET	4,250.00	3,151.44	1,098.56	74.15%
01-5-425328.00 ICE RINK	3,500.00	2,490.69	1,009.31	71.16%
01-5-425330.00 REPAIRS,MAINT&Site Wrk	3,000.00	975.39	2,024.61	32.51%
01-5-425332.00 WATER USAGE	467.00	141.38	325.62	30.27%
01-5-425345.00 SITE WORK	250.00	0.00	250.00	0.00%
01-5-425360.00 DESIGNATED FUND-T COURTS	10,000.00	10,000.00	0.00	100.00%
01-5-425362.00 Desig.Rec.Facility(Fund 0	15,000.00	15,000.00	0.00	100.00%
Total RECREATION FACILITIES	49,167.00	37,944.19	11,222.81	77.17%
Total RECREA DEPT EXPENDITURES	263,804.00	193,102.88	70,701.12	73.20%
01-5-485 PUBLIC SAFETY FACILITY				
01-5-485232.00 WATER USAGE	1,500.00	582.27	917.73	38.82%
01-5-485233.00 ELECTRICITY	10,000.00	10,455.31	-455.31	104.55%
01-5-485234.00 HEATING	4,800.00	5,118.32	-318.32	106.63%
01-5-485238.00 PHONE & INTERNET	6,500.00	5,684.05	815.95	87.45%
01-5-485301.00 BUILDING SUPPLIES	1,500.00	751.83	748.17	50.12%
01-5-485302.00 REPAIRS & MAINTENANCE	7,500.00	7,635.12	-135.12	101.80%
01-5-485303.00 ALARM MONITORING	1,750.00	1,252.00	498.00	71.54%
01-5-485304.00 CLEANING	12,000.00	6,010.64	5,989.36	50.09%
01-5-485760.00 DESIGNATED FUND-POLICE ST	15,000.00	15,000.00	0.00	100.00%
Total PUBLIC SAFETY FACILITY	60,550.00	52,489.54	8,060.46	86.69%
01-5-500 POLICE DEPT EXPENDITURES				
01-5-5001 WAGES & BENEFITS				
01-5-500110.00 POLICE CHIEF WAGE	108,374.00	77,073.23	31,300.77	71.12%
01-5-500112.00 POLICE OFFICER WAGE	216,085.00	131,883.27	84,201.73	61.03%
01-5-500112.10 ON-CALL WAGES	3,648.00	42.42	3,605.58	1.16%
01-5-500113.00 OVERTIME OFFICER WAGE	18,475.00	4,164.10	14,310.90	22.54%
01-5-500114.00 ADMINISTRATIVE WAGE	64,599.00	43,994.99	20,604.01	68.10%
01-5-500115.00 PARTTIME OFFICER WAGE	5,000.00	0.00	5,000.00	0.00%
01-5-500116.00 CROSSING GUARD WAGE	20,000.00	10,785.16	9,214.84	53.93%
01-5-500117.00 GOVERNOR'S HWY SAFETY GRA	0.00	461.76	-461.76	100.00%
01-5-500120.10 CCC Tax	1,919.00	1,046.94	872.06	54.56%
01-5-500121.00 FICA TAX	27,043.00	16,452.22	10,590.78	60.84%
01-5-500122.00 MEDI TAX	6,325.00	3,847.64	2,477.36	60.83%
01-5-500123.00 HEALTH INS	103,606.00	22,814.06	80,791.94	22.02%
01-5-500124.00 DISABILITY/LIFE INS	3,258.00	2,633.36	624.64	80.83%
01-5-500125.00 DELTA DENTAL	1,881.00	1,829.33	51.67	97.25%

General

Account	Budget	Actual	Budget Balance	Actual % of Budget
01-5-500126.00 VT RETIREMENT	31,192.00	22,193.15	8,998.85	71.15%
Total WAGES & BENEFITS	611,405.00	339,221.63	272,183.37	55.48%
01-5-5002 COMMUNITY POLICING				
01-5-500201.00 ANIMAL CONT/LEASH LAW	3,000.00	0.00	3,000.00	0.00%
01-5-500202.00 COMMUNITY RELATNS	1,500.00	841.30	658.70	56.09%
01-5-500204.00 SPEED SIGNS	5,000.00	3,420.46	1,579.54	68.41%
Total COMMUNITY POLICING	9,500.00	4,261.76	5,238.24	44.86%
01-5-5003 EQUIPMENT & MAINTENANCE				
01-5-500301.00 RADIO MAINTENANCE	500.00	384.50	115.50	76.90%
01-5-500302.00 PETROLEUM PRODUCTS	12,500.00	6,676.90	5,823.10	53.42%
01-5-500304.00 CRUISER VIDEO EQUIP	13,371.00	0.00	13,371.00	0.00%
01-5-500306.00 CRUISER MAINT	10,000.00	3,400.38	6,599.62	34.00%
01-5-500308.00 CRUISER SUPPLIES	1,000.00	1,646.31	-646.31	164.63%
01-5-500309.00 Capital Lease Equip. Expe	35,000.00	33,966.58	1,033.42	97.05%
Total EQUIPMENT & MAINTENANCE	72,371.00	46,074.67	26,296.33	63.66%
01-5-5004 GRANTS				
Total GRANTS	0.00	0.00	0.00	0.00%
01-5-5005 SUPPORT				
01-5-500501.00 ADMINISTRATION	10,000.00	8,378.02	1,621.98	83.78%
01-5-500535.00 VIBRS	6,000.00	973.78	5,026.22	16.23%
01-5-500536.00 DISPATCH SERVICES	100,000.00	79,951.01	20,048.99	79.95%
01-5-500537.00 IT SUPPORT	11,500.00	9,999.20	1,500.80	86.95%
01-5-500538.00 TRAINING	7,500.00	2,590.25	4,909.75	34.54%
01-5-500543.00 TRAINING SUPPLIES & EQUIP	10,000.00	11,372.25	-1,372.25	113.72%
01-5-500580.00 MILEAGE REIMB	250.00	56.00	194.00	22.40%
01-5-500581.00 DUES/MTGS/EDUC	2,500.00	620.00	1,880.00	24.80%
01-5-500582.00 UNIFORMS	7,500.00	2,486.04	5,013.96	33.15%
01-5-500583.00 UNIFORMS CLEANING	2,000.00	0.00	2,000.00	0.00%
01-5-500584.00 BULLET PROOF VESTS	3,000.00	0.00	3,000.00	0.00%
Total SUPPORT	160,250.00	116,426.55	43,823.45	72.65%
01-5-5007 CAPITAL EXPENDITURES				
01-5-500701.00 DESIGNATED FUND-SPEC EQUI	11,000.00	11,000.00	0.00	100.00%
01-5-500702.00 DESIGNATED FUND-CRUISER	35,000.00	35,000.00	0.00	100.00%
Total CAPITAL EXPENDITURES	46,000.00	46,000.00	0.00	100.00%
Total POLICE DEPT EXPENDITURES	899,526.00	551,984.61	347,541.39	61.36%
01-5-555 FIRE/FAST DEPT. EXPENSES				
01-5-5551 FIRE WAGES				

General

Account	Budget	Actual	Budget Balance	Actual % of Budget
01-5-555108.00 FIRE CHIEF WAGES	83,298.00	59,952.02	23,345.98	71.97%
01-5-555110.00 FIRE OFFICER STIPEND	2,100.00	0.00	2,100.00	0.00%
01-5-555112.00 FIREFIGHTERS WAGE	32,000.00	20,722.74	11,277.26	64.76%
01-5-555114.00 FF DRILLS/MTGS WAGE	2,000.00	2,700.00	-700.00	135.00%
01-5-555120.00 CCC Tax	525.00	353.46	171.54	67.33%
01-5-555121.00 FICA TAX	7,403.00	5,118.53	2,284.47	69.14%
01-5-555122.00 MEDI TAX	1,731.00	1,202.60	528.40	69.47%
01-5-555123.00 HEALTH INSURANCE	9,014.00	7,860.43	1,153.57	87.20%
01-5-555124.00 DISABILITY/LIFE INSURANCE	779.00	627.30	151.70	80.53%
01-5-555125.00 VT RETIREMENT	6,039.00	4,480.87	1,558.13	74.20%
01-5-555126.00 DENTAL INSURANCE	470.00	397.90	72.10	84.66%
Total FIRE WAGES	145,359.00	103,415.85	41,943.15	71.15%
01-5-5552 EMS WAGES				
01-5-555212.00 EMS WAGE	8,500.00	4,523.29	3,976.71	53.22%
01-5-555215.00 EMS DRILL WAGE	1,500.00	680.00	820.00	45.33%
01-5-555221.00 EMS FICA TAX	620.00	227.66	392.34	36.72%
01-5-555222.00 EMS MEDI TAX	145.00	47.91	97.09	33.04%
01-5-555223.00 CCC Tax	44.00	1.51	42.49	3.43%
Total EMS WAGES	10,809.00	5,480.37	5,328.63	50.70%
01-5-5553 EDUCATION & TRAINING				
01-5-555338.00 FIRE EDUC/TRAINING	900.00	342.20	557.80	38.02%
01-5-555340.00 EMS EDUC/TRNG	1,200.00	360.00	840.00	30.00%
01-5-555342.00 FIRE DUES/MTGS/EDUC	500.00	480.00	20.00	96.00%
Total EDUCATION & TRAINING	2,600.00	1,182.20	1,417.80	45.47%
01-5-5554 TOOLS & EQUIPMENT				
01-5-555422.00 FIRE TOOLS & EQUIPMENT	4,500.00	4,752.25	-252.25	105.61%
01-5-555424.00 EMS TOOLS/ EQUIP	2,200.00	540.96	1,659.04	24.59%
01-5-555426.00 RADIO PURCH/REPAIR	800.00	0.00	800.00	0.00%
Total TOOLS & EQUIPMENT	7,500.00	5,293.21	2,206.79	70.58%
01-5-5555 MAINTENANCE				
01-5-555528.00 FIRE TRK R & M	18,500.00	56.93	18,443.07	0.31%
01-5-555528.07 R&M 7 Tanker	0.00	2,930.00	-2,930.00	100.00%
01-5-555528.12 R&M 19 F550	0.00	1,959.77	-1,959.77	100.00%
01-5-555528.13 R&M 13 Ford	0.00	3,720.35	-3,720.35	100.00%
01-5-555528.16 R&M Engine 1	0.00	6,520.59	-6,520.59	100.00%
01-5-555528.21 R&M 21 Spartan Ladder	0.00	2,274.03	-2,274.03	100.00%
01-5-555528.23 R&M Engine 3	0.00	1,180.00	-1,180.00	100.00%
01-5-555530.00 EQUIPMENT MAINTENANCE	4,000.00	803.98	3,196.02	20.10%
01-5-555532.00 RADIO MAINTENANCE	500.00	0.00	500.00	0.00%
01-5-555534.00 SOFTWARE MAINTENANCE	3,200.00	3,003.93	196.07	93.87%
01-5-555538.00 Apparatus Fuel	4,600.00	1,822.31	2,777.69	39.62%
Total MAINTENANCE	30,800.00	24,271.89	6,528.11	78.80%

Account	Budget	Actual	Budget Balance	Actual % of Budget
01-5-5556 SUPPORT				
01-5-555614.00 RECRUITMENT	100.00	81.07	18.93	81.07%
01-5-555618.00 POSTAGE	25.00	0.00	25.00	0.00%
01-5-555619.00 FIRE PREV BOOKS & MATERIA	100.00	0.00	100.00	0.00%
01-5-555620.00 FIREFIGHTERS CASUL INS	4,500.00	4,455.00	45.00	99.00%
01-5-555625.00 TELEPHONE & INTERNET	2,000.00	1,303.62	696.38	65.18%
01-5-555630.00 OFFICE SUPPLIES	700.00	347.07	352.93	49.58%
01-5-555632.00 DISPATCH SERVICE	31,702.00	32,495.12	-793.12	102.50%
01-5-555633.00 UNIFORM	260.00	0.00	260.00	0.00%
01-5-555634.00 HYDRANT RENTAL	36,000.00	614.94	35,385.06	1.71%
01-5-555635.00 DRY HYDRANT	500.00	300.48	199.52	60.10%
01-5-555636.00 OSHA COMPLIANCE	600.00	819.50	-219.50	136.58%
Total SUPPORT	76,487.00	40,416.80	36,070.20	52.84%
01-5-5557 CAPITAL EXPENDITURES				
01-5-555758.00 DESIGNATED FUND-APPARATUS	126,000.00	126,000.00	0.00	100.00%
01-5-555760.00 DESIGNATED FUND-EQUIPMENT	33,075.00	33,075.00	0.00	100.00%
Total CAPITAL EXPENDITURES	159,075.00	159,075.00	0.00	100.00%
01-5-5558 GRANT EXPENSE				
Total GRANT EXPENSE	0.00	0.00	0.00	0.00%
01-5-5559 AMBULANCE SERVICES				
01-5-555901.00 AMBULANCE CONTRACT	170,664.00	132,301.95	38,362.05	77.52%
01-5-555903.00 AMBULANCE BILLS	5,000.00	881.67	4,118.33	17.63%
Total AMBULANCE SERVICES	175,664.00	133,183.62	42,480.38	75.82%
Total FIRE/FAST DEPT. EXPENSES	608,294.00	472,318.94	135,975.06	77.65%
01-5-575 EMERGENCY MANAGEMENT				
01-5-575233.00 TOWER POWER	1,900.00	1,359.29	540.71	71.54%
01-5-575610.00 EMERG MNGMT SUPPLIES	180.00	33.97	146.03	18.87%
01-5-575612.00 GENERATOR FUEL	250.00	221.52	28.48	88.61%
01-5-575620.00 EMERG GEN MAINT	0.00	714.00	-714.00	100.00%
01-5-575622.00 EMERG GEN INSTALL	200.00	0.00	200.00	0.00%
01-5-575630.00 BASE RADIO MAINTENANCE	2,600.00	0.00	2,600.00	0.00%
01-5-575740.00 DESIGNATED FUND-GENERATOR	30,000.00	30,000.00	0.00	100.00%
Total EMERGENCY MANAGEMENT	35,130.00	32,328.78	2,801.22	92.03%
01-5-650 CONSERVATION				
01-5-650615.00 DUES/MTGS/EDUC	200.00	50.00	150.00	25.00%
01-5-650620.00 SPKRS/PUBLIC INFO	1,250.00	782.38	467.62	62.59%
01-5-650625.00 PUBLICITY	750.00	0.00	750.00	0.00%
01-5-650630.00 TRAILS	1,800.00	1,012.22	787.78	56.23%

General

Account	Budget	Actual	Budget Balance	Actual % of Budget
01-5-650635.00 MILT FRYE NATURE AREA	1,500.00	879.10	620.90	58.61%
01-5-650700.00 NATRL RESRCS INVEN	1,000.00	425.72	574.28	42.57%
01-5-650710.00 PROJECT RESTORATION	2,000.00	582.39	1,417.61	29.12%
01-5-650727.00 WOMENS CLUB GRANT	0.00	695.95	-695.95	100.00%
Total CONSERVATION	8,500.00	4,427.76	4,072.24	52.09%
01-5-651 Solid Waste Committee				
01-5-651550.00 Printng	250.00	0.00	250.00	0.00%
01-5-651610.00 Software License	600.00	1,500.00	-900.00	250.00%
01-5-651620.00 Information/Signs/Sand.Bo	1,500.00	0.00	1,500.00	0.00%
Total Solid Waste Committee	2,350.00	1,500.00	850.00	63.83%
01-5-652 Energy Committee				
01-5-652610.00 Supplies	1,800.00	0.00	1,800.00	0.00%
Total Energy Committee	1,800.00	0.00	1,800.00	0.00%
01-5-675 CEMETERY COMMISSION				
Total CEMETERY COMMISSION	0.00	0.00	0.00	0.00%
01-5-70 PUBLIC WORKS DEPT.				
01-5-703 HIGHWAY DIVISION				
01-5-7031 HIGHWAY WAGES & BENEFITS				
01-5-703110.00 DIRECTOR OF PUBLIC WORKS	107,487.00	77,259.52	30,227.48	71.88%
01-5-703111.00 ADMINISTRATIVE ASSIST	29,134.00	20,572.11	8,561.89	70.61%
01-5-703112.00 ROAD CREW WAGES	336,556.00	215,319.77	121,236.23	63.98%
01-5-703114.00 ROAD CREW OVERTIME	56,238.00	26,699.03	29,538.97	47.48%
01-5-703116.00 On Call Compensation	5,743.00	1,489.38	4,253.62	25.93%
01-5-703120.00 CCC Tax	2,355.00	1,390.53	964.47	59.05%
01-5-703121.00 FICA	33,253.00	20,411.90	12,841.10	61.38%
01-5-703122.00 MEDICARE	7,687.00	4,773.68	2,913.32	62.10%
01-5-703123.00 HEALTH INSUR	141,105.00	116,249.25	24,855.75	82.38%
01-5-703124.00 DISABILITY/LIFE	4,531.00	3,421.82	1,109.18	75.52%
01-5-703125.00 DENTAL INSURANCE	3,056.00	2,090.20	965.80	68.40%
01-5-703126.00 RETIREMENT	38,436.00	25,264.00	13,172.00	65.73%
Total HIGHWAY WAGES & BENEFITS	765,581.00	514,941.19	250,639.81	67.26%
01-5-7032 MATERIALS				
01-5-703201.00 SALT & CHEMICALS	125,000.00	97,123.56	27,876.44	77.70%
01-5-703203.00 SAND	130,000.00	16,659.39	113,340.61	12.81%
01-5-703205.00 DUST CONTROL	25,000.00	32,471.94	-7,471.94	129.89%
01-5-703207.00 GRAVEL & STONE	65,000.00	33,730.63	31,269.37	51.89%
01-5-703209.00 CULVERTS & ROAD SUPPLIES	25,000.00	98.30	24,901.70	0.39%
01-5-703211.00 ASPHALT PRODUCTS	3,500.00	1,561.10	1,938.90	44.60%
01-5-703213.00 BRIDGE REPAIR & MAINT.	5,000.00	0.00	5,000.00	0.00%
01-5-703215.00 OTHER PROJECTS	8,000.00	6,895.05	1,104.95	86.19%

Account	Budget	Actual	Budget Balance	Actual % of Budget
01-5-703217.00 SIGNS	2,500.00	1,267.18	1,232.82	50.69%
Total MATERIALS	389,000.00	189,807.15	199,192.85	48.79%
01-5-7033 CONTRACTED SERVICES				
01-5-703301.00 PLOWING & SANDING	108,000.00	36,000.00	72,000.00	33.33%
01-5-703303.00 ROAD SWEEPING	2,700.00	0.00	2,700.00	0.00%
01-5-703305.00 LEAF REMOVAL	3,000.00	0.00	3,000.00	0.00%
01-5-703307.00 STREETLIGHTS	15,600.00	10,410.37	5,189.63	66.73%
01-5-703309.00 TREE CUTTING & REMOVAL	12,000.00	0.00	12,000.00	0.00%
01-5-703311.00 UNIFORMS	15,000.00	12,813.86	2,186.14	85.43%
01-5-703313.00 PAVING	10,000.00	0.00	10,000.00	0.00%
01-5-703315.00 OTHER PROJECTS	16,000.00	245.00	15,755.00	1.53%
01-5-703317.00 CRACK SEALING	19,000.00	0.00	19,000.00	0.00%
01-5-703319.00 PAVEMENT MARKING	20,000.00	7,174.00	12,826.00	35.87%
01-5-703321.00 BRIDGES	55,000.00	19,320.72	35,679.28	35.13%
01-5-703322.00 Culverts	10,000.00	1,838.00	8,162.00	18.38%
01-5-703323.00 Roadway&Ped.Safety Exp	3,000.00	2,890.80	109.20	96.36%
Total CONTRACTED SERVICES	289,300.00	90,692.75	198,607.25	31.35%
01-5-7034 EQUIPMENT				
01-5-703401.00 OUTSIDE REPAIRS	58,500.00	30,381.11	28,118.89	51.93%
01-5-703403.00 PARTS & SUPPLIES	69,000.00	46,917.39	22,082.61	68.00%
01-5-703405.00 PETROLEUM PRODUCTS	50,000.00	32,464.67	17,535.33	64.93%
01-5-703406.00 Capital Equipment Lease E	0.00	5,802.52	-5,802.52	100.00%
01-5-703407.00 Equipment Rental	8,000.00	0.00	8,000.00	0.00%
Total EQUIPMENT	185,500.00	115,565.69	69,934.31	62.30%
01-5-7035 HIGHWAY GARAGE				
01-5-703501.00 ELECTRICITY	2,600.00	2,799.03	-199.03	107.66%
01-5-703503.00 PROPANE	6,500.00	7,037.02	-537.02	108.26%
01-5-703505.00 TELEPHONE	4,000.00	3,355.37	644.63	83.88%
01-5-703507.00 SUPPLIES	7,000.00	6,704.10	295.90	95.77%
01-5-703509.00 ALARM MONITORING	3,300.00	375.00	2,925.00	11.36%
01-5-703511.00 REPAIRS & MAINTENANCE	12,000.00	2,273.62	9,726.38	18.95%
01-5-703513.00 TOOLS	8,000.00	1,860.18	6,139.82	23.25%
01-5-703515.00 ADMINISTRATION	5,500.00	2,147.39	3,352.61	39.04%
Total HIGHWAY GARAGE	48,900.00	26,551.71	22,348.29	54.30%
01-5-7036 CAPITAL EXPENDITURES				
01-5-703601.00 DESIGNATED FUND-EQUIPMENT	250,000.00	250,000.00	0.00	100.00%
01-5-703605.00 DESIGNATED FUND-PAVING	100,000.00	100,000.00	0.00	100.00%
01-5-703607.00 DESIGNATED FUND-BRIDGES	150,000.00	150,000.00	0.00	100.00%
01-5-703609.00 DESIGNATED FUND-GARAGE	50,000.00	50,000.00	0.00	100.00%
01-5-703610.00 Desinated Fund - Culverts	200,000.00	200,000.00	0.00	100.00%
01-5-703611.00 Desig.Road&Ped.Safety	10,000.00	10,000.00	0.00	100.00%
Total CAPITAL EXPENDITURES	760,000.00	760,000.00	0.00	100.00%

Account	Budget	Actual	Budget Balance	Actual % of Budget
01-5-7037 GRANTS				
01-5-703703.00 FEMA GRANT - Hemlock Rd	0.00	363,648.22	-363,648.22	100.00%
01-5-703703.01 FEMA GRANT KateWallace	0.00	240,915.71	-240,915.71	100.00%
01-5-703703.02 FEMA GRANT Norford Lake	0.00	350,297.72	-350,297.72	100.00%
01-5-703703.03 FEMA Grant Podunk/Illsley	0.00	221,490.42	-221,490.42	100.00%
01-5-703715.00 VTRANS STRUCTURES GRNT	0.00	21,935.60	-21,935.60	100.00%
01-5-703716.00 VT State Emergency Grant	0.00	435.00	-435.00	100.00%
Total GRANTS	0.00	1,198,722.67	-1,198,722.67	100.00%
Total HIGHWAY DIVISION	2,438,281.00	2,896,281.16	-458,000.16	118.78%
01-5-704 BUILDINGS & GROUNDS DIVIS				
01-5-7041 B & G WAGES & BENEFITS				
01-5-704113.00 BUILDINGS & GROUNDS WAGES	113,273.00	64,154.48	49,118.52	56.64%
01-5-704114.00 OT BLDGS & GROUNDS	6,796.00	5,416.95	1,379.05	79.71%
01-5-704116.00 On Call Compensation	1,644.00	850.31	793.69	51.72%
01-5-704120.00 CCC Tax	536.00	239.18	296.82	44.62%
01-5-704121.00 FICA	7,546.00	4,482.03	3,063.97	59.40%
01-5-704122.00 MEDICARE	1,765.00	1,048.21	716.79	59.39%
01-5-704123.00 HEALTH INSURANCE	57,812.00	23,558.84	34,253.16	40.75%
01-5-704124.00 DISABILITY/LIFE	1,171.00	973.09	197.91	83.10%
01-5-704125.00 DENTAL INSURANCE	940.00	791.22	148.78	84.17%
01-5-704126.00 RETIREMENT	8,824.00	5,353.84	3,470.16	60.67%
Total B & G WAGES & BENEFITS	200,307.00	106,868.15	93,438.85	53.35%
01-5-7042 MATERIALS				
01-5-704201.00 GARDEN SUPPLIES & PLANTS	1,635.00	0.00	1,635.00	0.00%
Total MATERIALS	1,635.00	0.00	1,635.00	0.00%
01-5-7043 CONTRACTED SERVICES				
01-5-704311.00 UNIFORMS	5,500.00	3,390.45	2,109.55	61.64%
Total CONTRACTED SERVICES	5,500.00	3,390.45	2,109.55	61.64%
01-5-7044 EQUIPMENT				
01-5-704401.00 OUTSIDE REPAIRS	2,100.00	0.00	2,100.00	0.00%
01-5-704403.00 PARTS & SUPPLIES	2,600.00	2,138.16	461.84	82.24%
01-5-704405.00 PETROLEUM PRODUCTS	2,000.00	1,769.31	230.69	88.47%
01-5-704413.00 TOOLS	575.00	49.99	525.01	8.69%
Total EQUIPMENT	7,275.00	3,957.46	3,317.54	54.40%
01-5-7046 CAPITAL EXPENDITURES				
01-5-704601.00 DESIGNATED FUND-EQUIPMENT	5,000.00	5,000.00	0.00	100.00%
Total CAPITAL EXPENDITURES	5,000.00	5,000.00	0.00	100.00%

Account	Budget	Actual	Budget Balance	Actual % of Budget
Total BUILDINGS & GROUNDS DIVIS	219,717.00	119,216.06	100,500.94	54.26%
01-5-705 SOLID WASTE DIVISION				
01-5-7051 SW WAGES & BENEFITS				
01-5-705112.00 TRNSF STATION WAGE	51,674.00	39,400.40	12,273.60	76.25%
01-5-705120.00 CCC Tax	227.00	173.43	53.57	76.40%
01-5-705121.00 FICA TAX	3,204.00	2,426.63	777.37	75.74%
01-5-705122.00 MEDI TAX	749.00	567.51	181.49	75.77%
Total SW WAGES & BENEFITS	55,854.00	42,567.97	13,286.03	76.21%
01-5-7053 CONTRACTED SERVICES				
01-5-705301.00 GUVSMD ASSESSMENT	35,000.00	32,508.00	2,492.00	92.88%
01-5-705303.00 MUNICIPAL SOLID WASTE	56,000.00	42,826.54	13,173.46	76.48%
01-5-705305.00 RECYCLING	48,000.00	40,910.97	7,089.03	85.23%
01-5-705306.00 C & D WASTE DISPOSAL	18,000.00	10,808.46	7,191.54	60.05%
01-5-705308.00 FOOD WASTE DISPOSAL	23,000.00	8,574.00	14,426.00	37.28%
Total CONTRACTED SERVICES	180,000.00	135,627.97	44,372.03	75.35%
01-5-7054 EQUIPMENT				
01-5-705403.00 PARTS & SUPPLIES	1,550.00	1,882.23	-332.23	121.43%
01-5-705411.00 REPAIRS & MAINTENANCE	6,000.00	0.00	6,000.00	0.00%
01-5-705413.00 SMALL EQUIPMENT	525.00	0.00	525.00	0.00%
Total EQUIPMENT	8,075.00	1,882.23	6,192.77	23.31%
01-5-7055 TRANSFER STATION				
01-5-705500.00 PURCHASED SERVICES	4,000.00	2,575.00	1,425.00	64.38%
01-5-705501.00 ELECTRICITY	4,500.00	4,073.23	426.77	90.52%
01-5-705503.00 PROPANE	900.00	372.96	527.04	41.44%
01-5-705505.00 TELEPHONE	545.00	911.02	-366.02	167.16%
01-5-705515.00 ADMINISTRATION	700.00	290.00	410.00	41.43%
01-5-705517.00 VERMONT FRANCHISE TAX	1,600.00	753.83	846.17	47.11%
Total TRANSFER STATION	12,245.00	8,976.04	3,268.96	73.30%
01-5-7056 CAPITAL EXPENDITURES				
01-5-705601.00 DESIGNATED FUND-EQUIPMENT	5,000.00	5,000.00	0.00	100.00%
Total CAPITAL EXPENDITURES	5,000.00	5,000.00	0.00	100.00%
Total SOLID WASTE DIVISION	261,174.00	194,054.21	67,119.79	74.30%
01-5-706 TRACY HALL				
01-5-7061 BUILDING EXPENSES				
01-5-706100.00 WATER USAGE	935.00	422.47	512.53	45.18%
01-5-706101.00 ELECTRICITY	15,000.00	9,140.95	5,859.05	60.94%
01-5-706103.00 HEATING	19,500.00	9,701.65	9,798.35	49.75%

General

Account	Budget	Actual	Budget Balance	Actual % of Budget
01-5-706105.00 ALARM MONITORING	1,350.00	0.00	1,350.00	0.00%
01-5-706107.00 ELEVATOR MAINTENANCE	5,000.00	4,522.97	477.03	90.46%
01-5-706108.00 CUSTODIAN PAGER & MILEAGE	779.00	0.00	779.00	0.00%
01-5-706109.00 BUILDING SUPPLIES	4,800.00	3,238.04	1,561.96	67.46%
01-5-706113.00 REPAIRS & MAINTENANCE	17,500.00	13,740.81	3,759.19	78.52%
01-5-706115.00 BNDSTND/SIGN/EVCH ELECTRI	2,000.00	1,868.94	131.06	93.45%
Total BUILDING EXPENSES	66,864.00	42,635.83	24,228.17	63.77%
Total TRACY HALL	66,864.00	42,635.83	24,228.17	63.77%
Total PUBLIC WORKS DEPT.	2,986,036.00	3,252,187.26	-266,151.26	108.91%
01-5-8002 DEBT SERVICE EXPENDITURES				
01-5-800207.00 PUBLIC SAFTY FACILITY BON	47,000.00	47,000.00	0.00	100.00%
01-5-800208.00 Browns SH Rd Bridge-Princ	14,000.00	0.00	14,000.00	0.00%
01-5-800209.00 Browns SH Rd Bridge Inter	350.00	0.00	350.00	0.00%
01-5-800211.00 Windsor County Equalizati	60,000.00	57,970.14	2,029.86	96.62%
01-5-800235.00 DEBT INTEREST	42,000.00	41,667.85	332.15	99.21%
Total DEBT SERVICE EXPENDITURES	163,350.00	146,637.99	16,712.01	89.77%
01-5-8003 APPROPRIATION EXPENDITURES				
01-5-800302.00 NORWICH PUBLIC LIBRARY	376,700.00	376,700.00	0.00	100.00%
01-5-800310.00 NORWICH AMERICAN LEGION	1,500.00	1,500.00	0.00	100.00%
01-5-800311.00 Norwich Community Nurse	10,000.00	10,000.00	0.00	100.00%
01-5-800315.00 NORWICH HISTORICAL SOC.	12,000.00	12,000.00	0.00	100.00%
01-5-800316.00 NORWICH CEMETERY ASSOCATN	25,000.00	25,000.00	0.00	100.00%
01-5-800324.00 CHILD CARE CTR IN NORWICH	4,348.00	4,348.00	0.00	100.00%
01-5-800328.00 VSTNG NRS/HSP APPR	18,500.00	18,500.00	0.00	100.00%
01-5-800350.00 THE FAMILY PLACE	6,000.00	6,000.00	0.00	100.00%
01-5-800352.00 ADVANCE TRANSIT	15,947.00	15,947.00	0.00	100.00%
01-5-800354.00 HEADREST	2,500.00	2,500.00	0.00	100.00%
01-5-800356.00 WINDSOR COUNTY MENTORS	2,500.00	2,500.00	0.00	100.00%
01-5-800358.00 JAM (formerly CATV)	3,000.00	3,000.00	0.00	100.00%
01-5-800362.00 WISE	2,500.00	2,500.00	0.00	100.00%
01-5-800366.00 SEVCA	3,750.00	3,750.00	0.00	100.00%
01-5-800368.00 YOUTH-IN-ACTION	3,000.00	3,000.00	0.00	100.00%
01-5-800369.00 SENIOR SOLUTIONS	1,200.00	1,200.00	0.00	100.00%
01-5-800372.00 WHT RIVR COUN ON AGING	5,300.00	5,300.00	0.00	100.00%
01-5-800375.00 PUBLIC HEALTH COUNC UV	1,822.00	1,822.00	0.00	100.00%
01-5-800382.00 U.V. TRAILS ALLIANCE	2,000.00	2,000.00	0.00	100.00%
01-5-800386.00 GOOD BEGINNINGS	3,000.00	3,000.00	0.00	100.00%
01-5-800388.00 GREEN MTN ECO DEV CORP	1,705.00	1,705.00	0.00	100.00%
01-5-800389.00 SPECIAL NEEDS SUPPORT CEN	2,000.00	2,000.00	0.00	100.00%
Total APPROPRIATION EXPENDITURES	504,272.00	504,272.00	0.00	100.00%
01-5-8004 TAX EXPENDITURES				
01-5-800400.00 Transfer Out (GF Surplus)	0.00	591,000.00	-591,000.00	100.00%

Account	Budget	Actual	Budget Balance	Actual % of Budget
01-5-800408.00 TAX ABATEMENT/ADJUSTMENT	21,000.00	0.00	21,000.00	0.00%
Total TAX EXPENDITURES	21,000.00	591,000.00	-570,000.00	2,814.29%
01-5-8005 INSURANCE				
01-5-800501.00 HRA REIMBURSEMENT EXPENSE	0.00	9,475.36	-9,475.36	100.00%
01-5-800505.00 SOCIAL SECURITY TAX	0.00	1,189.39	-1,189.39	100.00%
01-5-800507.00 MEDICARE TAX	0.00	4.45	-4.45	100.00%
01-5-800517.00 UNEMP INS RATE ASSMT	6,100.00	5,354.00	746.00	87.77%
01-5-800518.00 PROP & CAS INSURANCE	120,000.00	79,367.93	40,632.07	66.14%
01-5-800520.00 WORKER'S COMP INS	62,000.00	72,675.24	-10,675.24	117.22%
Total INSURANCE	188,100.00	168,066.37	20,033.63	89.35%
Total Expenditures	7,228,165.00	7,030,036.95	198,128.05	97.26%
Total General	-7,228,165.00	-7,030,036.95	-198,128.05	
Total All Funds	-7,228,165.00	-7,030,036.95	-198,128.05	

Account	Budget	Actual	Budget Balance	Actual % of Budget
Total Expenditures	0.00	0.00	0.00	0.00%
Total CONSERVATION COMM FUND	0.00	0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total RECREATION FACILITY & IMP	0.00	0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total FIRE APPARATUS FUND	0.00	0.00	0.00	
07-5-700322.00 HIGHWAY EQUIP. PURCHASES	0.00	245,503.00	-245,503.00	100.00%
Total Expenditures	0.00	245,503.00	-245,503.00	100.00%
Total HIGHWAY EQUIPMENT FUND	0.00	-245,503.00	245,503.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total HIGHWAY GARAGE FUND	0.00	0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total SOLID WASTE EQUIP FUND	0.00	0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total POLICE STATION FUND	0.00	0.00	0.00	
11-5-500322.00 POLICE CRUISER	0.00	6,983.08	-6,983.08	100.00%
Total Expenditures	0.00	6,983.08	-6,983.08	100.00%
Total POLICE CRUISER	0.00	-6,983.08	6,983.08	
12-5-300322.00 REAPPRAISAL	0.00	46,713.67	-46,713.67	100.00%
12-5-300323.00 Transfer to Gen.Fund	0.00	26,000.00	-26,000.00	100.00%
Total Expenditures	0.00	72,713.67	-72,713.67	100.00%
Total TOWN REAPPRAISAL FUND	0.00	-72,713.67	72,713.67	
13-5-450322.00 TRACY HALL BUILDING	0.00	209,339.59	-209,339.59	100.00%

Account	Budget	Actual	Budget Balance	Actual % of Budget
Total Expenditures	0.00	209,339.59	-209,339.59	100.00%
Total TRACY HALL FUND	0.00	-209,339.59	209,339.59	
Total Expenditures	0.00	0.00	0.00	0.00%
Total GENERAL ADMIN. FUND	0.00	0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total Granite bench with crista	0.00	0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total RECREATION FUND-DAM	0.00	0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total RECREATION FUND-TENNIS CO	0.00	0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total TOWN CLERK EQUIP FUND	0.00	0.00	0.00	
21-5-500612.00 SPEC EQUIP CAPITAL	0.00	14,106.99	-14,106.99	100.00%
Total Expenditures	0.00	14,106.99	-14,106.99	100.00%
Total POLICE SPEC EQUIP FUND	0.00	-14,106.99	14,106.99	
Total Expenditures	0.00	0.00	0.00	0.00%
Total KIDS & COPS FUND	0.00	0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total AFFORDABLE HOUSING FUND	0.00	0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total LAND MANAGEMENT COUNCIL F	0.00	0.00	0.00	

Account	Budget	Actual	Budget Balance	Actual % of Budget
Total Expenditures	0.00	0.00	0.00	0.00%
Total FIRE DEPT.APPARATUS BAY	0.00	0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total FIRE EQUIPMENT FUND	0.00	0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total SIDEWALK FUND	0.00	0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total LONG TERM FACILITY STUDY	0.00	0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total BANDSTAND RENOVATION FUND	0.00	0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total COMMUNICATIONS STUDY FUND	0.00	0.00	0.00	
33-5-005702.00 CITIZEN ASSISTANCE	0.00	900.50	-900.50	100.00%
Total Expenditures	0.00	900.50	-900.50	100.00%
Total CITIZEN ASSISTANCE FUND	0.00	-900.50	900.50	
Total Expenditures	0.00	0.00	0.00	0.00%
Total CORRIDOR TREE	0.00	0.00	0.00	
37-5-375610.00 SUPPLIES	0.00	489.89	-489.89	100.00%
Total Expenditures	0.00	489.89	-489.89	100.00%
Total MAIN STREET FLAGS	0.00	-489.89	489.89	
Total Expenditures	0.00	0.00	0.00	0.00%

Account	Budget	Actual	Budget Balance	Actual % of Budget
Total SCHOOL LEASELAND	0.00	0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total GOSPEL LEASELAND	0.00	0.00	0.00	
40-5-425248.00 SCHOLARSHIPS	0.00	300.00	-300.00	100.00%
Total Expenditures	0.00	300.00	-300.00	100.00%
Total RECREATION SCHOLARSHIPS	0.00	-300.00	300.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total DPW-BRIDGE FUND	0.00	0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total DPW-PAVING FUND	0.00	0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total BUILDINGS & GROUNDS	0.00	0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total COMMUNICATIONS CONSTRUCTI	0.00	0.00	0.00	
45-5-100341.00 RESTORATION EXPENSE	0.00	3,591.88	-3,591.88	100.00%
Total Expenditures	0.00	3,591.88	-3,591.88	100.00%
Total RECORDS RESTORATION	0.00	-3,591.88	3,591.88	
Total Expenditures	0.00	0.00	0.00	0.00%
Total GENERATOR FUND	0.00	0.00	0.00	
47-5-485322.00 Public Safety Equip Purch	0.00	2,500.00	-2,500.00	100.00%
Total Expenditures	0.00	2,500.00	-2,500.00	100.00%
Total PUBLIC SAFETY FACILITY	0.00	-2,500.00	2,500.00	

Account	Budget	Actual	Budget Balance	Actual % of Budget
Total Expenditures	0.00	0.00	0.00	0.00%
Total Expense/Emergency Reserve	0.00	0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total Operational Perf & Develo	0.00	0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total Emerald Ash Borer Respons	0.00	0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total Kids Bridge-Huntley Mdw	0.00	0.00	0.00	
54-5-703322.00 Culvert Expense	0.00	14,685.71	-14,685.71	100.00%
Total Expenditures	0.00	14,685.71	-14,685.71	100.00%
Total Culvert Fund	0.00	-14,685.71	14,685.71	
Total Expenditures	0.00	0.00	0.00	0.00%
Total Roadway Safety Fund	0.00	0.00	0.00	
Total Expenditures	0.00	0.00	0.00	0.00%
Total Opioid Settlement Fund	0.00	0.00	0.00	
Total All Funds	0.00	-571,114.31	571,114.31	

Account	Curr Yr Pd	9 Mar
		Actual
ASSET		
01-1-001 CASH		
01-1-001004.00 PETTY CASH-TRANS STATION		200.00
01-1-001005.00 PETTY CASH-TOWN CLERK		50.00
01-1-001100.00 CASH-MASCOMA GENL FUND		8,764,033.51
01-1-001102.00 CASH-MASCOMA EFTs		1,156.61
01-1-001104.00 CASH-MASCOMA FISH & GAME		343.65
01-1-001106.00 HRA Bank Account		347.00
Total CASH		8,766,130.77
01-1-002 INVESTMENTS		
Total INVESTMENTS		0.00
01-1-003 RECEIVABLES		
01-1-0030 ACCOUNTS RECEIVABLE		
01-1-003006.00 ACCTS REC-LIBRARY		-4,763.43
01-1-003026.00 Accounts Receivable		21,002.98
01-1-003026.01 Allowance for Bad Debts		-16,000.00
Total ACCOUNTS RECEIVABLE		239.55
01-1-0031 GRANT RECEIVABLE		
01-1-003108.00 GRANT REC-HIGHWAY DEPT		-3,675.01
01-1-003112.00 GRANT REC-FEMA & VT ERAF		225,362.74
Total GRANT RECEIVABLE		221,687.73
01-1-0032 NOTES RECEIVABLE		
Total NOTES RECEIVABLE		0.00
01-1-0034 TAXES RECEIVABLE		
01-1-003402.00 DEL PROP TAXES RECEIVABLE		357,125.78
01-1-003403.00 TAX INTEREST RECV		27,895.76
01-1-003404.00 PENALTY RECEIVABLE		14,271.60
Total TAXES RECEIVABLE		399,293.14
Total RECEIVABLES		621,220.42
01-1-004 OTHER ASSETS		
01-1-004099.00 HTFD RECY COUPON INVENTORY		1,500.00
01-1-004104.00 INVENTORY-Materials		120,000.00
01-1-004105.00 Inventory-DPW Fueling Sta		14,192.84
Total OTHER ASSETS		135,692.84

General

Account	Curr Yr Pd 9 Mar Actual
01-1-090000.00 DUE FROM/TO OTHER FUND	-6,228,622.95
Total Asset	3,294,421.08
LIABILITY	
01-2-001 ACCOUNTS PAYABLE	
01-2-001103.00 FICA TAX PAYABLE	-12,250.80
01-2-001107.00 FED W/H TAX PAYABLE	-6,641.08
01-2-001109.00 VT W/H TAX PAYABLE	-2,619.81
01-2-001111.00 VMERS GRP B PAYABLE	-6,675.36
01-2-001113.00 VMERS GRP C PAYABLE	-4,000.09
01-2-001114.00 HRA LIABILITY	3,912.58
01-2-001115.00 CHILD SUPPORT PAYABLE	-323.10
01-2-001117.00 UNION DUES PAYABLE	376.82
01-2-001121.00 VT ANIMAL RETURN	3,339.00
01-2-001122.00 DUE TO VT-FISH & GAME	140.20
01-2-001122.01 VT FISH & GAME GIFT CERTI	97.00
01-2-001123.10 Due to State Education	579,905.77
01-2-001124.00 DUE TO VT-VITAL RECORDS	3,655.00
01-2-001125.10 DUE TO GUVSWMD-STICKERS	2,145.00
01-2-001126.00 VISION SERV PLAN-PAYROLL	16.12
01-2-001147.00 DUE TO TAXPAYER FROM STAT	145.00
01-2-001148.00 TAX OVERPAYMENTS	40,998.74
01-2-001150.00 VENDORS PAYABLE	302,379.63
Total ACCOUNTS PAYABLE	904,600.62
01-2-002 GRANT LIABILITY	
Total GRANT LIABILITY	0.00
01-2-003 OTHER LIABILITIES	
Total OTHER LIABILITIES	0.00
01-2-004 DEFERRED REVENUES	
01-2-004001.00 DEFERRED REV-TAXES	236,000.00
01-2-004004.00 DEFERRED REV-GRANTS	280,620.27
Total DEFERRED REVENUES	516,620.27
Total Liability	1,421,220.89
FUND BALANCE	
01-3-0011 RESERVE-FUND BALANCE	
Total RESERVE-FUND BALANCE	0.00

Town of Norwich General Ledger
Balance Sheet Current Year - Period 9 Mar
General

Account	Curr Yr Pd 9 Mar Actual

01-3-0013 UNRESTRICTED FUNDS	
01-3-001300.00 GENERAL FUND BAL-UNREST	870,396.58
01-3-001301.03 TracyHall13	291,000.00
01-3-001301.05 DPW Bridge#41	200,000.00
01-3-001301.06 EAB #52	100,000.00
01-3-001301.07 Replenish Fund 50	45,207.85

Total UNRESTRICTED FUNDS	1,506,604.43

Total Prior Years Fund Balance	1,506,604.43

Fund Balance Current Year	366,595.76

Total Fund Balance	1,873,200.19

Total Liability, Reserves, Fund Balance	3,294,421.08
	=====

Account Number	Account Description	Account Balance
01-1-090000.00	General DUE FROM/TO OTHER FUND	-6,228,622.95
04-1-090000.00	CONSERVATION COMM FUND DUE FROM/TO OTHER FUND	5,047.48
05-1-090000.00	RECREATION FACILITY & IMP DUE FROM/TO OTHER FUND	65,736.72
06-1-090000.00	FIRE APPARATUS FUND DUE FROM/TO OTHER FUND	792,320.20
07-1-090000.00	HIGHWAY EQUIPMENT FUND DUE FROM/TO OTHER FUND	329,164.41
08-1-090000.00	HIGHWAY GARAGE FUND DUE FROM/TO OTHER FUND	411,527.40
09-1-090000.00	SOLID WASTE EQUIP FUND DUE FROM/TO OTHER FUND	50,437.13
10-1-090000.00	POLICE STATION FUND DUE FROM/TO OTHER FUND	0.00
11-1-090000.00	POLICE CRUISER DUE FROM/TO OTHER FUNDS	101,076.30
12-1-090000.00	TOWN REAPPRAISAL FUND DUE FROM/TO OTHER FUND	67,703.58
13-1-090000.00	TRACY HALL FUND DUE FROM/TO OTHER FUND	691,214.40
14-1-090000.00	GENERAL ADMIN. FUND DUE FROM/TO OTHER FUNDS	135,845.99
15-1-090000.00	Granite bench with crista DUE FROM/TO OTHER FUND	10.65
16-1-090000.00	RECREATION FUND-DAM DUE FROM/TO OTHER FUNDS	0.00
17-1-090000.00	RECREATION FUND-TENNIS CO DUE FROM/TO OTHER FUND	138,063.71
19-1-090000.00	TOWN CLERK EQUIP FUND DUE FROM/TO OTHER FUND	9,762.81
21-1-090000.00	POLICE SPEC EQUIP FUND DUE FROM/TO OTHER FUNDS	18,467.34
22-1-090000.00	KIDS & COPS FUND DUE FROM/TO OTHER FUND	0.00
23-1-090000.00	AFFORDABLE HOUSING FUND DUE/FROM TO OTHER FUND	51,367.11
24-1-090000.00	LAND MANAGEMENT COUNCIL F DUE FROM/TO OTHER FUNDS	13,662.02
25-1-090000.00	FIRE DEPT.APPARATUS BAY DUE/FROM TO OTHER FUND	0.01
26-1-090000.00	FIRE EQUIPMENT FUND DUE FROM/TO OTHER FUND	101,854.42
27-1-090000.00	SIDEWALK FUND DUE FROM/TO OTHER FUND	91,190.25
28-1-090000.00	LONG TERM FACILITY STUDY DUE FROM/TO OTHER FUND	2.40
29-1-090000.00	TOWN MANAGER VEHICLE FUND DUE FROM/TO OTHER FUND	0.00
30-1-090000.00	BANDSTAND RENOVATION FUND DUE FROM/TO OTHER FUND	0.00
31-1-090000.00	COMMUNICATIONS STUDY FUND DUE FROM/TO OTHER FUNDS	0.00
33-1-090000.00	CITIZEN ASSISTANCE FUND DUE FROM/TO OTHER FUND	12,375.69
34-1-090000.00	WCTU FOUNTAIN DUE FROM/TO OTHER FUND	0.00
35-1-090000.00	CORRIDOR TREE DUE FROM/TO OTHER FUND	0.00
36-1-090000.00	ALURA GRANT DUE FROM/TO OTHER FUND	0.00
37-1-090000.00	MAIN STREET FLAGS DUE FROM/TO OTHER FUND	244.60
38-1-090000.00	SCHOOL LEASELAND DUE FROM/TO OTHER FUND	0.00
39-1-090000.00	GOSPEL LEASELAND DUE FROM/TO OTHER FUND	0.00
40-1-090000.00	RECREATION SCHOLARSHIPS DUE FROM/TO OTHER FUND	912.91
41-1-090000.00	DPW-BRIDGE FUND DUE FROM/TO OTHER FUND	1,117,054.76
42-1-090000.00	DPW-PAVING FUND DUE FROM/TO OTHER FUND	469,719.97
43-1-090000.00	BUILDINGS & GROUNDS DUE FROM/TO OTHER FUND	44,616.12
44-1-090000.00	COMMUNICATIONS CONSTRUCTI DUE FROM/TO OTHER FUND	0.00
45-1-090000.00	RECORDS RESTORATION DUE FROM/TO OTHER FUND	45,763.00
46-1-090000.00	GENERATOR FUND DUE FROM/TO OTHER FUND	64,683.26
47-1-090000.00	PUBLIC SAFETY FACILITY DUE FROM/TO OTHER FUND	13,812.26
48-1-090000.00	Climate Emergency DUE FROM/TO OTHER FUND	44,378.92
49-1-090000.00	ARPA (American Rescue Pla DUE FROM/TO OTHER FUND	0.00
50-1-090000.00	Expense/Emergency Reserve DUE FROM/TO OTHER FUND	738,233.89
51-1-090000.00	Operational Perf & Develo DUE FROM/TO OTHER FUND	143,464.22
52-1-090000.00	Emerald Ash Borer Respons DUE FROM/TO OTHER FUND	114,400.62
53-1-090000.00	Kids Bridge-Huntley Mdw DUE FROM/TO OTHER FUND	6,829.37
54-1-090000.00	Culvert Fund DUE FROM/TO OTHER FUND	283,871.48
55-1-090000.00	Roadway Safety Fund DUE FROM/TO OTHER FUND	20,827.25
56-1-090000.00	Opioid Settlement Fund DUE FROM/TO OTHER FUND	32,980.30

04/15/26
01:02 pm

Town of Norwich General Ledger
General Ledger Due/To Due/From Summary Report
Current Yr: Period 09

Page 2 of 2
brosalinda

Account Number	Account Description	Account Balance
**** TOTALS FOR DUE/TO DUE/FROM ACCOUNTS		0.00

Town of Norwich, Vermont
Minutes of the Selectboard Meeting
Wednesday, April 8th, 2026

Active Participants at Tracy Hall: Kimo Griggs (SB Chair), Brendan Classon (SB Vice Chair), Matt Swett (SB member), Mary Layton (SB member), Cheryl Lindberg (Treasurer and Lister), Jude Stull (Town member)

Rob Gere (SB member) was not in attendance.

Active Participants on Zoom: Brennan Duffy (Town Manager), Kris Clement (Town member), Linda Gray (Town member), Jaan Laaspere (Planning Commission)

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

The meeting was called to order by Chair Kimo Griggs at 6:32 pm.

YouTube Timestamp: 3:40

1. Agenda

Timestamp: 3:55

Layton asked for a follow-up agenda item to address the concerns raised by John Carroll at the prior meeting.

Layton asked to submit drafts for two working groups – one to explore a date change for the annual meeting and one to create a process for entities to request removal from the tax base.

I move to approve the agenda as presented. – Swett moved (2nd Layton) Vote: yes (Classon, Layton, Swett, Griggs)

2. Chair's Report

Timestamp: 7:57

The Chair (1) met to set the agenda, (2) signed an off-cycle warrant for payroll and a Planning Department form, (3) met with the Town Manager about the departure of the Director of the Finance Department, (4) met with Classon about potential policy updates to increase board agility, (5) met with the Chair of the Planning Committee about the goal

setting process, and (6) planned to visit Montpelier the next day to observe legislators at work.

3. Public Comments for Items not on the Agenda

Timestamp: 8:58

Cheryl Lindberg reiterated her hope for a new bulletin board outside Tracy Hall, as the current one is in disrepair.

Kris Clement asked that the Selectboard put on the agenda a public records request policy as soon as possible.

4. Update Regarding Open Positions on Boards/Commissions

Timestamp: 11:12

Duffy gave a reminder of the upcoming application deadline of April 15th for open positions. Duffy shared that applications would be reviewed by the Selectboard on the 22nd.

5. Article 36 Discussion

Timestamp: 12:20

Griggs noted the continued interest in Article 39, which he highlighted was approved in 2019.

Layton reflected that Article 36 was, to some extent, aspirational. Layton shared that it was still worthwhile, especially in the upcoming Tracy Hall renovation, but raised practicality questions around electric vehicle and mower suitability.

Griggs wondered what mechanisms could be used to make the changes happen.

Swett suggested that larger fleet vehicles could be more difficult to move to all-electric, but that Tracy Hall, the public works building, and the firehouse could have energy efficiency upgrades. Swett reflected that the Selectboard should have reached out to the Energy Committee ahead of this conversation.

Classon highlighted that Article 36 was fairly comprehensive and referenced the replacement timeline in Appendix B. Classon wondered if the listed items had been replaced as projected in the document.

Swett highlighted that the most recent fire engine was designed to not have a generator inside it, with the tools instead being electric, but pointed out limitations on good hybrid or all-electric versions of large trucks.

Layton shared that Norah Lake of Sweetland Farm had at least one electric tractor and could give input on how it works.

Selectboard members discussed the Article 36 report and improvements in technology over recent years.

Jude Stull shared that efforts at the municipal level to mitigate climate change would be noble but that it could have negative consequences on the cost of living in the area. Stull highlighted that some of these policies, when implemented and carried to an excess, could make things much more expensive.

Classon noted that Article 36 was advisory.

Lindberg asked if it was agreed upon that the task force would be published as an open group to which the Selectboard would appoint members, since new people might want to join. Lindberg suggested that updates could be made to the Transfer Station for the benefit of the employees, like the construction of a building with sanitation.

Linda Gray pointed out that the report from the taskforce was just four years old. Gray suggested that the Selectboard make further action a priority for the Town Manager and suggested making use of the shared Energy Coordinator.

Clement suggested that historical documentation would have been helpful in this sort of agenda item, and that the Town Manager could be tasked with compiling these materials, with that reflected in his goals.

Harry Falconer, Energy Coordinator at Two Rivers-Ottawaquechee Regional Commission, shared that many of the opportunities in Article 36 still exist, even with it being a few years old. Falconer noted that heavy-duty trucks would be out of reach but that there was at least one EV police cruiser on the market. Falconer suggested adding tracking to the heavy-duty fleet vehicles to track fuel consumption and mileage and shared that the Hartford Parks Department had electric ride-on mowers. Falconer noted that there are not many significant grant opportunities to assist with funding these sorts of projects, but that there are some low-interest loan options.

Selectboard members discussed next steps for the pursuing greater energy efficiency, including putting together a list of actionable items, and reconvening the Article 36 group.

Griggs suggested decoupling the grants and tax incentives from the ability to get something done.

Swett asked Layton to put her suggestions into a memo for the next meeting, which could then be delegated to people to research.

Griggs highlighted the cost of housing referenced earlier and his understanding that Article 36 did not have any intention to make building homes more expensive.

Stull suggested that it could indirectly influence tax rates through increased municipal purchases.

Gray encouraged the Selectboard to highlight and prioritize the forthcoming list in collaboration with the Town Manager and Harry Falconer, as well as possibly a citizen group.

6. Citizen Assistance Fund Request

Timestamp: 54:55

Griggs explained that the request would go towards paying two months of rent for a Norwich resident.

I move to authorize the expenditure of \$1,200 from the Citizen Assistance Fund #33 for assistance to a Norwich resident. – Swett moved (2nd Layton) Vote: yes (Classon, Layton, Swett, Griggs)

7. Town Credit Card Payment Process

Timestamp: 56:10

Griggs highlighted letters from Finance Director Barrie Rosalinda and issues with credit card payments being paid late due to the timing of Selectboard meetings, which may then affect the Town Manager's credit score.

Duffy emphasized that it was a timing issue with receiving bills that needed to be approved by the Selectboard in a warrant, submitting paper checks through the mail to

Missouri, and ultimately paying bills late, which had resulted in late fees, shutdown of the card, and negative hits to Duffy's credit score.

Duffy shared that Rosalinda proposed making payments by electronic transfer when it is known that there would not be enough time to get a warrant approved and a check mailed to the credit card company. Duffy highlighted that the payments on the card had already occurred, and therefore the process would not make a change to the check and balance. Duffy shared that there was little risk associated with the proposed process, but that the Treasurer had expressed concern. Duffy gave an alternative option of using another account from which to make electronic payments, not the general fund, that would have less cash available.

Layton wondered whether the Town Manager was expected to be the person responsible for a town credit card, whether there was risk in establishing Elan Financial as an approved vendor at the bank, and why the Town Manager's credit had to be involved at all.

Duffy explained that the last credit card had been held by a previous Finance Director. Duffy noted that he had to give his social security number to get the current card approved.

Griggs asked why the matter couldn't be solved by having an off-cycle warrant.

Duffy explained that it was a recurrent timing issue and would create an additional warrant for the Finance Office to create.

Swett asked whether the electronic option would be the default method or be used as needed.

Duffy responded that they would want to have the ability to pay the bill electronically so that they could use that method when there was concern about missing a payment, which had happened a few times in the last few months. Duffy gave the options of taking the funds out of the general fund or using another established fund for paying the bills, which average \$3,000-\$4,000 per month.

Selectboard members discussed the approval flow of town expenses, the risk exposure from establishing Elan Financial as an approved vendor, and the scale of expenses.

Treasurer Lindberg explained that she had been the only remaining employee attached to the previous credit card and that she helped research new credit card options. Lindberg

shared that she was excluded from the process of establishing the new credit card and had no access to credit card information, and that Duffy signed his name on the application. Lindberg suggested using the bank's online portal to expedite the month-end process.

Lindberg shared that she called Bar Harbor Bank earlier in the week and the person she spoke with explained that there is no personal guarantee needed on the credit card and that the need for a person's name is for someone to serve as the point of contact. Lindberg suggested that the monthly payment information could likely be downloaded from an online portal without waiting for the physical statement. She noted that employees take the credit card to use it and return with immediate documentation on what was charged, which could then facilitate the creation of a check and an off-cycle payment.

Lindberg reminded the Selectboard of the financial matter in 2019-2020, which Lindberg stated was related to "pressure on the Treasurer to do something with a new employee that hadn't even been in the office a month." Lindberg emphasized that her goal was to protect the operating account and avoid giving out its banking information, but that she would be happy to work out an arrangement with a different account.

Griggs reflected that he was unsure the level of oversight the Treasurer had as an elected official over the decision making that the Selectboard was being asked to consider, and that he didn't know if the Selectboard could vote yay or nay without the approval of the Treasurer.

Griggs and Duffy discussed the billing cycle of the credit card. Duffy questioned the Lindberg's reluctance to proceed with the suggested process put forward by Duffy and the Finance Director and stated that he would likely remove himself from the credit card if an electronic payment would not be made the next day. Duffy shared that he wished option two would be considered if Lindberg "truly is concerned that the general fund would be at risk."

Lindberg reiterated that she would prefer using a different account and would be happy to work with that.

Duffy and Lindberg agreed to take the next steps for the payment the next morning.

Classon noted that there would likely be a rare instance of a missed payment and that the Selectboard needs to know if a person's credit card score is being impacted or not.

Duffy asked that the motion include language on directing the Treasurer to allow the transfer of funds.

Layton explained that the Selectboard cannot direct Lindberg, as she is an elected official, and that it is not needed in a motion.

Selectboard members discussed the language of the motion and appropriate amounts of money to hold in the account.

Clement thanked Lindberg for her work as Treasurer and for protecting the town. Clement stated that Lindberg's concerns were valid given that the town is about to begin the hiring process of another new Finance Director.

Lindberg emphasized that the withdrawals would likely be made before the Selectboard had approved it and clarified that statutes direct the Treasurer to sign checks upon the approval of the Selectboard.

I move to adopt option two as recommended by the Finance Director, Town Treasurer, and Town Manager to use an already established account subtitled EFT as needed for electronic credit card payments. – Classon moved (2nd Layton) Vote: yes (Classon, Layton, Swett, Griggs)

8. Tracy Hall Working Group Proposal

Timestamp: 1:35:14

Griggs highlighted his proposal in the packet to form a Tracy Hall working group. Griggs emphasized that he would not want to lead the project or discussion but to make the discussion happen.

Layton shared that she liked the concept but that she would like to know how big the group would be, who would be on it, and what the work products would be. Layton reflected that the public safety building committee had morphed into an imaginative group that mushroomed in vision.

Selectboard members discussed the order of operations for setting up a working group, how to successfully navigate open meeting law, and how to align on a vision for the group.

Duffy cautioned against meeting with a group and discussing town business without warning it in alignment with open meeting law.

Jaan Laaspere suggested separating generic best practices from the Tracy Hall example if the Tracy Hall example was too complicated to help work the process out. Laaspere suggested that the first charge of a group could be a refined working group vision to prevent getting stuck in an endless loop when setting up a working group.

Griggs shared that he would like permission to form the working group.

Selectboard members pondered ways of appropriately gathering people to form the working group, as well as the limited previous steps taken on Tracy Hall updates.

Laaspere clarified that a working group of the Selectboard does work that the Selectboard does not have time to complete in regular meetings and emphasized that it is a very iterative process that expands the Selectboard's meeting time.

Clement shared that she and Laaspere formed the Solar Siting Subcommittee of the Planning Commission and that they got pushback when trying to open it up to the public.

Laaspere highlighted the importance of a quorum, that a quorum is required to have a meeting, and that a meeting must follow open meeting laws.

Clement added that there was an issue with developing the charge of the Solar Subcommittee, encouraged Griggs to talk with Laaspere as Griggs develops a working group, and advocated for advertising the new working group.

I move to task Kimo Griggs with forming a working group of the Selectboard to study Tracy Hall. – Matt Swett moved (2nd Classon) Vote: yes (Classon, Layton, Swett, Griggs)

Swett shared that he would like to eventually create a working group on website updates but that he would wait to see the progress on this group's initiation.

9. Discussion of Selectboard Goals

Timestamp: 2:09:40

Griggs reflected that there were no real metrics or need to meet Selectboard goals aside from desiring to be reelected and serve effectively, but that the Town Manager's goals were a different matter.

Layton encouraged the Selectboard to focus on policy.

Classon emphasized the broad and non-specific nature of the statute dictating Selectboard responsibilities.

Selectboard members discussed how to conceptualize Selectboard goals, the ideal level of granularity of goals, and the range of tasks requiring focus by the board.

10. Discussion of Goals for the Town Manager

Timestamp: 2:21:45

Griggs clarified that he was approaching the discussion from the perspective of a Town Manager in general.

Griggs recounted that he had asked Duffy to put together a list of Town Manager goals when they met a week and a half ago and noted that Duffy's contract calls on the Selectboard to work on it together with him. Griggs asked if Duffy could give his thoughts on the Town Manager goals and objectives.

Duffy shared that he had attended a Town Manager summit that day, including a session on evaluations. Duffy shared that he might be able to talk more in detail about what could be done better in the evaluation process after the summit concludes.

Duffy shared that after reviewing the packet, he thought there might be a misunderstanding in the role of a Town Manager versus a Town Administrator, with a Town Manager having some level of autonomy and a Town Administrator holding very little statutory authority.

Duffy suggested using the existing template created over the last two years for the upcoming evaluation. Duffy suggested amending the evaluation and replace "below expectations" with "needs improvement" and adding a last box stating "unsatisfactory" to reduce ambiguity.

Griggs highlighted that none of this was in the packet or related to goals and objectives, and that the public could not see what was being discussed.

Layton shared that she found the discussion interesting.

Griggs stated that they should keep going if other people are comfortable with it.

Classon shared that the metrics around specific goals were much easier to assess than amorphous and broad goals.

Selectboard members discussed the importance of objectivity and communication in goal setting.

Duffy suggested maintaining the template and offered to list a couple tasks that he thought were achievable in the next four months. Duffy expressed confusion as to what was being requested of him that night.

Griggs reiterated that he had told Duffy about a week and a half ago that they would be talking about goals at the upcoming meeting and asked that he consider sharing his goals at a high level to begin developing a written document of expectations and associated discussion. Griggs shared that he “was hoping for a little more active engagement.”

Duffy responded that “the communication must have been lacking there.”

Classon asked about the origin of the current evaluation document; Duffy explained that it was created two years ago by Marcia Calloway with extensive Selectboard discussion.

Classon emphasized the lack of metrics and the subjectivity of goals in the evaluation document.

Swett asked Duffy to share any best practices for evaluations that he might learn in the remaining part of the summit.

Duffy shared that the discussion that day included reflection on the purpose of an evaluation of a Town Manager by the Selectboard, and that his takeaway was that if done effectively, the Town Manager would be guided by the Selectboard on ways to improve his performance. Duffy added that it should not be a mechanism to say that something was not done right without a mechanism to say how it could be done better.

Duffy asked if Griggs would like to hear his ideas for how to improve the evaluation form that night; Griggs asked that they be written so that they could be considered in a public setting.

Selectboard members discussed the timing of the Town Manager goals and evaluation with respect to the anniversary date and the Town Meeting.

Duffy clarified that the evaluation is tied to the anniversary date but that there was never a set date for goals to be established, so goals have been set around this time of year the

past few years, but that that timeline could and should change. Duffy suggested establishing goals moving forward in October, following the September evaluation.

Swett suggested agreeing on a goals model to use for adding new goals to avoid needing to debate a new format.

Classon expressed reluctance to “kick the can down the road for a third year.”

Griggs explained that they were not doing that, as they were going to have a fuller discussion at the next meeting.

Duffy emphasized that he wants to come to an understanding of what a Town Manager needs to do to be effective in his job and the attainable goals set with Selectboard support that can reasonably be achieved.

Lindberg highlighted emails sent to the Selectboard and Town Manager on suggested goals for the Town Manager and Selectboard in previous packets and asked if there would be outreach to get public input on goals.

Griggs responded that the topic was on the agenda and that people could appear in public or write in.

Clement reiterated her earlier suggestion that the Selectboard task the Town Manager with compiling information for various agenda items. Clement expressed disappointment that there were two Selectboard meetings in a row discussing Town Manager goals and the Town Manager was unprepared. Clement shared that the Town Manager report would be a good space to report on items tasked to the Town Manager, not just report on what had been reported by other town staff.

11. Approve Minutes

Timestamp: 2:59:50

Swett clarified that item 14 should include 2017 in the list of years included in the motion.

I move to approve the minutes for March 25th, 2026 as amended to include approval of the closing of the 2017 grand list. – Layton moved (2nd Swett) Vote: yes (Classon, Layton, Swett, Griggs)

12. AP Warrants

Timestamp: 3:03:49

I move to approve AP Warrant #1468 in the amount of \$358,044.56 to be paid from the General Fund; AP Warrant #1469 in the amount of \$4,171.86 to be paid from the Police Cruiser Fund; AP Warrant #1470 in the amount of \$1,618.00 to be paid from the Tracy Hall Fund; AP Warrant #1471 in the amount of \$7,905.00 to be paid from the Fire Equipment Fund; AP Warrant #1472 in the amount of \$12.97 to be paid from the General Fund; and AP Warrant #1473 in the amount of \$26.50 from the General Fund. – Layton moved (2nd Swett) Vote: yes (Classon, Layton, Swett, Griggs)

13. Receipt of Correspondence

Timestamp: 3:05:20

Griggs gave an overview of correspondence included in the Selectboard packet.

Layton requested an agenda item on navigating legal matters and associated communication with the public, as well as an agenda item on next steps relating to John Carroll's letter.

Selectboard members discussed Carroll's suggestions and how to navigate legally sensitive matters.

I move to receive all correspondence. – Layton moved (2nd Classon) Vote: yes (Classon, Layton, Swett, Griggs)

14. Adjournment

Timestamp: 3:12:53

I move to adjourn the meeting. – Layton moved (2nd Swett) Vote: yes (Classon, Layton, Swett, Griggs)

Meeting adjourned at 9:41.

Minutes taken by Jenny Tolman.

04/15/26
11:25 am

Town of Norwich Accounts Payable
Check Warrant Report # 1480 Current Prior Next FY Invoices
All Manual\Direct Pays For Check Acct 09(General) 04/09/26 To 04/22/26

Page 1
brosalinda

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
80031	HEALTHEQUITY, INC.	MPHQ74E HRA	50.00	0.00	50.00	B 395	04/10/26
Report Total			50.00	0.00	50.00		

To the Treasurer of Town of Norwich, We hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ *****50.00
Let this be your order for the payments of these amounts.

Finance Director Barrie Rosalinda
Barrie Rosalinda

Town Manager: Brennan Duffy
Brennan Duffy

SELECTBOARD:

Kimo Griggs
Chair

Brendan Classon
Vice Chair

Mary Layton

Matthew Swett

Robert Gere

04/15/26
09:49 am

Town of Norwich Accounts Payable

Check Warrant Report # 1475 Current Prior Next FY Invoices For Fund (RECORDS RESTORATION)
For Check Acct 03(General) 17675 To 17745 04/09/26 To 04/22/26 & Fund 45

brosalinda


Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
10066	04/11/26	AMAZON CAPITAL SERVICES, archival storage boxes 179LF46GGKHH	45-5-100341.00 RESTORATION EXPENSE	88.79	17676	04/22/26
Report Total				88.79		

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 \$ *****88.79
Let this be your order for the payments of these amounts.

Finance Director


Barrie Rosalinda

Town Manager:


Brennan Duffy

SELECTBOARD:

Kimo Griggs
Chair

Brendan Classon
Vice Chair

Mary Layton

Matthew Swett

Robert Gere

04/15/26

Town of Norwich Accounts Payable

09:50 am

Check Warrant Report # 1476 Current Prior Next FY Invoices For Fund (General)
For Check Acct 03(General) 17675 To 17745 04/09/26 To 04/22/26 & Fund 01

brosalinda

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
TAX260001	03/23/26	Tax Overpayment Refund 03232026	01-2-001148.00 TAX OVERPAYMENTS	2183.90	17675	04/22/26
10066	03/24/26	AMAZON CAPITAL SERVICES, Citation Holder 11RF363VXQ1H	01-5-500501.00 ADMINISTRATION	34.53	17676	04/22/26
10066	04/11/26	AMAZON CAPITAL SERVICES, archival storage boxes 179LF46GGKHH	01-5-100610.00 OFFICE SUPPLIES	25.58	17676	04/22/26
10066	03/30/26	AMAZON CAPITAL SERVICES, Playground Rubber Mat 1HQW4WN1474H	01-5-425330.00 REPAIRS,MAINT&Site Wrk	88.99	17676	04/22/26
10066	03/28/26	AMAZON CAPITAL SERVICES, Sun Hats 1J13CYVJ771G	01-5-425244.00 UNIFORMS	69.10	17676	04/22/26
10066	03/31/26	AMAZON CAPITAL SERVICES, Visor Hats 1MC66FCCPPY	01-5-425244.00 UNIFORMS	293.64	17676	04/22/26
REF260001	04/03/26	ANNA CONNOLLY Recreation Fee Refund 832201	01-4-000355.01 Registration Fee Refunds	15.00	17677	04/22/26
20026	03/31/26	BETHEL MILLS spray paint 410240/6	01-5-703507.00 SUPPLIES	34.36	17678	04/22/26
20026	04/06/26	BETHEL MILLS eye bolt 411499/6	01-5-703507.00 SUPPLIES	9.98	17678	04/22/26
20026	04/08/26	BETHEL MILLS RSTP spray 411986/6	01-5-703507.00 SUPPLIES	20.92	17678	04/22/26
20027	12/19/25	BETTERBIN APP Subscription 2019974683	01-5-651610.00 Software License	1500.00	17679	04/22/26
20035	03/31/26	BLAKTOP INC cold patch 35342	01-5-703211.00 ASPHALT PRODUCTS	313.26	17680	04/22/26
20039	04/01/26	BLUE CROSS/BLUE SHIELD OF May health insurance 223109922	01-5-555123.00 HEALTH INSURANCE	980.80	17681	04/22/26
20039	04/01/26	BLUE CROSS/BLUE SHIELD OF May health insurance 223109922	01-5-704123.00 HEALTH INSURANCE	3438.98	17681	04/22/26
20039	04/01/26	BLUE CROSS/BLUE SHIELD OF May health insurance 223109922	01-5-703123.00 HEALTH INSUR	14213.02	17681	04/22/26
20039	04/01/26	BLUE CROSS/BLUE SHIELD OF May health insurance 223109922	01-5-350123.00 HEALTH INS	826.99	17681	04/22/26
20039	04/01/26	BLUE CROSS/BLUE SHIELD OF May health insurance 223109922	01-5-500123.00 HEALTH INS	2373.08	17681	04/22/26
20039	04/01/26	BLUE CROSS/BLUE SHIELD OF May health insurance 223109922	01-5-200123.00 HEALTH INS	2064.67	17681	04/22/26
20039	04/01/26	BLUE CROSS/BLUE SHIELD OF May health insurance 223109922	01-5-005123.00 HEALTH INSUR	7328.72	17681	04/22/26
20039	04/01/26	BLUE CROSS/BLUE SHIELD OF May health insurance 223109922	01-5-100123.00 HEALTH INS	3896.39	17681	04/22/26
20082	12/05/25	BRENNTAG LUBRICANTS, LLC DEF PUMP BLN25-957393	01-5-703403.00 PARTS & SUPPLIES	136.11	17682	04/22/26
REC260007	02/19/26	BRIANNE BARNES Basketball Official 25/26 02192026	01-5-425214.00 REFERREE/UMPIRE	740.00	17683	04/22/26
TAX260021	04/03/26	Brian and Margaret Rossi Tax Overpayment Refund 04032026	01-2-001148.00 TAX OVERPAYMENTS	4712.05	17684	04/22/26
TAX260020	04/03/26	Bryant Reichert Tax Overpayment Refund 04032026	01-2-001148.00 TAX OVERPAYMENTS	1238.08	17685	04/22/26
30012	03/29/26	CANON SOLUTIONS AMERICA, TH Copier Maintenance 6015441025	01-5-275620.00 PHOTOCOPIER	626.83	17686	04/22/26

04/15/26

Town of Norwich Accounts Payable

Page 2 of 5

09:50 am

Check Warrant Report # 1476 Current Prior Next FY Invoices For Fund (General)
 For Check Acct 03(General) 17675 To 17745 04/09/26 To 04/22/26 & Fund 01

brosalinda

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
30026	04/01/26	CASELLA WASTE SERVICES compost & waste 1134797	01-5-705305.00 RECYCLING	4089.31	17687	04/22/26
30026	04/01/26	CASELLA WASTE SERVICES compost & waste 1134797	01-5-705308.00 FOOD WASTE DISPOSAL	1022.58	17687	04/22/26
30026	04/01/26	CASELLA WASTE SERVICES Waste 1134798	01-5-705306.00 C & D WASTE DISPOSAL	1193.02	17687	04/22/26
30026	04/01/26	CASELLA WASTE SERVICES Waste 1134798	01-5-705303.00 MUNICIPAL SOLID WASTE	4847.28	17687	04/22/26
30026	04/01/26	CASELLA WASTE SERVICES waste removal 1136393	01-5-705303.00 MUNICIPAL SOLID WASTE	82.58	17687	04/22/26
30031	04/01/26	CCI MANAGED SERVICES TH - April 2026 Service CW-63845	01-5-275632.00 SERVER MAINTENANCE	2990.46	17688	04/22/26
30031	04/01/26	CCI MANAGED SERVICES PD - April 2026 Service CW-63870	01-5-500537.00 IT SUPPORT	1229.20	17688	04/22/26
30075	04/02/26	CINTAS CORPORATION first aid supplies 5327335809	01-5-703507.00 SUPPLIES	98.07	17689	04/22/26
30093	04/06/26	COMCAST 4-15 to 5-14 service 04062026	01-5-275632.00 SERVER MAINTENANCE	8.31	17690	04/22/26
30093	04/06/26	COMCAST 4-15 to 5-14 service 04062026	01-5-703505.00 TELEPHONE	8.32	17690	04/22/26
30093	04/06/26	COMCAST 4-15 to 5-14 service 04062026	01-5-485238.00 PHONE & INTERNET	8.32	17690	04/22/26
30102	03/30/26	CONSOLIDATED COMMUNICATIO Alarm Panel & TS 03/2026 03302026	01-5-705505.00 TELEPHONE	142.30	17691	04/22/26
30102	03/30/26	CONSOLIDATED COMMUNICATIO Alarm Panel & TS 03/2026 03302026	01-5-275531.00 TELEPHONE	284.59	17691	04/22/26
30103	03/11/26	COOP SERVICE CENTER Oil Change, Tires, Inspect 6300	01-5-500306.00 CRUISER MAINT	331.04	17692	04/22/26
30103	04/06/26	COOP SERVICE CENTER 20 Expl. mount/bal tires 6804	01-5-500306.00 CRUISER MAINT	130.00	17692	04/22/26
30103	04/06/26	COOP SERVICE CENTER 23 intercept. bal. tires 6805	01-5-500306.00 CRUISER MAINT	130.00	17692	04/22/26
REC260006	02/19/26	COURTNEY NESS Basketball Official 25/26 02192026	01-5-425214.00 REFERREE/UMPIRE	830.00	17693	04/22/26
TAX260005	03/27/26	Carleton Family Trust Tax Overpayment Refund 03272026	01-2-001148.00 TAX OVERPAYMENTS	12.07	17694	04/22/26
TAX260016	04/02/26	Christine Miller Tax Overpayment Refund 04022026	01-2-001148.00 TAX OVERPAYMENTS	1165.78	17695	04/22/26
TAX260018	04/02/26	Christine Pinello Tax Overpayment Refund 04022026	01-2-001148.00 TAX OVERPAYMENTS	5.31	17696	04/22/26
TAX260019	04/03/26	Christopher and Suzanne R Tax Overpayment Refund 04032026	01-2-001148.00 TAX OVERPAYMENTS	12725.68	17697	04/22/26
TAX260010	03/31/26	Cole and Emily Flannery Tax Overpayment Refund 03312026	01-2-001148.00 TAX OVERPAYMENTS	1445.67	17698	04/22/26
20053	04/13/26	DUFFY, BRENNAN reimbursement 04132026	01-5-005581.00 MILEAGE	47.12	17699	04/22/26
20053	04/13/26	DUFFY, BRENNAN reimbursement 04132026	01-5-005581.00 MILEAGE	47.12	17699	04/22/26
20053	04/13/26	DUFFY, BRENNAN reimbursement 04132026	01-5-005615.00 DUES/MTS/EDUC	18.65	17699	04/22/26

04/15/26

Town of Norwich Accounts Payable

09:50 am

Check Warrant Report # 1476 Current Prior Next FY Invoices For Fund (General)
For Check Acct 03(General) 17675 To 17745 04/09/26 To 04/22/26 & Fund 01

brosalinda

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
VT260009	03/31/26	Tax Overpayment Refund		01-2-001148.00	28.89	17700	04/22/26
			03312026	TAX OVERPAYMENTS			
TAX260012	04/02/26	Tax Overpayment Refund		01-2-001148.00	58.61	17701	04/22/26
			04022026	TAX OVERPAYMENTS			
50007	03/31/26	Bank Checks		01-5-200711.00	319.00	17702	04/22/26
			16682	BANK			
50047	04/08/26	Diesel		01-1-004105.00	1726.75	17703	04/22/26
			0082549-IN	Inventory-DPW Fueling Sta			
TAX260006	03/30/26	Tax Overpayment Refund		01-2-001148.00	1375.32	17704	04/22/26
			03302026	TAX OVERPAYMENTS			
70076	04/08/26	roll stat pads		01-5-500543.00	452.00	17705	04/22/26
			59399	TRAINING SUPPLIES & EQUIP			
TAX260011	03/31/26	Tax Overpayment Refund		01-2-001148.00	53.73	17706	04/22/26
			03312026	TAX OVERPAYMENTS			
70060	04/02/26	Marksman/Patrol Course		01-5-500538.00	899.00	17707	04/22/26
			04022026	TRAINING			
80013	02/05/25	P&R-GIRLS GRADE 5/6 REG		01-5-425216.00	100.00	17708	04/22/26
			020525REGC	ENTRY FEE -Tournament			
200069	03/30/26	February 2026 Broadband		01-5-500536.00	154.92	17709	04/22/26
			15934	DISPATCH SERVICES			
200069	01/26/26	November 2025 Broadband		01-5-500536.00	154.97	17709	04/22/26
			16051	DISPATCH SERVICES			
200069	01/26/26	December 2025 Broadband		01-5-500536.00	154.92	17709	04/22/26
			16052	DISPATCH SERVICES			
TAX260024	04/03/26	Tax Overpayment Refund		01-2-001148.00	495.00	17710	04/22/26
			04032026	TAX OVERPAYMENTS			
90025	04/02/26	propane		01-5-706103.00	830.22	17711	04/22/26
			273565	HEATING			
TAX260003	03/27/26	Tax Overpayment Refund		01-2-001148.00	126.00	17712	04/22/26
			03272026	TAX OVERPAYMENTS			
TAX260026	04/06/26	Tax Overpayment Refund		01-2-001148.00	620.83	17713	04/22/26
			04062026	TAX OVERPAYMENTS			
TAX260025	04/03/26	Tax Overpayment Refund		01-2-001148.00	32.11	17714	04/22/26
			04032026	TAX OVERPAYMENTS			
TAX260017	04/02/26	Tax Overpayment Refund		01-2-001148.00	7.96	17715	04/22/26
			04022026	TAX OVERPAYMENTS			
TAX260023	04/03/26	Tax Overpayment Refund		01-2-001148.00	34.79	17716	04/22/26
			04032026	TAX OVERPAYMENTS			
VT260013	04/02/26	Tax Overpayment Refund		01-2-001148.00	3158.47	17717	04/22/26
			04022026	TAX OVERPAYMENTS			
TAX260015	04/02/26	Tax Overpayment Refund		01-2-001148.00	243.82	17718	04/22/26
			04022026	TAX OVERPAYMENTS			
130132	04/02/26	LEEEP 2026 Conservation		01-5-650625.00	750.00	17719	04/22/26
			LEEEP 2026	PUBLICITY			
TAX260014	04/02/26	Tax Overpayment Refund		01-2-001148.00	598.26	17720	04/22/26
			04022026	TAX OVERPAYMENTS			
140101	04/08/26	glass recycling		01-5-705305.00	223.00	17721	04/22/26
			147339	RECYCLING			
TAX260007	03/30/26	Tax Overpayment Refund		01-2-001148.00	162.41	17722	04/22/26
			03302026	TAX OVERPAYMENTS			

04/15/26

Town of Norwich Accounts Payable

09:50 am

Check Warrant Report # 1476 Current Prior Next FY Invoices For Fund (General)
For Check Acct 03(General) 17675 To 17745 04/09/26 To 04/22/26 & Fund 01

brosalinda

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
140099	04/02/26	Norwich Fire District Town Hall Water Hill 30070 040226	01-5-706100.00 WATER USAGE	287.67	17723	04/22/26
140099	04/02/26	Norwich Fire District Hazen Street Water Bill 44015 040226	01-5-485232.00 WATER USAGE	462.53	17723	04/22/26
140099	04/02/26	Norwich Fire District Turnpike Road Water Bill 51160 040226	01-5-425332.00 WATER USAGE	95.24	17723	04/22/26
TAX260029	04/06/26	Omer and Lily Trajman Tax Overpayment Refund 04062026	01-2-001148.00 TAX OVERPAYMENTS	171.40	17724	04/22/26
TAX260004	03/27/26	Paula Bergeron Tax Overpayment Refund 03272026	01-2-001148.00 TAX OVERPAYMENTS	2451.06	17725	04/22/26
160074	03/31/26	Performance Janitorial Se PD Cleaning Service 274524	01-5-485304.00 CLEANING	751.33	17726	04/22/26
TAX260028	04/06/26	Peter Ireland Trustee Tax Overpayment Refund 04062026	01-2-001148.00 TAX OVERPAYMENTS	2000.00	17727	04/22/26
TAX260022	04/03/26	Rebecca Sabky Tax Overpayment Refund 04032026	01-2-001148.00 TAX OVERPAYMENTS	50.88	17728	04/22/26
180081	04/02/26	Richard Gerry Plummer Annual Norwich Trails Web 04022026	01-5-650620.00 SPKRS/PUBLIC INFO	96.00	17729	04/22/26
TAX260008	03/30/26	Robert Dunn and Cecelia T Tax Overpayment Refund 03302026	01-2-001148.00 TAX OVERPAYMENTS	159.37	17730	04/22/26
190006	03/02/26	SABIL and SONS INC 2015 freightliner dump 18434	01-5-703401.00 OUTSIDE REPAIRS	1200.00	17731	04/22/26
190006	03/02/26	SABIL and SONS INC 2015 freightliner dump 18434	01-5-703403.00 PARTS & SUPPLIES	701.38	17731	04/22/26
190111	02/04/25	SUSAN HARSCH EASEMENT DEED 020425EASE	01-5-703703.03 FEMA Grant Podunk/Illsley	10.00	17732	04/22/26
20060	04/06/26	SWENSON, BRIE After School 04062026	01-5-425211.00 EQUIP. & SUPPLIES	29.93	17733	04/22/26
200056	04/01/26	TMDE CALIBRATION LABS, IN Radar Repair & Calibrate 56118	01-5-500543.00 TRAINING SUPPLIES & EQUIP	197.00	17734	04/22/26
200100	03/31/26	TWIN STATE SAND AND GRAV 3/4 " Twin Pack 122347	01-5-703207.00 GRAVEL & STONE	3904.32	17735	04/22/26
TAX260027	04/06/26	Thomas and Diana Owen Tax Overpayment Refund 04062026	01-2-001148.00 TAX OVERPAYMENTS	2486.81	17736	04/22/26
100091	04/08/26	Tolman, Jennifer Qtr 1 '26 SB Minutes 04082026	01-5-005300.10 CONTRACTED SERVICES	656.25	17737	04/22/26
210004	04/06/26	UNIFIRST CORPORATION uniforms 1070501401	01-5-703311.00 UNIFORMS	455.48	17738	04/22/26
210004	04/06/26	UNIFIRST CORPORATION uniforms 1070501401	01-5-704311.00 UNIFORMS	100.00	17738	04/22/26
180083	04/13/26	UPPER VALLEY FENCING CLUB Fencing 04132026	01-5-425200.00 Instructor/Contractor Fee	637.00	17739	04/22/26
220008	04/04/26	VERIZON WIRELESS Mar 5 to Apr 4 2026 6140252547	01-5-005532.00 T MNGR CELL PHONE	37.64	17740	04/22/26
220008	04/04/26	VERIZON WIRELESS Mar 5 to Apr 4 2026 6140252547	01-5-200531.00 TELEPHONE	60.66	17740	04/22/26
220008	04/04/26	VERIZON WIRELESS Mar 5 to Apr 4 2026 6140252547	01-5-425127.00 TELEPHONE	37.63	17740	04/22/26
220008	04/04/26	VERIZON WIRELESS Mar 5 to Apr 4 2026 6140252547	01-5-500501.00 ADMINISTRATION	308.86	17740	04/22/26

04/15/26
09:50 am

Town of Norwich Accounts Payable
Check Warrant Report # 1476. Current Prior Next FY Invoices For Fund (General)
For Check Acct 03(General) 17675 To 17745 04/09/26 To 04/22/26 & Fund 01

Page 5 of 5
brosalinda

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
220008	04/04/26	VERIZON WIRELESS Mar 5 to Apr 4 2026 6140252547	01-5-555625.00 TELEPHONE & INTERNET	77.84	17740	04/22/26
220062	04/03/26	VMERS DB Payroll Transfer PR-04/03/26	01-2-001113.00 VMERS GRP C PAYABLE	4000.09	17741	04/22/26
220062	04/03/26	VMERS DB Payroll Transfer PR-04/03/26	01-2-001111.00 VMERS GRP B PAYABLE	7169.46	17741	04/22/26
220062	04/17/26	VMERS DB Payroll Transfer PR-04/17/26	01-2-001111.00 VMERS GRP B PAYABLE	7027.83	17741	04/22/26
220062	04/17/26	VMERS DB Payroll Transfer PR-04/17/26	01-2-001113.00 VMERS GRP C PAYABLE	3687.57	17741	04/22/26
230000	03/26/26	W.B. MASON CO., INC. water & printer ink 260933621	01-5-500501.00 ADMINISTRATION	107.16	17742	04/22/26
230000	03/26/26	W.B. MASON CO., INC. water & printer ink 260933621	01-5-555630.00 OFFICE SUPPLIES	16.50	17742	04/22/26
230000	04/01/26	W.B. MASON CO., INC. Envelope 261049387	01-5-200610.00 OFFICE SUPPLIES	301.09	17742	04/22/26
230000	03/26/26	W.B. MASON CO., INC. credit - water jugs CM4573087	01-5-500501.00 ADMINISTRATION	-42.00	17742	04/22/26
230003	03/31/26	WAGEWORKS, INC Cobra - March 26 0326TR112178	01-5-005123.00 HEALTH INSUR	40.00	17743	04/22/26
230020	03/31/26	WHITE RIVER CAR WASH Car Wash 03312026	01-5-500306.00 CRUISER MAINT	22.00	17744	04/22/26
TAX260002	03/23/26	Watt and Roberta Alexande Tax Overpayment Refund 03232026	01-2-001148.00 TAX OVERPAYMENTS	870.41	17745	04/22/26
Report Total				133445.13		

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 \$ ***133,445.13
Let this be your order for the payments of these amounts.

Finance Director Barrie Rosalinda
Barrie Rosalinda

Town Manager: Brennan Duffy
Brennan Duffy

SELECTBOARD:

- Kimo Griggs
Chair
- Brendan Classon
Vice Chair
- Mary Layton
- Matthew Swett
- Robert Gere

Utility Building

From Don McCabe <don-mccabe@comcast.net>

Date Sat 4/4/2026 1:31 PM

To Brennan Duffy <BDuffy@norwich.vt.us>

Cc Select Board <selectboard@norwich.vt.us>; Brie Swenson <BSwenson@norwich.vt.us>

Brennan,

Hope your Spring season is moving along nicely.

As the town skating rink is retired please consider moving the adjacent utility shed away from the Bandstand and toward the MCS drive where it will detract less from the Bandstand and remain easily accessible to the rink.

Several people have said its current location is a distraction. A few members of the Trails Committee and I are willing to slide it on its skids using our equipment at no cost to the town. Now is the best time for your approval so we can do the move when the ground is firm and dry.

Best,

Don

Sent from my iPad

Re: Town Credit Card

From Barrie Rosalinda <brosalinda@norwich.vt.us>

Date Tue 4/7/2026 11:41 AM

To Kimo Griggs <kimogriggsnorwichselect@gmail.com>; Brennan Duffy <BDuffy@norwich.vt.us>

Cc Cheryl Lindberg <CLindberg@norwich.vt.us>; Treasurer <Treasurer@norwich.vt.us>; Select Board <selectboard@norwich.vt.us>

Hello, Kimo,

In my opinion, an off-cycle warrant is not the solution. The problem the Finance Office is trying to solve is how to make timely payments to keep the card available and to stop the negative impact to the Town Manager's personal credit. Paying with a check either in a regularly scheduled AP warrant or an off-cycle warrant does not eliminate the existing problem every time the bill is due as outlined in my memo to the selectboard. An off-cycle warrant does not address the immediate need at all. The Finance Office would like a solution that works every time the credit card needs to be paid.

The Finance Office has again spoken with the credit card company. The credit card company's suggestion is to pay the credit card over the phone. The payment is secure. A confirmation number is provided. Withdrawals are not made from the bank without express authorization by the Town.

Whatever is decided impacts the work of the Finance Office. All we are trying to do is pay the bill on time as efficiently as possible.

Barrie

From: Kimo Griggs <kimogriggsnorwichselect@gmail.com>

Sent: Tuesday, April 7, 2026 10:20 AM

To: Brennan Duffy <BDuffy@norwich.vt.us>

Cc: Cheryl Lindberg <CLindberg@norwich.vt.us>; Barrie Rosalinda <brosalinda@norwich.vt.us>; Treasurer <Treasurer@norwich.vt.us>; Select Board <selectboard@norwich.vt.us>

Subject: Re: Town Credit Card

Good morning Norwich!

Could this be solved by having an off-cycle warrant signed by the chair or vice-chair as needed?
Simple, fast, easy?

Kimo

On Tue, Apr 7, 2026 at 7:19 AM Brennan Duffy <BDuffy@norwich.vt.us> wrote:

Hi Cheryl,

Thank you for a response but I guess I am confused. Wouldn't it be better to work together with the Finance Department today and have a mutually agreeable solution to present to the Selectboard on Wednesday? Attempting to hash this out in the Selectboard meeting, with an action and money transfer required the following day, does not seem like the most efficient way to proceed.

You mention your "concerns", could you indicate what those are so we can attempt to resolve them?

From your previous comments, I will assume this concern is around transferring money to Elan Financial from the general fund. If that is the case, are you agreeable to the proposed Option 2 where money is transferred into the separate account and then out to Elan Financial? If this is agreeable, can this process, requiring your assistance, occur on Thursday morning so the bill can be paid that day?

A response to this message this morning, and a collaborative approach to solve this problem together, would be greatly appreciated.

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: Cheryl Lindberg <CLindberg@norwich.vt.us>

Sent: Monday, April 6, 2026 3:56 PM

To: Brennan Duffy <BDuffy@norwich.vt.us>; Barrie Rosalinda <brosalinda@norwich.vt.us>

Cc: Treasurer <Treasurer@norwich.vt.us>; Kimo Griggs <kimogrignorwichselect@gmail.com>

Subject: RE: Town Credit Card

Hi Brennan,

I plan to attend the SB meeting Wednesday night and will discuss the topic and provide my feedback and concerns during the meeting.

Sincerely,

Cheryl

Cheryl A. Lindberg
Treasurer
Town of Norwich

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

From: Brennan Duffy <BDuffy@norwich.vt.us>

Sent: Monday, April 6, 2026 10:46 AM

To: Barrie Rosalinda <brosalinda@norwich.vt.us>; Cheryl Lindberg <CLindberg@norwich.vt.us>; Treasurer <Treasurer@norwich.vt.us>

Subject: RE: Town Credit Card

Hi Cheryl,

I am writing with the understanding that you are now back from vacation and available. To facilitate a smooth process in the upcoming SB meeting I would like to get your feedback on this matter prior to the meeting.

As you may be aware the SB agenda item #7 (memo on pgs. 6-7 of the 4/8/26 SB packet) deals with the Credit Card payment process. This included an immediate need for payment of the current bill, which will miss its deadline if paid by check, and also a future authorization to pay bills by phone or online if required to avoid missed payment deadlines.

The SB decision/action required on Wednesday is to have the current CC bill paid by phone or online on Thursday, 4/9, to avoid another missed payment. The Finance Dept. is able to do this but will require you, as Treasurer, to authorize that transfer from the general fund. Are you willing to do this on Thursday morning? Please let us know your thoughts.

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: Brennan Duffy

Sent: Tuesday, March 31, 2026 10:24 AM

To: Barrie Rosalinda <brosalinda@norwich.vt.us>; Cheryl Lindberg <CLindberg@norwich.vt.us>; Treasurer <Treasurer@norwich.vt.us>

Subject: RE: Town Credit Card

Hi All,

I would like to move this process quicker if possible and have this item on the agenda for the next (4/8) SB meeting.

Cheryl, my understanding is that the Town currently has several other instances where funds are electronically moved from the operating account to cover required expenses. What is your specific objection to having the same process occur for the credit card payment, on the as-needed and hopefully infrequent occurrence, where due-date payment and warrant approval timing will not allow for a timely submittal?

Thanks,

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: Barrie Rosalinda <brosalinda@norwich.vt.us>
Sent: Tuesday, March 31, 2026 8:40 AM
To: Cheryl Lindberg <CLindberg@norwich.vt.us>; Treasurer <Treasurer@norwich.vt.us>
Cc: Brennan Duffy <BDuffy@norwich.vt.us>
Subject: Re: Town Credit Card

Hi, Cheryl,

We can discuss if you wish yet with that said I thought I was pretty clear about the need in my previous email. If you are not willing to have the funds withdrawn from the operating account then I won't pursue the request to the selectboard. Other payments are automatically withdrawn from the operating account which is under the control of the Treasurer. I don't see this request any different.

The Finance Office will need a response in order for the item to be added to the agenda for the next selectboard meeting. It sounds like you are away which pushes this topic to the next meeting on the 22nd of April. Please provide a response by the 14th of April.

Thanks, Barrie

From: Cheryl Lindberg <CLindberg@norwich.vt.us>
Sent: Friday, March 27, 2026 11:02 AM
To: Barrie Rosalinda <brosalinda@norwich.vt.us>; Treasurer <Treasurer@norwich.vt.us>
Subject: Re: Town Credit Card

Hi Barrie,

I am glad we are discussing this before there is a misunderstanding. As I have expressed many times, I am not comfortable having the Town's multi-million-dollar bank account information given out. Can we please discuss this after next week, as I will be away. I know you are wanting to resolve this, and I want to assist with that in the best way possible.

Thank you,

Cheryl

Cheryl A Lindberg, Treasurer.
Town of Norwich

Any response to this email is subject to the Vermont Public Records request.

From: Barrie Rosalinda <brosalinda@norwich.vt.us>
Sent: Friday, March 27, 2026 8:55 AM
To: Cheryl Lindberg <CLindberg@norwich.vt.us>; Treasurer <Treasurer@norwich.vt.us>
Subject: Re: Town Credit Card

Hi Cheryl,

When in the Finance Office yesterday you commented the withdrawal for payment would need to come from a bank account other than the Operating/General Fund account. The withdrawal would be treated the same as payroll taxes for example and be withdrawn from the operating/general fund. Otherwise we are replacing one problem with another by then causing the Finance Office to request transfers from the General Fund to a different bank account to ensure the existing balance would cover the credit card payment. If what I have suggested is not what will occur then I won't submit the request to the Selectboard as it makes no sense to me otherwise.

Barrie

From: Cheryl Lindberg <CLindberg@norwich.vt.us>
Sent: Monday, March 23, 2026 5:54 PM
To: Barrie Rosalinda <brosalinda@norwich.vt.us>; Treasurer <Treasurer@norwich.vt.us>
Subject: Re: Town Credit Card

Hi Barrie,

Thank you for sharing the email about the town credit card. As the treasurer, I will gladly sign the paperwork necessary to authorize the payment from the proper town bank account so I'll follow up with you after the select board meeting Wednesday night to get that paperwork in place and signed.

Cheryl

Cheryl A Lindberg, Treasurer
Town of Norwich

Any response to this email is subject to the Vermont Public Records request.

From: Barrie Rosalinda <brosalinda@norwich.vt.us>
Sent: Friday, March 20, 2026 10:04:36 AM
To: Treasurer <Treasurer@norwich.vt.us>
Subject: Town Credit Card

Please know the Finance Office plans to submit a request to the Selectboard to enable the credit card to be paid online and/or over the phone when necessary to keep the card active. Too often the card is

frozen due to receiving the payment late. The timing of the payment due date and the Selectboard meetings are often out of sync. In speaking with the credit card company, it is the only viable option.

FYI

Barrie Rosalinda

Finance Director

Town of Norwich

P.O. Box 376

Norwich, VT 05055

802-649-1419 ext.106

TRORC TAC Updates

From Rita Seto <rseto@trorc.org>

Date Thu 4/9/2026 1:52 PM

To Rita Seto <rseto@trorc.org>

Good afternoon,

Our next TRORC TAC meeting is scheduled for Thursday May 14, 2026 - 9:30am to 11am at the Hartford Town Hall, conference room 2 or via Zoom. I will send a final agenda and meeting calendar link out closer to the meeting date. We will have our main presenter - Johnathan Croft, VTrans Mapping Chief present on Maximizing Town Highway Aid - Mileage Matters.

A couple of items to warrant your attention prior to our next meeting:

1. I will be sending **annual TAC Representative appointment letters** to Selectboards to re-confirm existing TAC reps or if there new ones. If you have recently reached out and already appointed, I will skip your town.

2. **2026 VT Walk Bike Summit**

In partnership with Vermont Agency of Transportation, and along with our participating organizations and sponsors, the [Bennington County Regional Commission](#) will host the statewide Vermont Walk/Bike Summit in Bennington on Friday, May 8, 2026. The event will take place at the Bennington Theater, with classroom and mobile workshops throughout the day in downtown Bennington. Registration is \$60 with lunch included. Registration is now open.

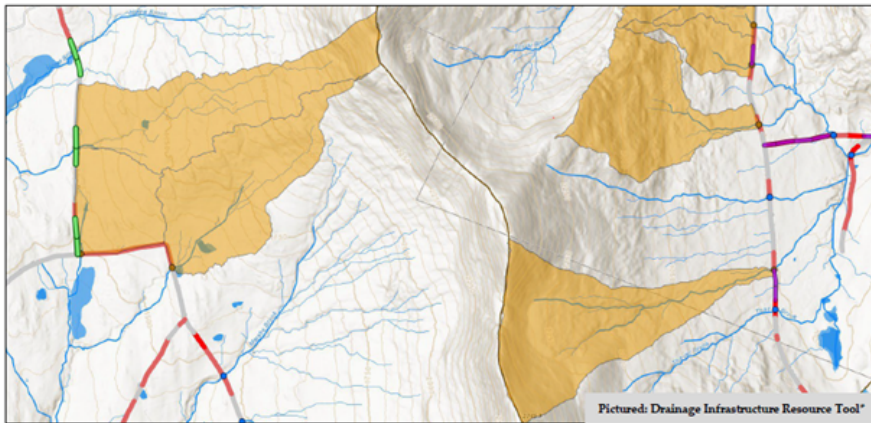
To register, please visit the Eventbrite here: <https://tinyurl.com/2026walkbikesummit>. For more information about the event, please visit the website here: <https://vtwalkbikesummit.com/>

The Vermont Walk/Bike Summit, held every other year in a different region of the state, is an opportunity to connect with Vermont's active transportation community. We welcome anyone interested in promoting bikeable and walkable communities including bicycle and pedestrian advocates, planners, professionals, consultants, and enthusiasts.

As a participating TRORC TAC member representing Towns, TRORC is offering to pay for training transportation related that will benefit Towns. If you are interested in attending this transportation workshop or others in the State, please reach out to me.

3. **Municipal Roads General Permit Roads Roundtable Series**

Vermont Local Roads are partnering with RPCs and Chad McGann for annual Roads Roundtable Series. TRORC and MARC are holding a joint training for **June 11, 2026** at Bethel Town Hall from 10am to 2:30pm. Lunch is included and registration is **FREE**.



Itinerary:

10:00 AM – 12:00 PM:

Classroom Topics

- Drainage Data (D.I.R.T.)*
- Standards Best Practices
- Funding & Resources

12:00 PM – 12:30 PM: **Lunch (provided by RPC's)**

12:30 PM – 2:30 PM: **Field Technical Training (optional)**

Active Channel Width Sizing on Intermittent Streams - Road Erosion Inventory

[REGISTER](#) via VLR Website

Finally, it is with a heavy heart that I share news of Bill Hall's passing last week. Bill has been Bethel's long time TRORC TAC rep since 2012. He was always engaged with our transportation committee providing insight on new policies and projects in our region. Our thoughts are with Bill's family, friends, and all who knew him. We will miss him.

Thank you

Rita

Rita Seto, AICP | Senior Planner



128 King Farm Road | Woodstock, VT 05091

802-457-3188 x3004 or cell: 802-281-2927

trorc.org | [facebook](#) | [youtube](#)

This email is not a legal opinion and is part of the public domain.

Notice of Open Meeting Law Violation under 1 V.S.A. § 314 by the Norwich Selectboard

From Chris Katucki <ckatucki@outlook.com>

Date Thu 4/9/2026 10:02 PM

To Select Board <selectboard@norwich.vt.us>; Brennan Duffy <BDuffy@norwich.vt.us>

Cc Miranda Bergmeier <MBergmeier@norwich.vt.us>; Kimo Griggs <kimogriggsnorwichselect@gmail.com>

April 9, 2026

Subject: Notice of Open Meeting Law Violation under 1 V.S.A. § 314 by the Norwich Selectboard

To: Norwich Selectboard and Town Manager Duffy

Please treat this email as written notice under 1 V.S.A. § 314 of alleged violations of Vermont's Open Meeting Law by the Norwich Selectboard as described below and to request that the Selectboard cure the violations as set forth below.

Date and time of occurrence

January 23–26, 2026, in a quorum email exchange, and in connection with the January 28, 2026, Selectboard's regular meeting.

Name of public body

Norwich Selectboard.

Specific violations alleged

1. The agenda description for item 6 did not satisfy 1 V.S.A. § 312(d)(3).

The posted agenda described item 6 as: "Fire District Tax Exemption Agreement – Discussion/Possible Motion, Possible Executive Session (30 mins)." At the meeting, the Board entered executive session under 1 V.S.A. § 313(a)(1)(E), with the motion referencing "potential litigation."

Section 312(d)(3) requires that a meeting agenda contain sufficient detail concerning the specific matters to be discussed. It further provides that whenever a public body includes an executive session on a posted agenda, the item shall be listed as "proposed executive session" and shall indicate the nature of the business of the executive session.

Item 6 did not identify the matter as a "proposed" executive session and did not adequately indicate the nature of the business for which the Board would invoke § 313(a)(1)(E). As posted, the agenda did not fairly inform the public that the Board would consider entering executive session to discuss litigation matters. It is likely that I would have attended the meeting had notice been proper.

2. The agenda description for item 8 did not satisfy 1 V.S.A. § 312(d)(3).

The posted agenda described item 8 as: "Draft Audit Process Question – Discussion/Possible Motion, Possible Executive Session." At the meeting, the Board immediately entered executive session under 1

V.S.A. § 313(a)(4).

Section 312(d)(3) requires that a meeting agenda contain sufficient detail concerning the specific matters to be discussed. It further provides that whenever a public body includes an executive session on a posted agenda, the item shall be listed as “proposed executive session” and shall indicate the nature of the business of the executive session.

Item 8 did not identify the matter as a “proposed” executive session and did not adequately indicate the nature of the business for which the Board would invoke § 313(a)(4). As posted, the agenda did not fairly inform the public that the Board would consider entering executive session under the disciplinary/dismissal subsection. It is likely that I would have attended the meeting had notice been proper.

3. The Board’s public explanation and motion to enter executive session during the discussion of agenda item 6 did not adequately indicate the nature of the business as required by 1 V.S.A. § 313(a). Nor did it satisfy the requirements of section 313(a)(1) that the Board make a “specific finding” or of Trombley v. Bellows Falls Union H.S. that the Board make a “careful analysis”.

According to the approved minutes, the Chair stated that she would welcome the chance to discuss the letter [in the packet] in executive session due to legal questions. There followed a reference to the historic relationship between the Town and the Fire District, as well as comments by member Calloway about actions by the Listers. The nature of any dispute involving the Fire District or a tax exemption was not mentioned.

Member Calloway then moved to enter executive session citing potential litigation and disclosure of confidential information. The second motion referenced 1 V.S.A. § 313(a)(1)(E).

Section 313(a) requires that a motion to go into executive session indicate the nature of the business of the executive session, and no other matter may be considered there. In addition, an executive session under 1 V.S.A. § 313(a)(1)(A)-(F) requires that the Board make a “specific finding” regarding premature general public knowledge and substantial disadvantage. That finding involves a “careful analysis” and “case-by-case determination” prior to entering executive session according to the decision in Trombley v. Bellows Falls Union H.S.

Here, none of that occurred. In 2025, the Selectboard Chair was contacted by the Attorney General's Office regarding the failure to make the necessary specific finding.

4. The Board’s public explanation and motion to enter executive session during the discussion of agenda item 8 did not adequately indicate the nature of the business as required by 1 V.S.A. § 313(a).

According to the approved minutes and transcript, the Chair stated under item 8 that there was: “a question about confidentiality in the draft audit review process” and member Calloway then moved to enter executive session under 1 V.S.A. § 313(a)(4).

Section 313(a) requires that a motion to go into executive session indicate the nature of the business of the executive session, and no other matter may be considered there.

Here, the public explanation referred to confidentiality in the draft audit review process, while the motion invoked § 313(a)(4), which applies to “a disciplinary or dismissal action against a public officer

or employee.” On the face of the public record, the explanation given in open session did not clearly identify the nature of the business and did not clearly align with the subsection invoked.

The statement after executive session similarly described the matter as concerns the Town Manager had “with the process of releasing the draft audit to officials” and stated that no action was being considered at that time. That public description further suggests a mismatch between the explanation given and the statutory basis cited.

5. The Jan. 23–26, 2026 email exchange appears to have exceeded the limited exception in 1 V.S.A. § 310(5)(B).

Section 310(5)(A) defines a meeting as a gathering of a quorum of the members of a public body for the purpose of discussing the business of the public body. Section 310(5)(B) excludes certain communications, including those by email, only when they are for the purpose of scheduling a meeting, organizing an agenda, or distributing materials, provided that no other business of the public body is discussed.

Records produced by the Town in response to a public records request show a quorum-inclusive email chain among Selectboard members from approximately January 23 through January 26, 2026 regarding whether to add item 8 to the agenda and whether to include an executive session. The readable portions of those records include statements such as:

- I do not support this at this time. [2 lines redacted].
- I am comfortable taking an executive session if necessary. [3 lines redacted].
- As I was not contacted by Pam Smith, I want [1 line redacted].
- I would like an executive session so that [2 paragraphs redacted].
- I am assuming the SB and TM, not others who might be the subject of or will be invited to be part of the discussion.
I am assuming a statement afterwards, and a possible action.
Could this matter be discussed in public in a civilized manner?
- It is not clear [1 line redacted].
- If an executive session is deemed necessary, I would [2 lines redacted].

These statements appear to go beyond merely scheduling a meeting, organizing an agenda, or distributing materials. They appear to reflect discussion among a quorum regarding whether and how the Board should handle public business, including whether the matter should be taken up in executive session and who should and should not participate.

The Town has redacted portions of this exchange asserting deliberative and legislative type privileges. Those PRA exemptions, however, do not resolve the Open Meeting Law issue. To the contrary, the readable portions already suggest substantive discussion beyond the narrow exception in § 310(5)(B).

Even if the redacted portions would properly occur in executive session, that discussion must take place in the context of a duly warned public meeting, not by email. It also seems likely that parts of the redactions go to the merits of holding an executive session, which should occur in public.

Specific cure requested

I request that the Selectboard:

1. **Acknowledge** that the description in the meeting agenda for items 6 and 8 did not satisfy 1 V.S.A. § 312(d)(3).

2. **Acknowledge** that the Selectboard's explanation of the reason for going into executive session with respect to agenda items 6 and 8 did not comply with 1 V.S.A. § 313(a).
3. **Disclose** the nature of the legal dispute regarding agenda item 6.
4. **Acknowledge** that the Jan. 23–26, 2026 quorum email exchange constituted a meeting of the Selectboard that did not occur in compliance with the Open Meeting Law.
5. **Release** to the public the Jan. 23–26, 2026 emails without the redactions referencing 1 V.S.A § 317(c) (17).
6. **Take** reasonable steps to avoid similar violations in the future, including disclosing the nature of executive session in meeting agendas and developing instructions to accompany draft motions to assure Trombley is followed.

Thank you for your consideration of this matter.

Sincerely,
Christopher Katucki

Green Up Day suggestion

From amy <vermont6633@gmail.com>

Date Sun 4/12/2026 12:46 PM

To Brennan Duffy <BDuffy@norwich.vt.us>; Select Board <selectboard@norwich.vt.us>; Chief Matthew Romei <matthew.s.romei@vermont.gov>

Hello all-

May first is Green-Up Day, and there will be a lot of people out cleaning up our roads.

Along Union Village Road there is a ton of trash, and I know people will be out there working to pick it all up. My concern is that people travel very fast along this road, and there are lots of curves. I wondered if the town could make some efforts to ameliorate the traffic on this and our other fast roads (Turnpike and Beaver Meadow) on that day. Police presence would be great, but if not that, I have two suggestions:

1. Could the public works department put up signs warning of people on the road and ask people to slow down during this time?
2. Also, it would be great if the police department could post on the listserv that Green-Up Day is coming, and ask that people please use extra caution on the roads that day.

Thanks for your attention to this, and happy spring everyone -

Amy Stringer

Re: Access to Raw Speed Reader Data

From Brian Riordan <brian.riordan@gmail.com>

Date Tue 4/14/2026 8:26 AM

To Romei, Matthew S <Matthew.S.Romei@vermont.gov>

Cc Brennan Duffy <BDuffy@norwich.vt.us>; Gered Dunne <gereddunne@gmail.com>; Select Board <selectboard@norwich.vt.us>

Good morning Chief Romei and Matt,

It's been nearly 30 days since our last correspondence, and I wanted to check in on progress regarding a few outstanding items.

First, I'm following up on access to the speed reader data so that a proper statistical analysis can be conducted and we can establish a more comprehensive, shared baseline.

Second, I'd appreciate any updates on your internal discussions and the approaches you may be considering bringing to the Selectboard to address speeding across the community.

There is also an additional data request from our meeting approximately two months ago: citation data, including locations, frequency, and duration. As noted previously, this information had historically been included in Selectboard materials but appears to have been removed, and I'd like to better understand its current availability.

I did notice an increase in police presence on Main Street and near the base of the hill following our last exchange, which was encouraging. However, that presence appears to have tapered off again over the past couple of weeks.

Looking ahead to the next Selectboard meeting, I'd like to suggest a few items for consideration:

- Relocating the speed reader sign further up the hill (approximately 50 yards beyond the updated speed limit zone), rather than its current placement at the base, which reflects the prior traffic engineering study.
- Evaluating investment in a more visible and effective speed feedback sign (e.g., improved readability at distance and calming color profiles).
- Acknowledging the presence of a speeding issue and aligning around a more pedestrian-first, "walkable village" approach to safety.
- Recognizing the traffic engineering work that was done in 2018 on Union Village Road, through the police chief and the select board, which changed the speed limit from 45 to 25
- Considering the formation of a town-level committee focused on speed management, community safety, and actionable proposals.
- Exploring targeted interventions across key corridors, including:
 - Speed tables on Beaver Meadow
 - Relocation of the speed reader sign on Beaver Meadow
 - Additional staffing or dedicated enforcement focused on traffic and speeding

Thank you for your continued attention to this matter. With increased pedestrian activity as we move into the warmer months, I'm hopeful we can make meaningful progress toward a safer, more walkable community.

Best,
Brian

On Thu, Mar 19, 2026 at 7:11 AM Brian Riordan <brian.riordan@gmail.com> wrote:
Thank you Chief Romei. In the meantime we will keep an eye out for the April board discussion.

Brian

On Wed, Mar 18, 2026 at 8:34 AM Romei, Matthew S <Matthew.S.Romei@vermont.gov> wrote:

Brian,

I believe this is going to come back before the Select Board in April for a discussion of how to move forward. We are talking internally about how best to address the issue.

Thanks

Chief Romei

Matthew Romei
Chief of Police
Town of Norwich, Vermont
10 Hazen Street
P.O. Box 311
Norwich, Vermont 05055
Office 802-649-1460
Dispatch 802-295-9425

From: Brian Riordan <brian.riordan@gmail.com>

Sent: Wednesday, March 18, 2026 7:14 AM

To: Romei, Matthew S <Matthew.S.Romei@vermont.gov>

Cc: selectboard@norwich.vt.us <selectboard@norwich.vt.us>; Gered Dunne <gereddunne@gmail.com>;

Brennan Duffy <bduffy@norwich.vt.us>

Subject: Re: Access to Raw Speed Reader Data

EXTERNAL SENDER: Do not open attachments or click on links unless you recognize and trust the sender.

Good morning Chief Romei,

I attended the Select Board meeting last week and appreciated the continued discussion around the culture of speeding in Norwich.

I wanted to follow up on my request from the meeting five weeks ago regarding access to the speed reader data so that I can conduct a more comprehensive statistical analysis. At the same time, I had also requested access to citation location data for the past two years to better understand trends and rates of traffic violations across the community. I'm still looking forward to learning more about when this data might be available and what the process is for accessing it.

In addition, I am working to gather and provide the materials from the traffic engineering study

conducted in 2018–2019 under the previous police chief, which ultimately informed the Select Board’s decision to change the speed limit on Union Village Road. I believe it is important that this information is included in the upcoming Select Board packet so that we can build on prior work rather than duplicate it.

From an action standpoint, I would love to begin testing a few practical steps:

- Relocating the speed reader sign further up the hill so that it sits approximately 25 yards beyond the posted speed limit sign. Based on my research, this placement would be more effective.

- Exploring the addition of a higher-visibility speed reader sign (potentially with improved readability or calming visual elements) to increase driver awareness.

- Implementing more continuous speed monitoring on the hill. If staffing constraints make this difficult, I would appreciate understanding whether this could be reflected in future budgeting to support dedicated enforcement.

- Applying similar approaches to other entry points into town.

- Supporting the relocation of the Beaver Meadow speed reader from the hairpin turn to the downhill straightaway, which seems like a more logical and effective placement.

There are many small, actionable steps we can take to begin shifting behavior. While there may not be a single solution, consistent effort is the only way we will meaningfully influence the culture around speeding.

I look forward to continuing to collaborate on this.

Thank you,

Brian

On Mon, Mar 9, 2026 at 8:13 AM Brian Riordan <brian.riordan@gmail.com> wrote:

- Good morning Chief Romei,

- I wanted to reach out again to request access to the speed reader data for the four monitoring sites around Norwich, going back as far as the records allow. My understanding is that the current readers have only been in place for about two years, so having roughly two years of data would be extremely helpful as we begin deeper analysis.

- With the upcoming follow-up meeting on speeding concerns in the community, having access to that dataset would allow us to better understand patterns and trends rather than relying on anecdotal observations.

- I was also somewhat surprised that there wasn’t more discussion about the speed survey conducted in 2018, which served as the basis for lowering the speed limit to 25 mph. Reviewing that analysis could help ground the current conversation, particularly in light of the comments at the last Selectboard meeting suggesting the speed limit may be “artificially low.”

- In addition, I would be very interested in reviewing the traffic citation data held at the police department. Ideally, I’d like to analyze citation records from 2018 to the present to better understand their spatial distribution, timing, and frequency. That type of analysis could help clarify whether we are seeing relatively few citations—or significantly more—and how enforcement activity has evolved over time.

- Thanks very much for your help, and I appreciate any support you can provide in accessing the data.

- Best regards,

- Brian

On Tue, Mar 3, 2026 at 12:43 PM Brian Riordan <brian.riordan@gmail.com> wrote:

- Hi Chief Romei -

- I thought I would ping you again on this topic. There are a number of Data Scientists across the community that are eager to dive in here.

Another note, I did look back across my emails and as I thought we did do an engineering study back in 2018 with the police chief at the time. The findings were then presented to the select board at the time and it was voted and approved to reduce the speed to 25mph on Union Village Road below where the Village Boundary is located. I just want us to be careful of redoing what the Town has already done.

Thanks
Brian

On Fri, Feb 27, 2026 at 6:02 AM Brian Riordan <brian.riordan@gmail.com> wrote:

Good morning Chief Romei,

I wanted to follow up and reiterate my willingness to help support your team around the traffic data work.

By background, I have deep experience in data science and statistical analysis, particularly working with large amounts of messy, real-world data. I've spent years leading technical teams that specialize in cleaning, structuring, and extracting meaningful narratives from complex datasets. I also bring over 20 years of experience in mapping and spatial analysis, which allows me to correlate traffic data with geographic patterns, seasonal shifts, and time-of-day trends in a meaningful way.

You may not know that I helped create Strava Metro, a global bike and pedestrian analytics platform. Strava was originally founded in Hanover by a Norwich resident Davis Kitchell, and together we built tools that translated anonymous movement data into actionable insights for cities around the world. For nearly two years, I worked internationally with transportation departments and planners — from Florida to Portland to Brisbane — helping them interpret bike and pedestrian patterns and use that data to inform safer, more walkable communities. A consistent theme across that work was understanding speed — particularly 85th percentile speed metrics and Origin/Destination mapping — and how they influence behavior, safety perception, and community culture. I've seen firsthand in places like Copenhagen and London how thoughtful traffic calming and pedestrian-forward design can transform how a town feels and functions.

For me, this ultimately comes down to a broader question:

What do we want Norwich to feel like?

If we want it to feel distinct from Lebanon, Claremont, or Concord — especially within the village center — then data can help us understand what adjustments may support that vision while maintaining safety and fairness.

If it would be helpful, I would genuinely enjoy sitting down with you to:

- Review the raw data in more depth

- Break trends into seasonal and time-of-day patterns

- Filter anomalies (e.g., pedestrian interference, power gaps)

- Build a clean, objective narrative that supports informed decision-making

My goal isn't advocacy for its own sake — it's clarity. Strong data allows everyone to operate from a shared understanding of reality.

I'd be glad to volunteer some time to support this effort and build a constructive working relationship around it.

Thanks again for your consideration.

Cheers,

Memorandum

To: Norwich Selectboard

CC: Brennan Duffy, Miranda Bergmeier

From: Mary Layton

Date: April 14, 2026

Subject: Notes from Article 36 Discussion from 4/8/26 SB Meeting

These are some ideas that came out of the discussion of Article 36/possible actions:

Vehicle types to be considered in a replacement schedule could be:

Chevy Blazer Electric Vehicle with "Police Trim"

Electric farm tractor, consult with Norah Lake of Sweetland Farm

"Zero Turn" electric mower (Town of Hartford uses one, can demonstrate)

Actions:

Insulate Fire Department Apparatus Bay walls and doors

Track fuel usage at the Department of Public Works, Fire Department, and Police Department

Install solar panels at the Public Safety Building

Consider energy efficiency in Tracy Hall renovations

Shared Energy Coordinator (TRORC) Harry Falconer comments:

Article 36 goals are still relevant

Technology has changed since the article was approved

Consider buildings and vehicles life cycle replacement as opportunities

Large grants are not available

The Commercial Solar Tax Credit is available.

Many other reactions and thoughts.

How to coordinate efforts:

Ask the Town Manager to meet with Harry Falconer to research and prioritize options

Decide how citizens might be involved.

Decide how the Energy Committee might be involved.

Create timelines for actions.

Selectboard Meetup Invitation!

From Peter G. Gregory <pgregory@trorc.org>

Date Wed 4/15/2026 1:13 PM

To Peter G. Gregory <pgregory@trorc.org>; Ari Lattanzi <alattanzi@trorc.org>

Good afternoon!

Just making sure you saw this opportunity.

Please Register: Selectboard Meet-up for the TRORC Region (April 30th 6:30-8pm at Royalton Academy)

Body:

The Two Rivers-Ottauquechee Regional Commission ([TRORC](#)) and the Vermont League of Cities and Towns ([VLCT](#)) invite all selectboard members and village trustees from the 30 TRORC [member towns](#) to a **Selectboard Meet-Up**.

This free, informal gathering will provide a forum to share and discuss challenges and opportunities. Please note this event is in-person only.

Peter Gregory, TRORC Executive Director, and Abby Friedman, VLCT Municipal Assistance Director, will be on hand to facilitate discussions, answer questions, and provide updates.

When: Thursday, April 30, 2026 6:30-8pm (doors open 6pm)

Where: Royalton Academy - 4182 VT-14, South Royalton, VT 05068

Agenda:

6:00 PM: Doors open, complimentary pizza and soft drinks available, networking

6:30 PM: Introductions, share and discuss challenges and opportunities

7:15 PM: Updates and Q&A with RPC and VLCT staff

8:00 PM: Event concludes

Please **register** to help us plan for space arrangements and refreshments:

https://www.vlct.org/events/SBMeet_TRORC260430

(VLCT login is required, you can create a free account here to access all VLCT events, trainings and services: [Create Account | Vermont League of Cities and Towns](#))

Please complete this **1-minute poll** to let us know your top concerns/interests for discussion:

[Regional Selectboard Meet-Up Pre-Event Survey – Fill out form](#)

Even if you cannot attend, filling out this poll will help VLCT plan resources and training.

Please email alattanzi@trorc.org with any questions, dietary restrictions and accommodations.

Thank you!

Peter

Peter G. Gregory, AICP | Executive Director



Two Rivers-Ottawaquechee Regional Commission

128 King Farm Road, Woodstock, VT 05091

Tel: 802.457.3188 | Cell: 802.558.9064

pgregory@trorc.org | www.trorc.org | [TRORC Facebook](#)

This email is not a legal opinion and is part of the public domain.

2026 VTrans Bicycle and Pedestrian Grant Program Announcement

From Rita Seto <rseto@trorc.org>

Date Wed 4/15/2026 1:17 PM

To Rita Seto <rseto@trorc.org>

 1 attachment (179 KB)

2026_VTrans BikePed Grant_Announcement letter.pdf;

FYI. Fresh off the presses - Bike Ped Grant round is open until June 12, 2026.

Thanks
Rita

Rita Seto, AICP | Senior Planner



128 King Farm Road | Woodstock, VT 05091

802-457-3188 x3004 or cell: 802-281-2927

trorc.org | [facebook](https://www.facebook.com/trorc) | [youtube](https://www.youtube.com/channel/UCqj8K8K8K8K8K8K8K8K8K8K)

This email is not a legal opinion and is part of the public domain.

From: Pochop, Peter <Peter.Pochop@vermont.gov>

Sent: Wednesday, April 15, 2026 12:36 PM

Subject: 2026 VTrans Bicycle and Pedestrian Grant Program Announcement

Good afternoon,

I am pleased to announce the [2026 VTrans Bicycle and Pedestrian Grant Program](#) and invite you all to pass on the link and/or the attached announcement letter to all those that may be interested.

My apologies if you receive this numerous times since there may be overlap in the email lists utilized.

Please reach out via telephone or e-mail if you have any questions.

I look forward to receiving your online applications on or before June 12 , 2026!

Peter Pochop | Project Manager
Project Delivery Bureau - Municipal Assistance
219 North Main Street, Barre VT 05641
[802-477-3123](tel:802-477-3123)

<http://vtrans.vermont.gov/highway/local-projects/>





From: Alexander Northern JD, MPA CFO
Town of Norwich Fire Chief
Deputy EMD
Fire Warden

To: Norwich Planning Commission
Norwich Selectboard

Re: Proposed Addition to Section 6 of the Interim Bylaw Short-Term Rental Proposal

Date: 4/16/26

Norwich Planning Commission:

One of the significant gaps in fire safety for Town of Norwich residents, is the lack of any mechanism to hold short-term rental landlords accountable for the fire safety of their short-term rental units & tenants. This lack of knowledge translates into uncertainty when responding to addresses. This uncertainty leads to a lack of knowledge that assists the incident commander with their “size-up” (to carefully examine, assess, or evaluate an emergency scene or situation to make a judgment or decision). For instance, this lack of knowledge increases the challenge of responding to a single family home that suddenly has many people staying as a short term rental.

The lack of short-term rental (STR) accountability poses a threat to life safety when there are no requirements to ensure working smoke alarms in every bedroom and on every level, carbon monoxide detectors, and accessible fire extinguishers. Other essential safety accountability measures include clear evacuation plans, reachable exit

doors/windows, and adherence to local municipal codes. These measures also include checking electrical and heating systems.¹

My proposal for this interim policy is to add language to a third category under part VI of the interim agreement. So, it would be VI(c). This is a DRAFT language proposal, subject to appropriate revision as this process moves forward. The proposed language for VI(c) includes:

(c) – Any ToN property owner that applies for and is granted a short-term rental permit shall provide, on an annual basis, the ToN Fire Department with written confirmation of the fire safety of the rental unit(s) in question.

The included attachment would be an example of a type of written confirmation. This would be mailed or dropped off by the permittee to the town clerk and passed on to the NFD Chief. There could also be an online option. This would lower the burden for some and provide more real-time information. The attachment is DRAFT language and can certainly be revised. However, this is what the State Division of Fire Safety currently uses as the blueprint for short-term rental fire safety accountability. Thanks for your attention to this matter. I stand ready to work with the commission on this vital policy implementation.

Sincerely,
Alexander Northern
Town of Norwich Fire Chief

¹ See <https://safely.com/articles/how-to-ensure-your-rental-meets-local-safety-codes/#:~:text=Install%20Fire%20Safety%20Equipment,to%20prevent%20carbon%20monoxide%20poisoning>.



Short Term Rental Safety, Health and Financial Obligations

Contact Information	Instructions
<p>Department of Health: 802-863- 7221 Division of Fire Safety: 802 479-7561</p>	<p>The short term rental operator shall post within the unit a telephone number for the persons responsible for the unit and the contact information for the Vermont Department of Health and the Vermont Division of Fire Safety. This form shall be completed by the short-term rental operator and retained on-site. The form need not be filed with the department.</p>

SHORT TERM RENTAL OPERATOR INFORMATION

Operator(s) Name (Print):		Number of Rooms Rented:
Physical 911 Address of Property:		Type of Heating System:
Mailing Address:		Public or Private Water:
Cell phone number:	E- Mail:	Tax Account Number:

Division of Fire Safety General Checklist (www.firesafety.vermont.gov)

- Smoke and carbon monoxide alarms are provided in accordance with the attached fire safety info sheet.
- GFI Outlets are provided in locations identified on the attached fire safety info sheet.
- Every sleeping room is provided with a secondary means of escape (see attached fire safety info sheet).
- Heating systems (fuel and wood) have been inspected by a certified fuel service technician (see info sheet).
- Landings, decks, porches and balconies higher than 30 inches from grade are provided with guards and rails.
- Stairs must be provided with graspable handrails (see attached fire safety info sheet).

Draft





Fire Safety Considerations for Short-Term Rental Operators

For detailed information on providing and maintaining a safe short-term rental, please visit our home page www.firesafety.vermont.gov

Smoke Alarms

- Photoelectric type smoke alarms are required in the immediate vicinity of sleeping rooms, inside each sleeping room, and on all floor levels including the basement. All newly installed smoke alarms must be hard wired into the buildings electrical system.
- Smoke alarms in sleeping rooms of buildings constructed prior to 1994, may be of the 10-year photoelectric lithium powered tamper resistant type.

Carbon Monoxide Alarms

- Outside each sleeping area in the immediate vicinity of the bedrooms. An additional detector shall be installed in each sleeping room that contains a fuel-burning appliance.
- Carbon Monoxide alarms installed or replaced in a dwelling after July 1, 2005 must be directly wired to the building electrical service and have a battery backup.
- Existing One and Two family dwellings constructed prior to July 1, 2005 may use plug in style alarm with battery backup or battery power or you may hardwire.

Guard and Handrails

- Landings, decks, porches or platforms more than 30 inches of grade must be provided with guards and intermediate rails spaced no more than 4 inches apart.
- Graspable handrails must be provided on all stairs.

Electrical Safety:

Ground Fault Current Interrupters (GFCI) are required in the following areas;

- Bathrooms, garages and accessory buildings having a floor located at or below grade level, not intended as a habitable room and limited to storage. Work areas, outdoors, crawl spaces, unfinished portions or areas of the basement not intended as a habitable room. Kitchen, where the receptacles are installed to serve countertop surfaces and sinks and where the receptacles are installed within 6ft from the top inside edge of the bowl of the sink. Boathouses and bathtubs or shower stalls, where receptacles are installed within 6ft of the outside edge of the bathtub or shower stall and laundry areas.

Secondary Means of Escape from Sleeping Rooms

- Every sleeping room must be provided with a primary and secondary means of escape.
- A window meeting rescue and ventilation requirements can satisfy the secondary means of escape.

Heating System Safety

- Oil, gas, wood, wood pellet and kerosene fuel fired heating systems shall be cleaned and maintained in accordance with manufacturer's installation instructions and shall be inspected at least once during any 2-year period by a certified fuel service technician or Chimney sweep in the case of solid fuels.

For additional details and information, visit the Code Information & Hot Topic Fire Safety Sheet section of our web page.

<https://firesafety.vermont.gov/buildingcode/codesheets>

45 State Drive Waterbury, VT 05671 . firesafety.vermont.gov 802-479-7561

August 2018

16 April 2026

Harry Falconer
Shared Energy Coordinator (SEC)
hfalconer@trorc.org
802-457-3188 x3013

Re: SEC Quarterly Report FY26 Q3 – Town of Norwich

Hours billed to Norwich this quarter: 107.25

Hours remaining on FY26 contract: 141.75

- **Enhanced Energy Plan for Norwich**
 - During Q3, TRORC staffer Bryan Kovalick has guided meetings of Norwich's Enhanced Energy Plan working group and worked extensively on drafting the plan according to the working group's wishes.
 - Background: During Q2, Planning Director Steven True approached SEC about helping to create an [Enhanced Energy Plan](#) for Norwich. Essentially, Enhanced Energy Plans are a pathway to assert greater local control over energy generation permitting than is typically granted under Vermont state law. By including a greater degree of detail in the energy chapter of their Town Plans, municipalities can apply for Enhanced Energy Plan status from their Regional Planning Commission and the Vermont Public Service Department. If granted, the municipality's standards for the siting of energy generation facilities, such as solar arrays, are given "substantial deference" during the state permitting process. (By default, municipal standards are given only "due consideration.")
- **Municipal Net-Metering Contract Research**
 - Town Manager Brennan Duffy reached out to SEC in early Q3 regarding an [article published in Sidenote](#) about declining production at a Solaflect-owned group net-metering solar facility in Lunenburg.
 - SEC informed Brennan that the Town of Norwich receives net-metering credits from this facility via a municipal solar contract with Solaflect that has been in place for over a decade. Around 55% of the Town's net-metering credits come from this facility and 45% come from another Solaflect facility in St. Johnsbury.
 - SEC pulled historical data from Green Mountain Power and from previous billing reconciliations and confirmed that the facility's production has declined over time, reaching a historical low in 2024. In an email response, Solaflect confirmed that the array's production has declined over time and that excessive rain and haze from the Canadian wildfires of 2024 did not entirely explain this decline. They blamed difficulty in sourcing skilled labor and parts, such as inverters.
 - The Town of Norwich put no money down for the municipal solar contract and does not pay anything to Solaflect. By partnering with towns, solar vendors can take advantage of higher net-metering rates for the electricity they sell to the grid. In exchange, the town receives a small fee (in this case, 7.1%) of the credit value, which is applied directly to its electric bill.