

# Norwich Selectboard

**Regular Meeting: Wednesday, June 24, 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. Agenda – Discussion/Motion
2. Chair’s Report
3. Public Comments for Items not on the Agenda – Discussion
4. Committee Appointments – Discussion/Possible Motion (10 mins)
5. Article 36 Task Force Recommendations – Discussion/Possible Motion (15 mins)
6. Trustees of Public Funds Request – Discussion/Possible Motion (10 mins)
7. Cemetery Commission Request – Discussion/Possible Motion (10 mins)
8. Finance Committee Update – Discussion only (10 mins)
9. Request for Additional Funds for Emerald Ash Borer Tree Removal – Discussion/Possible Motion (5 mins)
10. Citizen Assistance Fund Request – Discussion/Possible Motion (5 mins)
11. NFD Spending Request: Refurbished AEDs from Fund #26 – Discussion/Possible Motion (5 mins)
12. NFD Request: VLCT-PACIF Grant Award Transfer – Discussion/Possible Motion (5 mins)
13. Town Expense and Reimbursement Policy – Discussion (15 mins)
14. Town Manager Report – Discussion (10 mins)
15. Department Reports – Discussion (5 mins)
16. Communications – Discussion/Possible Motion(s) (20 mins)
  - Proposal to Allow Real-Time Access to Packet Materials
  - Contact List in Tracy Hall and on Website
17. Town Manager Goals – Discussion/Possible Motion (15 mins)
18. Liquor License Renewals – Discussion/Possible Motion (5 mins)
19. Approve Minutes – June 3, 2026 and June 10, 2026 – Discussion/Possible Motion (5 mins)
20. AP Warrants – Discussion/Possible Motion (5 mins)
21. Receipt of Correspondence – Discussion/Possible Motion (5 mins)
22. Discussion of July 8, 2026 Selectboard Agenda – Discussion/Possible Motion (10 mins)
23. Adjournment – Motion

### Future Meeting Dates and Potential Topics

Day	Date	Meeting Type	Time & Content	Other Notes
Wednesday	7/8/2026	Regular: Zoom & JAM	6:30 p.m. Selectboard business	
Wednesday	7/22/2026	Regular: Zoom & JAM	6:30 p.m. Selectboard business	

**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: Aaron Lamperti

Address: 557 New Boston Road

Day phone: 603 286 0346

Evening phone: 802 649 2724

E-mail: aaron.lamperti@gmail.com

Position Applied For: Energy Committee

---

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:

Not available Monday evenings

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

I have been on the committee in the past, I have worked as an energy auditor/consultant, and I am generally knowledgeable about energy systems and issues.

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:

Nowich firefighter/EMT; Past energy committee member and chair; past SB member.

5. Education and Current Employment  
Employer: Town of Norwich  
Description of work:  
Firefighter/EMT

Location:

6. Pertinent Education and/or Experience:  
BA Physics; MA Conservation Biology

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: Aaron Lamperti

Date: 6/18/2026

**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: Nicholas Wood

Address: 11 Shiloh Lane

Day phone: 410-375-1037

Evening phone:

E-mail: nicholasowood19@gmail.com

Position Applied For: Finance Committee

---

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:

The summers are difficult, the rest of the year I am flexible

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

I have been on the FC for the past three years, while we officially began last spring with the full 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:

Many - mostly college level alumni advisory roles.

5. Education and Current Employment

Employer: Lantern Light Camps

Location: Northwood NH

Description of work:

Executive Director - Oversee budget, capital planning, hiring, enrollment, marketing, and programming among other responsibilities.

6. Pertinent Education and/or Experience:

Babson MBA '24

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: 6/17/26

**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: Elena Kennedy

Address:

Day phone:

Evening phone:

E-mail: elenakennedy@gmail.com

Position Applied For: Recreation

---

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.

Parent and coach of youth sport athletes; PTO member; recreation facilities user, including tennis, Huntley meadow, Tracy Hall

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:

Village Master Plan Steering Committee

5. Education and Current Employment

Employer: TNTP

Location: Remote

Description of work:

Education consultant work with school districts to design and implement strategies to improve talent management and teacher retention

6. Pertinent Education and/or Experience:

Raised in Norwich and now raising kids in Norwich. Professional experience described above

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:

I have been joining/participating in Rec Council meetings since October 2025.

Signature: **Elena Kennedy**

Date: **6/2/2026**

TO: Selectboard  
FROM: Finance Office  
DATE: June 1, 2026  
RE: Cemetery Commission & Trustee of Public Funds

Sullivan, Powers & Company in the June 30, 2025 Audit Report cited and recommended:

*“Incomplete Accounting System*

*Each fund is a separate accounting entity and should employ a general ledger to summarize operating activity during the year and record corresponding increases or decreases in the individual asset and liability account balances. The general ledger is a primary control device in any double entry account system. If properly and regularly maintained, the account balances will facilitate prompt and complete financial reporting at the end of any operating period. The individual accounts, particularly the asset and liability accounts, will provide control for reconciliation with other data from internal or external sources. The Cemetery Commission Fund and Trustees of Public Funds Fund are currently not under general ledger control. The Cemetery Commission Fund and Trustees of Public Funds Fund financial statements are compiled at year end from summary data.*

*We recommend that the Town maintain these funds in their general ledger separately and implement reconciliation procedures for all key accounts on a regular basis”.*

As stated, the Finance Office does not maintain the Cemetery Commission and Trustees of Public Funds Fund. At calendar year end, the Finance Office does process 1099s for the Cemetery Commission using information the Cemetery Commission provides. Other than that, the Finance Office has little to no knowledge of the operations of the Cemetery Commission. As a result assumptions were made when drafting this memo.

In order to transition to the recommendation the fiscal auditor is suggesting, the Finance Office will need the following. Please know we suspect the list below is not all inclusive due to the limited knowledge the Finance Office holds about the Cemetery Commission and Trustees of Public Funds Fund.

- Contact Information:
  - Contact information and roles of responsibilities for those the Finance Office would be communicating with about Cemetery Commission accounting – both during the transition period and for routine maintenance work.
- List of fixed assets as of July 1, 2026. Pertinent information to include for each asset:
  - Item Description
  - Manufacturer, Model, Serial Number
  - Purchase Date, Purchase Cost, Purchased From
  - Date Placed in Service
- Liabilities as of July 1, 2026. Pertinent information to include for each liability:
  - Vendor Name, Address and Contact Information
  - W-9 and Certificate of Insurance, NEWA Agreements
  - Latest Invoice and all unpaid invoices
  - Balances Due
- 1099 data
  - All relevant 1099 data for 1099 vendor inclusive of the total amounts paid from January 1, 2026 to June 30, 2026 for each.

- Receivables as of July 1, 2026:
  - Vendor Name, Address and Contact Information
  - Latest Invoice inclusive of all unpaid invoices
  - Balances Due
- Banking Assumptions
  - Cemetery Commission checking account monies would be deposited into the General Fund Operating Account maintaining what is needed in the Commission's current checking account to provide for outstanding checks. Maintenance of any prior (before July 1, 2026) accounting including banking would be the responsibility of the Cemetery Commission inclusive of reporting for the FY26 fiscal audit. When appropriate the Commission would close the existing checking account.
  - Provide checking account bank statements to the Finance Office for April, May, and June 2026.
  - Are there additional bank accounts? Certificates of Deposit perhaps? How are those going to be managed?
  - Perpetual Care –
    - Are perpetual care funds maintained in an irrevocable trust? If yes, what will the interaction with the Finance Office be?
    - If an irrevocable trust does not exist a designated fund would be needed.
    - What percent of plot sales are allocated to perpetual care?
- Processing Note:
  - Due to the fact the FY27 budget has been approved and included an appropriation of \$32,000, the Finance Office would not physically produce a check payable to the Norwich Cemetery Association. The expenses for the Cemetery Commission would be monitored in relationship to the appropriation.
  - For FY28, the Cemetery Commission would replace the appropriation by providing a budget to be included in the overall Town budget.

---


## Finance Committee Update for June 24 Selectboard Meeting

---

**From** Steven Hepburn <stevenjhepburn@gmail.com>

**Date** Thu 6/18/2026 8:00 AM

**To** Select Board <selectboard@norwich.vt.us>; Kimo Griggs <kimogriggsnorwichselect@gmail.com>; robert.gere.norwich@zohomail.com <robert.gere.norwich@zohomail.com>; bjclasson.norwichsb@gmail.com <bjclasson.norwichsb@gmail.com>; marydayton.selectboard@gmail.com <marydayton.selectboard@gmail.com>; mswettselectboard@gmail.com <mswettselectboard@gmail.com>

 1 attachment (41 KB)

6-17-26 Memo Finance Committee Update for Selectboard.docx;

Dear Selectboard Members,

Attached is a Finance Committee update summarizing work completed since the Committee's reconstitution, including assignments undertaken at the direction of the Selectboard, efforts to engage with Town Administration and the Norwich School Board, outstanding requests, and potential future tasks that the Committee could undertake if desired by the Selectboard.

As the Committee approaches the end of its first year following reconstitution, I believe it would be helpful to have a discussion regarding the Committee's future role, priorities, and how the Selectboard would like to utilize the Committee going forward. While Selectboard members have consistently expressed support for the concept of a Finance Committee, the Committee has received relatively few assignments and several submitted work products and proposals have not been discussed. The attached report is intended to provide context for that discussion.

Miranda - please include this email and attached report in the June 24, 2026 Selectboard packet.

Kimo - would it be possible to place it on the agenda for discussion?

Thank you for your time and consideration. The Committee appreciates the opportunity to serve the Town and remains available to undertake additional work as directed by the Selectboard.

Respectfully,

Steven Hepburn  
Chair, Norwich Finance Committee

**Contents**

Finance Committee Update for Selectboard .....2  
Completed Work and Outstanding Matters .....3  
Possible Future Tasks for the Finance Committee.....7  
Examples of Finance and Budget Committees in Vermont Municipalities ..... 10  
Conclusion..... 11  
Appendix 1 – Comparable Towns 2026 Report ..... 12  
Appendix 2 – Financial and Strategic Information..... 25  
Appendix 3 - Budget Surplus and Deficit Review ..... 28

## Finance Committee Update for Selectboard

Since its reconstitution, the Finance Committee has sought to support the Selectboard through research, analysis, and exploration of how the Committee might contribute to Norwich's financial governance. This update summarizes work completed to date, efforts undertaken at the direction of the Selectboard, outstanding requests and areas where further Selectboard direction may be helpful, and potential future tasks that could be assigned to the Committee.

# Completed Work and Outstanding Matters

The following items represent work undertaken by the Finance Committee at the request or direction of the Selectboard, together with related follow-up activities and outstanding matters.

## 1. Comparable Towns Report 2026

Comparable Towns Report (Appendix 1) was emailed to Selectboard Members on February 17<sup>th</sup> 2026, and was included in the Selectboard Packet February 25<sup>th</sup> as correspondence with no substantial discussion. Whilst the committee endeavored to provide information rather than conclusions, the Committee believes there are several questions that could be explored by the Selectboard if they so choose, for example:

- Why does Norwich maintain one of the larger municipal budgets among comparable towns with similar populations, and what service levels or policy choices account for those differences?
- Does Norwich's current administrative staffing structure provide value commensurate with its cost when compared to peer communities with leaner organizations?
- What are the long-term financial implications of maintaining and expanding an independent municipal police department compared to alternative service delivery models used by other Vermont towns?

## 2. Financial and Strategic Information

A memo requesting Financial and Strategic Information (Appendix 2) was emailed to the Selectboard Chair and included in the August 27, 2025 Selectboard packet as correspondence. To date, the Selectboard has not discussed the request.

In subsequent email exchanges, the Selectboard Chair acknowledged that the requested information would be useful and described the request as a comprehensive framework that could potentially support annual budget analysis and reporting. However, concerns were raised regarding staff capacity, the scope of the request, and the need to build trust between the Finance Committee, Town Manager, and staff.

The Chair indicated that the Town Manager had concerns regarding the request in its current form and suggested that the matter be discussed by the full Selectboard. To date, no such discussion has occurred.

The Finance Committee subsequently sought clarification regarding whether any of the requested information already existed and could be shared in its current format, noting that much of the information appeared to be public in nature.

The Committee was ultimately directed by the Selectboard Chair to rely on publicly available sources, such as town reports and Selectboard packets, to support its work.

Following a meeting between the Finance Committee Chair, Town Manager and Finance Director on March 26, 2026, the request was forwarded to both officials for consideration. To date, the Committee has not received a substantive response or further discussion regarding the requested information.

### **3. Budget Surplus and Deficit Review**

On January 7, 2026, the Finance Committee submitted a memorandum to the Selectboard requesting to be tasked with reviewing best practices related to the treatment of municipal budget surpluses and deficits (Appendix 3). The memorandum proposed researching topics including the appropriate use of one-time surpluses, approaches to addressing operating deficits, reserve fund practices, tax stabilization strategies, distinctions between recurring and one-time revenues and expenditures, and decision-making frameworks that promote transparency, consistency, and long-term fiscal sustainability.

The memorandum was included in the January 28, 2026 Selectboard packet as correspondence. To date, the Selectboard has not discussed the request or assigned the proposed work. The Finance Committee continues to believe that a review of surplus and deficit management practices could provide useful context for future discussions regarding fund balance policy, reserve levels, budget development, and long-term financial planning.

### **4. Engagement with Town Administration**

Following discussion at the March 11, 2025 Selectboard meeting, the Selectboard unanimously tasked the Finance Committee Chair to meet with the Town Manager and Finance Director to discuss how they could work together collaboratively over the coming year. Selectboard members described this as an opportunity to begin building relationships and identify productive ways for the Finance Committee to support the Town. Pursuant to that direction, the Finance Committee Chair met with the Town Manager and Finance Director on March 26, 2026 for approximately ninety minutes.

While the discussion was cordial, it quickly focused on specific operational and budget topics, and the Finance Committee Chair's overall impression was that there remained differing views regarding the potential role and value of the Finance Committee.

Following the meeting, the Finance Committee Chair provided examples of public budget and staffing information made available by the Norwich School District, forwarded a previously submitted request for financial and strategic information, and highlighted examples of how policy, operational decisions, and long-term financial planning intersect.

In follow-up correspondence, the Finance Committee Chair sought to identify common principles around transparency, resident engagement, informed decision-making, and timely budget development.

A subsequent request for a follow-up meeting was made on May 11, 2026 following notice of the Finance Director's resignation. The Finance Director declined further meetings, citing limited remaining time before departure, uncertainty regarding the Finance Committee's charge, concerns about the lack of clearly defined goals, responsibilities, and boundaries for the Committee, and the potential impact on both the Finance Office and incoming Finance Director.

The Finance Director also noted that relations between the Finance Office and Finance Committee had historically been strained and expressed concern that additional engagement without clearer direction from the Selectboard could create further challenges. No further meetings were scheduled.

## **5. Engagement with Norwich School Board**

Following a March 11, 2026 Selectboard directive that the Finance Committee Chair engage with the Norwich School Board Chair regarding future collaboration, the Finance Committee Chair and Norwich School Board Chair exchanged correspondence and discussed potential paths forward. The School Board Chair expressed strong support for the existence of a Norwich Finance Committee and for increased involvement by the Committee in school budget matters, noting that the absence of a functioning Norwich Finance Committee had limited participation in the Dresden Finance Committee for several years. Discussions included possible approaches for Finance Committee observation of the school budget process, future joint appointments by the Selectboard and School Board, participation in the Dresden Finance Committee, and the development of a memorandum of understanding between the boards.

The School Board Chair also raised governance concerns regarding the current structure of the Norwich Finance Committee, arguing that a committee appointed

solely by the Selectboard should not be tasked with advising the School Board without School Board involvement in appointments and governance. He referenced prior memoranda of understanding and committee structures that had contemplated joint appointments by both boards and suggested that re-establishing a jointly appointed committee would represent a more sustainable long-term solution. Despite differing perspectives on governance structure, both parties expressed support for greater collaboration, information sharing, and public engagement in school and municipal financial matters.

The Finance Committee Chair will continue to work with the Norwich School Board Chair to provide an updated Memorandum of Understanding for review by the Selectboard.

# Possible Future Tasks for the Finance Committee

## 1. **Finance Committee Charge Review**

Multiple stakeholders, including members of the Norwich School Board, Town Administration, and Finance Committee, have expressed concerns regarding the current Finance Committee charge and governance structure. The Selectboard may wish to review whether the current charge remains fit for purpose and consider alternative structures, including joint appointments by the Norwich Selectboard and Norwich School Board, revised membership provisions, and reporting relationships.

## 2. **Audit Committee**

Consider establishing an Audit Committee to review draft audit documentation and findings prior to presentation to the Selectboard. Membership could include representatives from town staff, the Selectboard, the Finance Committee, and members of the public with relevant financial, accounting, or audit experience.

## 3. **Town Credit Card and Credit Exposure Review**

During the April 8, 2026 Selectboard meeting, the Town Manager indicated that use of the Town credit card may have the potential to impact his personal credit score. The Selectboard may wish to review the current arrangement and evaluate whether it aligns with municipal finance best practices and appropriate internal controls.

## 4. **Audit Presentation and Financial Reporting Review**

During the February 11, 2026 audit presentation, the Town Auditor suggested that the Treasurer, Finance Committee, and Finance Office work together to explore opportunities to make financial information and budget presentations more understandable to residents and non-financial audiences.

## 5. **General Fund Balance and Master Financial Policy**

As year-end financial results become available, the Finance Committee could assist the Selectboard in monitoring projected and actual General Fund balances, comparing reserve levels to targets established in the Master Financial Policy, and evaluating the long-term implications of fund balance decisions.

## 6. **Budgeting Best Practices**

Review current Town budgeting practices against guidance published by

organizations such as the Vermont League of Cities and Towns (VLCT) and the Government Finance Officers Association (GFOA) to identify opportunities for improvement.

**7. Budget Development and Review Process**

Evaluate whether opportunities exist for earlier engagement between the Selectboard, department heads, and Finance Committee during the annual budget process, including participation in Selectboard department budget presentations and question-and-answer sessions.

**8. Financial Professional Development**

Review opportunities for ongoing professional development related to municipal finance, budgeting, financial reporting, internal controls, and governance for elected officials, committee members, and relevant staff.

**9. Monthly Financial Review**

Review monthly financial reports and provide observations, questions, or areas of potential concern to the Selectboard for consideration.

**10. Financial Goals and Performance Measures**

Assist the Selectboard in developing financial goals, policies, and performance measures that support long-term fiscal sustainability, transparency, and effective stewardship of public resources.

**11. Capital Planning and Capital Improvement Program (CIP)**

Review the Town's capital planning process, reserve funds, and long-term infrastructure needs to help ensure that future capital expenditures are planned, funded, and communicated transparently.

**12. Financial Policies Review Cycle**

Establish a periodic review process for major financial policies, including the Master Financial Policy, purchasing policies, reserve policies, debt policies, and investment policies, to ensure they remain current and aligned with best practices.

**13. Grant and External Funding Review**

Monitor significant grant opportunities, external funding sources, and associated financial obligations to help the Selectboard understand both opportunities and long-term commitments.

#### **14. Financial Transparency and Public Communication**

Explore opportunities to improve public understanding of Town finances through dashboards, summary reports, budget guides, educational materials, and public presentations.

#### **15. Budget Transparency and Reporting Standards**

Review opportunities to standardize the format and timing of budget presentations, budget-to-actual reporting, staffing summaries, reserve fund reporting, and capital project updates in order to improve consistency, transparency, and public understanding.

# Examples of Finance and Budget Committees in Vermont Municipalities

During discussions regarding the Norwich Finance Committee, questions have been raised about the usefulness and value of municipal finance or budget committees. While structures vary considerably across Vermont, many municipalities continue to utilize finance committees, budget committees, or similar advisory bodies to support elected officials with budget review, financial policy, capital planning, audit oversight, and public engagement. These committees typically serve in an advisory capacity and do not diminish the authority of elected boards or professional staff. Instead, they provide an additional forum for financial analysis, resident participation, and informed discussion of long-term fiscal issues.

Examples of Vermont municipalities that utilize finance committees, budget committees, finance commissions, boards of finance, or similar citizen advisory bodies include:

- Brattleboro - Finance Committee
- Rutland – City Finance Committee
- Shelburne - Budget and Capital Program Committee
- Woodstock – Finance Committee

The existence of finance and budget committees in municipalities such as Brattleboro, Rutland, Shelburne, and Woodstock demonstrates that independent citizen review of financial matters is a common governance practice in Vermont, although the specific authority, structure, and responsibilities of these committees vary significantly from town to town.

## Conclusion

Since its reconstitution, the Finance Committee has completed the assignments provided by the Selectboard, sought opportunities to improve collaboration with Town Administration and the Norwich School Board, and identified several areas where it may be able to provide future value. While questions remain regarding the Committee's long-term role, governance structure, and relationship with Town staff, there appears to be broad agreement that transparent financial information, informed public engagement, and sound financial planning are important goals for the Town. The Committee stands ready to undertake additional work as directed by the Selectboard.

# Appendix 1 – Comparable Towns 2026 Report

## **Town of Norwich, Vermont Finance Committee**

---

### **Comparable Peer Town Budget and Service Review Context for Municipal Budget Considerations**

---

Prepared for the  
**Norwich Selectboard**

February 2026

Contents

Introduction and Scope ..... 14

Comparative Service and Budget Analysis ..... 15

    General Town Budgets ..... 15

    Other Town Warrant Articles for Funding..... 16

    Police Departments ..... 17

    Solid Waste Disposal ..... 18

    Administration..... 19

    Limitations and Data Constraints..... 21

    Conclusion and Next Steps ..... 22

Appendix I: Peer Town Profiles ..... 23

    Chester..... 23

    Hartland ..... 23

    Manchester..... 23

    Thetford ..... 23

    Waterbury ..... 23

    Woodstock..... 24

## Introduction and Scope

The Norwich Finance Committee was tasked by the Norwich Selectboard with identifying a set of comparable peer Vermont towns to provide context for Norwich's short- and long-term budget considerations. To date, the Committee's analysis has focused on overall municipal budgets, the use of supplemental warrant articles, police services, administration, and solid waste disposal, as these areas represent significant and recurring cost drivers across towns. This framework is intended to support informed discussion rather than prescribe outcomes, and the analysis may be extended in the future to additional service areas or financial topics as requested by the Selectboard.

The towns selected for comparison were Chester, Hartland, Manchester, Thetford, Waterbury, and Woodstock. These towns were selected based on population size, governance structure, service mix, and relevance to Norwich's fiscal and regional context.

## Comparative Service and Budget Analysis

### General Town Budgets

<b>Town</b>	<b>FY22/23 Budget</b>	<b>FY25/26 Budget</b>	<b>FY26/27 Proposed Budget</b>	<b>% change 26 to 27</b>	<b>% change 22 to 27</b>
Chester	\$3.4m	\$4.2m	\$4.5m	7%	32%
Hartland	\$3.2m	\$3.8m	\$4.3m	13%	34%
Manchester	\$6.3m	\$6.9m	\$8.2m	18%	30%
Norwich	\$5m	\$6.7m	\$6.9m	2%	38%
Thetford	\$3.5m	\$4m	\$4.4m	10%	26%
Waterbury		\$7m	\$7.5m	7%	n/a
Woodstock	\$8.2m	\$10.6m	\$10.5m	-1%	28%

General fund budgets among the peer towns vary widely, with larger year-over-year increases often driven by specific structural changes rather than across-the-board growth. For example, Manchester's increase this year reflects the addition of the town library to the general fund, significantly raising the reported budget without a comparable expansion of core municipal services. Other towns' increases may be influenced by staffing changes, capital funding, or catch-up on deferred costs. Compared to these peers, Norwich's general fund budget is relatively large in absolute terms for a town of its population size, but its year-over-year increase from FY26 to FY27 is modest. However, when viewed over the longer period from FY22/23 to the proposed FY26/27 budget, Norwich shows one of the larger cumulative increases among the peer towns at approximately 38 percent. This suggests that while recent annual growth has moderated, a significant portion of Norwich's budget expansion occurred between FY22/23 and FY25/26 relative to several comparable communities.

## Other Town Warrant Articles for Funding

<b>Town</b>	<b>FY25/26 Budget</b>	<b>FY26/27 Budget</b>
Chester	\$37k	\$42k
Hartland	\$219k	
Manchester	\$423k	\$117k
Norwich	\$508k	\$590k
Thetford	\$555k	
Waterbury	\$31k	\$51k
Woodstock		\$212k

Other town warrant articles for funding vary significantly across the peer towns and are often used to address discrete or episodic needs such as capital projects, special programs, or one-time expenditures. The scale of these articles reflects different budgeting philosophies, with some towns funding a larger share of costs outside the general fund through targeted votes, while others incorporate more expenditures directly into their base budgets. Norwich's use of separate warrant articles is toward the higher end of the peer group in both absolute dollars and relative reliance on voter-approved supplemental funding, indicating a greater reliance on voter-approved, purpose-specific funding rather than embedding all costs within the general fund, which can increase transparency but also contribute to year-to-year variability.

## Police Departments

<b>Town</b>	<b>Services/Staffing</b>
Chester	Town Municipal Police Department – 5 full-time, 1 part-time, 1 secretary
Hartland	Town Constable, plus 40 hours contracted with Sheriff’s Department & State Police
Manchester	Town Municipal Police Department – 8 full-time, 4 full-time dispatch, plus part time officers and dispatch
Norwich	Town Municipal Police Department - 4 full-time budgeted position plus 1 administrative assistant, with a stated goal of expanding to 5 full-time and 2 part-time positions plus 1 administrative assistant
Thetford	Town Municipal Police Department – 3 full time
Waterbury	2 full-time state troopers
Woodstock	Town Municipal Police Department – 8 full-time, 1 part-time, 6 full-time dispatch, 1 full-time admin

Police services across the peer towns are delivered through a range of models, from contracted or State-provided coverage to fully staffed municipal departments. Some towns such as Hartland and Waterbury rely primarily on Sheriff or State Police services, while Manchester and Woodstock maintain larger municipal departments with dedicated dispatch functions. Norwich currently budgets for four full-time officers, with an expressed goal of moving toward five full-time officers supplemented by two part-time positions. This places Norwich in the middle of the peer group and reflects a policy choice to maintain local control over policing while incrementally expanding capacity in response to service demands, recognizing the higher fixed costs associated with operating and growing an independent municipal police department.

## Solid Waste Disposal

Town	Services/Staffing
Chester	<ul style="list-style-type: none"> <li>• Chester-Springfield Recycling Center and Transfer Station open 2.5 days</li> </ul>
Hartland	<ul style="list-style-type: none"> <li>• A.B.L.E. Waste Fast Trash Program – Saturday morning pickup</li> <li>• Hartford Recycling &amp; Waste Management Center open 5 days</li> </ul>
Manchester	<ul style="list-style-type: none"> <li>• Casella Transfer Stations in Dorset and Sunderland open up to 6.5 days (2pm close)</li> </ul>
Norwich	<ul style="list-style-type: none"> <li>• Town Transfer Station open 2 days</li> <li>• Hartford Recycling &amp; Waste Management Center open 5 days</li> </ul>
Thetford	<ul style="list-style-type: none"> <li>• Town Transfer Station open 0.5 days</li> <li>• Hartford Recycling &amp; Waste Management Center open 5 days</li> </ul>
Waterbury	<ul style="list-style-type: none"> <li>• Private Transfer Station open 4 days</li> </ul>
Woodstock	<ul style="list-style-type: none"> <li>• A.B.L.E. Waste Fast Trash Program – 2 half days</li> <li>• Hartford Recycling &amp; Waste Management Center open 5 days</li> </ul>

Solid waste services vary widely across the peer towns, reflecting different approaches to access, convenience, and cost control. Some towns rely primarily on regional or private facilities with broader hours, while others maintain limited-hour town transfer stations supplemented by access to regional centers. Norwich’s model - operating a town transfer station with limited hours while providing access to the Hartford Recycling & Waste Management Center - is shared by several peers and represents a hybrid approach that balances local service with regional infrastructure. Compared to towns with very limited local access or those relying entirely on private providers, Norwich’s system offers moderate convenience while keeping operating costs constrained through shared regional services.

## Administration

Town	Services/Staffing
Chester	<ul style="list-style-type: none"> <li>• Town Manager</li> <li>• Finance Director</li> </ul>
Hartland	<ul style="list-style-type: none"> <li>• Town Manager</li> <li>• Finance Administrator</li> <li>• Finance Assistant</li> </ul>
Manchester	<ul style="list-style-type: none"> <li>• Town Manager</li> <li>• Director of Accounting &amp; Finance</li> <li>• Finance Administrator</li> <li>• Human Resources &amp; Operations Administrator</li> </ul>
Norwich	<ul style="list-style-type: none"> <li>• Town Manager</li> <li>• Assistant Town Manager</li> <li>• Administrative Assistant</li> <li>• Finance Director</li> <li>• Finance Assistant</li> </ul>
Thetford	<ul style="list-style-type: none"> <li>• Town Manager</li> <li>• Town Accountant</li> </ul>
Waterbury	<ul style="list-style-type: none"> <li>• Town Manager</li> <li>• Administrative Coordinator (Part time, role also encompasses Assistant Town Clerk/Treasurer)</li> </ul>
Woodstock	<ul style="list-style-type: none"> <li>• Town Manager</li> <li>• Chief of Staff</li> <li>• Finance Director</li> <li>• Accounts Receivable, Taxes, Billing Assistant</li> <li>• Accounts Payable, Payroll Assistant</li> <li>• Administrative Coordinator</li> <li>• Economic Development Manager</li> </ul>

Administrative structures across the peer towns vary in size and complexity, reflecting differences in service scope, organizational maturity, and operational demands. Some towns such as Chester, Hartland, and Thetford maintain relatively lean administrative teams centered on a town or municipal manager and limited finance staff, while larger or more complex municipalities such as Manchester and Woodstock support broader administrative functions, including dedicated human resources, finance, and economic development roles. Relative to several peer towns of similar size, Norwich maintains a comparatively robust administrative structure, with both a town manager and assistant town manager, along with dedicated administrative and finance staff. This reflects a policy choice to emphasize professional management and internal capacity, supporting financial

oversight and operational continuity, while also representing a higher fixed cost within the municipal budget.

## Limitations and Data Constraints

This analysis is subject to several limitations that affect both the depth and precision of the comparisons. The Committee has not been able to engage directly with Norwich department heads, limiting the ability to validate assumptions or clarify service-level differences. In some cases, publicly available information is not fully up to date - for example, descriptions of police department staffing on the Norwich town website do not reflect current budgeted positions or planned changes. In addition, previously requested financial and staffing information specific to Norwich has not yet been provided, constraining the ability to normalize comparisons.

Finally, peer towns employ different budgeting practices and reporting structures, and the availability and level of detail of public information varies considerably across municipalities, making direct comparisons at times approximate rather than exact.

## Conclusion and Next Steps

Overall, this peer town comparison provides useful contextual insight into how Norwich's municipal budget and service levels align with similarly situated Vermont communities. While differences in tax base, service delivery models, and budgeting practices limit the ability to draw direct one-to-one comparisons, the analysis highlights where Norwich is broadly consistent with peers and where policy choices - such as maintaining local policing and using warrant articles for specific funding needs - carry distinct fiscal implications. This work is intended to inform discussion and support transparent decision-making by the Selectboard, and it can serve as a foundation for deeper or more targeted analysis as future budget questions arise.

## Appendix I: Peer Town Profiles

### Chester

Chester is a small Vermont town with a traditional town meeting form of government and population size within the same general range as Norwich. It has a defined village center, a largely residential tax base, and a mix of local services typical of a rural Vermont municipality. Like Norwich, Chester must balance municipal services, infrastructure maintenance, and school-related costs with limited commercial development.

### Hartland

Hartland is comparable to Norwich in population, rural character, and governance structure. Both towns are primarily residential, have limited commercial and industrial tax base, and rely heavily on property taxes to fund municipal services. Hartland's proximity to Interstate 91 and reliance on neighboring towns for employment and services mirrors Norwich's relationship with the Upper Valley and Dartmouth-Hanover area.

### Manchester

Manchester is larger than Norwich and has a substantially stronger commercial and retail tax base. Manchester's tourism-driven economy offer a useful reference point for understanding how differences in tax base composition affect municipal spending capacity, staffing levels, and capital investment.

### Thetford

Thetford is one of the most directly comparable towns to Norwich in terms of population size, rural-residential character, and limited commercial development. Both towns serve as bedroom communities within the Upper Valley and face similar cost drivers related to schools, roads, and municipal services. Thetford's budget structure and service profile closely resemble Norwich's, making it a particularly relevant comparator.

### Waterbury

Waterbury differs from Norwich in that it hosts significant State of Vermont facilities and regional infrastructure, but it remains a useful peer. Like Norwich, Waterbury provides a full range of municipal services and must plan for long-term capital needs and infrastructure maintenance. Its inclusion helps illustrate how the presence of major non-residential property affects municipal finances within the same statewide policy environment.

## Woodstock

Woodstock is comparable to Norwich as a small Vermont town with a well-defined village center and a strong residential character, though it has a larger tourism sector. Woodstock operates under similar municipal funding structures and provides a comparable range of town services.

## Appendix 2 – Financial and Strategic Information

The Finance Committee has compiled a list of materials (and formats) we believe may already be used by the Selectboard during budgeting season, and would be useful to any upcoming Finance Committee work. These resources will support budget development, financial research, and alignment with town strategic goals.

We are hoping the following can be made available (or confirmed to already exist in a public location in suitable formats):

### 1. Town Financial Data

- **Budgets vs. Actuals (Spreadsheet)**  
Including historical years and FY25 unaudited end-of-year figures (with updates as they become available). Having these in a spreadsheet format would be more conducive to review and analysis.
- **Staffing Summary (Spreadsheet or Table)**  
FY25 budgeted headcount by department, including hires, departures, and unfilled positions. If prior years are available, those would be helpful too.
- **Capital Projects (Spreadsheet or Table)**  
Status updates on capital projects tied to Town Plan goals and long-term asset needs.
- **Reserve Funds (Spreadsheet or Table)**  
A list of all reserve funds, their approved purposes, and any additions or withdrawals during FY25.
- **Town Debt (Spreadsheet or Table)**  
Current debt obligations and repayment schedules.
- **Grants (Spreadsheet or Table)**  
Active grants for FY25/26, with their purpose, amounts, and status.
- **Other**  
Any additional financial data the Selectboard finds useful or regularly references would be welcome.

### 2. Reference Materials and Best Practices

- **VLCT Platform Access**  
VLCT provides guidance and examples for town financial practices. Could access be extended to Finance Committee members?

- **Town Financial Policies**

Please confirm the following policies are active and current:

- Appropriation Request and Disbursement Policy (Jul. 2015)
- Capital Budget Policy (Jun. 2011)
- Gift Policy (May 2025)
- Investment Policy (Jun. 2017)
- Master Financial Policy (Oct. 2019, as amended)
- Vehicle Acquisition & Replacement Policy (Oct. 2011)

Are there other relevant policies we should be aware of?

- **Audit Reports and Management Response**

These are currently embedded in the annual Town Reports and Selectboard Packets. Could they also be made available separately in a more searchable format?

- **Vermont State Auditor: Local Government Guidance**

Does the Town reference or use the checklists and best practices from the Vermont State Auditor?

- **GFOA Best Practices**

Does the Town consider the Government Finance Officers Association (GFOA) guidance in its financial planning?

- **Other Best Practices**

Are there any other sources or references the Selectboard uses that we should also consult?

### **3. Strategic & Performance Context**

- **Town Plan (Norwich\_Plan\_2020)**

How are Town Plan priorities reflected in the budget and capital planning?

- **Selectboard Annual Goals**

Where can we find the finalized goals by year? Are they only published in meeting packets?

- **Capital Improvement Plan (CIP)**

Is there a current CIP document available?

- **Capital Budget Spreadsheet**

If there's an updated version of the capital budgeting spreadsheet, could we access it?

- **Department Goals & Priorities**

Are there written goals, services or work plans by department?

- **Performance Measures**

Are any financial or operational Key Performance Indicators (KPIs) tracked? If so, where are they reported?

Thank you for your support and consideration. We believe having shared access to these items will enhance collaboration between the Selectboard and Finance Committee and improve our ability to serve the Town.

Sincerely,

Steven Hepburn

Chair, Norwich Finance Committee

CC: Mary as Selectboard Chair, Priscilla on request

## Appendix 3 - Budget Surplus and Deficit Review

**To:** Norwich Selectboard

**From:** Norwich Finance Committee

**Date:** 1/7/2026

**Subject:** Budget Surplus/Deficit Task

Dear Members of the Selectboard,

The Finance Committee respectfully requests that the Selectboard consider tasking us with reviewing the Town's process and best practices for addressing both budget surpluses and budget deficits.

As the Town continues to navigate year-to-year financial variability, the Committee believes it would be valuable to research and synthesize best practices. This work could include, but would not be limited to:

- Appropriate uses of one-time surpluses (e.g., fund balance policy alignment, capital pre-funding, debt reduction, tax stabilization, reserves)
- Best practices for addressing operating deficits (e.g., corrective actions, use of reserves, structural vs. one-time solutions)
- Recommended policies, thresholds, and decision frameworks to support transparency, consistency, and long-term fiscal sustainability
- Clear guidance distinguishing recurring revenues and expenditures from one-time items

The Finance Committee would provide research-based, non-binding advisory recommendations for the Selectboard's consideration, consistent with our charge.

We believe this work would support clearer decision-making during the annual budget process and help set shared expectations for how financial variances are handled over time.

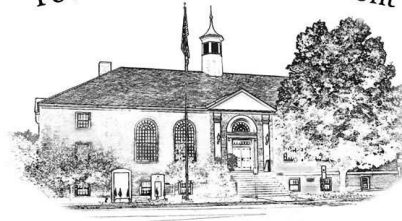
Thank you for your consideration. We would be happy to discuss scope and timing at your convenience.

Respectfully,

Steven Hepburn

On behalf of the Norwich Finance Committee

Town of Norwich, Vermont



CHARTERED 1761

**MEMO**

**To:** Norwich Selectboard  
**From:** Brennan Duffy, Town Manager  
**Date:** June 16, 2026  
**Re:** Request for additional funds from EABR Fund

The EABMS has identified an additional 14 infected Ash trees on Beaver Meadow Road which were not included in the original project's scope of work. The group feels that these additional trees pose an imminent safety issue and thus should be included for removal in the current mobilization by Wilcox Trees Service. Wilcox has provided a quote of \$4,750 for the additional tree removal.

The initial approval from the Emerald Ash Borer Response (EABR) Fund #52 was for \$110,000 and the Wilcox Tree Service Contract was for \$108,584, leaving approximately \$1,400 as a contingency balance.

There is currently \$114,785 in Fund #52 (note that Wilcox's initial invoice for \$61,217 is included in this week's AP warrant).

The Town Manager recommends the Selectboard approve \$4,000 from the EABR Fund #52 to remove these 14 hazardous Ash trees while Wilcox Tree Service is mobilized in the area.

Thank you for your consideration of this topic.

Town of Norwich  
Departmental Request for Spending

Date: \_\_\_\_\_ Department: \_\_\_\_\_

Request by (name): \_\_\_\_\_ Title: \_\_\_\_\_

Town Manager Approval Date: \_\_\_\_\_ For Selectboard Meeting Date: \_\_\_\_\_

What is being requested: \_\_\_\_\_

Has this request been budgeted by the Selectboard: no yes If yes, fiscal year: \_\_\_\_\_

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

\$ \_\_\_\_\_ explain: \_\_\_\_\_

Which fund(s) will be used to pay for this request:

Fund name: \_\_\_\_\_ Fund #: \_\_\_\_\_ Amt. requested: \$ \_\_\_\_\_

Fund balance \$ \_\_\_\_\_ as of (date): \_\_\_\_\_ Balance verified by Finance Director? yes no

Fund name: \_\_\_\_\_ Fund #: \_\_\_\_\_ Amt. requested: \$ \_\_\_\_\_

Fund balance \$ \_\_\_\_\_ as of (date): \_\_\_\_\_ Balance verified by Finance Director? yes no

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

Request for bids/quotes required: yes no If yes, will bids be sent out by Town Manager: yes no

Expected Date of purchase, if known: \_\_\_\_\_

Other information: \_\_\_\_\_

Signature of Requestor: Brennan Duffy Date: \_\_\_\_\_

Signature of Town Manager: Brennan Duffy Date: \_\_\_\_\_

Action by Selectboard: Approved Denied Tabled Date: \_\_\_\_\_

Concerns of Selectboard: \_\_\_\_\_

Bids/Quotes Date sent out: \_\_\_\_\_ Due date: \_\_\_\_\_

Date selection made: \_\_\_\_\_ Date quotes given to Selectboard: \_\_\_\_\_

Purchase Date purchased: \_\_\_\_\_ Date Received: \_\_\_\_\_



CHARTERED 1761

**MEMO**

**To:** Norwich Selectboard  
**From:** Brennan Duffy, Town Manager  
**Date:** June 16, 2026  
**Re:** Request for assistance from the Citizen Assistance Fund

The Town, via the Town Service Officer, has received a request from a Norwich resident for financial assistance from the Citizen Assistance Fund. The financial assistance requested would help pay down an outstanding balance on a car loan and protect the vehicle from being re-possessed.

The Citizen Assistance Fund balance is currently \$12,678.

The Town Manager recommends approving \$1,200.00 to help the applicant.

If approved, the payments will be made directly to the vehicle's lender on behalf of the applicant.

Thank you for your consideration of this topic.

Town of Norwich  
Departmental Request for Spending

Date: \_\_\_\_\_ Department: \_\_\_\_\_

Request by (name): \_\_\_\_\_ Title: \_\_\_\_\_

Town Manager Approval Date: \_\_\_\_\_ For Selectboard Meeting Date: \_\_\_\_\_

What is being requested: \_\_\_\_\_

Has this request been budgeted by the Selectboard: no yes If yes, fiscal year: \_\_\_\_\_

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

\$ \_\_\_\_\_ explain: \_\_\_\_\_

Which fund(s) will be used to pay for this request:

Fund name: \_\_\_\_\_ Fund #: \_\_\_\_\_ Amt. requested: \$ \_\_\_\_\_

Fund balance \$ \_\_\_\_\_ as of (date): \_\_\_\_\_ Balance verified by Finance Director? yes no

Fund name: \_\_\_\_\_ Fund #: \_\_\_\_\_ Amt. requested: \$ \_\_\_\_\_

Fund balance \$ \_\_\_\_\_ as of (date): \_\_\_\_\_ Balance verified by Finance Director? yes no

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

Request for bids/quotes required: yes no If yes, will bids be sent out by Town Manager: yes no

Expected Date of purchase, if known: \_\_\_\_\_

Other information: \_\_\_\_\_

Signature of Requestor: Brennan Duffy Date: \_\_\_\_\_

Signature of Town Manager: Brennan Duffy Date: \_\_\_\_\_

Action by Selectboard: Approved Denied Tabled Date: \_\_\_\_\_

Concerns of Selectboard: \_\_\_\_\_

Bids/Quotes Date sent out: \_\_\_\_\_ Due date: \_\_\_\_\_

Date selection made: \_\_\_\_\_ Date quotes given to Selectboard: \_\_\_\_\_

Purchase Date purchased: \_\_\_\_\_ Date Received: \_\_\_\_\_



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

To: ToN Selectboard

Re: Expenditure Request for New Refurbished AED's From Fund #26

Date: 6/3/2026

---

Selectboard – in order to keep up with replacing aging equipment, NFD EMS would like to purchase ten (10) refurbished AEDs for our FAST Squad. Many of our AED's are close to aging-out of a safe, useful service life.

This expenditure request for newly refurbished AED's is from Fund #26 in the amount of **\$6,000.00**. I have included all the necessary paperwork. Thanks for considering!

Sincerely,  
*Alexander Northern*  
Town of Norwich Fire Chief

Town of Norwich  
Departmental Request for Spending

Date: 6-3-2026 Department: FIRE

Request by (name) : Alex Northern Title: Fire Chief

Town Manager Approval Date: 6/22/26 For Selectboard Meeting Date: 6-10-2026

What is being requested: Purchase of 10 Refurbished AEDs

Has this request been budgeted by the Selectboard: no yes If yes, fiscal year: \_\_\_\_\_

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

\$ Not to exceed \$6,000.00 explain: Our current compliment of AEDs are aging-out and need to be replaced

Which fund(s) will be used to pay for this request:

Fund name: Fire Equipment Fund #: 26 Amt. requested:  
\$ Not to exceed \$6,000.00

Fund balance \$ 94,109.39 as of (date): 6 / 3 / 2026 Balance verified by Finance  
Director? yes no

Fund name: \_\_\_\_\_ Fund #: \_\_\_\_\_ Amt. requested: \$ \_\_\_\_\_

Fund balance \$ \_\_\_\_\_ as of (date):  / /  Balance verified by Finance Director? yes no

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

Request for Quotes required: Yes No If yes, will bids be sent out by Town Manager: Yes No

Expected Date of purchase, if known: ASAP

Other information: \_\_\_\_\_

Signature of Requestor:  Date: 6-4-26

Signature of Town Manager:  Date: 6/22/26

Action by Selectboard: Approved Denied Tabled Date: \_\_\_\_\_

Concerns of Selectboard: \_\_\_\_\_

Bids/Quotes: Date sent out \_\_\_\_\_ Due date \_\_\_\_\_ Date selection made \_\_\_\_\_

Date quotes given to selectboard \_\_\_\_\_

Purchase: Date purchased: \_\_\_\_\_ Date Received: \_\_\_\_\_

Form revised 10/08/2024

# Invoice

PO Box 570  
 St Johnsbury, VT 05819  
 Attn: Diane Thompson

Date	Invoice #
6/3/2026	2026128

Bill To
Town of Norwich Fire

Terms

Description	Qty	Rate	Amount
ZOLL AED	10	595.00	5,950.00

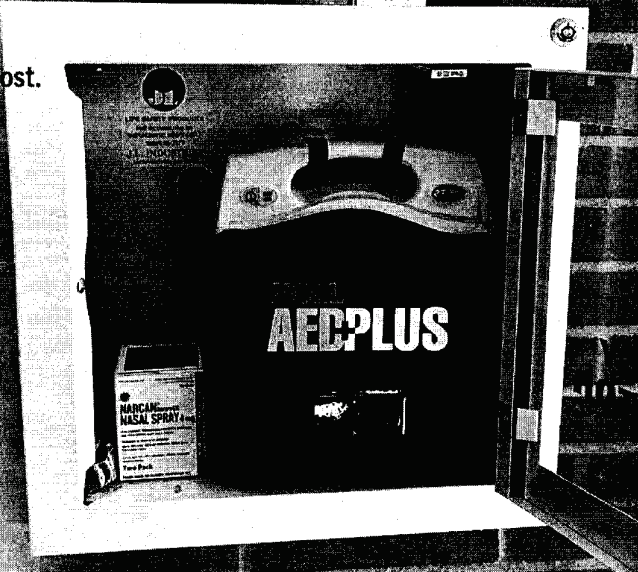
THIS IS A QUOTE AS REQUESTED	<b>Total</b>	\$5,950.00
	<b>Payments/Credits</b>	\$0.00
	<b>Balance Due</b>	\$5,950.00

# BE PREPARED. SAVE LIVES



**ZOLL AED Plus® – Trusted.  
Reliable. Ready When It Matters Most.**

The ZOLL AED Plus is a proven, easy-to-use defibrillator designed to help **anyone** deliver **life-saving** care when every second counts.



**REAL CPR HELP®**  
Provides real-time feedback on compression depth and rate.



**EASY TO USE**  
Clear voice and visual prompts guide rescuers step-by-step.



**PROVEN & RELIABLE**  
Trusted by professionals and millions of responders worldwide.



**LOW MAINTENANCE**  
Long-lasting battery and electrodes for peace of mind.

**\$595 PER UNIT**

**BE READY.  
BE CONFIDENT.  
BE THE DIFFERENCE.**



**CONTACT CALEX AMBULANCE**

**emschief@calexambulance.org**



**EQUIP YOUR COMMUNITY.  
SAVE LIVES.**



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

To: ToN Selectboard

Re: VLCT-PACIF Grant Award Transfer from General Fund to Fund #26

Date: 6/3/2026

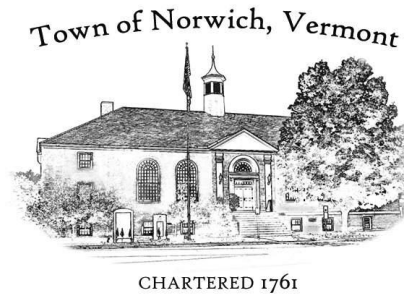
---

Selectboard:

The NFD applied for and received a \$1500 grant award toward the purchase of personal protective firefighting equipment. We received the \$1500 reimbursement check for this PACIF grant.

My request is that this \$1500 reimbursement be moved from the general fund into Fund #26.  
Thanks for considering!

Sincerely,  
*Alexander Northern*  
Town of Norwich Fire Chief



## Town Manager Report for June 24, 2026

### Department Updates

#### **Finance Department:**

A candidate for the Finance Assistant has accepted the position and will be starting in mid-July.

Planning for end of year closeout and FY'26 audit are underway. Barrie and Jonathan met with Sullivan Powers in-person to begin that process.

#### **Planning Department:**

The Planning office has been busy processing building permits as this is the busy time of year for new projects.

The first meeting of the newly formed Village Master Plan group was held with monthly meetings planned over the summer months.

The Rte. 5 bike/pedestrian safety scoping study has been submitted. Award notification is expected by September.

#### **Police Department:**

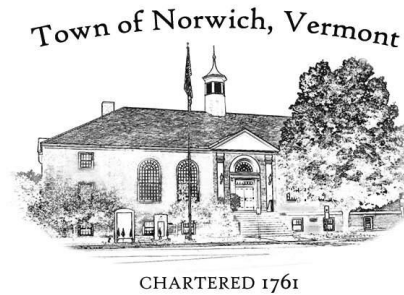
See the June PD Report for department information.

#### **DPW:**

The Moore Lane Bridge Membrane, Paving, and Guardrail Repair project has been completed, and the bridge is now reopened.

Street sweeping and fresh crosswalk striping has been completed.

The Rte. 132 culvert work is now scheduled to begin in early July. Updates on timing and detour routes will be issued soon.



**Fire Department:**

Chief Northern reports that a new dry hydrant sourced from the Connecticut River has been successfully completed and is now operational.

See the June FD Report for additional department information.

**Recreation Department:**

Special thanks to Brie for stepping in and organizing the annual ice cream/popsicle handout on June 16<sup>th</sup> to celebrate the last day at MCS.

See the June Rec Department Report for additional department information.

**Town Clerk:**

The Clerk's office continues to plan for the August 11 State Primary election.

Credit Card processing at the Clerk's office is now operational.

**Town Manager's office:**

The Roadside Ash Tree Removal work by Wilcox Tree Service has begun and EABMS reports strong satisfaction with the first phase of the tree removal.

A combined department initiative for a secure paper shred day was successfully completed with 147 total banker boxes of paper cleared out of TH and the PSB.

The TM and DPW Director met with residents of a property on Main Street to discuss and try to solve an ongoing ground water problem emanating from that address.

TM has made contact with the two entities identified for possible opioid fund donations and will have additional details available for a future SB meeting.

There have been some recent resident complaints about road conditions, specifically gravel stone fill placed into the roadways during recent grading operations. The DPW

Town of Norwich, Vermont



CHARTERED 1761

Director and TM have investigated and note that the specified ¾" minus gravel fill being used currently is no different than normal and the vendor has verified it is the same material being used throughout neighboring towns in the Upper Valley.

Outreach has occurred to our State/FEMA contacts to verify the Town's reimbursement payments are on-track and that the bulk of reimbursement will occur prior to the end of the FY.

Contact with Harry Falconer/TRORC as occurred and planning for fuel tracking metrics and energy efficiency actions is underway.

**General/Miscellaneous:**

It has been confirmed that the water faucet outlet on the south side of Tracy Hall has been inoperable for approximately 30 years.

**PREPARED BY:** BRIE SWENSON, RECREATION DIRECTOR

**DATE:** JUNE 6<sup>TH</sup>, 2026

---

On May 8<sup>th</sup>, we held our annual Touch a Truck event with the Norwich Fire, Police and Public Works departments. We were thankful for the warm weather. Everyone seemed to enjoy the event. The same day, we held a Parents Night Out in Tracy Hall. It was quite a lively crowd this time around. We ended the evening with some calming energy provided by a movie and popcorn in the gym.

The tennis courts have an official paving timeline from BlakTop. The excavation will continue in June, and the paving will be completed in July. We will be putting out an RFP for the lining of the courts.

Sunday Night Softball opened the 2026 season with games and a potluck on May 17<sup>th</sup>. Attendance was strong and welcoming. We were fortunate to have ideal weather for the session.

The May oven training session was held on May 22<sup>nd</sup>. We had 3 families in attendance. One of the families suggested that we host DIY nights at the oven, with people stopping in to make their own pizzas and either leaving with their wares or picnicking at the park. We are going to look into the logistics of hosting this event series.

The Memorial Day parade ran as scheduled, despite the rainy weather. Several families came out to march with us.

Our weekly youth kickball club has been ending their sessions in the Tracy Hall gym, playing all sorts of 'Sports Camp' style games.

The prek and Kindergarten afternoon program will begin reaching out to parents in June, to interest in the 26/27 academic season. In the meantime, we will be booking time in the Tracy Hall gym for the little ones to get some energy out at least once a week.

# NORWICH FIRE DEPARTMENT JUNE SB REPORT



**PREPARED BY:** CHIEF ALEX NORTHERN

**DATE:** 6/15/26

---

## **Fire Department**

- For training this month, we have started to use our newest dry fire hydrant, located on the town land promontory next to Cooks' boat landing. This was a labor-intensive process which included a lengthy application process with the NH DES. It took two years from start to finish.

Access to Ct. river water allows us to have a secure water site to draft from for any water need arising in that River Rd. corridor. It also is a great benefit to the town, providing a secure water source for unforeseen drought emergencies (see pictures).

## **EMS Division**

- Drill this month covered firefighter rehab and heat-related emergencies.

## **Emergency Management**

- I will be attending the quarterly REMC (Regional Emergency Management Committee) on 6/18. On the agenda is a review of a draft disaster preparedness procedure pamphlet.

MAY FIRE CALLS	22
MAY EMS CALLS	15
MAY FIRE MUTUAL AID	3



➤ Looking south w/Ledyard Bridge in the distance







# 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 – June 2026

### **Activity:**

The Norwich Police Department received 40 calls for service during the month of May. VSP were notified of nine calls when no Norwich Officer was on duty, and assisted NPD with two calls.

As we continue through the year, our Officers are working hard on annual training and new skills. We recently had an officer trained to do comprehensive background investigations, another acquired advanced training in fields he teaches for other officers, and we are sending officers to training regionally in de-escalation and public event dynamics.

### **Crime and Traffic:**

With Spring and Summer comes some of our expected challenges. We continue to see our residents taken advantage by online scams. We are also seeing an uptick in aggressive driving. We are working hard to get through the end of the school year with the typical traffic and people challenges. Please slow down and take it easy through town. Much like we hold no patience for ignoring the lights on a school bus, we will strongly enforce our crosswalks through the Summer (Thanks to DPW for getting them repainted!)

### **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:**

We are working with our partners to deliver a bicycle and scooter safety course this summer. Watch the Listserv, our Facebook page and the Recreation Webpage for details.

Do you know of a police officer that’s looking for their next adventure? We are hiring!

~Chief~

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

## 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).

### May 2026:

At the end of May, the Town is 11 months into its fiscal year or 92% 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.

General

Account	Budget	Actual	Budget Balance	Actual % of Budget
<b>01-4-0000 PROPERTY TAX REVENUES</b>				
01-4-000001.00 TOWN PROPERTY TAX	5,692,492.00	5,664,649.65	27,842.35	99.51%
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	30.00	15,470.00	0.19%
01-4-000014.00 PROP TAX INTEREST	30,000.00	47,494.58	-17,494.58	158.32%
01-4-000015.00 PROP TAX COLL FEE	20,000.00	37,241.47	-17,241.47	186.21%
<b>Total PROPERTY TAX REVENUES</b>	<b>6,325,764.00</b>	<b>6,311,657.84</b>	<b>14,106.16</b>	<b>99.78%</b>
<b>01-4-0001 LICENSE &amp; PERMIT</b>				
01-4-000101.00 LIQUOR LICENSE	600.00	510.00	90.00	85.00%
01-4-000103.00 DOG LICENSE	2,800.00	2,723.00	77.00	97.25%
01-4-000107.00 HUNT & FISH LICENSE	75.00	64.50	10.50	86.00%
01-4-000120.00 BLDG/DEVEL PERMIT	10,000.00	10,011.55	-11.55	100.12%
01-4-000130.00 LAND POSTING PERMIT	200.00	225.00	-25.00	112.50%
01-4-000140.00 Punch Card - Hartford	0.00	927.00	-927.00	100.00%
<b>Total LICENSE &amp; PERMIT</b>	<b>13,675.00</b>	<b>14,461.05</b>	<b>-786.05</b>	<b>105.75%</b>
<b>01-4-0002 INTERGOVERNMENTAL</b>				
01-4-000201.00 VT HIWAY GAS TAX	168,000.00	178,360.28	-10,360.28	106.17%
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	18,035.21	-8,035.21	180.35%
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%
<b>Total INTERGOVERNMENTAL</b>	<b>437,000.00</b>	<b>489,005.77</b>	<b>-52,005.77</b>	<b>111.90%</b>
<b>01-4-0003 SERVICE FEE</b>				
01-4-000301.00 RECORDING FEE	25,000.00	22,759.00	2,241.00	91.04%
01-4-000303.00 DOCUMENT COPY FEE	2,100.00	3,133.00	-1,033.00	149.19%
01-4-000305.00 USE OF RECRDS FEE	600.00	243.00	357.00	40.50%
01-4-000307.00 VITAL STATISTIC FEE	1,500.00	1,385.00	115.00	92.33%
01-4-000311.00 PHOTOCOPYING FEE	50.00	0.00	50.00	0.00%
01-4-000317.00 EV CHARGING FEES	0.00	74.92	-74.92	100.00%
01-4-000320.00 TRACY HALL RNTL FEE	5,600.00	9,764.54	-4,164.54	174.37%
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	140,056.00	-25,056.00	121.79%
01-4-000355.01 Registration Fee Refunds	0.00	-2,215.00	2,215.00	100.00%
01-4-000360.00 TRNSFR STATION STICKERS	40,000.00	45,975.00	-5,975.00	114.94%
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	2,556.78	1,243.22	67.28%
01-4-000364.00 TRASH COUPON	105,000.00	87,860.00	17,140.00	83.68%
01-4-000365.00 RECYCLING REBATES	14,000.00	6,284.74	7,715.26	44.89%
01-4-000366.00 C & D WASTE	15,000.00	13,453.00	1,547.00	89.69%
<b>Total SERVICE FEE</b>	<b>331,650.00</b>	<b>334,599.98</b>	<b>-2,949.98</b>	<b>100.89%</b>

Account	Budget	Actual	Budget Balance	Actual % of Budget
<b>01-4-0004 GRANT REVENUE</b>				
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%
<b>Total GRANT REVENUE</b>	<b>8,900.00</b>	<b>343,185.51</b>	<b>-334,285.51</b>	<b>3,856.02%</b>
<b>01-4-0008 OTHER TOWN REVENUES</b>				
01-4-000810.00 BANK INTEREST	50,000.00	24,890.49	25,109.51	49.78%
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	27,790.00	4,210.00	86.84%
<b>Total OTHER TOWN REVENUES</b>	<b>82,000.00</b>	<b>62,746.28</b>	<b>19,253.72</b>	<b>76.52%</b>
<b>01-4-001 PUBLIC SAFETY REVENUES</b>				
01-4-001005.00 POLICE FINE	10,000.00	2,005.29	7,994.71	20.05%
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%
<b>Total PUBLIC SAFETY REVENUES</b>	<b>10,625.00</b>	<b>2,005.29</b>	<b>8,619.71</b>	<b>18.87%</b>
<b>01-4-009 MISCELLANEOUS REVENUE</b>				
01-4-009001.00 DAILY OVER/SHORT	0.00	279.00	-279.00	100.00%
01-4-009005.00 AMBULANCE BILLS PAID	0.00	5,732.47	-5,732.47	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	7,148.98	2,851.02	71.49%
01-4-009901.00 Opioid Settlement Revenue	12,000.00	-12,742.15	24,742.15	-106.18%
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%
<b>Total MISCELLANEOUS REVENUE</b>	<b>22,050.00</b>	<b>27,878.70</b>	<b>-5,828.70</b>	<b>126.43%</b>
<b>Total Revenues</b>	<b>7,231,664.00</b>	<b>7,585,540.42</b>	<b>-353,876.42</b>	<b>104.89%</b>
<b>Total General</b>	<b>7,231,664.00</b>	<b>7,585,540.42</b>	<b>-353,876.42</b>	
<b>Total All Funds</b>	<b>7,231,664.00</b>	<b>7,585,540.42</b>	<b>-353,876.42</b>	

Account	Budget	Actual	Budget Balance	Actual % of Budget
04-4-000810.00 BANK INTEREST	0.00	72.89	-72.89	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>72.89</b>	<b>-72.89</b>	<b>100.00%</b>
<b>Total CONSERVATION COMM FUND</b>	<b>0.00</b>	<b>72.89</b>	<b>-72.89</b>	
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%
05-4-000800.01 J.Girard Scholarship	0.00	500.00	-500.00	100.00%
05-4-000810.00 BANK INTEREST	0.00	1,068.07	-1,068.07	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>17,243.38</b>	<b>-17,243.38</b>	<b>100.00%</b>
<b>Total RECREATION FACILITY &amp; IMP</b>	<b>0.00</b>	<b>17,243.38</b>	<b>-17,243.38</b>	
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	12,926.10	-12,926.10	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>138,926.10</b>	<b>-138,926.10</b>	<b>100.00%</b>
<b>Total FIRE APPARATUS FUND</b>	<b>0.00</b>	<b>138,926.10</b>	<b>-138,926.10</b>	
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	6,821.23	-6,821.23	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>256,821.23</b>	<b>-256,821.23</b>	<b>100.00%</b>
<b>Total HIGHWAY EQUIPMENT FUND</b>	<b>0.00</b>	<b>256,821.23</b>	<b>-256,821.23</b>	
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	6,713.60	-6,713.60	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>56,713.60</b>	<b>-56,713.60</b>	<b>100.00%</b>
<b>Total HIGHWAY GARAGE FUND</b>	<b>0.00</b>	<b>56,713.60</b>	<b>-56,713.60</b>	
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	822.80	-822.80	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>5,822.80</b>	<b>-5,822.80</b>	<b>100.00%</b>
<b>Total SOLID WASTE EQUIP FUND</b>	<b>0.00</b>	<b>5,822.80</b>	<b>-5,822.80</b>	
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total POLICE STATION FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
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	1,579.41	-1,579.41	100.00%

Account	Budget	Actual	Budget Balance	Actual % of Budget
<b>Total Revenues</b>	<b>0.00</b>	<b>36,579.41</b>	<b>-36,579.41</b>	<b>100.00%</b>
<b>Total POLICE CRUISER</b>	<b>0.00</b>	<b>36,579.41</b>	<b>-36,579.41</b>	
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	1,564.76	-1,564.76	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>41,564.76</b>	<b>-41,564.76</b>	<b>100.00%</b>
<b>Total TOWN REAPPRAISAL FUND</b>	<b>0.00</b>	<b>41,564.76</b>	<b>-41,564.76</b>	
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	11,971.81	-11,971.81	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>302,971.81</b>	<b>-302,971.81</b>	<b>100.00%</b>
<b>Total TRACY HALL FUND</b>	<b>0.00</b>	<b>302,971.81</b>	<b>-302,971.81</b>	
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	2,216.07	-2,216.07	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>7,216.07</b>	<b>-7,216.07</b>	<b>100.00%</b>
<b>Total GENERAL ADMIN. FUND</b>	<b>0.00</b>	<b>7,216.07</b>	<b>-7,216.07</b>	
15-4-000810.00 BANK INTEREST	0.00	0.16	-0.16	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>0.16</b>	<b>-0.16</b>	<b>100.00%</b>
<b>Total Granite bench with crista</b>	<b>0.00</b>	<b>0.16</b>	<b>-0.16</b>	
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total RECREATION FUND-DAM</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
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	2,252.29	-2,252.29	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>12,252.29</b>	<b>-12,252.29</b>	<b>100.00%</b>
<b>Total RECREATION FUND-TENNIS CO</b>	<b>0.00</b>	<b>12,252.29</b>	<b>-12,252.29</b>	
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	159.34	-159.34	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>8,809.34</b>	<b>-8,809.34</b>	<b>100.00%</b>
<b>Total TOWN CLERK EQUIP FUND</b>	<b>0.00</b>	<b>8,809.34</b>	<b>-8,809.34</b>	

Account	Budget	Actual	Budget Balance	Actual % of Budget
21-4-000760.00 DESIG. GEN. FUND INCOME	0.00	11,000.00	-11,000.00	100.00%
21-4-000810.00 BANK INTEREST	0.00	318.62	-318.62	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>11,318.62</b>	<b>-11,318.62</b>	<b>100.00%</b>
<b>Total POLICE SPEC EQUIP FUND</b>	<b>0.00</b>	<b>11,318.62</b>	<b>-11,318.62</b>	
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total KIDS &amp; COPS FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
23-4-000810.00 BANK INTEREST	0.00	837.94	-837.94	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>837.94</b>	<b>-837.94</b>	<b>100.00%</b>
<b>Total AFFORDABLE HOUSING FUND</b>	<b>0.00</b>	<b>837.94</b>	<b>-837.94</b>	
24-4-000810.00 BANK INTEREST	0.00	222.86	-222.86	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>222.86</b>	<b>-222.86</b>	<b>100.00%</b>
<b>Total LAND MANAGEMENT COUNCIL F</b>	<b>0.00</b>	<b>222.86</b>	<b>-222.86</b>	
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total FIRE DEPT. APPARATUS BAY</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
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	1,643.54	-1,643.54	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>34,718.54</b>	<b>-34,718.54</b>	<b>100.00%</b>
<b>Total FIRE EQUIPMENT FUND</b>	<b>0.00</b>	<b>34,718.54</b>	<b>-34,718.54</b>	
27-4-000810.00 BANK INTEREST	0.00	1,487.21	-1,487.21	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>1,487.21</b>	<b>-1,487.21</b>	<b>100.00%</b>
<b>Total SIDEWALK FUND</b>	<b>0.00</b>	<b>1,487.21</b>	<b>-1,487.21</b>	
28-4-000810.00 BANK INTEREST	0.00	0.01	-0.01	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>0.01</b>	<b>-0.01</b>	<b>100.00%</b>
<b>Total LONG TERM FACILITY STUDY</b>	<b>0.00</b>	<b>0.01</b>	<b>-0.01</b>	
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>

Account	Budget	Actual	Budget Balance	Actual % of Budget
<b>Total TOWN MANAGER VEHICLE FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total BANDSTAND RENOVATION FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total COMMUNICATIONS STUDY FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
33-4-000809.00 Returnable Bottles Revenu	0.00	6,620.52	-6,620.52	100.00%
33-4-000810.00 INTEREST	0.00	184.35	-184.35	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>6,804.87</b>	<b>-6,804.87</b>	<b>100.00%</b>
<b>Total CITIZEN ASSISTANCE FUND</b>	<b>0.00</b>	<b>6,804.87</b>	<b>-6,804.87</b>	
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total WCTU FOUNTAIN</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total CORRIDOR TREE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total ALURA GRANT</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
37-4-000760.00 Desig.Gen. Fund Income	0.00	250.00	-250.00	100.00%
37-4-000810.00 INTEREST	0.00	4.51	-4.51	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>254.51</b>	<b>-254.51</b>	<b>100.00%</b>
<b>Total MAIN STREET FLAGS</b>	<b>0.00</b>	<b>254.51</b>	<b>-254.51</b>	
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total SCHOOL LEASELAND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total GOSPEL LEASELAND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

Account	Budget	Actual	Budget Balance	Actual % of Budget
40-4-000810.00 BANK INTEREST	0.00	16.07	-16.07	100.00%
40-4-009008.00 SCHOLARSHIP DONATIONS	0.00	270.00	-270.00	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>286.07</b>	<b>-286.07</b>	<b>100.00%</b>
<b>Total RECREATION SCHOLARSHIPS</b>	<b>0.00</b>	<b>286.07</b>	<b>-286.07</b>	
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	18,225.61	-18,225.61	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>368,225.61</b>	<b>-368,225.61</b>	<b>100.00%</b>
<b>Total DPW-BRIDGE FUND</b>	<b>0.00</b>	<b>368,225.61</b>	<b>-368,225.61</b>	
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	7,663.37	-7,663.37	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>107,663.37</b>	<b>-107,663.37</b>	<b>100.00%</b>
<b>Total DPW-PAVING FUND</b>	<b>0.00</b>	<b>107,663.37</b>	<b>-107,663.37</b>	
43-4-000760.00 DESIGNATED FUND CONTRIB	0.00	5,000.00	-5,000.00	100.00%
43-4-000810.00 INTEREST	0.00	727.86	-727.86	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>5,727.86</b>	<b>-5,727.86</b>	<b>100.00%</b>
<b>Total BUILDINGS &amp; GROUNDS</b>	<b>0.00</b>	<b>5,727.86</b>	<b>-5,727.86</b>	
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total COMMUNICATIONS CONSTRUCTI</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
45-4-000302.00 RESTORATION REVENUE	0.00	8,239.00	-8,239.00	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	739.18	-739.18	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>13,978.18</b>	<b>-13,978.18</b>	<b>100.00%</b>
<b>Total RECORDS RESTORATION</b>	<b>0.00</b>	<b>13,978.18</b>	<b>-13,978.18</b>	
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	1,055.45	-1,055.45	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>31,055.45</b>	<b>-31,055.45</b>	<b>100.00%</b>
<b>Total GENERATOR FUND</b>	<b>0.00</b>	<b>31,055.45</b>	<b>-31,055.45</b>	
47-4-000810.00 INTEREST US BANK	0.00	233.67	-233.67	100.00%

Account	Budget	Actual	Budget Balance	Actual % of Budget
47-4-000820.00 Designated Fund Income	0.00	15,000.00	-15,000.00	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>15,233.67</b>	<b>-15,233.67</b>	<b>100.00%</b>
<b>Total PUBLIC SAFETY FACILITY</b>	<b>0.00</b>	<b>15,233.67</b>	<b>-15,233.67</b>	
48-4-000810.00 ClimateEmergency-Interest	0.00	723.93	-723.93	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>723.93</b>	<b>-723.93</b>	<b>100.00%</b>
<b>Total Climate Emergency</b>	<b>0.00</b>	<b>723.93</b>	<b>-723.93</b>	
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total ARPA (American Rescue Pla</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
50-4-000810.00 Interest	0.00	12,041.70	-12,041.70	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>12,041.70</b>	<b>-12,041.70</b>	<b>100.00%</b>
<b>Total Expense/Emergency Reserve</b>	<b>0.00</b>	<b>12,041.70</b>	<b>-12,041.70</b>	
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	2,340.79	-2,340.79	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>52,340.79</b>	<b>-52,340.79</b>	<b>100.00%</b>
<b>Total Operational Perf &amp; Develo</b>	<b>0.00</b>	<b>52,340.79</b>	<b>-52,340.79</b>	
52-4-000760.00 Designated Fund Income	0.00	100,000.00	-100,000.00	100.00%
52-4-000810.00 Interest	0.00	1,867.17	-1,867.17	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>101,867.17</b>	<b>-101,867.17</b>	<b>100.00%</b>
<b>Total Emerald Ash Borer Respons</b>	<b>0.00</b>	<b>101,867.17</b>	<b>-101,867.17</b>	
53-4-000810.00 Interest	0.00	111.41	-111.41	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>111.41</b>	<b>-111.41</b>	<b>100.00%</b>
<b>Total Kids Bridge-Huntley Mdw</b>	<b>0.00</b>	<b>111.41</b>	<b>-111.41</b>	
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	4,727.11	-4,727.11	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>204,727.11</b>	<b>-204,727.11</b>	<b>100.00%</b>
<b>Total Culvert Fund</b>	<b>0.00</b>	<b>204,727.11</b>	<b>-204,727.11</b>	

Town of Norwich General Ledger  
Current Yr Pd: 11 - Budget Status Report  
Roadway Safety Fund

Account	Budget	Actual	Budget Balance	Actual % of Budget
55-4-000760.00 General Fund Contribution	0.00	10,000.00	-10,000.00	100.00%
55-4-000810.00 Interest Earned	0.00	339.85	-339.85	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>10,339.85</b>	<b>-10,339.85</b>	<b>100.00%</b>
<b>Total Roadway Safety Fund</b>	<b>0.00</b>	<b>10,339.85</b>	<b>-10,339.85</b>	
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	351.80	-351.80	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>17,870.81</b>	<b>-17,870.81</b>	<b>100.00%</b>
<b>Total Opioid Settlement Fund</b>	<b>0.00</b>	<b>17,870.81</b>	<b>-17,870.81</b>	
<b>Total All Funds</b>	<b>0.00</b>	<b>1,882,831.38</b>	<b>-1,882,831.38</b>	

Account	Budget	Actual	Budget Balance	Actual % of Budget
<b>01-5-005 TOWN ADMIN. EXPENSE</b>				
01-5-005110.00 SELECTBOARD STIPEND	2,500.00	2,500.04	-0.04	100.00%
01-5-005111.00 TOWN MANAGER WAGE	158,062.00	144,530.02	13,531.98	91.44%
01-5-005112.00 Asst. Town Mngr.Wage	72,921.00	66,944.97	5,976.03	91.80%
01-5-005113.00 TREASURER STIPEND	1,800.00	1,800.00	0.00	100.00%
01-5-005114.00 ADMIN ASSIST WAGE	29,134.00	32,128.11	-2,994.11	110.28%
01-5-005120.00 CCC Tax	1,060.00	946.82	113.18	89.32%
01-5-005121.00 FICA TAX	16,467.00	15,140.10	1,326.90	91.94%
01-5-005122.00 MEDI TAX	3,762.00	3,409.31	352.69	90.62%
01-5-005123.00 HEALTH INSUR	79,567.00	79,529.15	37.85	99.95%
01-5-005124.00 DISABILITY/LIFE INSUR	2,157.00	2,136.36	20.64	99.04%
01-5-005125.00 DENTAL INSURANCE	1,175.00	1,378.98	-203.98	117.36%
01-5-005126.00 VT RETIREMENT	21,262.00	20,750.50	511.50	97.59%
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	2,130.00	7,870.00	21.30%
01-5-005300.10 CONTRACTED SERVICES	0.00	2,118.75	-2,118.75	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	22,947.20	57,052.80	28.68%
01-5-005310.00 TOWN REPORT	4,500.00	4,252.59	247.41	94.50%
01-5-005531.00 ADMIN TELEPHONE	700.00	237.60	462.40	33.94%
01-5-005532.00 T MNGR CELL PHONE	600.00	374.62	225.38	62.44%
01-5-005538.00 POSTAGE	100.00	3.65	96.35	3.65%
01-5-005540.00 ADVERTISING	1,500.00	945.90	554.10	63.06%
01-5-005581.00 MILEAGE	200.00	106.20	93.80	53.10%
01-5-005610.00 OFFICE SUPPLIES	2,000.00	802.49	1,197.51	40.12%
01-5-005611.00 OFFICE EQUIP	500.00	92.00	408.00	18.40%
01-5-005615.00 DUES/MTS/EDUC	4,000.00	1,013.65	2,986.35	25.34%
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	393.70	606.30	39.37%
<b>Total TOWN ADMIN. EXPENSE</b>	<b>545,017.00</b>	<b>445,664.35</b>	<b>99,352.65</b>	<b>81.77%</b>
<b>01-5-010 BCA/BOA EXPENDITURES</b>				
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%
<b>Total BCA/BOA EXPENDITURES</b>	<b>235.00</b>	<b>150.98</b>	<b>84.02</b>	<b>64.25%</b>
<b>01-5-050 STAT MTGS EXPENDITURES</b>				
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	348.05	251.95	58.01%
01-5-050540.00 ADVERTISING	200.00	0.00	200.00	0.00%
01-5-050550.00 PRINTING	3,200.00	2,085.70	1,114.30	65.18%

Account	Budget	Actual	Budget Balance	Actual % of Budget
01-5-050610.00 OFFICE SUPPLIES	400.00	300.00	100.00	75.00%
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%
<b>Total STAT MTGS EXPENDITURES</b>	<b>8,333.00</b>	<b>4,509.78</b>	<b>3,823.22</b>	<b>54.12%</b>
<b>01-5-100 TOWN CLERK EXPENDITURES</b>				
01-5-100110.00 TOWN CLERK WAGE	78,107.00	71,675.84	6,431.16	91.77%
01-5-100112.00 ASST CLK WAGE	58,271.00	49,509.89	8,761.11	84.96%
01-5-100120.00 CCC Tax	600.00	489.04	110.96	81.51%
01-5-100121.00 FICA TAX	8,455.00	7,128.01	1,326.99	84.31%
01-5-100122.00 MEDI TAX	1,977.00	1,667.06	309.94	84.32%
01-5-100123.00 HEALTH INS	56,971.00	40,086.06	16,884.94	70.36%
01-5-100124.00 DISABILITY/LIFE INS	1,378.00	1,072.59	305.41	77.84%
01-5-100125.00 DENTAL INSURANCE	940.00	967.99	-27.99	102.98%
01-5-100126.00 VT RETIREMENT	9,887.00	8,697.21	1,189.79	87.97%
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	237.60	362.40	39.60%
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	869.64	330.36	72.47%
01-5-100611.00 OFFICE EQUIPMENT	500.00	577.85	-77.85	115.57%
01-5-100613.00 SOFTWARE	5,600.00	5,279.22	320.78	94.27%
01-5-100615.00 DUES/MTGS/EDUC	3,300.00	5,229.68	-1,929.68	158.48%
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%
<b>Total TOWN CLERK EXPENDITURES</b>	<b>242,186.00</b>	<b>207,689.16</b>	<b>34,496.84</b>	<b>85.76%</b>
<b>01-5-200 FINANCE DEPARTMENT</b>				
01-5-200112.00 FINL ASSISTANT WAGE	62,346.00	53,707.12	8,638.88	86.14%
01-5-200112.10 FINANCE OFFICER WAGE	100,182.00	91,895.52	8,286.48	91.73%
01-5-200120.00 CCC Tax	650.00	558.03	91.97	85.85%
01-5-200121.00 FICA TAX	10,077.00	8,284.13	1,792.87	82.21%
01-5-200122.00 MEDI TAX	2,308.00	1,937.36	370.64	83.94%
01-5-200123.00 HEALTH INS	24,038.00	26,058.66	-2,020.66	108.41%
01-5-200124.00 DISABILITY/LIFE INS	1,484.00	1,498.89	-14.89	101.00%
01-5-200125.00 DENTAL INSURANCE	940.00	676.41	263.59	71.96%
01-5-200126.00 VT RETIREMENT	11,783.00	11,444.35	338.65	97.13%
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	335.70	264.30	55.95%
01-5-200538.00 POSTAGE	0.00	1.70	-1.70	100.00%
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	1,433.77	-133.77	110.29%
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%

Account	Budget	Actual	Budget Balance	Actual % of Budget
01-5-200615.00 DUES/MTGS/EDUC	1,000.00	484.00	516.00	48.40%
01-5-200711.00 BANK	625.00	646.99	-21.99	103.52%
<b>Total FINANCE DEPARTMENT</b>	<b>266,293.00</b>	<b>247,225.88</b>	<b>19,067.12</b>	<b>92.84%</b>
<b>01-5-275 GEN ADMIN EXPENDITURES</b>				
01-5-275531.00 TELEPHONE	800.00	2,391.08	-1,591.08	298.89%
01-5-275536.00 POSTAGE METER RENTAL	750.00	691.92	58.08	92.26%
01-5-275538.00 POSTAGE	3,700.00	4,240.60	-540.60	114.61%
01-5-275610.00 OFFICE SUPPLIES	1,000.00	1,175.76	-175.76	117.58%
01-5-275620.00 PHOTOCOPIER	1,700.00	2,888.13	-1,188.13	169.89%
01-5-275627.00 Remote Meeting Services	6,500.00	4,840.29	1,659.71	74.47%
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	39,529.64	5,470.36	87.84%
01-5-275760.00 DESIGNATED FUND-EQUIP	5,000.00	5,000.00	0.00	100.00%
01-5-275762.00 Reserve Fund #51	50,000.00	50,000.00	0.00	100.00%
<b>Total GEN ADMIN EXPENDITURES</b>	<b>119,350.00</b>	<b>111,197.00</b>	<b>8,153.00</b>	<b>93.17%</b>
<b>01-5-300 LISTER EXPENDITURES</b>				
01-5-300115.00 Lister Office Wages	53,500.00	62,353.50	-8,853.50	116.55%
01-5-300120.00 CCC Tax	139.00	181.78	-42.78	130.78%
01-5-300121.00 FICA TAX	1,953.00	3,921.74	-1,968.74	200.81%
01-5-300122.00 MEDI TAX	457.00	917.20	-460.20	200.70%
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	237.60	362.40	39.60%
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	342.34	-142.34	171.17%
01-5-300610.00 OFFICE SUPPLIES	200.00	165.33	34.67	82.67%
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 RESERVE FUND-Reappraise#1	40,000.00	40,000.00	0.00	100.00%
<b>Total LISTER EXPENDITURES</b>	<b>117,399.00</b>	<b>122,133.71</b>	<b>-4,734.71</b>	<b>104.03%</b>
<b>01-5-350 PLANNING DEPT EXPENDITURE</b>				
01-5-350110.00 P&Z Director Wage	92,098.00	82,991.20	9,106.80	90.11%
01-5-350112.00 OFFICE ASST. WAGE	35,735.00	33,593.88	2,141.12	94.01%
01-5-350120.00 CCC Tax	562.00	474.32	87.68	84.40%
01-5-350121.00 FICA TAX	7,926.00	7,213.72	712.28	91.01%
01-5-350122.00 MEDI TAX	1,854.00	1,687.03	166.97	90.99%
01-5-350123.00 HEALTH INS	12,019.00	9,735.96	2,283.04	81.00%
01-5-350124.00 DISABILITY/LIFE INS	788.00	868.08	-80.08	110.16%
01-5-350125.00 DENTAL INSURANCE	940.00	477.48	462.52	50.80%
01-5-350126.00 VT RETIREMENT	9,268.00	6,163.76	3,104.24	66.51%

Account	Budget	Actual	Budget Balance	Actual % of Budget
01-5-350320.00 PLANNING SERVICES	5,000.00	0.00	5,000.00	0.00%
01-5-350321.00 TWO RIVER PLAN DUES.	6,250.00	6,249.00	1.00	99.98%
01-5-350322.00 UV TRANSP.MGMT DUES	1,150.00	1,092.00	58.00	94.96%
01-5-350341.00 Tax Map Update	2,000.00	0.00	2,000.00	0.00%
01-5-350419.00 Matching Grant Funds	5,000.00	0.00	5,000.00	0.00%
01-5-350531.00 TELEPHONE	600.00	237.56	362.44	39.59%
01-5-350538.00 POSTAGE	500.00	409.42	90.58	81.88%
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 Training	500.00	428.74	71.26	85.75%
<b>Total PLANNING DEPT EXPENDITURE</b>	<b>186,640.00</b>	<b>153,253.28</b>	<b>33,386.72</b>	<b>82.11%</b>
<b>01-5-425 RECREA DEPT EXPENDITURES</b>				
<b>01-5-4251 ADMINISTRATION</b>				
01-5-425110.00 RECREATION DIR WAGE	84,385.00	77,434.88	6,950.12	91.76%
01-5-425120.00 CCC Tax	371.00	317.54	53.46	85.59%
01-5-425121.00 FICA TAX	5,232.00	5,401.50	-169.50	103.24%
01-5-425122.00 MEDI TAX	1,224.00	1,263.32	-39.32	103.21%
01-5-425124.00 DISABILITY/LIFE INSUR	813.00	811.08	1.92	99.76%
01-5-425125.00 DENTAL INSURANCE	470.00	0.00	470.00	0.00%
01-5-425126.00 VT RETIREMENT	6,118.00	5,752.47	365.53	94.03%
01-5-425127.00 TELEPHONE	1,116.00	612.19	503.81	54.86%
01-5-425128.00 POSTAGE	52.00	0.00	52.00	0.00%
01-5-425140.00 ADVERTISING	200.00	87.90	112.10	43.95%
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%
<b>Total ADMINISTRATION</b>	<b>101,593.00</b>	<b>96,241.41</b>	<b>5,351.59</b>	<b>94.73%</b>
<b>01-5-4252 PROGRAM</b>				
01-5-425200.00 Instructor/Contractor Fee	20,000.00	10,622.40	9,377.60	53.11%
01-5-425206.00 COACHING EXPENSES	831.00	764.85	66.15	92.04%
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	7,998.98	-1,498.98	123.06%
01-5-425212.00 Program Wage	42,000.00	59,894.00	-17,894.00	142.60%
01-5-425214.00 REFERREE/UMPIRE	7,000.00	4,290.00	2,710.00	61.29%
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	5,790.00	13,210.00	30.47%
01-5-425220.00 SPECIAL EVENTS /SUPPLIES	2,200.00	1,138.58	1,061.42	51.75%
01-5-425221.00 FICA TAX	2,604.00	3,146.20	-542.20	120.82%

Account	Budget	Actual	Budget Balance	Actual % of Budget
01-5-425222.00 MEDI TAX	609.00	637.51	-28.51	104.68%
01-5-425223.00 CCC Tax	185.00	215.99	-30.99	116.75%
01-5-425244.00 UNIFORMS	1,500.00	2,172.36	-672.36	144.82%
<b>Total PROGRAM</b>	<b>113,044.00</b>	<b>97,370.87</b>	<b>15,673.13</b>	<b>86.14%</b>
<b>01-5-4253 RECREATION FACILITIES</b>				
01-5-425322.00 REC FIELD CARE	7,200.00	4,205.91	2,994.09	58.42%
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	1,632.06	1,367.94	54.40%
01-5-425332.00 WATER USAGE	467.00	236.62	230.38	50.67%
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%
<b>Total RECREATION FACILITIES</b>	<b>49,167.00</b>	<b>38,754.08</b>	<b>10,412.92</b>	<b>78.82%</b>
<b>Total RECREA DEPT EXPENDITURES</b>	<b>263,804.00</b>	<b>232,366.36</b>	<b>31,437.64</b>	<b>88.08%</b>
<b>01-5-485 PUBLIC SAFETY FACILITY</b>				
01-5-485232.00 WATER USAGE	1,500.00	1,044.80	455.20	69.65%
01-5-485233.00 ELECTRICITY/Heating	10,000.00	13,198.42	-3,198.42	131.98%
01-5-485234.00 Apparatus Bay Fuel	4,800.00	5,783.28	-983.28	120.49%
01-5-485238.00 PHONE & INTERNET	6,500.00	7,049.19	-549.19	108.45%
01-5-485301.00 BUILDING SUPPLIES	1,500.00	751.83	748.17	50.12%
01-5-485302.00 REPAIRS & MAINTENANCE	7,500.00	8,827.58	-1,327.58	117.70%
01-5-485303.00 ALARM MONITORING	1,750.00	1,252.00	498.00	71.54%
01-5-485304.00 CLEANING	12,000.00	8,263.30	3,736.70	68.86%
01-5-485760.00 DESIGNATED FUND-POLICE ST	15,000.00	15,000.00	0.00	100.00%
<b>Total PUBLIC SAFETY FACILITY</b>	<b>60,550.00</b>	<b>61,170.40</b>	<b>-620.40</b>	<b>101.02%</b>
<b>01-5-500 POLICE DEPT EXPENDITURES</b>				
<b>01-5-5001 WAGES &amp; BENEFITS</b>				
01-5-500110.00 POLICE CHIEF WAGE	108,374.00	99,592.48	8,781.52	91.90%
01-5-500112.00 POLICE OFFICER WAGE	216,085.00	166,359.15	49,725.85	76.99%
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	8,849.69	9,625.31	47.90%
01-5-500114.00 ADMINISTRATIVE WAGE	64,599.00	55,358.99	9,240.01	85.70%
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	15,128.84	4,871.16	75.64%
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	1,350.55	568.45	70.38%
01-5-500121.00 FICA TAX	27,043.00	21,189.12	5,853.88	78.35%
01-5-500122.00 MEDI TAX	6,325.00	4,955.47	1,369.53	78.35%
01-5-500123.00 HEALTH INS	103,606.00	27,031.70	76,574.30	26.09%
01-5-500124.00 DISABILITY/LIFE INS	3,258.00	3,160.60	97.40	97.01%

Account	Budget	Actual	Budget Balance	Actual % of Budget
01-5-500125.00 DELTA DENTAL	1,881.00	2,147.65	-266.65	114.18%
01-5-500126.00 VT RETIREMENT	31,192.00	28,423.12	2,768.88	91.12%
<b>Total WAGES &amp; BENEFITS</b>	<b>611,405.00</b>	<b>434,051.54</b>	<b>177,353.46</b>	<b>70.99%</b>
<b>01-5-5002 COMMUNITY POLICING</b>				
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	3,647.76	1,352.24	72.96%
<b>Total COMMUNITY POLICING</b>	<b>9,500.00</b>	<b>4,489.06</b>	<b>5,010.94</b>	<b>47.25%</b>
<b>01-5-5003 EQUIPMENT &amp; MAINTENANCE</b>				
01-5-500301.00 RADIO MAINTENANCE	500.00	384.50	115.50	76.90%
01-5-500302.00 PETROLEUM PRODUCTS	12,500.00	10,732.46	1,767.54	85.86%
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	8,221.30	1,778.70	82.21%
01-5-500308.00 CRUISER SUPPLIES	1,000.00	1,850.60	-850.60	185.06%
01-5-500309.00 Capital Lease Equip. Expe	35,000.00	34,966.58	33.42	99.90%
<b>Total EQUIPMENT &amp; MAINTENANCE</b>	<b>72,371.00</b>	<b>56,155.44</b>	<b>16,215.56</b>	<b>77.59%</b>
<b>01-5-5004 GRANTS</b>				
<b>Total GRANTS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>01-5-5005 SUPPORT</b>				
01-5-500501.00 ADMINISTRATION	10,000.00	9,829.71	170.29	98.30%
01-5-500535.00 VIBRS	6,000.00	973.78	5,026.22	16.23%
01-5-500536.00 DISPATCH SERVICES	100,000.00	80,960.49	19,039.51	80.96%
01-5-500537.00 IT SUPPORT	11,500.00	13,330.11	-1,830.11	115.91%
01-5-500538.00 TRAINING	7,500.00	4,482.22	3,017.78	59.76%
01-5-500543.00 Law Enforcement Equip.	10,000.00	12,091.31	-2,091.31	120.91%
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	3,509.10	3,990.90	46.79%
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%
<b>Total SUPPORT</b>	<b>160,250.00</b>	<b>125,852.72</b>	<b>34,397.28</b>	<b>78.54%</b>
<b>01-5-5007 CAPITAL EXPENDITURES</b>				
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%
<b>Total CAPITAL EXPENDITURES</b>	<b>46,000.00</b>	<b>46,000.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Total POLICE DEPT EXPENDITURES</b>	<b>899,526.00</b>	<b>666,548.76</b>	<b>232,977.24</b>	<b>74.10%</b>
<b>01-5-555 FIRE/FAST DEPT. EXPENSES</b>				

Account	Budget	Actual	Budget Balance	Actual % of Budget
<b>01-5-5551 FIRE WAGES</b>				
01-5-555108.00 FIRE CHIEF WAGES	83,298.00	76,068.31	7,229.69	91.32%
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	28,080.36	3,919.64	87.75%
01-5-555114.00 FF DRILLS/MTGS WAGE	2,000.00	2,900.00	-900.00	145.00%
01-5-555120.00 CCC Tax	525.00	453.57	71.43	86.39%
01-5-555121.00 FICA TAX	7,403.00	6,570.68	832.32	88.76%
01-5-555122.00 MEDI TAX	1,731.00	1,543.27	187.73	89.15%
01-5-555123.00 HEALTH INSURANCE	9,014.00	9,442.05	-428.05	104.75%
01-5-555124.00 DISABILITY/LIFE INSURANCE	779.00	752.76	26.24	96.63%
01-5-555125.00 VT RETIREMENT	6,039.00	5,654.54	384.46	93.63%
01-5-555126.00 DENTAL INSURANCE	470.00	477.48	-7.48	101.59%
<b>Total FIRE WAGES</b>	<b>145,359.00</b>	<b>131,943.02</b>	<b>13,415.98</b>	<b>90.77%</b>
<b>01-5-5552 EMS WAGES</b>				
01-5-555212.00 EMS WAGE	8,500.00	5,196.97	3,303.03	61.14%
01-5-555215.00 EMS DRILL WAGE	1,500.00	980.00	520.00	65.33%
01-5-555221.00 EMS FICA TAX	620.00	278.32	341.68	44.89%
01-5-555222.00 EMS MEDI TAX	145.00	58.74	86.26	40.51%
01-5-555223.00 CCC Tax	44.00	1.92	42.08	4.36%
<b>Total EMS WAGES</b>	<b>10,809.00</b>	<b>6,515.95</b>	<b>4,293.05</b>	<b>60.28%</b>
<b>01-5-5553 EDUCATION &amp; TRAINING</b>				
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%
<b>Total EDUCATION &amp; TRAINING</b>	<b>2,600.00</b>	<b>1,182.20</b>	<b>1,417.80</b>	<b>45.47%</b>
<b>01-5-5554 TOOLS &amp; EQUIPMENT</b>				
01-5-555422.00 FIRE TOOLS & EQUIPMENT	4,500.00	5,364.05	-864.05	119.20%
01-5-555424.00 EMS TOOLS/ EQUIP	2,200.00	1,644.99	555.01	74.77%
01-5-555426.00 RADIO PURCH/REPAIR	800.00	0.00	800.00	0.00%
<b>Total TOOLS &amp; EQUIPMENT</b>	<b>7,500.00</b>	<b>7,009.04</b>	<b>490.96</b>	<b>93.45%</b>
<b>01-5-5555 MAINTENANCE</b>				
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	3,208.82	-3,208.82	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	6,529.74	-6,529.74	100.00%
01-5-555528.16 R&M Engine 1	0.00	13,514.10	-13,514.10	100.00%
01-5-555528.21 R&M 21 Spartan Ladder	0.00	3,025.44	-3,025.44	100.00%
01-5-555528.23 R&M Engine 3	0.00	2,869.62	-2,869.62	100.00%
01-5-555530.00 EQUIPMENT MAINTENANCE	4,000.00	2,113.46	1,886.54	52.84%
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	2,875.68	1,724.32	62.51%

Account	Budget	Actual	Budget Balance	Actual % of Budget
<b>Total MAINTENANCE</b>	<b>30,800.00</b>	<b>39,157.49</b>	<b>-8,357.49</b>	<b>127.13%</b>
<b>01-5-5556 SUPPORT</b>				
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	9,665.00	-5,165.00	214.78%
01-5-555625.00 TELEPHONE & INTERNET	2,000.00	1,610.91	389.09	80.55%
01-5-555630.00 OFFICE SUPPLIES	700.00	1,043.54	-343.54	149.08%
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	980.50	-380.50	163.42%
<b>Total SUPPORT</b>	<b>76,487.00</b>	<b>46,791.56</b>	<b>29,695.44</b>	<b>61.18%</b>
<b>01-5-5557 CAPITAL EXPENDITURES</b>				
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%
<b>Total CAPITAL EXPENDITURES</b>	<b>159,075.00</b>	<b>159,075.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>01-5-5558 GRANT EXPENSE</b>				
<b>Total GRANT EXPENSE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>01-5-5559 AMBULANCE SERVICES</b>				
01-5-555901.00 AMBULANCE CONTRACT	170,664.00	170,664.90	-0.90	100.00%
01-5-555903.00 AMBULANCE BILLS	5,000.00	5,732.47	-732.47	114.65%
<b>Total AMBULANCE SERVICES</b>	<b>175,664.00</b>	<b>176,397.37</b>	<b>-733.37</b>	<b>100.42%</b>
<b>Total FIRE/FAST DEPT. EXPENSES</b>	<b>608,294.00</b>	<b>568,071.63</b>	<b>40,222.37</b>	<b>93.39%</b>
<b>01-5-575 EMERGENCY MANAGEMENT</b>				
01-5-575233.00 TOWER POWER	1,900.00	1,723.89	176.11	90.73%
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%
<b>Total EMERGENCY MANAGEMENT</b>	<b>35,130.00</b>	<b>32,693.38</b>	<b>2,436.62</b>	<b>93.06%</b>
<b>01-5-650 CONSERVATION</b>				
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	878.38	371.62	70.27%

Account	Budget	Actual	Budget Balance	Actual % of Budget
01-5-650625.00 PUBLICITY	750.00	750.00	0.00	100.00%
01-5-650630.00 TRAILS	1,800.00	1,012.22	787.78	56.23%
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	846.22	153.78	84.62%
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%
<b>Total CONSERVATION</b>	<b>8,500.00</b>	<b>5,694.26</b>	<b>2,805.74</b>	<b>66.99%</b>
<b>01-5-651 Solid Waste Committee</b>				
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%
<b>Total Solid Waste Committee</b>	<b>2,350.00</b>	<b>1,500.00</b>	<b>850.00</b>	<b>63.83%</b>
<b>01-5-652 Energy Committee</b>				
01-5-652610.00 Supplies	1,800.00	0.00	1,800.00	0.00%
<b>Total Energy Committee</b>	<b>1,800.00</b>	<b>0.00</b>	<b>1,800.00</b>	<b>0.00%</b>
<b>01-5-675 CEMETERY COMMISSION</b>				
<b>Total CEMETERY COMMISSION</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>01-5-70 PUBLIC WORKS DEPT.</b>				
<b>01-5-703 HIGHWAY DIVISION</b>				
<b>01-5-7031 HIGHWAY WAGES &amp; BENEFITS</b>				
01-5-703110.00 DIRECTOR OF PUBLIC WORKS	107,487.00	98,579.52	8,907.48	91.71%
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	277,903.77	58,652.23	82.57%
01-5-703114.00 ROAD CREW OVERTIME	56,238.00	27,644.86	28,593.14	49.16%
01-5-703116.00 On Call Compensation	5,743.00	6,098.55	-355.55	106.19%
01-5-703120.00 CCC Tax	2,355.00	1,747.56	607.44	74.21%
01-5-703121.00 FICA	33,253.00	25,749.58	7,503.42	77.44%
01-5-703122.00 MEDICARE	7,687.00	6,022.02	1,664.98	78.34%
01-5-703123.00 HEALTH INSUR	141,105.00	143,528.38	-2,423.38	101.72%
01-5-703124.00 DISABILITY/LIFE	4,531.00	4,194.16	336.84	92.57%
01-5-703125.00 DENTAL INSURANCE	3,056.00	2,527.86	528.14	82.72%
01-5-703126.00 RETIREMENT	38,436.00	31,749.80	6,686.20	82.60%
<b>Total HIGHWAY WAGES &amp; BENEFITS</b>	<b>765,581.00</b>	<b>646,318.17</b>	<b>119,262.83</b>	<b>84.42%</b>
<b>01-5-7032 MATERIALS</b>				
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	44,025.81	20,974.19	67.73%
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	2,049.62	1,450.38	58.56%

Account	Budget	Actual	Budget Balance	Actual % of Budget
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%
01-5-703217.00 SIGNS	2,500.00	1,267.18	1,232.82	50.69%
<b>Total MATERIALS</b>	<b>389,000.00</b>	<b>200,590.85</b>	<b>188,409.15</b>	<b>51.57%</b>
<b>01-5-7033 CONTRACTED SERVICES</b>				
01-5-703301.00 PLOWING & SANDING	108,000.00	45,000.00	63,000.00	41.67%
01-5-703303.00 ROAD SWEEP/LEAF REMOVAL	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	13,130.94	2,469.06	84.17%
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	17,796.70	-2,796.70	118.64%
01-5-703313.00 PAVING	10,000.00	0.00	10,000.00	0.00%
01-5-703315.00 OTHER PROJECTS	16,000.00	1,829.50	14,170.50	11.43%
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	19,912.27	35,087.73	36.20%
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%
<b>Total CONTRACTED SERVICES</b>	<b>289,300.00</b>	<b>109,572.21</b>	<b>179,727.79</b>	<b>37.87%</b>
<b>01-5-7034 EQUIPMENT</b>				
01-5-703401.00 OUTSIDE REPAIRS	58,500.00	42,467.55	16,032.45	72.59%
01-5-703403.00 PARTS & SUPPLIES	69,000.00	62,007.91	6,992.09	89.87%
01-5-703405.00 PETROLEUM PRODUCTS	50,000.00	46,778.18	3,221.82	93.56%
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%
<b>Total EQUIPMENT</b>	<b>185,500.00</b>	<b>157,056.16</b>	<b>28,443.84</b>	<b>84.67%</b>
<b>01-5-7035 HIGHWAY GARAGE</b>				
01-5-703501.00 ELECTRICITY	2,600.00	3,613.54	-1,013.54	138.98%
01-5-703503.00 PROPANE	6,500.00	7,411.10	-911.10	114.02%
01-5-703505.00 TELEPHONE	4,000.00	4,111.50	-111.50	102.79%
01-5-703507.00 SUPPLIES	7,000.00	7,173.60	-173.60	102.48%
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	5,562.62	6,437.38	46.36%
01-5-703513.00 TOOLS	8,000.00	1,860.18	6,139.82	23.25%
01-5-703515.00 ADMINISTRATION	5,500.00	2,824.53	2,675.47	51.36%
<b>Total HIGHWAY GARAGE</b>	<b>48,900.00</b>	<b>32,932.07</b>	<b>15,967.93</b>	<b>67.35%</b>
<b>01-5-7036 CAPITAL EXPENDITURES</b>				
01-5-703601.00 DESIGNATED FUND-EQUIPMENT	250,000.00	250,000.00	0.00	100.00%
01-5-703605.00 RESERVE FUND-PAVING#42	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 RESERVE FUND-GARAGE#8	50,000.00	50,000.00	0.00	100.00%
01-5-703610.00 Desinated Fund - Culverts	200,000.00	205,854.50	-5,854.50	102.93%

Account	Budget	Actual	Budget Balance	Actual % of Budget
01-5-703611.00 Desig.Road&Ped.Safety	10,000.00	10,000.00	0.00	100.00%
<b>Total CAPITAL EXPENDITURES</b>	<b>760,000.00</b>	<b>765,854.50</b>	<b>-5,854.50</b>	<b>100.77%</b>
<b>01-5-7037 GRANTS</b>				
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%
01-5-703709.00 VTrans Better Roads Grant	0.00	15,120.00	-15,120.00	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	35,835.00	-35,835.00	100.00%
<b>Total GRANTS</b>	<b>0.00</b>	<b>1,249,242.67</b>	<b>-1,249,242.67</b>	<b>100.00%</b>
<b>Total HIGHWAY DIVISION</b>	<b>2,438,281.00</b>	<b>3,161,566.63</b>	<b>-723,285.63</b>	<b>129.66%</b>
<b>01-5-704 BUILDINGS &amp; GROUNDS DIVIS</b>				
<b>01-5-7041 B &amp; G WAGES &amp; BENEFITS</b>				
01-5-704113.00 BUILDINGS & GROUNDS WAGES	113,273.00	86,674.48	26,598.52	76.52%
01-5-704114.00 OT BLDGS & GROUNDS	6,796.00	5,531.34	1,264.66	81.39%
01-5-704116.00 On Call Compensation	1,644.00	2,634.88	-990.88	160.27%
01-5-704120.00 CCC Tax	536.00	343.51	192.49	64.09%
01-5-704121.00 FICA	7,546.00	6,076.42	1,469.58	80.53%
01-5-704122.00 MEDICARE	1,765.00	1,421.11	343.89	80.52%
01-5-704123.00 HEALTH INSURANCE	57,812.00	30,436.80	27,375.20	52.65%
01-5-704124.00 DISABILITY/LIFE	1,171.00	1,180.35	-9.35	100.80%
01-5-704125.00 DENTAL INSURANCE	940.00	950.40	-10.40	101.11%
01-5-704126.00 RETIREMENT	8,824.00	7,137.40	1,686.60	80.89%
<b>Total B &amp; G WAGES &amp; BENEFITS</b>	<b>200,307.00</b>	<b>142,386.69</b>	<b>57,920.31</b>	<b>71.08%</b>
<b>01-5-7042 MATERIALS</b>				
01-5-704201.00 GARDEN SUPPLIES & PLANTS	1,635.00	0.00	1,635.00	0.00%
<b>Total MATERIALS</b>	<b>1,635.00</b>	<b>0.00</b>	<b>1,635.00</b>	<b>0.00%</b>
<b>01-5-7043 CONTRACTED SERVICES</b>				
01-5-704311.00 UNIFORMS	5,500.00	4,672.40	827.60	84.95%
<b>Total CONTRACTED SERVICES</b>	<b>5,500.00</b>	<b>4,672.40</b>	<b>827.60</b>	<b>84.95%</b>
<b>01-5-7044 EQUIPMENT</b>				
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	2,756.15	-156.15	106.01%
01-5-704405.00 PETROLEUM PRODUCTS	2,000.00	1,887.38	112.62	94.37%
01-5-704413.00 TOOLS & EQUIPMENT	575.00	49.99	525.01	8.69%
<b>Total EQUIPMENT</b>	<b>7,275.00</b>	<b>4,693.52</b>	<b>2,581.48</b>	<b>64.52%</b>

Account	Budget	Actual	Budget Balance	Actual % of Budget
<b>01-5-7046 CAPITAL EXPENDITURES</b>				
01-5-704601.00 DESIGNATED FUND-EQUIPMENT	5,000.00	5,000.00	0.00	100.00%
<b>Total CAPITAL EXPENDITURES</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Total BUILDINGS &amp; GROUNDS DIVIS</b>	<b>219,717.00</b>	<b>156,752.61</b>	<b>62,964.39</b>	<b>71.34%</b>
<b>01-5-705 SOLID WASTE DIVISION</b>				
<b>01-5-7051 SW WAGES &amp; BENEFITS</b>				
01-5-705112.00 TRNSF STATION WAGE	51,674.00	50,119.23	1,554.77	96.99%
01-5-705120.00 CCC Tax	227.00	220.60	6.40	97.18%
01-5-705121.00 FICA TAX	3,204.00	3,077.69	126.31	96.06%
01-5-705122.00 MEDI TAX	749.00	719.77	29.23	96.10%
<b>Total SW WAGES &amp; BENEFITS</b>	<b>55,854.00</b>	<b>54,137.29</b>	<b>1,716.71</b>	<b>96.93%</b>
<b>01-5-7053 CONTRACTED SERVICES</b>				
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	47,756.40	8,243.60	85.28%
01-5-705305.00 RECYCLING	48,000.00	45,572.28	2,427.72	94.94%
01-5-705306.00 C & D WASTE DISPOSAL	18,000.00	12,001.48	5,998.52	66.67%
01-5-705308.00 FOOD WASTE DISPOSAL	23,000.00	9,596.58	13,403.42	41.72%
<b>Total CONTRACTED SERVICES</b>	<b>180,000.00</b>	<b>147,434.74</b>	<b>32,565.26</b>	<b>81.91%</b>
<b>01-5-7054 EQUIPMENT</b>				
01-5-705403.00 PARTS & SUPPLIES	1,550.00	1,988.43	-438.43	128.29%
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%
<b>Total EQUIPMENT</b>	<b>8,075.00</b>	<b>1,988.43</b>	<b>6,086.57</b>	<b>24.62%</b>
<b>01-5-7055 TRANSFER STATION</b>				
01-5-705500.00 PURCHASED SERVICES	4,000.00	2,965.00	1,035.00	74.13%
01-5-705501.00 ELECTRICITY	4,500.00	5,007.87	-507.87	111.29%
01-5-705503.00 PROPANE	900.00	372.96	527.04	41.44%
01-5-705505.00 TELEPHONE	545.00	1,195.53	-650.53	219.36%
01-5-705515.00 ADMINISTRATION	700.00	290.00	410.00	41.43%
01-5-705517.00 VERMONT FRANCHISE TAX	1,600.00	1,092.69	507.31	68.29%
<b>Total TRANSFER STATION</b>	<b>12,245.00</b>	<b>10,924.05</b>	<b>1,320.95</b>	<b>89.21%</b>
<b>01-5-7056 CAPITAL EXPENDITURES</b>				
01-5-705601.00 DESIGNATED FUND-EQUIPMENT	5,000.00	5,000.00	0.00	100.00%
<b>Total CAPITAL EXPENDITURES</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Total SOLID WASTE DIVISION</b>	<b>261,174.00</b>	<b>219,484.51</b>	<b>41,689.49</b>	<b>84.04%</b>
<b>01-5-706 TRACY HALL</b>				

Account	Budget	Actual	Budget Balance	Actual % of Budget
<b>01-5-7061 BUILDING EXPENSES</b>				
01-5-706100.00 WATER USAGE	935.00	710.14	224.86	75.95%
01-5-706101.00 ELECTRICITY	15,000.00	11,462.03	3,537.97	76.41%
01-5-706103.00 HEATING-PROPANE	19,500.00	10,845.43	8,654.57	55.62%
01-5-706105.00 ALARM MONITORING	1,350.00	525.00	825.00	38.89%
01-5-706107.00 ELEVATOR MAINTENANCE	5,000.00	6,572.46	-1,572.46	131.45%
01-5-706108.00 CUSTODIAN PAGER & MILEAGE	779.00	0.00	779.00	0.00%
01-5-706109.00 BUILDING SUPPLIES	4,800.00	4,291.82	508.18	89.41%
01-5-706113.00 REPAIRS & MAINTENANCE	17,500.00	14,627.65	2,872.35	83.59%
01-5-706115.00 BNDSTND/SIGN/EVCH ELECTRI	2,000.00	2,360.51	-360.51	118.03%
<b>Total BUILDING EXPENSES</b>	<b>66,864.00</b>	<b>51,395.04</b>	<b>15,468.96</b>	<b>76.87%</b>
<b>Total TRACY HALL</b>	<b>66,864.00</b>	<b>51,395.04</b>	<b>15,468.96</b>	<b>76.87%</b>
<b>Total PUBLIC WORKS DEPT.</b>	<b>2,986,036.00</b>	<b>3,589,198.79</b>	<b>-603,162.79</b>	<b>120.20%</b>
<b>01-5-8002 DEBT SERVICE EXPENDITURES</b>				
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%
<b>Total DEBT SERVICE EXPENDITURES</b>	<b>163,350.00</b>	<b>146,637.99</b>	<b>16,712.01</b>	<b>89.77%</b>
<b>01-5-8003 APPROPRIATION EXPENDITURES</b>				
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%
<b>Total APPROPRIATION EXPENDITURES</b>	<b>504,272.00</b>	<b>504,272.00</b>	<b>0.00</b>	<b>100.00%</b>

Account	Budget	Actual	Budget Balance	Actual % of Budget
<b>01-5-8004 TAX EXPENDITURES</b>				
01-5-800400.00 Transfer Out (GF Surplus)	0.00	591,000.00	-591,000.00	100.00%
01-5-800408.00 TAX ABATEMENT/ADJUSTMENT	21,000.00	0.00	21,000.00	0.00%
<b>Total TAX EXPENDITURES</b>	<b>21,000.00</b>	<b>591,000.00</b>	<b>-570,000.00</b>	<b>2,814.29%</b>
<b>01-5-8005 INSURANCE</b>				
01-5-800501.00 HRA REIMBURSEMENT EXPENSE	0.00	11,721.16	-11,721.16	100.00%
01-5-800505.00 SOCIAL SECURITY TAX	0.00	1,346.80	-1,346.80	100.00%
01-5-800507.00 MEDICARE TAX	0.00	41.00	-41.00	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	102,087.32	17,912.68	85.07%
01-5-800520.00 WORKER'S COMP INS	62,000.00	99,592.34	-37,592.34	160.63%
<b>Total INSURANCE</b>	<b>188,100.00</b>	<b>220,142.62</b>	<b>-32,042.62</b>	<b>117.03%</b>
<b>Total Expenditures</b>	<b>7,228,165.00</b>	<b>7,911,120.33</b>	<b>-682,955.33</b>	<b>109.45%</b>
<b>Total General</b>	<b>-7,228,165.00</b>	<b>-7,911,120.33</b>	<b>682,955.33</b>	
<b>Total All Funds</b>	<b>-7,228,165.00</b>	<b>-7,911,120.33</b>	<b>682,955.33</b>	

Account	Budget	Actual	Budget Balance	Actual % of Budget
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total CONSERVATION COMM FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total RECREATION FACILITY &amp; IMP</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total FIRE APPARATUS FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
07-5-700322.00 HIGHWAY EQUIP. PURCHASES	0.00	245,503.00	-245,503.00	100.00%
<b>Total Expenditures</b>	<b>0.00</b>	<b>245,503.00</b>	<b>-245,503.00</b>	<b>100.00%</b>
<b>Total HIGHWAY EQUIPMENT FUND</b>	<b>0.00</b>	<b>-245,503.00</b>	<b>245,503.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total HIGHWAY GARAGE FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total SOLID WASTE EQUIP FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total POLICE STATION FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
11-5-500322.00 POLICE CRUISER	0.00	96,329.74	-96,329.74	100.00%
<b>Total Expenditures</b>	<b>0.00</b>	<b>96,329.74</b>	<b>-96,329.74</b>	<b>100.00%</b>
<b>Total POLICE CRUISER</b>	<b>0.00</b>	<b>-96,329.74</b>	<b>96,329.74</b>	
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%
<b>Total Expenditures</b>	<b>0.00</b>	<b>72,713.67</b>	<b>-72,713.67</b>	<b>100.00%</b>
<b>Total TOWN REAPPRAISAL FUND</b>	<b>0.00</b>	<b>-72,713.67</b>	<b>72,713.67</b>	
13-5-450322.00 TRACY HALL BUILDING	0.00	212,575.59	-212,575.59	100.00%

Account	Budget	Actual	Budget Balance	Actual % of Budget
<b>Total Expenditures</b>	<b>0.00</b>	<b>212,575.59</b>	<b>-212,575.59</b>	<b>100.00%</b>
<b>Total TRACY HALL FUND</b>	<b>0.00</b>	<b>-212,575.59</b>	<b>212,575.59</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total GENERAL ADMIN. FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total Granite bench with crista</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total RECREATION FUND-DAM</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total RECREATION FUND-TENNIS CO</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total TOWN CLERK EQUIP FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
21-5-500612.00 SPEC EQUIP CAPITAL	0.00	14,106.99	-14,106.99	100.00%
<b>Total Expenditures</b>	<b>0.00</b>	<b>14,106.99</b>	<b>-14,106.99</b>	<b>100.00%</b>
<b>Total POLICE SPEC EQUIP FUND</b>	<b>0.00</b>	<b>-14,106.99</b>	<b>14,106.99</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total KIDS &amp; COPS FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total AFFORDABLE HOUSING FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total LAND MANAGEMENT COUNCIL F</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

Account	Budget	Actual	Budget Balance	Actual % of Budget
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total FIRE DEPT.APPARATUS BAY</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
26-5-555322.00 FIRE EQUIPMENT	0.00	7,905.00	-7,905.00	100.00%
<b>Total Expenditures</b>	<b>0.00</b>	<b>7,905.00</b>	<b>-7,905.00</b>	<b>100.00%</b>
<b>Total FIRE EQUIPMENT FUND</b>	<b>0.00</b>	<b>-7,905.00</b>	<b>7,905.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total SIDEWALK FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total LONG TERM FACILITY STUDY</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total BANDSTAND RENOVATION FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total COMMUNICATIONS STUDY FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
33-5-005702.00 CITIZEN ASSISTANCE	0.00	2,100.50	-2,100.50	100.00%
<b>Total Expenditures</b>	<b>0.00</b>	<b>2,100.50</b>	<b>-2,100.50</b>	<b>100.00%</b>
<b>Total CITIZEN ASSISTANCE FUND</b>	<b>0.00</b>	<b>-2,100.50</b>	<b>2,100.50</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total CORRIDOR TREE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
37-5-375610.00 SUPPLIES	0.00	489.89	-489.89	100.00%
<b>Total Expenditures</b>	<b>0.00</b>	<b>489.89</b>	<b>-489.89</b>	<b>100.00%</b>
<b>Total MAIN STREET FLAGS</b>	<b>0.00</b>	<b>-489.89</b>	<b>489.89</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>

Account	Budget	Actual	Budget Balance	Actual % of Budget
<b>Total SCHOOL LEASELAND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total GOSPEL LEASELAND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
40-5-425248.00 SCHOLARSHIPS	0.00	300.00	-300.00	100.00%
<b>Total Expenditures</b>	<b>0.00</b>	<b>300.00</b>	<b>-300.00</b>	<b>100.00%</b>
<b>Total RECREATION SCHOLARSHIPS</b>	<b>0.00</b>	<b>-300.00</b>	<b>300.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total DPW-BRIDGE FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total DPW-PAVING FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total BUILDINGS &amp; GROUNDS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total COMMUNICATIONS CONSTRUCTI</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
45-5-100341.00 RESTORATION EXPENSE	0.00	3,727.00	-3,727.00	100.00%
<b>Total Expenditures</b>	<b>0.00</b>	<b>3,727.00</b>	<b>-3,727.00</b>	<b>100.00%</b>
<b>Total RECORDS RESTORATION</b>	<b>0.00</b>	<b>-3,727.00</b>	<b>3,727.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total GENERATOR FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
47-5-485322.00 Public Safety Equip Purch	0.00	2,500.00	-2,500.00	100.00%
<b>Total Expenditures</b>	<b>0.00</b>	<b>2,500.00</b>	<b>-2,500.00</b>	<b>100.00%</b>
<b>Total PUBLIC SAFETY FACILITY</b>	<b>0.00</b>	<b>-2,500.00</b>	<b>2,500.00</b>	

Town of Norwich General Ledger  
Current Yr Pd: 11 - Budget Status Report  
PUBLIC SAFETY FACILITY

Account	Budget	Actual	Budget Balance	Actual % of Budget
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total Expense/Emergency Reserve</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total Operational Perf &amp; Develo</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total Emerald Ash Borer Respons</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total Kids Bridge-Huntley Mdw</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
54-5-703322.00 Culvert Expense	0.00	14,685.71	-14,685.71	100.00%
<b>Total Expenditures</b>	<b>0.00</b>	<b>14,685.71</b>	<b>-14,685.71</b>	<b>100.00%</b>
<b>Total Culvert Fund</b>	<b>0.00</b>	<b>-14,685.71</b>	<b>14,685.71</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total Roadway Safety Fund</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total Opioid Settlement Fund</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total All Funds</b>	<b>0.00</b>	<b>-672,937.09</b>	<b>672,937.09</b>	

General

Account	Curr Yr Pd 11 May Encumbrances	Curr Yr Pd 11 May Actual
<b>ASSET</b>		
<b>01-1-001 CASH</b>		
01-1-001004.00 PETTY CASH-TRANS STATION	0.00	200.00
01-1-001005.00 PETTY CASH-TOWN CLERK	0.00	50.00
01-1-001100.00 CASH-MASCOMA GENL FUND	0.00	7,210,507.76
01-1-001102.00 CASH-MASCOMA EFTs	0.00	17,940.94
01-1-001104.00 CASH-MASCOMA FISH & GAME	0.00	418.45
01-1-001106.00 HRA Bank Account	0.00	13,929.21
<b>Total CASH</b>	<b>0.00</b>	<b>7,243,046.36</b>
<b>01-1-002 INVESTMENTS</b>		
<b>Total INVESTMENTS</b>	<b>0.00</b>	<b>0.00</b>
<b>01-1-003 RECEIVABLES</b>		
<b>01-1-0030 ACCOUNTS RECEIVABLE</b>		
01-1-003006.00 ACCTS REC-LIBRARY	0.00	-4,763.43
01-1-003026.00 Accounts Receivable	0.00	25,680.26
01-1-003026.01 Allowance for Bad Debts	0.00	-16,000.00
<b>Total ACCOUNTS RECEIVABLE</b>	<b>0.00</b>	<b>4,916.83</b>
<b>01-1-0031 GRANT RECEIVABLE</b>		
01-1-003108.00 GRANT REC-HIGHWAY DEPT	0.00	-3,675.01
01-1-003112.00 GRANT REC-FEMA & VT ERAF	0.00	225,362.74
<b>Total GRANT RECEIVABLE</b>	<b>0.00</b>	<b>221,687.73</b>
<b>01-1-0032 NOTES RECEIVABLE</b>		
<b>Total NOTES RECEIVABLE</b>	<b>0.00</b>	<b>0.00</b>
<b>01-1-0034 TAXES RECEIVABLE</b>		
01-1-003402.00 DEL PROP TAXES RECEIVABLE	0.00	268,344.13
01-1-003403.00 TAX INTEREST RECV	0.00	32,172.37
01-1-003404.00 PENALTY RECEIVABLE	0.00	10,743.22
<b>Total TAXES RECEIVABLE</b>	<b>0.00</b>	<b>311,259.72</b>
<b>Total RECEIVABLES</b>	<b>0.00</b>	<b>537,864.28</b>
<b>01-1-004 OTHER ASSETS</b>		
01-1-004099.00 HTFD RECY COUPON INVENTORY	0.00	1,500.00
01-1-004102.00 PREPAID EXPENSES	0.00	29,408.08
01-1-004104.00 INVENTORY-Materials	0.00	120,000.00
01-1-004105.00 Inventory-DPW Fueling Sta	0.00	6,174.27
<b>Total OTHER ASSETS</b>	<b>0.00</b>	<b>157,082.35</b>

General

Account	Curr Yr Pd 11 May Encumbrances	Curr Yr Pd 11 May Actual
01-1-090000.00 DUE FROM/TO OTHER FUND	0.00	-6,151,472.82
<b>Total Asset</b>	<b>0.00</b>	<b>1,786,520.17</b>
<b>LIABILITY</b>		
01-2-001 ACCOUNTS PAYABLE		
01-2-001111.00 VMERS GRP B PAYABLE	0.00	494.10
01-2-001114.00 HRA LIABILITY	0.00	5,258.35
01-2-001117.00 UNION DUES PAYABLE	0.00	90.78
01-2-001121.00 VT ANIMAL RETURN	0.00	560.00
01-2-001122.00 DUE TO VT-FISH & GAME	0.00	194.20
01-2-001122.01 VT FISH & GAME GIFT CERTI	0.00	97.00
01-2-001124.00 DUE TO VT-VITAL RECORDS	0.00	3,525.00
01-2-001125.10 DUE TO GUVSWMD-STICKERS	0.00	2,145.00
01-2-001126.00 VISION SERV PLAN-PAYROLL	0.00	41.62
01-2-001147.00 DUE TO TAXPAYER FROM STAT	0.00	145.00
01-2-001148.00 TAX OVERPAYMENTS	0.00	2,547.26
01-2-001150.00 VENDORS PAYABLE	0.00	73,777.07
<b>Total ACCOUNTS PAYABLE</b>	<b>0.00</b>	<b>88,875.38</b>
01-2-002 GRANT LIABILITY		
<b>Total GRANT LIABILITY</b>	<b>0.00</b>	<b>0.00</b>
01-2-003 OTHER LIABILITIES		
<b>Total OTHER LIABILITIES</b>	<b>0.00</b>	<b>0.00</b>
01-2-004 DEFERRED REVENUES		
01-2-004001.00 DEFERRED REV-TAXES	0.00	236,000.00
01-2-004004.00 DEFERRED REV-GRANTS	0.00	280,620.27
<b>Total DEFERRED REVENUES</b>	<b>0.00</b>	<b>516,620.27</b>
<b>Total Liability</b>	<b>0.00</b>	<b>605,495.65</b>
<b>FUND BALANCE</b>		
01-3-0011 RESERVE-FUND BALANCE		
<b>Total RESERVE-FUND BALANCE</b>	<b>0.00</b>	<b>0.00</b>
01-3-0013 UNRESTRICTED FUNDS		
01-3-001300.00 GENERAL FUND BAL-UNREST	0.00	1,506,604.43
<b>Total UNRESTRICTED FUNDS</b>	<b>0.00</b>	<b>1,506,604.43</b>

Account	Curr Yr Pd 11 May Encumbrances	Curr Yr Pd 11 May Actual
-----	-----	-----
Total Prior Years Fund Balance	0.00	1,506,604.43
-----	-----	-----
Fund Balance Current Year	0.00	-325,579.91
-----	-----	-----
Total Fund Balance	0.00	1,181,024.52
-----	-----	-----
Total Liability, Reserves, Fund Balance	0.00	1,786,520.17
	=====	=====

Account Number	Account Description	Account Balance
01-1-090000.00	General DUE FROM/TO OTHER FUND	-6,151,472.82
04-1-090000.00	CONSERVATION COMM FUND DUE FROM/TO OTHER FUND	5,064.45
05-1-090000.00	RECREATION FACILITY & IMP DUE FROM/TO OTHER FUND	66,459.48
06-1-090000.00	FIRE APPARATUS FUND DUE FROM/TO OTHER FUND	794,984.79
07-1-090000.00	HIGHWAY EQUIPMENT FUND DUE FROM/TO OTHER FUND	330,271.39
08-1-090000.00	HIGHWAY GARAGE FUND DUE FROM/TO OTHER FUND	412,911.37
09-1-090000.00	SOLID WASTE EQUIP FUND DUE FROM/TO OTHER FUND	50,606.75
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	11,921.47
12-1-090000.00	TOWN REAPPRAISAL FUND DUE FROM/TO OTHER FUND	67,931.27
13-1-090000.00	TRACY HALL FUND DUE FROM/TO OTHER FUND	690,292.09
14-1-090000.00	GENERAL ADMIN. FUND DUE FROM/TO OTHER FUNDS	136,302.84
15-1-090000.00	Granite bench with crysta DUE FROM/TO OTHER FUND	10.69
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	138,528.02
19-1-090000.00	TOWN CLERK EQUIP FUND DUE FROM/TO OTHER FUND	9,795.64
21-1-090000.00	POLICE SPEC EQUIP FUND DUE FROM/TO OTHER FUNDS	18,529.44
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	51,539.86
24-1-090000.00	LAND MANAGEMENT COUNCIL F DUE FROM/TO OTHER FUNDS	13,707.96
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	94,265.38
27-1-090000.00	SIDEWALK FUND DUE FROM/TO OTHER FUND	91,496.93
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	12,678.23
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	245.43
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	915.98
41-1-090000.00	DPW-BRIDGE FUND DUE FROM/TO OTHER FUND	1,120,811.43
42-1-090000.00	DPW-PAVING FUND DUE FROM/TO OTHER FUND	471,299.64
43-1-090000.00	BUILDINGS & GROUNDS DUE FROM/TO OTHER FUND	44,766.17
44-1-090000.00	COMMUNICATIONS CONSTRUCTI DUE FROM/TO OTHER FUND	0.00
45-1-090000.00	RECORDS RESTORATION DUE FROM/TO OTHER FUND	47,730.44
46-1-090000.00	GENERATOR FUND DUE FROM/TO OTHER FUND	64,900.79
47-1-090000.00	PUBLIC SAFETY FACILITY DUE FROM/TO OTHER FUND	13,858.71
48-1-090000.00	Climate Emergency DUE FROM/TO OTHER FUND	44,528.16
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	740,716.58
51-1-090000.00	Operational Perf & Develo DUE FROM/TO OTHER FUND	143,946.69
52-1-090000.00	Emerald Ash Borer Respons DUE FROM/TO OTHER FUND	114,785.35
53-1-090000.00	Kids Bridge-Huntley Mdw DUE FROM/TO OTHER FUND	6,852.34
54-1-090000.00	Culvert Fund DUE FROM/TO OTHER FUND	284,826.14
55-1-090000.00	Roadway Safety Fund DUE FROM/TO OTHER FUND	20,897.29
56-1-090000.00	Opioid Settlement Fund DUE FROM/TO OTHER FUND	33,091.22

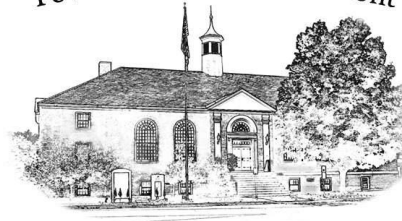
06/17/26  
08:02 am

Town of Norwich General Ledger  
General Ledger Due/To Due/From Summary Report  
Current Yr: Period 11

Page 2 of 2  
brosalinda

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

Town of Norwich, Vermont



CHARTERED 1761

**MEMO**

**To:** Norwich Selectboard

**From:** Brennan Duffy, Town Manager

**Date:** June 17, 2026

**Re:** Process of approving 2026 Town Manager goals and evaluation metrics

With the intention of moving the Town Manager annual goals and evaluation process forward, please see attached an updated version of the TM goals and evaluation form. Changes from the originally approved version are shown in red font.

I attempted to rework the special projects section into specific goals with actionable and time-bound performance objectives. I think some, like the TH roof repair, have been acted upon during the current evaluation period, and some others could be achieved, or initiated, in the next two months.

Thank you for your consideration of this topic.

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

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

**Part I – Governing Parameters for Goals and Evaluation**

- **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:
  - 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.
  - As to goals and performance objectives, this document represents the written agreement which is required in Section A<sup>i</sup> of the Agreement;
  - As to an annual EVALUATION, this document is pursuant to Section B<sup>ii</sup> 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.<sup>iii</sup>

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

**#1 Goal: Maintain Town Functions**

**TM fulfills Statutory Duty to perform and execute the duties required of a town.**

**Evaluation**

- Above Expectation
- Meets Expectation
- Needs Improvement
- Unsatisfactory

*Anticipated constraints, if any:*

*Board and/or Employee Comments:*

**Associated Goals: to be focused on within the 2026 evaluation period:**

- |   |  |
|---|--|
| <p>1. PO: TM works to maintain a fulfilling work environment focusing on retention and attraction of qualified employees.</p> | <p><b><u>Evaluation</u></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Above Expectation</li> <li><input type="checkbox"/> Meets Expectation</li> <li><input type="checkbox"/> Needs Improvement</li> </ul> |
|---|--|

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: Maintain the upkeep and integrity of the Tracy Hall slate roof to ensure long term longevity and weather resistance**

**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: Ensure Tracy Hall remains accessible to all by facilitating an Elevator Modernization initiative**

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: Work towards making Tracy Hall more Energy Efficient**

3. PO: TM will work to identify and evaluate TH improvement projects **focused on energy efficiency** that can be realistically accomplished in 2026 and 2027 and show meaningful progress.

**Evaluation**

- Above Expectation
- Meets Expectation
- Needs Improvement
- Unsatisfactory

*Anticipated constraints, if any:*

Board and/or Employee Comments:

**#6 Goal: Protect public safety by working to remove hazardous Ash Trees from public roadways**

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: Improve the DPW Facility to better protect equipment assets and ensure a safe and efficient work environment**

PO: TM will work in coordination with all applicable stakeholders to begin a planning process which will study and provide recommendations for building and site 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**

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

<sup>i</sup> “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.”

<sup>ii</sup> “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.”

<sup>iii</sup> 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.”

# MEMORANDUM

TO: Selectboard

FR: Matt Swett

DA: 6.17.26

RE: Revising the TM goals and evaluation for the September 2026 Annual Review

In a previous Selectboard meeting we were asked by the Chair to offer written thoughts and suggestions on the topic of our Town Manager goals. Considering that we are required to conduct our annual Town Manager evaluation in September 2026, I focused on revising/creating a document that we could functionally use in that evaluation. I began with the prior set of goals and formatting, and made functional and topical modifications. What I am submitting may not be the best format, nor is it a complete set of goals. It is a rough draft to get us to our next evaluation period. Going forward, when we next set the Town Manager's goals after his September evaluation, it may be better to completely recreate this process – there have been valuable suggestions and documents offered by other Selectboard members on this topic.

Some things to note about this draft document:

- It contains a sub-set of standard Town Manager goals and job performance evaluations that were agreed upon by previous Selectboards, and which seemed agreeable to all parties.
- It contains some new goals suggested by the Town Manager.
- It contains some new goals suggested by members of this Selectboard.
- It doesn't contain many of the suggestions by Selectboard members that deal with communications and website upgrades – I fully support these items, but I think we should discuss these goals in sessions this summer so that we may add them to the Town Manager's 26/27 goals after the September 2026 evaluation.
- Some of these goals will take longer than the next three months to complete.
- I did not turn these goals into "SMART" goals, but they likely have enough specificity to get us to September.
- This evaluation document is meant to be completed by each Selectboard member and by the Town Manager (as a self-evaluation).
- The completed forms should be shared with all Selectboard members and the Town Manager in advance of the performance review meeting.
- The purpose of a performance review should be to share meaningful assessments, both positive and negative, for reflection and consideration for the ongoing improvement of the employee.

**TOWN OF NORWICH  
2026 TOWN MANAGER GOALS  
and TOWN MANAGER ANNUAL PERFORMANCE EVALUATION  
as approved for use on XX/XX/2026**

**Town Manager:** Brennan Duffy

**Period of evaluation:** 9/26/2025 – 9/26/2026

***Part I – Governing Parameters for Goals and Evaluation***

- **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:
  - 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.
  - As to goals and performance objectives, this document represents the written agreement which is required in Section A<sup>i</sup> of the Agreement;
  - As to an annual EVALUATION, this document is pursuant to Section B<sup>ii</sup> 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.<sup>iii</sup>

***Part II – Goals, Performance Objectives (PO), Relative Priorities, and Appraisal***

**Goal #1: Management: Improve the management, performance, and benefits of human resources in Norwich.**

<b>PO #1A:</b> TM fulfills Statutory Duty to perform and execute the duties required of a town.	
<i>Board and/or Employee Comments:</i>	<p><b>Evaluation</b></p> <input type="checkbox"/> Outstanding <input type="checkbox"/> Exceeds Expectation <input type="checkbox"/> Meets Expectation <input type="checkbox"/> Needs Improvement <input type="checkbox"/> Unsatisfactory

**PO #1B:** TM works to maintain a fulfilling work environment focusing on retention and attraction of qualified employees.

*Board and/or Employee Comments:*

**Evaluation**

- Outstanding
- Exceeds Expectation
- Meets Expectation
- Needs Improvement
- Unsatisfactory

**PO #1C:** TM appropriately manages and oversees the day-to-day functioning of town business.

*Board and/or Employee Comments:*

**Evaluation**

- Outstanding
- Exceeds Expectation
- Meets Expectation
- Needs Improvement
- Unsatisfactory

**PO #1D:** TM attends to unforeseen disasters, events, and legal issues affecting the town as needed. These issues may take precedence, use limited time and resources and otherwise impair achievement of other agreed upon goals and objectives. TM will provide efficient and timely responses, documented protocols for response, and communication with town and governmental entities.

*Board and/or Employee Comments:*

**Evaluation**

- Outstanding
- Exceeds Expectation
- Meets Expectation
- Needs Improvement
- Unsatisfactory

**Goal #2: The Town: Assess our public infrastructure and propose maintenance and/or improvements that recognize and support the dreams people have for Norwich.**

<p><b>PO #2A:</b> TM will complete, or show meaningful progress, towards the repair and/or replacement of Tracy Hall’s slate roof.</p>	
<p><i>Board and/or Employee Comments:</i></p>	<p><b>Evaluation</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Outstanding</li> <li><input type="checkbox"/> Exceeds Expectation</li> <li><input type="checkbox"/> Meets Expectation</li> <li><input type="checkbox"/> Needs Improvement</li> <li><input type="checkbox"/> Unsatisfactory</li> </ul>
<p><b>PO #2B:</b> 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.</p>	
<p><i>Board and/or Employee Comments:</i></p>	<p><b>Evaluation</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Outstanding</li> <li><input type="checkbox"/> Exceeds Expectation</li> <li><input type="checkbox"/> Meets Expectation</li> <li><input type="checkbox"/> Needs Improvement</li> <li><input type="checkbox"/> Unsatisfactory</li> </ul>
<p><b>PO #2C:</b> TM will work to identify and evaluate Tracy Hall improvement projects focused on energy efficiency that can be realistically accomplished in 2026 and 2027 and show meaningful progress.</p>	
<p><i>Board and/or Employee Comments:</i></p>	<p><b>Evaluation</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Outstanding</li> <li><input type="checkbox"/> Exceeds Expectation</li> <li><input type="checkbox"/> Meets Expectation</li> <li><input type="checkbox"/> Needs Improvement</li> <li><input type="checkbox"/> Unsatisfactory</li> </ul>

<p><b>PO #2D:</b> TM will work to identify and complete regular maintenance projects in and around Tracy Hall that have been differed as we evaluate a larger Tracy Hall renovation plan. This could include painting exterior trim, painting the fence, repairing and painting the town notices board.</p>	
<p><i>Board and/or Employee Comments:</i></p>	<p><b>Evaluation</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Outstanding</li> <li><input type="checkbox"/> Exceeds Expectation</li> <li><input type="checkbox"/> Meets Expectation</li> <li><input type="checkbox"/> Needs Improvement</li> <li><input type="checkbox"/> Unsatisfactory</li> </ul>

<p><b>PO #2E:</b> 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.</p>	
<p><i>Board and/or Employee Comments:</i></p>	<p><b>Evaluation</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Outstanding</li> <li><input type="checkbox"/> Exceeds Expectation</li> <li><input type="checkbox"/> Meets Expectation</li> <li><input type="checkbox"/> Needs Improvement</li> <li><input type="checkbox"/> Unsatisfactory</li> </ul>

<p><b>PO #2F:</b> TM will work in coordination with all applicable stakeholders to begin a planning process which will study and provide recommendations for building and site improvements at the DPW facility. This will better protect equipment assets and ensure a safe and efficient work environment for town employees.</p>	
<p><i>Board and/or Employee Comments:</i></p>	<p><b>Evaluation</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Outstanding</li> <li><input type="checkbox"/> Exceeds Expectation</li> <li><input type="checkbox"/> Meets Expectation</li> <li><input type="checkbox"/> Needs Improvement</li> <li><input type="checkbox"/> Unsatisfactory</li> </ul>

**PO #2G:** TM will work to identify, evaluate and provide actionable recommendations to the Selectboard for how the town can improve its energy efficiency. This could include recommendations for electric mowing and grounds maintenance equipment, grants for charging stations at the Public Safety Building and the DPW garage, purchasing options for electric or hybrid vehicles for the town's fleet of pick-ups and command vehicles, and installation of solar panels on town buildings.

*Board and/or Employee Comments:*

**Evaluation**

- Outstanding
- Exceeds Expectation
- Meets Expectation
- Needs Improvement
- Unsatisfactory

**Goal #3: Reporting to Selectboard - Support creating an effective, well-run governing body.**

**PO #3A:** TM will compile, create and present to the Selectboard a packet of our capital spending plan. The packet should include: an updated overview spreadsheet showing all the planned reserve fund appropriations for the next 5-10 years, capital replacement plans for vehicles and equipment for all appropriate departments, and all available plans for infrastructure maintenance and replacement.

*Board and/or Employee Comments:*

**Evaluation**

- Outstanding
- Exceeds Expectation
- Meets Expectation
- Needs Improvement
- Unsatisfactory

### Part III – Overall evaluation of employee’s skills, knowledge, abilities

#### #1 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.	
<i>Board and/or Employee Comments:</i>	<b>Evaluation</b> <input type="checkbox"/> Outstanding <input type="checkbox"/> Exceeds Expectation <input type="checkbox"/> Meets Expectation <input type="checkbox"/> Needs Improvement <input type="checkbox"/> Unsatisfactory

#### #2 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.	
<i>Board and/or Employee Comments:</i>	<b>Evaluation</b> <input type="checkbox"/> Outstanding <input type="checkbox"/> Exceeds Expectation <input type="checkbox"/> Meets Expectation <input type="checkbox"/> Needs Improvement <input type="checkbox"/> Unsatisfactory

#### #3 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.	
<i>Board and/or Employee Comments:</i>	<b>Evaluation</b> <input type="checkbox"/> Outstanding <input type="checkbox"/> Exceeds Expectation <input type="checkbox"/> Meets Expectation <input type="checkbox"/> Needs Improvement <input type="checkbox"/> Unsatisfactory

**Part IV – Additional Comments**

**Part V – Signatures**

\_\_\_\_\_  
**Brennan Duffy, Town Manager**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Selectboard Member**

\_\_\_\_\_  
**Date**

<sup>i</sup> “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.”

<sup>ii</sup> “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.”

<sup>iii</sup> 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.”



**Application ID:** DLL - Application - 78381  
**Application for:** First Class Restaurant/Bar License  
**Category of Business:** First Class

### Business/ Entity Information

**Business/ Entity Name:** L'Elephant Vert, LLC  
**Business ID:** 0004955  
**Business Address:** P.O. Box 1623,  
Norwich, Vermont 05055  
**Entity Type:** Limited Liability Corporation  
**Phone:** 802-649-2922  
**Management Type if LLC:**  
**Email:** carpenterandmainvt@gmail.com

### People Information

- Person:** Bruce MacLeod

**Business Role:** Business Principal  
**Business Address:** ,  
,  
**Phone:**  
**Email:** carpenterandmainvt@gmail.com  
**US Citizen?**  
**Political Position**  
**Name:** Bruce MacLeod  
**Office:**  
**Jurisdiction:**

**Violations:**

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

### Location/ Premises Detail

**Location Name:** Do you lease this Premises:

Carpenter and Main Restaurant

**Location Address:**

326 Main Street,  
Norwich, Vermont 05055

**Local Jurisdiction/ Town Clerk:**

Norwich

**Health License:**

Food:3131

Lodging:

**Vermont Tax Department:**

**Education Details**

**Student Name:**

**Training Completion Date:**

**Mode of Training:**

**Type of Training:**

**Foundational License (if applicable)**

**License Type:**

First Class

**License Number:**

LP-015543

**Licensee Name:**

Carpenter and Main Restaurant

**License Status:**

License Active - Renewal in Process

**Licensee Address:**

326 Main Street ,  
Norwich, Vermont 05055

**License Start Date:**

**License End Date:**

**Documents Attached**

Name	Document Type	Assosicated With
------	---------------	------------------

**Payment and Acknowledgement**

**Signed by:**

Bruce MacLeod

**State of Vermont / DLL Application Fee:**

115.00

**Date of Submission:**

2026-06-02 15:27:03

**State of Vermont / DLL Payment Status:**

**Local Application Fee:**

115

**Local Control Payment Status:**

false

**Application ID:** DLL - Application - 78380  
**Application for:** Outside Consumption Permit  
**Category of Business:** OCP

**Business/ Entity Information**

**Business/ Entity Name:** L'Elephant Vert, LLC  
**Business ID:** 0004955  
**Business Address:** P.O. Box 1623, Norwich, Vermont 05055  
**Entity Type:** Limited Liability Corporation  
**Phone:** 802-649-2922  
**Management Type if LLC:**  
**Email:** carpenterandmainvt@gmail.com

**People Information**

- **Person:** Bruce MacLeod

**Business Role:** Business Principal  
**Email:** carpenterandmainvt@gmail.com  
**Business Address:** ,  
**US Citizen?**  
**Political Position**  
**Phone:** **Name:** Bruce MacLeod  
**Office:**  
**Jurisdiction:**

**Violations:**

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

**Location/ Premises Detail**

**Location Name:** **Do you lease this Premises:**

Carpenter and Main Restaurant

**Location Address:**

326 Main Street,  
Norwich, Vermont 05055

**Local Jurisdiction/ Town Clerk:**

Norwich

**Health License:**

Food:  
Lodging:

**Vermont Tax Department:**

**Education Details**

**Student Name:**

**Training Completion Date:**

**Mode of Training:**

**Type of Training:**

**Foundational License (if applicable)**

**License Type:**

First Class

**License Number:**

LP-015545

**Licensee Name:**

Carpenter and Main Restaurant

**License Status:**

License Active - Renewal in Process

**Licensee Address:**

326 Main Street ,  
Norwich, Vermont 05055

**License Start Date:**

**License End Date:**

**Documents Attached**

Name	Document Type	Assosicated With
------	---------------	------------------

**Payment and Acknowledgement**

**Signed by:**

**State of Vermont / DLL Application Fee:**

**Date of Submission:**

2026-06-02 15:25:30

20.00

**State of Vermont / DLL Payment Status:**

**Local Application Fee:**

0

**Local Control Payment Status:**

false



**Application ID:** DLL - Application - 78382  
**Application for:** Third Class Restaurant/Bar License  
**Category of Business:** Third Class

### Business/ Entity Information

**Business/ Entity Name:** L'Elephant Vert, LLC  
**Business ID:** 0004955  
**Business Address:** P.O. Box 1623, Norwich, Vermont 05055  
**Entity Type:** Limited Liability Corporation  
**Phone:** 802-649-2922  
**Management Type if LLC:**  
**Email:** carpenterandmainvt@gmail.com

### People Information

- Person:** Bruce MacLeod

**Business Role:** Business Principal  
**Business Address:** ,  
,  
**Phone:**  
**Email:** carpenterandmainvt@gmail.com  
**US Citizen?**  
**Political Position**  
**Name:** Bruce MacLeod  
**Office:**  
**Jurisdiction:**

**Violations:**

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

### Location/ Premises Detail

**Location Name:** Do you lease this Premises:

Carpenter and Main Restaurant

**Location Address:**

326 Main Street,  
Norwich, Vermont 05055

**Local Jurisdiction/ Town Clerk:**

Norwich

**Health License:**

Food:3131

Lodging:

**Vermont Tax Department:**

**Education Details**

**Student Name:**

**Training Completion Date:**

**Mode of Training:**

**Type of Training:**

**Foundational License (if applicable)**

**License Type:**

Third Class

**License Number:**

LP-015544

**Licensee Name:**

Carpenter and Main Restaurant

**License Status:**

License Active - Renewal in Process

**Licensee Address:**

326 Main Street ,  
Norwich, Vermont 05055

**License Start Date:**

**License End Date:**

**Documents Attached**

Name	Document Type	Assosicated With
------	---------------	------------------

**Payment and Acknowledgement**

**Signed by:**

Bruce MacLeod

**State of Vermont / DLL Application Fee:**

1095.00

**Date of Submission:**

2026-06-02 15:29:26

**State of Vermont / DLL Payment Status:**

**Local Application Fee:**

0

**Local Control Payment Status:**

false

**Town of Norwich, Vermont**  
**Minutes of the Special Selectboard Meeting**  
**Wednesday, June 3, 2026**

**Active Participants at Tracy Hall:** Kimo Griggs (SB Chair), Brendan Classon (SB Vice Chair), Matt Swett (SB member), Mary Layton (SB member), Rob Gere (SB member), Brennan Duffy (Town Manager), Priscilla Vincent (Town member), Cheryl Lindberg (Town member)

**Active Participants on Zoom:** Pamela Smith (Town member), Beriah Smith (Town Counsel), David Rugh (Town Counsel)

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

**The meeting was called to order by Chair Kimo Griggs at 6:01 pm.**

**YouTube Timestamp: 6:58**

**1. Agenda**  
**Timestamp: 7:58**

Layton proposed amending the item on the response to the Katucki public records request lawsuit to say “proposed executive session” to be consistent with the language that they had agreed would adhere to the open meeting law and requested adding the option for a proposed executive session to the Katucki open meeting law violations complaints item.

Layton shared that it was difficult to navigate the agenda and packet, as the most recent version came out that day during her work hours, and there had been last-minute rearrangements.

Griggs explained that they had gotten something from the lawyers using the original agenda, which led him to recommend using the original agenda.

Classon echoed Layton’s comments about last-minute contributions and wondered if a 24-hour halt on agenda additions ahead of the meeting would be helpful.

Swett explained that there were some last-minute suggestions about changing the agenda, in addition to a letter from Counsel referring to different numbers on the agenda, and that it was difficult to get last-minute information.

*I move to accept the agenda as amended, accepting the version that was warned with the amendment for number three, replacing “possible” with “proposed” and copying that language for item number four. – Classon moved (2<sup>nd</sup> Swett) Vote: yes (unanimous)*

## **2. Public Comments for Items not on the Agenda**

**Timestamp: 15:11**

None.

## **3. Response to Katucki Public Records Request Lawsuit**

**Timestamp: 15:20**

Griggs explained that the possible motions on the motion sheet should be swapped to match the reverted agenda. Griggs read through the five possible motions relating to the open meeting law violations complaints, which included disclosing the substance of the executive sessions and associated emails from January 28<sup>th</sup>, ratifying or voiding the associated actions, and acknowledging a policy.

Duffy shared that he was “baffled and confused” regarding the reordering of the motion sheet and agenda.

A voice on Beriah Smith’s camera offered that they, as attorneys for the town, could suggest motion language to enter into executive session for both items to eliminate confusion.

Classon shared that he found the change simple due to the definitive item titles.

*I move to find that premature public knowledge regarding confidential attorney client communications concerning the lawsuit filed against the town on May 4th, 2026 by Mr. Katuki would clearly place the Selectboard at a substantial disadvantage by disclosing the town's litigation strategy, the town attorney's liability assessment, waving attorney client privilege and litigation strategy, which could be used against the town. – Layton moved (2<sup>nd</sup> Swett) Vote: yes (Layton, Gere, Swett, Griggs), no (Classon)*

Pamela Smith asked that everyone participating in the meeting identify themselves before making a comment, since the person speaking through Zoom on Beriah Smith’s login stated that they were the town’s attorney but was not Beriah Smith speaking.

Beriah Smith explained that Attorney David Rugh was in the room with him but was off-camera.

Classon reiterated Pamela Smith's comment about identification.

Priscilla Vincent shared that she did not understand the need for executive session.

David Rugh moved in-camera with Beriah Smith and explained that he was with SP&F Attorneys. Rugh voiced regret at violating the town's policy by not introducing himself.

Layton responded to Vincent that she found it important to seek legal advice from Counsel and hear their point of view. Layton added that she was uncertain as to whether her questions would impact the lawsuit in a way that would hurt the town.

Griggs added that the topic had been discussed at length in the public forum with Counsel.

Layton shared that the reasons stated in the finding relating to the town's litigation strategy, liability assessment, and waiver of attorney-client privilege were reasons to get input from Counsel. Layton highlighted that she was hearing different interpretations of the statute on agenda setting from Katucki and the town attorneys, which reflected some "gray area" that required judgement.

Griggs read an excerpt from the motion sheet with an overview of the case:

The case being considered is Katucki v. Town of Norwich, pending in Vermont Superior Court, Windsor County. It's a public records case, involving five claims. In general terms, the plaintiff alleges the Town improperly redacted records he requested and overcharged him for copies. The Complaint was filed May 4, 2026; the Town's response is due July 5. The purpose of an executive session to hear from counsel and get their candid assessment of the merits of case and how we might proceed. If we discuss our assessment of our own weaknesses, our legal strategy, and any settlement posture in open session, then the plaintiff could use this information to the Town's detriment in court and negotiations. That would clearly put the Town at a substantial disadvantage. If you have general questions about the case, we might be able to answer them in open session.

Classon emphasized that the key word in the motion was "public" and shared that he viewed the Selectboard as compromising themselves as representatives of the public. Classon shared that he thought it was unwise to continue insisting on an executive session. Classon recounted that he had written to the Selectboard and Town Manager on April 17<sup>th</sup> requesting the unredacted emails, which Katucki then also requested. Classon shared that he did not receive a response from the Selectboard members and that the Town Manager said that he appeared to be "misguided."

Swett added that he felt that they had done everything Classon had requested on the topic of the public records request lawsuit, that they had done as much talking in public as possible, and that talking with their lawyers would enable Swett to do his best as a member of the Selectboard to make a decision.

Classon stated that all Selectboard members beyond Gere and himself were present during the executive sessions being discussed. Classon stated that he had not seen the redacted emails and felt “decidedly underprivileged.” Classon questioned why he and Gere had not been afforded full access to the 537 emails.

Griggs responded that they did have access to the emails; Duffy noted that the unredacted emails were put into a shared file.

Classon stated that they were shared on May 27<sup>th</sup> after his initial request on April 17<sup>th</sup>.

Griggs restated that the documents had been released to the Selectboard.

Classon referenced a memo he wrote in May and stated that he questioned whether the town’s legal firm was “fully cognizant of our statutory obligation by virtue of our oath of office.”

Griggs redirected the conversation, stating that Classon’s comments did not relate to the motion being discussed.

Classon stated, “I don’t trust the lawyers.”

Vincent asked if the purpose of the executive session was to decide whether the Selectboard would wish to pursue litigation.

Griggs explained that they each may have different reasons for wanting to or not wanting to enter executive session but that there was some discomfort among some members in making a decision without getting all the available expertise. Griggs stated that the decision would be made on their own and in public.

Swett shared that they would not make decisions in executive session but that they would ask questions of the lawyer to gather information.

*I move to enter executive session pursuant to 1 V.S.A. §§313(a)(1)(E) and (F) for the purposes of discussing the pending litigation filed against the town by Mr. Katuki on May 4th, 2026 and receive confidential attorney client communications regarding the same, inviting the Town*

*Manager and the Town's attorney to attend. – Layton moved (2nd Gere) Vote: yes (Layton, Gere, Swett), no (Classon, Griggs)*

Griggs explained that discussions in executive session would be limited to the topic described in the motion and that no formal or binding actions would take place during executive session.

Time entered executive session: 6:37 pm

*I move to enter public session. – Layton moved (2nd Classon) Vote: yes (unanimous)*

Time entered public session: 7:51 pm

Swett shared that the Selectboard talked with town attorneys about the public records act lawsuit filed by Katucki against the town. Swett stated that no other matters were discussed, no actions were taken, and no documents were produced.

**4. Response(s) to Katucki OML complaint(s) of 9 April 2026**  
**Timestamp: 1:57:16**

Layton shared that she would find it valuable to hear Counsel's perspective on the violation of open meeting law.

Classon confirmed that the agenda item was regarding the disclosure of the substance of the January 28<sup>th</sup> executive session, which he reiterated that Swett, Layton, and Griggs participated in, and the Norwich Fire District letter. Classon recapitulated the five subsections and draft motions associated with the agenda item and asked if Counsel was needed for all five.

Swett stated that all five were asked in the cure and it was therefore worth hearing Counsel's perspective on them all.

Classon reflected that they had "moved a long way forward with this" and wondered whether they could "make a call."

Swett responded that he felt like they were missing an obvious piece, which was Counsel's advice in executive session.

Vincent shared that she thought the Selectboard had admitted to the violations and presented a cure, meaning that the matter had been settled.

Griggs explained that some of the cures involved actions that the Selectboard had said they would do but had not yet done.

Vincent responded that she did not understand why that would require an executive session.

Swett explained that voting at the last session included doing “a number of the things that he asked for,” but that there were more things that he asked for that they needed to discuss that came up in an email.

Classon quoted Alexis de Tocqueville.

*I move to find that premature public knowledge regarding confidential attorney client communications concerning the additional demands Mr. Katuki has made of the Selectboard concerning the Selectboard's cure of the admitted open meeting law violations in his May 21st, 2026 email to the Selectboard would clearly place the Selectboard at a substantial disadvantage because otherwise it would lead to the town's release of confidential communications subject to the attorney client privilege which could be used against the town, a disclosure of the town attorney's liability assessment, and discussions regarding litigation strategy and resolution of the litigation. – Layton moved (2nd Gere) Vote: yes (Layton, Gere, Swett), no (Classon, Griggs)*

*I move to enter executive session pursuant to 1 V.S.A. §§313(a)(1)(F) for purposes of receiving confidential attorney client communications concerning the additional demands Mr. Katuki has made in his May 21st, 2026 email to the Selectboard regarding alleged open meeting law violations inviting the Town Manager and the town's attorney to attend. – Layton moved (2nd Swett) Vote: yes (Layton, Gere, Swett) no (Classon, Griggs)*

Time entered executive session: 8:01 pm

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

Time entered public session: 8:50

Griggs shared that the Selectboard met with Counsel about the open meeting law violation concerns from Katucki. Griggs stated that there were no new documents and no action taken, solely a discussion for further information.

- 5. Consider adjustment to item 2.15 of the Town Manager Job Description on the Norwich Town website “Is the case manager for litigation except for litigation related to the performance or retention of the manager” to one more clearly aligned with Vermont statute and the needs of the Town.**

**Timestamp: 2:56:05**

Griggs reflected that there was some confusion over what was the Selectboard's responsibility and what was the Town Manager's responsibility with regard to the role of case manager for litigation. Griggs noted that the term was not fully defined in the job description or included in state statute as a responsibility of the Town Manager.

Classon highlighted that it was specifically case matter for issues in litigation.

Griggs shared that he had heard that a case manager needed to have legal training but that he did not think that was true, and that his research instead indicated that most case managers came from administration, social, or hospital work.

Classon stated that he could not find anything in statute regarding the role. Classon read from a 1973 book that included a section on town officers' roles and responsibilities, including a position to prosecute and defend suits.

Layton shared her appreciation for the last paragraph of Griggs's memo with suggested language and questioned whether any changes to the existing set-up were needed. Layton noted that the topic description on the agenda might not have come across as intended.

Classon asked Layton if the decision to make redactions was placed in the "administrative bucket or the case manager bucket."

Layton advocated for not changing the Town Manager's role as the case manager for litigation and to not "throw out the baby with the bathwater."

Swett echoed Layton's comments and suggested taking more time to consider the matter. Swett reflected that there were many moving targets with the current cadence of meetings and acknowledged the amount of associated work done by Griggs to keep matters moving forward.

Classon pointed out that the Town Manager job description was on the town website with the case manager responsibility. Classon shared that what had been missing was proactive consultation from the Town Manager as case manager with the Selectboard.

Griggs stated that he was surprised when a lawsuit was filed because he "didn't see that happening" and thought they were negotiating in good faith.

Griggs and Classon discussed the responsibilities of a Town Manager in relation to the Selectboard and the need for greater Selectboard consultation ahead of time, which Classon strongly advocated for.

Gere cautioned that they risked slipping into micromanagement and advocated for maintaining balance. Gere stated that it made sense to have the Town Manager be the case manager, but that beyond that “should be common sense.”

Griggs provided the metaphor of a fence between Selectboard responsibilities and Town Manager responsibilities, and how a request for documents turning into a complaint and lawsuit could make the boundaries of responsibility and communication murky.

Duffy shared that he had not yet read Griggs’s memo that had been submitted that day and that he viewed his role as working on ongoing legal matters up to the point of approaching litigation or involving a decision from the town, at which point it would be the Selectboard’s responsibility. Duffy reflected that he thought he had always been good about bringing up matters with possible imminent litigation to the Selectboard in a timely manner.

Classon shared that he expected updates on all ongoing cases “in the spirit of the case manager.”

Griggs stated that that was not on the agenda for that night.

Cheryl Lindberg shared that she found it wrong that certain members of the public knew about the Trussell v. Norwich lawsuit before all of the members of the Selectboard knew. Lindberg stated that she found that wrong, as the Selectboard was elected to manage the town, reduce exposure, and reduce cost.

Classon interjected that this was in his memo and recounted an executive session on March 13<sup>th</sup> regarding the Trussell lawsuit. Classon stated that they had their “necks put into a noose for open meeting law violation for not warning the item and not explaining.”

Griggs stated that that was not on the agenda.

Swett stated that there were “a lot of assumptions that might be false in those statements because we just can’t disclose what we knew.”

## **6. Adjournment**

**Timestamp: 3:17:10**

*I move to adjourn the meeting. – Layton moved (2<sup>nd</sup> Gere) Vote: yes (unanimous)*

Meeting adjourned at 9:12 pm.

Minutes taken by Jenny Tolman.

**Town of Norwich, Vermont**  
**Minutes of the Selectboard Meeting**  
**Wednesday, June 10<sup>th</sup>, 2026**

**Active Participants at Tracy Hall:** Brendan Classon (SB Vice Chair), Matt Swett (SB member), Mary Layton (SB member), Rob Gere (SB member), Steven True (Planning and Zoning Director), Jeff Lubell (Affordable Housing Subcommittee)

**Active Participants on Zoom:** Kimo Griggs (SB Chair), Brennan Duffy (Town Manager), Jaan Laaspere (Planning Commission), Matthew Romei (Police Chief), Aaron Lamperti (Town member), Linda Gray (Town member), Jack Cushman (Town member), Cheryl Lindberg (Treasurer and Town member), Peter Orner (Town member)

**Key:** *Motions noted in italics.* [Public comment noted in blue.](#)

The meeting was called to order by Chair Kimo Griggs at 6:37 pm.

[YouTube](#) **Timestamp: 0:00**

**1. Agenda**

**Timestamp: 1:25**

Selectboard members discussed the inclusion of documentation for agenda item nine in the packet.

*I move to approve the agenda as presented. – Layton moved (2<sup>nd</sup> Swett) Vote: yes (unanimous)*

**2. Chair's Report**

**Timestamp: 3:02**

The Chair (1) examined the Moore Lane bridge construction, (2) spoke with citizens about the condition of the Huntley Meadows baseball and softball field, (3) worked with the Town Manager's office on setting the agenda, (4) met with Steven True about upcoming Planning Board proposals, (5) made a fundraising sign for the Grange, (6) watched a baseball championship, (7) worked on understanding and preparing responses to the Katucki lawsuit and complaint, and (8) worked on proposed Town Manager goals.

**3. Public Comments for Items not on the Agenda**

**Timestamp: 4:04**

No comments.

**4. Moore Lane Bridge Project Update and Cost Estimates**

**Timestamp: 4:42**

Duffy shared that they were in good shape with the timing of the bridge work and expected it to be reopened the next week. Duffy noted that they were looking to spend more than the original \$150,000 allocated in a designated fund, due to additional issues found during the construction process.

Public Works Director Chris Kaufman reminded the Selectboard of his original February 17<sup>th</sup> memo that highlighted that some uncertainties with the emulsion on the bridge would not be known until the construction process. Kaufman explained that there was some spalling of concrete found in the work, requiring removal and replacement, which was part of the additional cost. Kaufman noted that Clean Harbors had visited the site multiple times for additional cleanup, contributing further to cost.

Kaufman explained the work done so far on the bridge and the work planned for the next week. Kaufman requested the approval of an additional \$20,500 from the DPW operation fund to fund the additional \$18,500 in work.

Duffy added that the original \$150,000 that was approved came out of the designated fund and that the source of the additional possible funds was an operational fund that otherwise likely would not be used by the end of the year.

*I move to approve additional expenditures required to complete and supplement the Moore Lane Bridge Project as proposed in a memorandum from the DPW Director Chris Kaufman dated June 2, 2026, specifically up to \$20,500.00 to be used from the Bridges account 01-5-703321.00 in the DPW Operational Budget. – Gere moved (2<sup>nd</sup> Swett) Vote: yes (unanimous)*

Swett asked about the location of the emulsion found on the wood of the bridge and whether it was positive that it was mostly on top of the wood; Kaufman shared that he thought it was a positive thing and explained the process of the work.

Griggs asked if the work was being documented in an organized way; Kaufman shared that he had only taken a few pictures “here and there” but that they could take photos.

Griggs noted a layer of plywood underneath the bridge and asked what the plan was for that; Kaufman explained that it was put under the layers of absorbance and would stay there until the bridge is eventually replaced.

Swett asked about the allotment of annual funding for additional remediation; Kaufman explained the system for catching residual contaminant.

Classon asked about the thinking behind the elimination of the elevated wooden sidewalks; Kaufman explained that he thought the decision was made to eliminate the sidewalk due to the narrowness of the bridge. Duffy added that there would be a clear visual marking for pedestrian and vehicle.

## **5. Planning Commission 2026 Bike/Pedestrian Grant Application** **Timestamp: 24:13**

Griggs shared his excitement for the project.

Planning and Zoning Director Steven True shared that over 100 residents had signed a letter urging the Planning Commission to pursue the project. True requested signatures from the Selectboard that night and shared that a decision on the application would be expected in the fall.

Layton asked about coordination with VTrans and the status of other similar projects.

True explained that they would work closely with the Regional Planning Commission and that there was documentation in the application alerting VTrans. True noted a concerted effort to develop a bike/pedestrian corridor throughout the state along the Connecticut River.

Jaan Laaspere highlighted the kickoff of the Village Master Plan Steering Committee that would pull together discussion of the village, including all the way to the Hartford line, which could be designated a focal area. Laaspere noted that a bike/pedestrian connection would fit in well with that plan.

True noted a similar study previously conducted on Beaver Meadow Road.

Gere spoke in favor of improving the safety around Route 5.

*I move to support agreeing to the requirements and obligations of the application for a 2026 Federal Aid Bicycle and Pedestrian Grant and to sign the Municipal Resolution letter presented in the packet for this meeting. – Gere moved (2<sup>nd</sup> Layton) Vote: yes (unanimous)*

**6. Affordable Housing Committee Recommendation for Revolving Loan Fund Award  
– Starlake Village  
Timestamp: 31:18**

Layton shared that she supported affordable housing and thought this would be a good way to show support for it. Layton noted the high cost of construction and infrastructure improvements and reflected on the small size of the town's affordable housing fund.

Jeff Lubell of the Affordable Housing Subcommittee emphasized that the money had been sitting in the fund for years and that the proposed use of funds would align with the goals of the fund.

Swett noted that one person had not voted for the recommendations on the Affordable Housing Subcommittee; Lubell shared that that person was also on the Planning Commission and voted for it at that stage, reflecting that their concerns had been allayed.

Griggs shared that he supported the use of the funds but asked if anyone had concerns about providing the funds at a 0% repayment rate, which would significantly reduce the fund's future value.

Lubell explained that the subcommittee actively tried to make the loan as close to a grant as possible and intentionally gave them generous repayment terms.

Layton wondered if there could be ways of building up the fund.

Selectboard members discussed what amount of money to loan. Lubell spoke in favor of putting all the funds towards the loan. Duffy suggested providing a rounded number to simplify the eventual repayment schedule planning.

*I move that, having considered the Affordable Housing Revolving Fund guidelines approved by an earlier Selectboard on April 24, 2019 and the lack of any prior formal requests for the funding, and considering the pros and cons of the funding application by the Twin Pines Housing Trust on behalf of the Starlake Trust, the Selectboard believes that the request satisfies enough of the guidelines to merit funding. Accordingly, we approve a loan to the Twin Pines Housing Trust for \$51,000 from the Affordable Housing Revolving Fund #23 (see note) at a rate of 0% and a term of 12 years, with no payments for the first 2 years, followed by a 10-year repayment period. No security is required. These terms to be formally agreed upon in a legally binding Loan Repayment Contract with the Town and borrower. – Layton moved (2<sup>nd</sup> Swett) Vote: yes (unanimous)*

Layton read an additional note from the motion sheet:

Fund #23 balance is currently \$51,539.86. The applicant is seeking \$45,000 (Feb. 9 2026 request) or “original \$45,000 plus any interest that has accrued in the fund” (March 29, 2026 Norwich Affordable Housing Subcommittee Analysis)

**7. NPD Request for Purchase of Speed/Messaging Sign**  
**Timestamp: 44:48**

Layton spoke in favor of having two units instead of one.

Police Chief Matthew Romei shared that he would prefer the Wanco model due to its larger model, physical maneuverability, and longer warranty.

Swett spoke in favor of purchasing the speed signs and advocated for purchasing the smaller sign to fit with the aesthetic of the town.

[Laaspere echoed Swett’s comments relating to the size of the signs.](#)

Griggs shared that he was not concerned about the visual size of the signs but that he wondered if wind would impact it.

Romei explained that wind should not be a concern, advocated for the larger signs due to greater flexibility with the sign positioning, and shared that Wanco signs would come with local service.

Classon shared that he was agnostic about size but wondered about theft; Romei explained that the units had real-time GPS tracking.

Layton shared that she would support the larger unit due to the positioning flexibility and local service.

Gere stated that he would favor going with the Police Chief’s recommendation.

*I move to approve the expenditure of \$38,000 for the purchase of two Wanco model combination radar and Variable Messaging Trailers as requested in a memo from Police Chief Romei on 4 June 2026, funding to be taken equally from the 2026 and 2027 Police Operational Budget 1-5-500204. – Layton moved (2<sup>nd</sup> Gere) Vote: yes (unanimous)*

## **8. Proposal for Reactivation of Article 36 Task Force**

**Timestamp: 59:28**

Gere explained that some of the technology mentioned in the 2019 report from the Article 36 Task Force may have changed in the years since the report, and the goal of the task force would be to review and update them as needed for consideration.

Layton asked if it would be a working group. Gere explained that it would be whatever format as that previously.

Swett reflected that a lot of technology had matured over the past few years and that there was a lot of “low hanging fruit” in moving towards more efficient technology.

Aaron Lamperti asked that the task force only be revived with a modified charge to make specific actionable recommendations for the recommendations that were already in the previous report “to take it to the next step.”

Layton pointed out that the motion included language about an updated action report and asked whether that was sufficient to capture Lamperti’s goals.

Lamperti asked that it be specific proposals for each item in the previous report rather than broad, general recommendations.

Linda Gray thanked Gere for bringing up the matter but asked that it go further and suggested instructing staff to update and act on recommendations.

Jack Cushman advocated for taking climate change seriously. Cushman recounted that the task force had encouraged the town to purchase electric mowing equipment but that the purchase never came to fruition despite Selectboard support at the time.

Classon spoke about the significant popular shift towards electric lawn equipment and the town support for it and asked about the budget and process for intervening in equipment lifecycle management.

Griggs stated that he liked the conversation but that it was not on the agenda. Griggs suggested returning at the next meeting to approve some other actions for moving the efforts forward.

Gere clarified that his intent in reactivating the task force was specifically to update the summary recommendations for action to make them in line with current technology.

Gray suggested that the Selectboard task the Energy Coordinator Harry Falconer with the updates. Lamperti echoed this suggestion.

*I move to give the Shared Energy Coordinator the task of updating the Article 36 Task Force recommendations with contemporary technology and then bringing them separately to the Selectboard for action. – Gere moved (2<sup>nd</sup> Layton) Vote: yes (unanimous)*

Griggs encouraged continuing to bring forward suggested items for action.

**9. Data Recording Request from Rob Gere**  
**Timestamp: 1:19:10**

Layton asked if this could be incorporated into the review discussed above.

Gere wondered about how the Selectboard should direct the Town Manager to have the data collected.

Gere explained that the goal was for the departments of the town to report their fossil fuel consumption and report it to the Shared Energy Coordinator and Energy Committee at least quarterly to allow for the tracking of progress on reducing fossil fuel usage.

Duffy referenced Harry Faconer’s memo in the packet and that Falconer might be able to contribute to putting together a dataset. Gere explained that he was looking to have data on fuel consumption and where the use was coming from.

Duffy suggested that he talk with Falconer about his ability to assist with the request and return at a later meeting with a proposal for data tracking. Gere shared his hope for starting data recording at the start of the next fiscal year on July 1<sup>st</sup>.

Lamperti suggested putting the data on the website to promote transparency and allow people to engage with the data.

Gray shared that Falconer was on vacation until the next week.

**10. Review and Approval of Sullivan, Powers, & Co., P.C. Audit Scope and Objectives**  
**Timestamp: 1:25:02**

Swett referenced a suggestion at a previous meeting that the Selectboard receive a draft of the town audits. Swett shared his reflection that it would be helpful. Griggs noted that that was how the document was written and should therefore be possible. Classon agreed that it would make sense for the Selectboard to receive a draft version of the audit.

Cheryl Lindberg asked if there was a timeline established for the completion of the audit.

Classon shared that he asked that it be shared earlier than normal but that it was a loose request.

Lindberg shared that she thought the submission deadline could be sooner.

Duffy explained that there was a limited number of municipal auditors in the area, which likely contributed to their inability to specify an exact date for an audit report, but that the town could request it be shared at the earliest opportunity.

Classon asked who was responsible for missing the deadline of the 2022 audit in the 2023 town meeting, as well as the dates of submission for the following years.

Duffy shared that it was the town that was responsible for missing the deadline and that he did not have the dates of submission for the following two years immediately available, but that both were after the first of the year. Selectboard members and Duffy discussed the timeline of the audit submission.

Duffy shared that Finance Director Barrie Rosalinda and Finance Assistant Jonathan DeLaBruere would be meeting with the auditors and that he would suggest they bring up this topic.

Classon asked if Duffy would be in favor of renewing the auditors' contract.

Griggs stated that that was outside the scope of the agenda item.

*I move to approve the Sullivan, Powers, & Co., P.C. Audit Scope and Objectives. – Layton moved (2<sup>nd</sup> Classon)  
Vote: yes (unanimous)*

## **11. Town Manager Goals**

**Timestamp: 1:37:08**

Griggs stated that he thought there had been a misunderstanding that he would like to clarify. Griggs explained that they were not asking for changes but instead trying to catch up with setting goals, which he did not think had been done properly but were required in the Town Manager's contract.

Layton shared that she had mixed feelings about the process so far and that she would like to table the discussion since Griggs was attending the meeting remotely and it was late at night for him in Denmark.

Classon voiced reluctance at "kicking the can down the road" and the difficulty with falling between the appointment date in late September and the switchover of Selectboards in early March.

Griggs explained that he did not find the matter that complicated and that he found the contract requirements to clearly require the annual definition of goals and performance objectives.

Classon explained that Selectboard members made their contributions months ago and that individual Selectboard members' contributions inevitably varied significantly due to their different professional backgrounds. Classon asked for the contributions to be reflected in the document.

Duffy voiced frustration about the process and referenced his memo in the packet. Duffy explained that he did not know how new goals could be set up in June for a September evaluation and that he instead would prefer a

similar set-up to that used last year. Duffy suggested working through the discussion one meeting per month over the next three months and highlighted the need for time to allow for meaningful accomplishment of goals.

Griggs clarified that he was not suggesting changing anything and that they could continue to use the same form for the Town Manager evaluation. Griggs reiterated that the contract asks for the Selectboard and Town Manager to set goals together. Griggs shared that he did not think “dividing the board” was useful.

Duffy responded that the goals on the template that were carried over from the last year were good and reasonable goals. Duffy shared that they had missed the timing of “trying to do this” last fall. Duffy referenced goals from the previous year’s document that were ongoing and shared that he did not want to make changes that he found to be unsound. Duffy stated that he did not mean to divide the board but that he wanted to hear from Swett and Gere about their reflections on the process.

Swett spoke in favor of setting the Town Manager’s next round of goals in September right after his evaluation. Swett reflected that what Griggs had put together were not specific, measurable, achievable, relevant, time-based (SMART) goals but were still valid components of doing a good job. Swett highlighted that the updated evaluation form provided by Duffy in the April 22<sup>nd</sup> packet had been considered “good enough” by a previous Selectboard and suggested using it for his evaluation in September. Swett voiced support for committing time each month to plan for the Town Manager’s next evaluation and goals. Swett suggested possibly adding a smaller goal or two that would be achievable in the three or so remaining months, upon agreement by the Selectboard and Town Manager.

Gere explained that he had not reviewed the evaluation form but that he hoped the form would include meeting the professional standards of the job, adherence to the law, and ability to accommodate whatever unique characteristics the town had. Gere shared that he had trouble with micromanagement, and having too loose an interpretation of the “deep inner goals” the Town Manager should have towards benefitting the town, which would be impossible to evaluate. Gere advocated for coming back again with new summaries of individual goal ideas to discuss with the Town Manager leading up to September.

Layton suggested that in addition to ongoing professional requirements and usual management goals, critical areas could be considered personnel and unexpected disasters. Layton stated that Duffy had completely stabilized personnel, and that critical focus could be placed on infrastructure or whatever else that is “bubbling up from below.” Layton suggested deciding on whether they would want a SMART framework for goals, which could narrow down the Selectboard’s broad ideas.

Classon pointed out that Gere had spoken a lot about behavior goals, which were more subjective but important and could be judged across the whole year.

Gere cautioned that some aspects of behavior would be more a question of contract renewal.

Griggs pointed out that they kept returning to the discussion of evaluation, which was not on the agenda. Griggs reiterated that he was not rejecting the existing evaluation form and that he was just trying to talk about goals.

Duffy expressed confusion at Griggs’s comments and stated that broad, overarching goals were not SMART goals. Duffy stated that he would want to know “what those objectives are to get to those goals and how that’s

going to be evaluated before we agree to them.” Duffy asked that Gere read the current draft of the evaluation and goals and suggested that the Selectboard return at the next meeting to align.

Peter Orner expressed his lack of understanding at the discussion. Orner shared that the town has certain expectations and that he thought it fair for the Selectboard to raise those issues whenever. Orner gave the example of pedestrian walkability and the need to implement a plan to make it more walkable. Orner commended Duffy on his communication.

Layton shared that she did not agree with Griggs that Duffy was looking to divide the Selectboard.

Classon asked what the Selectboard’s commitment was in terms of evaluation come September.

Griggs stated that they would put the topic on the agenda and that it may require an executive session.

**12. Approve Minutes**  
**Timestamp: 2:16:23**

Duffy asked that the wording be modified to clarify that he was allowing the petition from the United Federation of Police Officers to move forward. The minutes incorrectly stated that he supported the response to a request for petition.

Duffy stated that he did not think that item 10, Department Reports, had been discussed. Duffy referenced the note on the minutes that stated, “see above,” which directed the reader to the previous item, the Town Manager’s report. Duffy stated that he thought they normally had at least an acknowledgement of the other reports that had been submitted but that they did not in the meeting. Duffy suggested amending the minutes to state that department reports were skipped or missed.

*I move to approve the minutes of the regular Selectboard meeting of May 27, 2026 as amended to state that the Town Manager was neutral on the petition and there was no discussion of department reports. – Layton moved (2<sup>nd</sup> Classon) Vote: yes (unanimous)*

Classon read through the language preceding the entrance into executive session and shared his concern that there may have been action items and some “definitive calls” made in the executive session but not disclosed in public session.

Duffy stated his confusion on what this had to do with the minutes.

Classon stated that he did not want the minutes to be an unfaithful recollection of what was discussed. Gere stated that he did not believe any actionable direction was decided by the Selectboard and that he thought a straw poll was “treading along the edges but outside of the area of concern.” Swett stated that he thought no action was taken as there was no motion and no vote.

Classon shared that he knew Griggs had reached out to the lawyers. Griggs shared that he had not yet gotten a response and that he was “not ready to change the minutes.”

Classon shared that he had doubt that decisions were discussed and decided upon in a meeting, despite it being in a straw poll. Griggs reminded Classon that it was an executive session and to be careful in discussing it.

Duffy shared that he thought it had gotten a “little bit inappropriate” and that the purpose of the minutes was to reflect what was said in a meeting, not intent.

Classon reiterated doubts that “decisions which may ultimately come across our table as warrant articles to be approved in future were discussed and decided upon at that meeting.”

*I approve the minutes of the Special Selectboard meeting of May 27, 2026 as presented – Layton moved (2<sup>nd</sup> Gere) Vote: yes (Layton, Swett, Gere, Griggs), no (Classon)*

### **13. AP Warrants**

**Timestamp: 2:36:05**

Selectboard members and Duffy discussed the wording of the draft motions and their accuracy.

Treasurer Cheryl Lindberg explained that they should have had another warrant from another reserve fund to approve that night with an expenditure and one fewer item on the general fund warrant.

Duffy advocated for being made aware of that sort of issue earlier to allow for more efficient correction.

Griggs handed the meeting over to Classon and retired for the evening.

Swett explained the updates to the line item coding in the updated motion wording.

*I move to approve AP warrant #1490 in the amount of \$109,612.63 with \$103,758.13 to be paid from the General Fund, and the Chase Site Service, Inc. invoice for the Mitchel Brook Culvert in the amount of \$5,854.50 to be re-classed from #01-5-703610.00 to the Culvert Fund account #54-5-703322.00 and to be paid from that fund. I move to approve AP Warrant #1491 in the amount of \$238.50 to be paid from the General Fund and AP Warrant #1492 in the amount of \$509.94 from The General Fund. – Swett moved (2<sup>nd</sup> Layton) Vote: yes (Layton, Swett, Gere, Classon)*

Swett explained that he received confirmation that moving the warrants in the way done would provide sufficient financial oversight, despite the original issue in the line items.

Duffy shared that he thought Swett’s language was sufficient.

### **14. Receipt of Correspondence**

**Timestamp: 2:47:59**

Classon read through the list of correspondence prepared by Griggs.

Swett clarified that it was up to the discretion of the Selectboard to pass along the warrant to impound unlicensed dogs and accompanying list of unlicensed dogs from the Town Clerk to the Police Chief.

Swett thanked Rosalinda for the reminder to work with respect.

*I move to receive all correspondence. – Gere moved (2<sup>nd</sup> Layton) Vote: yes (Layton, Swett, Gere, Classon)*

**15. Adjournment**

**Timestamp: 2:53:52**

*I move to adjourn the meeting. – Swett moved (2<sup>nd</sup> Gere) Vote: yes (Layton, Swett, Gere, Classon)*

Meeting adjourned at 9:32.

Minutes taken by Jenny Tolman.

06/17/26

## Town of Norwich Accounts Payable

Page 1 of 5

11:39 am

Check Warrant Report # 1493 Current Next FY Invoices For Fund (General)  
For Check Acct 03(General) All check #s 06/11/26 To 06/24/26 & Fund 01

jdelabruere

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
10003	05/27/26	AAA POLICE SUPPLY Shirts, Jackets 77566	01-5-500582.00 UNIFORMS	1422.88	17945	06/24/26
10003	06/05/26	AAA POLICE SUPPLY Boots 78000	01-5-500582.00 UNIFORMS	261.95	17945	06/24/26
10066	05/20/26	AMAZON CAPITAL SERVICES, Door Stopper 1333CGK14LTM	01-5-703507.00 SUPPLIES	36.84	17946	06/24/26
20010	06/06/26	BDM SWEEPER SERVICES INC Machine Sweeping 29441	01-5-703303.00 ROAD SWEEP/LEAF REMOVAL	3100.60	17948	06/24/26
20023	06/01/26	BEST SEPTIC SERVICE, LLC Portable Toilet 58272	01-5-705500.00 PURCHASED SERVICES	195.00	17949	06/24/26
20026	06/03/26	BETHEL MILLS Armor All Wipes, Rain-X 425719/6	01-5-500308.00 CRUISER SUPPLIES	24.97	17950	06/24/26
20026	06/04/26	BETHEL MILLS Ball Hitch 425997/6	01-5-704403.00 PARTS & SUPPLIES	18.99	17950	06/24/26
20026	06/05/26	BETHEL MILLS Weed Trimming Line 426326/6	01-5-704403.00 PARTS & SUPPLIES	16.99	17950	06/24/26
20026	06/10/26	BETHEL MILLS Gorilla Tape 427393/6	01-5-704403.00 PARTS & SUPPLIES	16.99	17950	06/24/26
20085	04/01/26	BGS STATE SURPLUS PROPERT Office Desk 73006476	01-5-350611.00 OFFICE EQUIPMENT	220.00	17951	06/24/26
20085	05/01/26	BGS STATE SURPLUS PROPERT Office Chair 73006487	01-5-350611.00 OFFICE EQUIPMENT	45.00	17951	06/24/26
20035	05/15/26	BLAKTOP INC Cold Patch 35411	01-5-703211.00 ASPHALT PRODUCTS	128.34	17952	06/24/26
30026	05/01/26	CASELLA WASTE SERVICES Compost & Recycling 1143612	01-5-705308.00 FOOD WASTE DISPOSAL	917.70	17953	06/24/26
30026	05/01/26	CASELLA WASTE SERVICES Compost & Recycling 1143612	01-5-705305.00 RECYCLING	5010.61	17953	06/24/26
30026	05/01/26	CASELLA WASTE SERVICES C&D & MSW 1143613	01-5-705303.00 MUNICIPAL SOLID WASTE	6144.90	17953	06/24/26
30026	05/01/26	CASELLA WASTE SERVICES C&D & MSW 1143613	01-5-705306.00 C & D WASTE DISPOSAL	1330.42	17953	06/24/26
30075	06/01/26	CINTAS CORPORATION DPW-Stock & Check 5339058801	01-5-703515.00 ADMINISTRATION	110.90	17954	06/24/26
30093	05/20/26	COMCAST DPW - 05/27/26 - 06/26/26 05202026	01-5-703505.00 TELEPHONE	337.99	17955	06/24/26
30093	06/06/26	COMCAST TH - 06/15/26 - 07/14/26 06062026	01-5-275632.00 SERVER MAINTENANCE	24.95	17955	06/24/26
30102	05/30/26	CONSOLIDATED COMMUNICATIO Alarm Panel & TS 05/2026 05302026	01-5-275531.00 TELEPHONE	315.95	17956	06/24/26
30102	05/30/26	CONSOLIDATED COMMUNICATIO Alarm Panel & TS 05/2026 05302026	01-5-705505.00 TELEPHONE	157.97	17956	06/24/26
30124	06/02/26	COTT SYSTEMS June 2026 Service INV-640272	01-5-100613.00 SOFTWARE	319.00	17957	06/24/26
40093	06/03/26	DELABRUERE, JONATHAN Mileage 06032026	01-5-200580.00 MILEAGE REIMBURSEMENT	94.25	17958	06/24/26
40090	03/15/26	DELUXE Deposit Books 9010291142	01-5-200711.00 BANK	162.82	17959	06/24/26
20053	06/12/26	DUFFY, BRENNAN Lunch 06122026	01-5-005615.00 DUES/MTS/EDUC	33.32	17960	06/24/26

06/17/26  
11:39 am

Town of Norwich Accounts Payable  
Check Warrant Report # 1493 Current Next FY Invoices For Fund (General)  
For Check Acct 03(General) All check #s 06/11/26 To 06/24/26 & Fund 01

Page 2 of 5  
jdelabruere

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
50010	06/01/26	FD June 2026 Billing 2606-0509302	01-5-555625.00 TELEPHONE & INTERNET	76.00	17961	06/24/26
50047	05/19/26	Regular Gas 0083447-IN	01-1-004105.00 Inventory-DPW Fueling Sta	2943.82	17962	06/24/26
50047	05/20/26	Diesel Fuel 0083475-IN	01-1-004105.00 Inventory-DPW Fueling Sta	1821.46	17962	06/24/26
50047	06/03/26	Diesel Fuel 0083788-IN	01-1-004105.00 Inventory-DPW Fueling Sta	2053.90	17962	06/24/26
60013	05/27/26	Culverts 1326423	01-5-703209.00 CULVERTS & ROAD SUPPLIES	10886.00	17963	06/24/26
70067	05/29/26	111 Turnpike EV 05/29/26 3895 05/2026	01-5-706115.00 BNDSTND/SIGN/EVCH ELECTRI	130.10	17964	06/24/26
70068	05/28/26	300 Main Street 05/28/26 3496 05/2026	01-5-706101.00 ELECTRICITY	526.82	17965	06/24/26
70069	05/28/26	319 Main Solar 05/28/26 4881 05/2026	01-5-706115.00 BNDSTND/SIGN/EVCH ELECTRI	28.32	17966	06/24/26
70070	05/28/26	26 New Boston 05/28/26 0469 05/2026	01-5-703501.00 ELECTRICITY	321.59	17967	06/24/26
70071	05/28/26	Streetlights 05/28/2026 2492 05/2026	01-5-703307.00 STREETLIGHTS	1316.46	17968	06/24/26
70033	05/14/26	Jan - Mar Non-CED Items 78320	01-5-705305.00 RECYCLING	465.76	17969	06/24/26
70045	05/28/26	NT Civic Org Sponsored 2026-087	01-5-650620.00 SPKRS/PUBLIC INFO	250.00	17970	06/24/26
70045	05/28/26	NT Civic Org Sponsored 2026-088	01-5-005300.00 PROFESS SERV	250.00	17970	06/24/26
70056	07/01/26	FY27 Membership TONFY27	01-5-705301.00 GUVSWMD ASSESSMENT	32508.00	17971	06/24/26
Will post as prepaid expense to: 01-1-004102.00 until next year						
80062	05/14/26	Muncie Controller Repair 9947409	01-5-703403.00 PARTS & SUPPLIES	146.85	17972	06/24/26
90009	06/12/26	Payroll Transfer PR-06/12/26	01-2-001107.00 FED W/H TAX PAYABLE	6359.80 B	417	06/12/26
90009	06/12/26	Payroll Transfer PR-06/12/26	01-2-001103.00 FICA TAX PAYABLE	12327.28 B	417	06/12/26
110001	06/08/26	Portable Toilet 31645	01-5-425326.00 PORTABLE TOILET	800.00	17973	06/24/26
110027	06/01/26	Phones 6/01/26 - 7/01/26 849474	01-5-005531.00 ADMIN TELEPHONE	21.59	17974	06/24/26
110027	06/01/26	Phones 6/01/26 - 7/01/26 849474	01-5-100531.00 TELEPHONE	21.59	17974	06/24/26
110027	06/01/26	Phones 6/01/26 - 7/01/26 849474	01-5-200531.00 TELEPHONE	21.59	17974	06/24/26
110027	06/01/26	Phones 6/01/26 - 7/01/26 849474	01-5-300531.00 TELEPHONE	21.59	17974	06/24/26
110027	06/01/26	Phones 6/01/26 - 7/01/26 849474	01-5-350531.00 TELEPHONE	21.59	17974	06/24/26
110027	06/01/26	Phones 6/01/26 - 7/01/26 849474	01-5-425127.00 TELEPHONE	21.59	17974	06/24/26
120027	05/31/26	Toshiba Copier 06/2026 20367155	01-5-500501.00 ADMINISTRATION	82.00	17975	06/24/26

06/17/26  
11:39 am

Town of Norwich Accounts Payable  
Check Warrant Report # 1493 Current Next FY Invoices For Fund (General)  
For Check Acct 03(General) All check #s 06/11/26 To 06/24/26 & Fund 01

Page 3 of 5  
jdelabruere

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
30056	06/03/26	Mileage 06032026	01-5-300580.00 MILEAGE REIMB	48.58	17976	06/24/26
130109	02/01/25	Uniforms DFD808	01-5-500583.00 UNIFORMS CLEANING	109.50	17977	06/24/26
130117	02/05/26	Command Central Software 1411232245	01-5-500501.00 ADMINISTRATION	360.00	17978	06/24/26
130117	02/05/26	Command Central Software 1411232245	01-5-500304.00 CRUISER VIDEO EQUIP	483.00	17978	06/24/26
130117	05/12/26	Cruiser Video Equipment 1411250380	01-5-500304.00 CRUISER VIDEO EQUIP	12888.00	17978	06/24/26
130117	05/27/26	Pagers 8282338600	01-5-555426.00 RADIO PURCH/REPAIR	800.00	17978	06/24/26
130117	05/27/26	Pagers 8282338600	01-5-555532.00 RADIO MAINTENANCE	145.60	17978	06/24/26
140101	06/03/26	Glass Release 723805 148086	01-5-705305.00 RECYCLING	233.50	17979	06/24/26
40042	06/15/26	July 2026 Coverage 06152026	01-5-005125.00 DENTAL INSURANCE	292.05	17980	06/24/26
Will post as prepaid expense to: 01-1-004102.00 until next year						
40042	06/15/26	July 2026 Coverage 06152026	01-5-100125.00 DENTAL INSURANCE	176.64	17980	06/24/26
Will post as prepaid expense to: 01-1-004102.00 until next year						
40042	06/15/26	July 2026 Coverage 06152026	01-5-200125.00 DENTAL INSURANCE	81.64	17980	06/24/26
Will post as prepaid expense to: 01-1-004102.00 until next year						
40042	06/15/26	July 2026 Coverage 06152026	01-5-350125.00 DENTAL INSURANCE	40.82	17980	06/24/26
Will post as prepaid expense to: 01-1-004102.00 until next year						
40042	06/15/26	July 2026 Coverage 06152026	01-5-500125.00 DELTA DENTAL	258.28	17980	06/24/26
Will post as prepaid expense to: 01-1-004102.00 until next year						
40042	06/15/26	July 2026 Coverage 06152026	01-5-555126.00 DENTAL INSURANCE	40.82	17980	06/24/26
Will post as prepaid expense to: 01-1-004102.00 until next year						
40042	06/15/26	July 2026 Coverage 06152026	01-5-703125.00 DENTAL INSURANCE	432.35	17980	06/24/26
Will post as prepaid expense to: 01-1-004102.00 until next year						
40042	06/15/26	July 2026 Coverage 06152026	01-5-704125.00 DENTAL INSURANCE	117.65	17980	06/24/26
Will post as prepaid expense to: 01-1-004102.00 until next year						
140069	06/10/26	Mulch 293658	01-5-704201.00 GARDEN SUPPLIES & PLANTS	98.00	17981	06/24/26
140079	05/28/26	After School - June 1878	01-5-425219.00 Facilitly Rental Fee Expe	340.00	17982	06/24/26
150004	06/12/26	Payroll Transfer PR-06/12/26	01-2-001115.00 CHILD SUPPORT PAYABLE	323.10	17944	06/12/26
150016	05/06/26	DPW Overhead Door Maint 56486	01-5-703511.00 REPAIRS & MAINTENANCE	740.48	17983	06/24/26
160035	05/22/26	3/4" Crushed Stone 1373782	01-5-703207.00 GRAVEL & STONE	4203.62	17984	06/24/26

06/17/26

## Town of Norwich Accounts Payable

Page 4 of 5

11:39 am

Check Warrant Report # 1493 Current Next FY Invoices For Fund (General)  
For Check Acct 03(General) All check #s 06/11/26 To 06/24/26 & Fund 01

jdelabruere

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
160035	05/22/26	PIKE INDUSTRIES INC Winter Sand 1373784	01-5-703203.00 SAND	4161.68	17984	06/24/26
160035	05/27/26	PIKE INDUSTRIES INC 3/4" Crushed Stone 1374113	01-5-703207.00 GRAVEL & STONE	29749.75	17984	06/24/26
160035	05/29/26	PIKE INDUSTRIES INC 3/4" Crushed Stone 1374992	01-5-703207.00 GRAVEL & STONE	7384.35	17984	06/24/26
160042	05/30/26	PITNEY BOWES Lease 03/30/26 - 06/29/26 3322640111	01-5-275536.00 POSTAGE METER RENTAL	230.64	17985	06/24/26
160079	05/26/26	PRIMO BRANDS BLUE TRITON DPW-Water 06E873005375	01-5-703515.00 ADMINISTRATION	86.97	17986	06/24/26
160003	06/03/26	SMITH, PAM Sharpie 06032026	01-5-300610.00 OFFICE SUPPLIES	7.99	17987	06/24/26
160003	06/04/26	SMITH, PAM Mileage 06042026	01-5-300580.00 MILEAGE REIMB	13.78	17987	06/24/26
20060	06/08/26	SWENSON, BRIE Sports Camp, After School 06082026	01-5-425330.00 REPAIRS, MAINT&Site Wrk	16.00	17988	06/24/26
20060	06/08/26	SWENSON, BRIE Sports Camp, After School 06082026	01-5-425211.00 EQUIP. & SUPPLIES	40.00	17988	06/24/26
20060	06/08/26	SWENSON, BRIE Sports Camp, After School 06082026	01-5-425211.00 EQUIP. & SUPPLIES	17.98	17988	06/24/26
20060	06/08/26	SWENSON, BRIE Sports Camp, After School 06082026	01-5-425211.00 EQUIP. & SUPPLIES	54.39	17988	06/24/26
210004	06/01/26	UNIFIRST CORPORATION Uniforms 1070516411	01-5-703311.00 UNIFORMS	444.36	17989	06/24/26
210004	06/01/26	UNIFIRST CORPORATION Uniforms 1070516411	01-5-704311.00 UNIFORMS	100.00	17989	06/24/26
210004	06/08/26	UNIFIRST CORPORATION Uniforms 1070518277	01-5-703311.00 UNIFORMS	531.88	17989	06/24/26
210004	06/08/26	UNIFIRST CORPORATION Uniforms 1070518277	01-5-704311.00 UNIFORMS	400.00	17989	06/24/26
210004	06/08/26	UNIFIRST CORPORATION Uniforms 1070518283	01-5-703311.00 UNIFORMS	444.36	17989	06/24/26
210004	06/08/26	UNIFIRST CORPORATION Uniforms 1070518283	01-5-704311.00 UNIFORMS	100.00	17989	06/24/26
220005	06/08/26	VALLEY TURF SERVICES, LLC Install Pitching Rubber 1960	01-5-425330.00 REPAIRS, MAINT&Site Wrk	175.00	17990	06/24/26
220021	06/12/26	VERMONT DEPARTMENT OF TAX Payroll Transfer PR-06/12/26	01-2-001109.00 VT W/H TAX PAYABLE	2600.65 B	416	06/12/26
220033	05/26/26	VERMONT LIFE SAFETY, LC TH Fire Alarm Maintenance 57545	01-5-706113.00 REPAIRS & MAINTENANCE	155.00	17991	06/24/26
220078	05/22/26	VLCT - VERMONT LEAGUE OF FY27 Regular Dues 24035	01-5-005302.00 VLCT MEMBERSHIP	6355.00	17992	06/24/26
Will post as prepaid expense to: 01-1-004102.00 until next year						
220056	05/22/26	VLCT EMPLOYMENT RESOURCE Qrtly Contribution & Cred REN041319-Q3	01-5-800517.00 UNEMP INS RATE ASSMT	1205.00	17993	06/24/26
220060	05/22/26	VLCT PROP and CASUALTY IN Insurance 7/1/26-9/30/26 20902	01-5-800520.00 WORKER'S COMP INS	26917.10	17994	06/24/26
Will post as prepaid expense to: 01-1-004102.00 until next year						
220060	05/22/26	VLCT PROP and CASUALTY IN Insurance 7/1/26-9/30/26 20902	01-5-800518.00 PROP & CAS INSURANCE	22080.73	17994	06/24/26
Will post as prepaid expense to: 01-1-004102.00 until next year						

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
220060	05/22/26	VLCT PROP and CASUALTY IN Insurance 7/1/26-9/30/26 20902	01-5-555620.00 FIREFIGHTERS CASUL INS	-4274.00	17994	06/24/26
Will post as prepaid expense to: 01-1-004102.00 until next year						
230000	05/22/26	W.B. MASON CO., INC. Transfer Station Water 262137719	01-5-705515.00 ADMINISTRATION	81.54	17995	06/24/26
230000	05/27/26	W.B. MASON CO., INC. Ink Cartridge 262199927	01-5-705515.00 ADMINISTRATION	103.96	17995	06/24/26
230000	06/02/26	W.B. MASON CO., INC. Toilet Paper, Paper Towel 262311823	01-5-485301.00 BUILDING SUPPLIES	611.76	17995	06/24/26
230000	06/03/26	W.B. MASON CO., INC. Plastic Knives, Poly Bags 262341060	01-5-485301.00 BUILDING SUPPLIES	185.69	17995	06/24/26
230003	06/01/26	WAGeworks, INC May 2026 0526TR112178	01-5-005123.00 HEALTH INSUR	40.00	17996	06/24/26
230053	06/11/26	WILLETTE, FRANCES Notary Public 06112026	01-5-500501.00 ADMINISTRATION	30.00	17998	06/24/26
230053	06/11/26	WILLETTE, FRANCES Notary Public 06112026	01-5-500501.00 ADMINISTRATION	69.85	17998	06/24/26
30088	06/12/26	WILLIAMS, CODY Ballard Trail Supplies 06122026	01-5-650630.00 TRAILS	998.46	17999	06/24/26
230036	02/02/26	WINDSOR COUNTY TREASURER Windsor County Payment #1 FY27PMNT#1	01-5-800211.00 Windsor County Equalizati	28408.08	18000	06/24/26
Will post as prepaid expense to: 01-1-004102.00 until next year						
Report Total				245614.61		

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 \$ \*\*\*245,614.61  
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
----------------------	-------------------------------	-------------	---------------	-------------

06/17/26

11:43 am

Town of Norwich Accounts Payable

Check Warrant Report # 1494 Current FY Invoices For Fund (TRACY HALL FUND)  
For Check Acct 03(General) All check #s 06/11/26 To 06/24/26 & Fund 13

Page 1 of 1

jdelaBruere

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
10093	03/31/26	ARC MECHANICAL CONTRACTOR TH Boiler Project 15556	13-5-450322.00 TRACY HALL BUILDING	18303.41	17947	06/24/26
Report Total				18303.41		

To the Treasurer of Town of Norwich, We hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ \*\*\*\*18,303.41  
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

06/17/26

Town of Norwich Accounts Payable

Page 1 of 1

11:44 am

Check Warrant Report # 1495 Current FY Invoices For Fund (Emerald Ash Borer Respons)  
For Check Acct 03(General) All check #s 06/11/26 To 06/24/26 & Fund 52

jdalabrue

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
230056	06/12/26	WILCOX TREE SERVICE LLC EAB - Ash Tree Removal 7264	52-5-000300.00 Emerald Ash Borer Expense	61217.00	17997	06/24/26
Report Total				61217.00		

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 \$ \*\*\*\*61,217.00  
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

06/17/26  
11:47 am

Town of Norwich Accounts Payable  
Check Warrant Report # 1496 Current FY Invoices For Fund (General)  
For Check Acct 04(General) All check #s 05/01/26 To 05/31/26 & Fund 01

Page 1 of 1  
jdelabruere

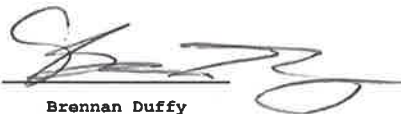
Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
50012	05/08/26	Minimum Payment Reverse 05082026	01-5-005900.00 MISCELLANEOUS	-0.58 B	403	05/08/26
50012	03/12/26	Town Clerk Printer REF#1137	01-5-100611.00 OFFICE EQUIPMENT	67.88 B	403	05/08/26
50012	03/12/26	Town Clerk Printer REF#1137	01-5-050610.00 OFFICE SUPPLIES	300.00 B	403	05/08/26
50012	03/24/26	Vehicle Reg & Title REF#2011	01-5-500306.00 CRUISER MAINT	114.00 B	403	05/08/26
50012	03/20/26	Zoom REF#2729	01-5-275627.00 Remote Meeting Services	537.81 B	403	05/08/26
50012	03/19/26	Starlink REF#3087	01-5-500536.00 DISPATCH SERVICES	195.00 B	403	05/08/26
50012	04/04/26	Adobe REF#4216	01-5-703515.00 ADMINISTRATION	19.99 B	403	05/08/26
50012	03/23/26	Nonethanol Fuel REF#7194	01-5-555538.00 APPARATUS FUEL	52.91 B	403	05/08/26
Report Total				1287.01		

To the Treasurer of Town of Norwich, We hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ \*\*\*\*\*1,287.01  
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

## Ann Shriver Sargent

To the Selectboard,

I am writing to respectfully request that the condition and maintenance specifications for gravel placed on Campbell Flat Road be added to the agenda for the next Selectboard meeting, and that any new gravel application or grading work on the road be delayed until this discussion can take place.

Campbell Flat Road is used not only by vehicles, but also regularly by pedestrians, cyclists, runners, and horseback riders. The road serves as an important recreational and birding corridor, and its surface conditions affect a wide range of users.

Recently, gravel placed on Hog Back Road contained large angular stone aggregate, in many cases exceeding one inch in diameter. Material of this size creates significant safety and accessibility concerns. Loose oversized stone can destabilize bicycles and pedestrians and poses a particular hazard for horses. Large sharp stone can bruise the sole of a horse's hoof, sometimes resulting in lameness that can last for weeks or even months.

I would respectfully ask the Board and Road Department to consider specifying a finer, well-graded surface material for roads with mixed recreational use such as Campbell Flat Road. My understanding is that many municipalities use dense graded aggregate or processed gravel with a maximum aggregate size of approximately 3/8 inch to 1/2 inch for the finished traveled surface on shared-use rural roads. A finer "minus" gravel surface creates a more stable and safer condition for walking, cycling, and equestrian use than coarse crushed stone containing oversized aggregate.

I fully understand the need to maintain drainage and road durability, and my hope is simply that the town can balance those needs with the safety and usability of the road for all members of the community who rely on it.

Thank you very much for your consideration. I would appreciate having this matter placed on the next meeting agenda before additional gravel work is undertaken on Campbell Flat Road.

Sincerely,

Ann Shriver Sargent

802-649-3127

## Gravel size on dirt roads

---

**From** Lindsay Putnam <lindsayputnam28@gmail.com>

**Date** Sat 6/13/2026 1:47 PM

**To** Select Board <selectboard@norwich.vt.us>

Dear Selectboard,

I understand that Ann Sargent sent you a message regarding the large gravel size recently applied to Hogback and Campbell Flat roads. I absolutely share her concern and hope that you can look into requiring the highway department to use smaller sized gravel. As she states, it is hazardous to bicyclists, horses, and pedestrians. It can also puncture car tires and, if it gets kicked up, can cause dents.

I have experienced this in many other towns this summer, much more than usual. I hope you can address this safety issue. Thank you very much.

Lindsay Putnam  
2844 Chapel Hill Rd

## Internal Financial Control Checklist for Municipalities

---

**From** Cheryl Lindberg <CLindberg@norwich.vt.us>

**Date** Thu 6/18/2026 10:33 AM

**To** Select Board <selectboard@norwich.vt.us>; Kimo Griggs <kimogriggsnorwichselect@gmail.com>

**Cc** Brendan Classon <bjclasson.norwichsb@gmail.com>; marydlayton.selectboard@gmail.com <marydlayton.selectboard@gmail.com>; mswettselectboard@gmail.com <mswettselectboard@gmail.com>; robert.gere.norwich@zohomail.com <robert.gere.norwich@zohomail.com>; Treasurer <Treasurer@norwich.vt.us>

 1 attachment (247 KB)

Internal Control Checklist - 2026.pdf;

Selectboard members,

Included with this email is the IFCC for Municipalities completed by me as Town Treasurer. I have responded to the checklist to the best of my ability not knowing if the Town has written policies and procedures for the Town.

Your review and receipt of this checklist is references in 24VSA §872.

Sincerely,  
Cheryl

Cheryl A. Lindberg  
Treasurer  
Town of Norwich, VT

Please note that this email message, along with any response or reply, is considered a public record, and thus is subject to disclosure under the Vermont Public Records Law (1 V.S.A. §§ 315-320).

# The Vermont Statutes Online

The Statutes below include the actions of the 2025 session of the General Assembly.

**NOTE:** The Vermont Statutes Online is an unofficial copy of the Vermont Statutes Annotated that is provided as a convenience.

## **Title 24 : Municipal and County Government**

### **Chapter 033 : Municipal Officers Generally**

#### **Subchapter 003 : ORGANIZATION OF SELECTBOARD; APPOINTMENTS; POWERS**

(Cite as: 24 V.S.A. § 872)

#### **§ 872. Selectboard; general powers and duties**

(a) The selectboard shall have the general supervision of the affairs of the town and shall cause to be performed all duties required of towns and town school districts not committed by law to the care of any particular officer.

(b) The selectboard shall annually, on or before July 31, acknowledge receipt of and review the document made available by the Auditor of Accounts pursuant to 32 V.S.A. § 163(11) regarding internal financial controls and which has been completed and provided to the selectboard by the treasurer pursuant to section 1571 of this title.

(c) The selectboard may require any other officer or employee of the town who has the authority to receive or disburse town funds to complete and provide to the selectboard a copy of the document made available by the Auditor of Accounts pursuant to 32 V.S.A. § 163(11). The officer or employee shall complete and provide the document to the selectboard within 30 days of the selectboard's requirement. The selectboard shall acknowledge receipt of and review the completed document within 30 days of receiving it from the officer or employee. (Amended 2011, No. 155 (Adj. Sess.), § 26.)

# The Vermont Statutes Online

The Statutes below include the actions of the 2025 session of the General Assembly.

**NOTE:** The Vermont Statutes Online is an unofficial copy of the Vermont Statutes Annotated that is provided as a convenience.

## **Title 24 : Municipal and County Government**

### **Chapter 051 : Finances; Accounts and Audits**

#### **Subchapter 002 : TOWN TREASURER; ACCOUNTS; CITY ACCOUNTS**

(Cite as: 24 V.S.A. § 1571)

#### **§ 1571. Accounts; reports**

(a) The town treasurer shall keep an account of monies, bonds, notes, and evidences of debt paid or delivered to him or her, and of monies paid out by him or her for the town and the town school district, which accounts shall at all times be open to the inspection of persons interested.

(b) Monies received by the town treasurer on behalf of the town may be invested and reinvested by the treasurer with the approval of the legislative body.

(c) The town treasurer shall file quarterly reports with the legislative body regarding his or her actions set forth in subsections (a) and (b) of this section.

(d) The town treasurer shall annually, on or before June 30, complete and provide to the selectboard a copy of the document made available by the Auditor of Accounts pursuant to 32 V.S.A. § 163(11) regarding internal financial controls. (Amended 1981, No. 239 (Adj. Sess.), § 5; 2011, No. 155 (Adj. Sess.), § 27.)

**Internal Financial Controls Checklist for Municipalities – Cities and Towns**  
 Document referenced in 24 V.S.A. § 1571(d)

	Yes	No	Don't know	By whom
Are all town account records currently maintained by one individual?		X		
Do you reconcile bank and ledger balances monthly?	X			
Are checks always written to specified payees and not to cash?	X			
Does the same individual open the mail and deposit checks?	X			
Are pre-numbered checks used for all bank accounts?	X			
Are unopened bank statements delivered directly to the treasurer as received?	X			
Do you always provide a numbered receipt for any cash payment made to the town?			X	
Have select board members attended financial trainings?			X	
Are bank statements reconciled on a regular basis?	X			
Does someone other than the treasurer review bank reconciliations?			X	Treasurer does not review bank reconciliations
Have you deposited town monies anywhere other than a town account?		X		
Have you deposited any non-town monies into a town account?			X	
Is interest in town accounts apportioned to each account?	X			
Have there been any changes in authorized signatures during the fiscal year?		X		
Has a signature stamp ever been used for any town account	X			Asst Treasurer
Has there ever been a theft, or unauthorized use of town funds or equipment?	X			
Are financial records maintained in a computerized system?	X			
Does the town have written policies and procedures for financial operations?			X	
Does each town official have copies of these policies and procedures?			X	
Have you attended trainings on recordkeeping?	X			
Are checks written by the same individual who approves payments?		X		
Are you a participant in any business which does business with the town?		X		
Do you maintain separate pages, columns or running balances for each fund?	X			
Do elected town auditors attend financial trainings?				No elected Auditors
Are bank accounts and fund balances reconciled on a monthly basis?	X			I believe they are
Does the town loan money to town employees?		X		
<p><b>As a signer below I certify to the best of my knowledge that the answers provided in this self-assessment questionnaire are an accurate representation of the operation of the Town/City of: <u>NORWICH</u>, Vermont.</b></p> <p>Preparer: (signature) <u>Cheryl A. Lindberg</u> (printed name): <u>CHERYL A LINDBERG</u> Title: <u>TREASURER</u></p> <p>Received by Select Board (signature): _____ on (date): _____</p>				

June 18, 2026

To the Select Board:

I am writing to inform you that I will be resigning as one of the two representatives from Norwich to the Connecticut River Joint Commissions. I will attend the July meeting as my last one. Now that I am Chair of the Conservation Commission, I find I need to cut back on other commitments. It has been my pleasure and privilege to serve in this capacity.

Sincerely,

Lynnwood Andrews.