

Norwich Selectboard

Regular Meeting: Wednesday, September 9, 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. Approve Minutes – July 8, 2026 regular meeting, August 12, 2026 regular meeting, and August 26, 2026 Special and Regular Meetings – Discussion/Possible Motion (5 mins)
5. Appointments to Committees – Discussion/Possible Motion (5 mins)
6. Eagle Scout Sign Gift: Lewiston Historical Marker – Discussion/Possible Motion (10 mins)
7. Sweetland Farm License Agreement– Discussion/Possible Motion (10 mins)
8. Norwich Women’s Club/Triangle Garden request – Discussion (15 mins)
9. Hurricane Riders Snowmobile Club Request for Illsley Road Bridge – Discussion only (10 mins)
10. Main Street Excess Water Issue – Discussion (15 mins)
11. Huntley Field Ball Fields – Discussion (20 mins)
12. Village Master Plan Consultant Recommendation – Discussion/Possible Motion (10 mins)
13. Listers Errors & Omissions Request(s) – Discussion (15 mins)
14. NPD Spending Request: Special Equipment Fund #21– Discussion/Possible Motion (10 mins)
15. Updated Correspondence Policy – Discussion/Possible Motion (10 mins)
16. AP Warrants – Discussion/Possible Motion (5 mins)
17. Receipt of Correspondence – Discussion/Possible Motion (5 mins)
18. Discussion of September 23, 2026 Selectboard Agenda – Discussion/Possible Motion (10 mins)
19. Adjournment – Motion

Future Meeting Dates

Day	Date	Meeting Type	Time & Content	Other Notes
Wednesday	9/23/2026	Regular: Zoom & JAM	6:30 p.m. Selectboard business	
Wednesday	10/14/2026	Regular: Zoom & JAM	6:30 p.m. Selectboard business	

**Town of Norwich
Minutes for the Selectboard Meeting
Wednesday July 8, 2026**

Active Participants at Tracy Hall: Kimo Griggs (SB Chair), Brendan Classon (SB Vice Chair), Mary Layton (SB member), Rob Gere (SB member), Brennan Duffy (Town Manager), Priscilla Vincent, John Carroll, and Cheryl Lindberg (Lister/Treasurer).

Active Participants on Zoom: Alex Northern (Fire Chief), Jaan Laaspere, Lily Trajman (Town Clerk), Harry Falconer, Charlotte Metcalf, and Kris Clement.

Key: *Motions noted in italics.*

The meeting was called to order by Chair Griggs at 6:31pm.

YouTube Timestamp: Not available.

1. Agenda

Timestamp: Not available.

The first motion by Gere to move the agenda as amended to include a change in Agenda Item #13 to a discussion only, which was seconded by Layton, failed due to a split vote: Gere (yes); Layton (yes); Classon (no); Griggs (no); and Swett (absent).

Classon moved to accept the agenda as presented.

- *Layton 2nd*
- *Vote - Gere (no); Layton (yes); Classon (yes); Swett (absent); Griggs (yes): Passed.*

2. Chair's Report

Timestamp: Not available.

Chair Griggs provided a summary of occurrences that happened since the last meeting.

3. Public Comments for Items not on the Agenda

Timestamp: Not available.

4. Approve Minutes – June 24, 2026

Timestamp: Not available.

Classon moved to approve the minutes for June 24, 2026 as presented.

- *Gere 2nd*

- *Vote: Unanimous (Swett was absent).*

5. Committee Appointments

Timestamp: Not available.

Layton moved to appoint Elena Kennedy to a seat on the Recreation Council for a term expiring on March 31, 2029.

- *Gere 2nd*
- *Vote: Unanimous (Swett was absent).*

6. Town Clerk Spending Request

Timestamp: Not available.

Layton moved to authorize the expenditure of \$350.00 for the purchase and shipping of a new Marriage Binder, to be paid from the Restoration Fund #45.

- *Gere 2nd*
- *Vote: Unanimous (Swett was absent).*

7. Review of Forest Fire and Fire Prevention Statue Changes

Timestamp: Not available.

8. Tracy Hall Outdoor Faucet

Timestamp: Not available.

Layton moved to direct the Town Manager to buy a hose reel to help the Women's Club with their garden.

- *Gere 2nd*
- *Vote: Unanimous (Swett was absent).*

Griggs moved to authorize the Town Manager to solicit bids for 1) reconnecting the hose bibs near the main stair and 2) for installing a new hose bib on the outside of Tracy Hall to the north of the main entry (so as to reduce tripping hazards at the Main Street entry), and 3) investigate the possibility, and potential cost of placing a yard hydrant in the Triangle itself or adjacent to the fence on the Town Green.

- *Classon 2nd*
- *Vote: Gere (no); Layton (no); Classon (yes); Swett (absent); Griggs (yes): Failed.*

9. Town Expense and Reimbursement Policy

Timestamp: Not available.

10. Opioid Fund Uses

Timestamp: Not available.

Layton moved to authorize the Town Manager to distribute payments of \$16,000.00 to the Second Wind Foundation/Upper Valley Turning Point and Good Neighbors Health Clinic from the Opioid Settlement Fund #56.

- Gere 2nd
- Vote: Unanimous (Swett was absent).

11. TRORC Energy Efficiency Initiative

Timestamp: Not available.

12. Communications

Timestamp: Not available.

- Proposal to Allow Real-Time Access to Packet Materials
- Contact List in Tracy Hall and on Website

Classon moved to request the Town Manager produce proposals allowing real-time access, to the Selectboard and the Public, to documents that will be included in Selectboard packets.

- Gere 2nd
- Vote: Unanimous (Swett was absent).

Griggs moved to request the Town Manager produce a proposal for what information might be provided on signage in Tracy Hall and our website that we can then design a solution around, with the proposal to be presented back to the Selectboard by an August meeting.

- Classon 2nd
- Vote: Unanimous (Swett was absent).

13. Update on Katucki Case

Timestamp: Not available.

The initial motion and 2nd made by Classon and Chair Griggs was rescinded, leading to the creation of a new motion.

Classon moved to instruct the Selectboard Chair Griggs to instruct Town council to cease all legal action regarding all aspects of the Kutucki notification of the OML violation and the PRA lawsuit filed with Windsor Superior Court on 4 May, 2026.

- Griggs 2nd
- Vote: Gere (no); Layton (no); Classon (yes); Swett (absent); Griggs (yes): Failed.

Griggs moved to instruct the Town council to file in the court a motion for summary judgement wherein the court disallows elements of Mr. Katucki's 4 May, 2026 complaint in Katucki v. Town of Norwich.

- Classon 2nd

- *Vote: Gere (yes); Layton (abstain); Classon (no); Swett (absent); Griggs (no): Failed.*

Griggs moved to authorize Town council to engage with plaintiff to seek a negotiated settlement of the notification of the OML violation filed by Mr. Katucki on the 9th of April, 2026.

- *Classon 2nd*
- *Vote: Gere (yes); Layton (abstain); Classon (yes); Swett (absent); Griggs (no): Failed.*

14. AP Warrants

Timestamp: Not available.

Gere moved to approve AP Warrant #1497 in the amount of \$235,961.52 to be paid from the General Fund; AP Warrant #1498 in the amount of \$4,423.36 to be paid from the Fire Equipment Fund #26, AP Warrant #1499 in the amount of \$150,000 to be paid from the DPW Bridge Fund #41, and AP Warrant #1500 in the amount of \$2,552.82 to be paid from the General Fund.

- *Layton 2nd*
- *Vote: Unanimous (Swett was absent).*

15. Receipt of Correspondence

Timestamp: Not available.

Layton moved to receive all correspondence.

- *Gere 2nd*
- *Vote: Unanimous (Swett was absent).*

16. Discussion of July 22, 2026 Selectboard Agenda

Timestamp: Not available.

17. Adjournment

Timestamp: Not available.

Gere moved to adjourn the meeting.

- *Layton 2nd*
- *Vote: Unanimous (Swett was absent).*

Meeting adjourned at 9:47pm.

Minutes taken by Steve Schlauch.

Town of Norwich
Minutes for the Selectboard Meeting
Wednesday, August 12, 2026

Active Participants at Tracy Hall: Kimo Griggs (SB Chair), Brendan Classon (SB Vice Chair), Matthew Romei (Chief of Police), Carol Loveland, Sue Pitiger, and Pam Smith.

Active Participants on Zoom: Mary Layton (SB member), Matt Swett (SB member), Brennan Duffy (Town Manager), Lily Trajman (Town Clerk), Kris Clement, and Cheryl Lindberg (Town Treasurer).

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

The meeting was called to order by Chair Griggs at 6:31pm.

YouTube Timestamp: 00:37:00

1. Agenda

Timestamp: 00:38:50

Classon moved to approve the agenda as presented by the Chair.

- *Layton 2nd*
- *Vote: Unanimous (Gere was not present for the vote).*

2. Chair's Report

Timestamp: 00:39:29

Chair Griggs provided a summary of occurrences that happened since the last meeting that included meeting with a regional planning commission; joining a softball game and co-hosting the community potluck; assisting with the Norwich Fair; overseeing meetings with the Tracy Hall Working Group; volunteering at the voting booths, and other related material.

3. Public Comments for Items not on the Agenda

Timestamp: 00:42:26

[Carol Loveland, member of the Norwich Women's Club and Town garden volunteer, requested an update on estimates for the garden and posited a reminder that the process had begun in late May. Sue Pitiger then followed with additional comments of concern.](#)

Chief of Police, Matthew Romei, recommended glancing at the Police Department's Facebook page, which introduced the activation of two new widgets at the Public

Safety Building offering an updated method for the public to receive help whether the staff are in the building or not.

Town Clerk, Lily Trajman, provided an elections update comparing current and previous data, while also thanking and discussing further volunteer opportunities, as well as voter address information.

Town Treasurer, Cheryl Lindberg, pitched a suggestion for replacing the bulletin board in Tracy Hall.

4. Approve Minutes of July 8 2026 Regular Selectboard Meeting, July 15 2026 Special Meeting and July 22 2026 Regular Meeting

Timestamp: 00:54:49

Classon moved to approve the Minutes of the July 22, 2026 Regular Selectboard Meeting as presented, table the Minutes of the July 8, 2026 Regular Selectboard Meeting, and approve the Minutes of the July 15, 2026 Special Selectboard Meeting as amended to correct the typo on page 11 changing Clayton, paragraph 3, to Layton.

- *Layton 2nd*
- *Vote: Unanimous (Gere was not present for the vote).*
- *The first motion and 2nd were rescinded by Classon and Layton.*

5. NPD Spending Request #1: Public Safety Building Request from Fund #47

Timestamp: 01:04:55

Chief of Police, Matthew Romei, discussed details pertaining to possible building repairs and the need for replacements, with a failed heat pump being the primary focus. This allowed for questions of clarification to be posited and responded to by the Chief.

Layton moved to approve the NPD Spending Request #1, not to exceed \$15,000 from the Public Safety Facility Fund #47 for the replacement of a failed mini-split heat pump system in the Police Department.

- *Classon 2nd*
- *Vote: Unanimous (Gere was not present for the vote).*

6. NPD Spending Request #2: Public Safety Building Request from Fund #47

Timestamp: 01:18:52

Chief of Police, Matthew Romei, continued to expand upon the building requests by explaining federal regulation audits that the Police Department fall under, and that the lack of audit trails on the locks of the building must be addressed. Thus, the Chief then elaborated on the need for purchasing updated locks.

Classon moved to approve the NPD Spending Request #2 in an amount not to exceed \$13,500 from the Public Safety Facility Fund #47 for the replacement and update of 18 locks at the Public Safety Building.

- Layton 2nd
- Vote: Unanimous (Gere was not present for the vote).

7. NPD Spending Request #3: Special Equipment Fund
Timestamp: 01:28:24

Based on the Vermont Use of Force Policy, Chief of Police, Matthew Romei, explained the contents of a mandate regarding equipping of officers with a variety of less than lethal options for use of force. Therefore, the Chief offered reasoning for the implementation of a 40mm Less Lethal Impact Munition Program. This was then met with a concerned, in-depth discussion between the Board members and the Chief.

Due to the nature and optics of what the implementation entailed, the item was set for further discussion and will be included in the August 26th agenda.

8. Town Manager Proposal for Directory in Tracy Hall and on Website
Timestamp: 02:02:22

Town Manager, Brennan Duffy, elaborated on the basis of the proposal, which included an updated method of directional assistance for when a member of the public enters Tracy Hall and requires guidance for how to properly contact Town staff and related inquiries. The insertion of a QR code for public use was highlighted.

Classon moved to approve the proposal for placing a directory in Tracy Hall and on the Town Website as advised and illustrated in the packet.

- Layton 2nd
- Vote: Unanimous (Gere was not present for the vote).

9. Updated Correspondence Policy Draft
Timestamp: 02:16:23

Chair Griggs touched upon a memo that he crafted regarding a statute not requiring the public to see documents at the same time that the Board members have access to them, and that the Board is not required to provide documents at all. He then discussed his preferred process for cataloging documents, then allowing for other Board members to chime in with comments.

10. Listers Wage Proposal
Timestamp: 02:29:08

Chair Griggs allowed for a discussion to occur pertaining to a pay increase for the Town Listers and how the Selectboard possessed the ability to set the Listers pay rate for voters to vote on; however, the Selectboard did not choose such an option, deciding to set a budget instead. Layton then elaborated on the budgeting process while also stating that the framing of the Listers proposal was not appropriately timed nor framed due to the Town Manager not having the ability to approve such wages.

Town Manager, Brennan Duffy, posited an agreement with Layton while also recognizing the importance of how the budget for the Listers is a specific finite amount and suggesting that the item be placed on a ballot, allowing the voters to decide the pay rate outcome.

The discussion continued with comments and elaborations offered from differing Board members, certain employed Listers of the Town, and a member of the public. Consequently, it was agreed upon that the item be moved to the August 26th agenda, allowing for further research and discussion.

11. Treasurer's Investment Request

Timestamp: 03:33:52

Stemming from a request by Chair Griggs, the Town Treasurer, Cheryl Lindberg, further explained the details of a balance sheet for the Town's financials and suggestions for possible investments to be implemented.

Classon moved to accept the Town Treasurer's recommendation that the Town invest \$3,000,000.00 in a 6-month Certificate of Deposit at a rate of 3.5% APY.

- Layton 2nd
- Vote: Unanimous (Gere was not present for the vote).

12. Updated Sullivan, Powers & Co., P.C. Engagement Letter to Include Single Audit

Timestamp: 03:37:00

Layton moved to accept and execute the agreement in the updated Sullivan, Powers & Co., P.C. Engagement Letter to include Single Audit dated July 28 2026 and Received August 3 2026.

- Classon 2nd
- Vote: Unanimous (Gere was not present for the vote).
- The first motion and 2nd were rescinded by Layton and Classon.

13. Tracy Hall Elevator Modernization Proposal

Timestamp: 03:39:47

Chair Griggs requested an explanation from the Town Manager, Brennan Duffy, which was then provided to include the status of the elevator and research that was conducted by contacting two elevator companies. Chair Griggs then stated his discomfort with spending the proposed amount before obtaining further information from additional elevator companies.

Following further discussion, it was unanimously voted in an informal straw poll that the item be tabled for further examination.

14. AP Warrants

Timestamp: 03:51:30

Classon requested information on the Shared Energy Coordinator role, in which the Town Manager, Brennan Duffy, shared information on the coordinator and what was budgeted for the position.

Classon moved to approve AP Warrant #1509 in the amount of \$156.50 to be paid from the General Fund; AP Warrant #1510 in the amount of \$889.26 to be paid from the General Fund, AP Warrant #1511 in the amount of \$256,812.67 to be paid from the General Fund, AP Warrant #1512 in the amount of \$685.00 to be paid from the Fire Equipment Fund #26, AP Warrant #1513 in the amount of \$52,783.00 to be paid from the Emerald Ash Borer Fund #52, AP Warrant #1514 in the amount of \$157,450.30 to be paid from the Culvert Fund #54, and Warrant #1515 in the amount of \$16,000.00 to be paid from the Opioid Settlement Fund #56.

- *Layton 2nd*
- *Vote: Unanimous (Gere was not present for the vote).*

15. Receipt of Correspondence

Timestamp: 03:56:01

Chair Griggs provided a summary of correspondences received.

Layton moved to accept all correspondence.

- *Classon 2nd*
- *Vote: Unanimous (Gere was not present for the vote).*

16. Discussion of August 26, 2026 Selectboard Agenda

Timestamp: 03:59:35

Chair Griggs provided an agenda list including spending request #3; Listers wage proposal; elevator proposal; requests for adding a master financial policy and travel and expense policy to the agenda; and a Public Records Act policy draft.

17. Adjournment

Timestamp: 04:07:13

Classon moved to adjourn the meeting.

- *Layton 2nd*
- *Vote: Unanimous (Gere was not present for the vote).*

Meeting adjourned at 10:01pm.

Minutes taken by Steve Schlauch.

Town of Norwich
Minutes for the Special Selectboard Meeting
Wednesday August 26, 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).

Active Participants on Zoom: Brennan Duffy (Town Manager).

Key: *Motions noted in italics.*

The meeting was called to order by Chair Griggs at 5:30pm.

YouTube Timestamp: Not available.

1. Agenda

Timestamp: Not available.

Swett moved to approve the agenda as presented by the Chair.

- *Layton 2nd*
- *Vote: Unanimous*

2. Public Comments for Items not on the Agenda

Timestamp: Not available.

No public comments were offered.

3. Settlement of Norwich Public Library Person Injury Claim

Timestamp: Not available.

Gere moved that the Selectboard find that premature public knowledge regarding communications between the Selectboard and VLCT Attorneys for the purposes of receiving professional legal services and discussing a proposed settlement agreement in reference to all of the issues arising out of or related to an accident involving the closing of a bathroom door in the Norwich Public Library, allegedly causing personal injury on or about November 22, 2024 would clearly put the Town at a substantial disadvantage by disclosing privileged attorney-client communications, and disclosing negotiation strategy to the opposing party, which would make negotiation of any favorable settlement protecting the Town's interests substantially more difficult.

- *Layton 2nd*
- *Vote: Unanimous*

Layton moved to enter executive session for the purposes of receiving confidential attorney client communications made for the purpose of providing legal services to the Town in relation to discussing the Norwich Town Library personal injury suit and invite the Town attorneys and Town Manager into executive session to join the executive session. Time entered: 5:36pm.

- Gere 2nd
- Vote: Unanimous

Layton moved to enter public session at 6:11pm.

- Gere 2nd
- Vote: Unanimous

No action was taken in the executive session.

4. Adjournment

Timestamp: Not available.

Classon moved to adjourn the meeting.

- Layton 2nd
- Vote: Unanimous

Meeting adjourned at 6:12pm.

Minutes taken by Steve Schlauch.

Town of Norwich
Minutes for the Selectboard Meeting
Wednesday August 26, 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), Carol Loveland, Priscilla Vincent, Eric Chatterjee, Cheryl Lindberg, Matthew Romei (Chief of Police), and Lily Trajman (Town Clerk).

Active Participants on Zoom: Brennan Duffy (Town Manager), Jaan Laaspere (Planning Commission Chair), Lily Trajman (Town Clerk), and Kris Clement.

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

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

YouTube Timestamp: 00:16:15

1. Agenda

Timestamp: 00:17:27

Swett moved to approve the agenda as amended by the Chair.

- Gere 2nd
- Vote: Unanimous

2. Chair's Report

Timestamp: 00:18:52

Chair Griggs provided a summary of occurrences that happened since the last meeting, which included responding to public records requests, water for the Triangle Garden, and volunteering to assist the Norwich Baseball Association. Layton added a positive comment regarding the culvert replacement on Route 132.

3. Public Comments for Items not on the Agenda

Timestamp: 00:20:09

[Carol Loveland sought clarification for an estimate process pertaining to Triangle Garden.](#) Town Manager Duffy was then able to offer information on two pending quotes that were requested for potential work to be done in the garden. Swett additionally provided further information.

Planning Commission Chair Laaspere posited reminders for two items that had been previously discussed and hoped that such items were still being considered. Town Manager Duffy was able to explain the current status of both items.

Priscilla Vincent presented a perspective regarding a groundwater issue on Main Street, which was dovetailed with brief suggestions for moving forward with the issue. Classon then offered an explanation on certain delays and other related operations, with Swett highlighting the complicated nature of the situation.

Eric Chatterjee provided a quick snapshot of a short-term rental experience that occurred in another Vermont location, leading to words of appreciation for recent restrictions placed on short-term rentals in Norwich.

Town Clerk Trajman briefly noted that the Clerk's Office will be closed on September 9th and 10th due to the attendance of an annual association meeting.

4. Approve Minutes – July 8, 2026, August 6, 2026 Special Meeting

Timestamp: 00:43:52

Chair Griggs suggested a redo for the July 8 minutes. Town Manager Duffy then provided a suggestion for redoing the minutes.

Classon moved to approve the minutes for the Special Selectboard Meeting held at 12 noon on August 6, 2026.

- Gere 2nd
- Vote: Unanimous

Classon moved approval of the minutes for the Special Selectboard Meeting held on Thursday August 6, 2026, convened at 1:30pm.

- Layton 2nd
- Vote: Unanimous

The Minutes for the July 8th Meeting (as corrected) and the August 12th Meeting were moved to the September 9th meeting packet.

5. Selectboard Guiding Principles

Timestamp: 00:53:00

Swett offered compassionate thoughts stemming from content included within the 2017 Norwich Selectboard Guiding Principles. Classon then posited comments related to the role of the Selectboard in general. Cheryl Lindberg asked about the possibility of updating the Guiding Principles document.

6. Listers Wage

Timestamp: 01:12:21

Town Manager Duffy offered a question relating to pay grade changes, which propelled a clarifying response from Layton, then a further response from Town Manager Duffy.

Following the first motion and 2nd by Classon and Swett, Gere shared a concern, leading to a request for a new motion, which Swett commented and agreed upon. Thus, the initial action was rescinded.

Layton moved to confirm a change in compensation for the Listers to Grade 18 to apply retroactively to the start of fiscal year 2026-27.

- Gere 2nd
- Vote: Unanimous

7. Review/Approval of VTel Agreements for Communications Valuation

Timestamp: 01:34:29

Town Clerk Trajman delivered an elaboration on Vermont's value for all telecommunications properties.

Swett moved to direct the Chair of the Norwich Selectboard to sign the two stipulation agreements provided by VTel included in the August 26, 2026 Selectboard meeting packet on behalf of the Town.

- Classon 2nd
- Vote: Unanimous

8. NPD: Closure of Roadways for Halloween

Timestamp: 01:37:45

Chief of Police Romei provided an explanation for the roadway closure, which was followed by a related comment from Town Manager Duffy.

Layton moved to accept the NPD proposal to increase safety during Halloween as included in the Selectboard meeting packet of August 26, 2026, and direct the Town Manager, through the Police Department and Department of Public Works, to close a portion of Main Street and the entirety of Carpenter Street on October 31st, 2026, during a time period to be determined by the Chief of Police in consultation with other Town Departments.

- Swett 2nd
- Vote: Unanimous

9. Road Closure Policy/Emergency Response Planning

Timestamp: 01:45:29

Chair Griggs posited a question concerning a hypothetical emergency incident, allowing for Chief of Police Romei to offer a response that included direction for future action.

10. Updated Correspondence/Packet Policy Draft

Timestamp: 01:57:00

Chair Griggs explained that this item will require more time for examination, which other members then agreed with.

11. Policies: Reimbursement & Expense Draft

Timestamp: 01:57:47

Public Records Act Policy Draft: 02:29:06

Master Financial Policy Draft: 02:58:35

Classon introduced the overarching layout regarding the policy drafts, with Layton offering further analysis on reimbursements, allowing for Chair Griggs to postulate specific questions. This then lead to Chief of Police Romei discussing related experiences and thoughts pertaining to spending options and Town credit cards in general. The policy was additionally discussed by Town Manager Duffy along with other Selectboard members.

[Kris Clement discussed fee schedules and the Town custodian of records prospect.](#)

Town Manager Duffy added an explanation and concern regarding the Master Financial Policy Draft.

12. Town Manager Report

Timestamp: 03:07:13

Town Manager briefly touched upon recent updates that occurred within differing Departments of the Town.

13. Department Reports

Timestamp: 03:07:13

Classon mentioned a resident request for moving the Town Manager Reports to the beginning of future agendas.

14. AP Warrants

Timestamp: 03:21:12

Classon posited a request for spending totals to be broken down case by case, which then Town Manager Duffy offered a comment on the request.

Layton moved to approve AP Warrant #1516 in the amount of \$109,090.53 to be paid from the General Fund; AP Warrant #1517 in the amount of \$1,200.00 to be paid from the Citizen Assistance Fund #33, and AP Warrant #1518 in the amount of \$337.10 to be paid from the Records Restoration Fund #45.

- Gere 2nd
- Vote: Unanimous

15. Correspondence

Timestamp: 03:28:39

The initial motion and 2nd by Layton and Swett was rescinded.

Layton moved to receive all correspondence.

- Swett 2nd
- Vote: Unanimous

16. September 9, 2026 Meeting Agenda

No details were discussed regarding this item.

17. Adjournment

Timestamp: 3:35:36

Swett moved to adjourn the meeting.

- Gere 2nd
- Vote: Unanimous

Meeting adjourned at 9:50pm.

Minutes taken by Steve Schlauch.

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: Lindsay McClure Miller
Address: 25 New Boston Rd, Norwich, VT 05055
Day phone: 802-359-3199 Evening phone:
E-mail: lindsay.p.mcclure@gmail.com
Position Applied For: Affordable Housing 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:

☒

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

I travel a lot and visit different types of housing^{ways}. I work with youth and families in education and want to help have a well-rounded town.

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

☒ I run our educational program World Story Exchange.

Have worked with many local organizations:
Norwich Rec Dept, Norwich Historical Society, Hanover Historical Society, Ray School, Haven, Norwich Library, Norwich Post Office, and more!

5. Education and Current Employment

Employer: Self-employed Location: Norwich, VT
Description of work: World Story Exchange Global

We are husband and wife team that teaches documentary storytelling and outdoor education. We offer workshops on photography, storytelling and cultural understanding.

6. Pertinent Education and/or Experience:

My life work is to listen,
ask questions and creative
problem solve.

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:

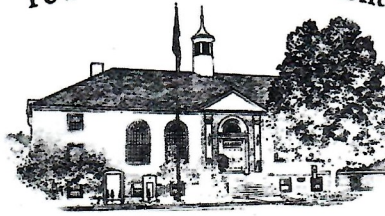
Thanks for your consideration

Signature:

Indy P. McMiller.

Date:

8/12/26



CHARTERED 1761

MEMO

To: Norwich Selectboard
From: Brennan Duffy, Town Manager
Date: September 3, 2026
Re: Recommendation to accept Foley Park historical marker gift

In accordance with the Town's Gift Policy, I have had recent correspondence with Ian Sun, a member of Norwich Boy Scout Troop 253, who is working on a proposed Eagle Scout project.

He would like permission to donate and install a wood and vinyl historical marker at Foley Park and is working with the Norwich Historical Society to provide appropriate content for the marker. The longevity of the proposed sign is estimated at 20-30 years, so this should not require any maintenance commitment from the Town in the near future.

Additional information and sketches provided by Mr. Sun are included following this memo.

I recommend to the Selectboard that this historical marker gift be accepted by the Town.

Thank you for your consideration of this topic.

Re: Lewiston Historical Marker @ Foley Park - Eagle Scout Project

From Ian Sun <ian.sun.us2020@gmail.com>

Date Tue 9/1/2026 8:24 AM

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

Cc Select Board <selectboard@norwich.vt.us>; Steven True <strue@norwich.vt.us>; Tao Sun <suntao.nh@gmail.com>

Some people who received this message don't often get email from ian.sun.us2020@gmail.com. [Learn why this is important](#)

Hi Mr. Duffy,

I would be happy to attend the selectboard meeting on 9/9. The sign will be constructed out of wood, while the content will be custom-printed out of vinyl. The town of Norwich would be responsible for future repairs and maintenance of the sign. According to my coach, who does construction, he says that the sign will last 20-30 years without maintenance.

I will install the sign as fast as I can after getting approval from the selectboard and the zoning department. It will take 3-4 days.

Thanks,

Ian

On Tue, Sep 1, 2026 at 7:41 AM Brennan Duffy <BDuffy@norwich.vt.us> wrote:

Hi Ian,

Thanks for writing. Steven True had mentioned this project and your request to gift the Town the informational marker yesterday.

Following the TON gift policy I would need to provide a supporting memo/recommendation to the Selectboard which I am happy to do. This agenda item, along with my memo and this message and supporting diagram, could then be in the informational packet for next week's meeting for Selectboard review/approval.

That meeting would be at 6:30pm on Wednesday, 9/9, and it would probably be appropriate for you to attend the meeting to answer any potential questions. If the 9/9 meeting is not convenient then the following SB meeting would be held on 9/23. Please let me know your preference.

Also, just to understand a few more details, what material will the sign/marker be constructed of and what is your expectation for its longevity? Who would be responsible for future repairs and/or maintenance of the sign once it is installed? Assuming approval, what is the expected timing to have the marker installed at Foley Park?

Please let me know on these details and I can include that in my memo.

Thanks,

Brennan Duffy, CEcD

Town of Norwich

Town Manager

(802) 649-1419 x117

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

From: Ian Sun <ian.sun.us2020@gmail.com>

Sent: Monday, August 31, 2026 7:18 PM

To: Brennan Duffy <BDuffy@norwich.vt.us>; Select Board <selectboard@norwich.vt.us>; Steven True <strue@norwich.vt.us>; Tao Sun <suntao.nh@gmail.com>

Subject: Lewiston Historical Marker @ Foley Park - Eagle Scout Project

You don't often get email from ian.sun.us2020@gmail.com. [Learn why this is important](#)

Dear members of the Norwich Selectboard and Mr. Duffy,

My name is Ian Sun, a junior at Hanover High School and a Boy Scout in Norwich Troop 253. I am currently pursuing the rank of Eagle Scout; For my Eagle Scout project, I would like to place a historical marker commemorating the former village of Lewiston, VT, at Foley Park. I would like to ask for your permission to use the land at Foley Park for this cause.

Additionally, I am partnering with the Norwich Historical Society to provide content for this marker. Attached below is the location where I would like to construct the marker in Foley Park (see the black dot) and a blueprint of the informational marker.

The completed historical marker will educate visitors of Foley Park on the history and significance of Lewiston. It will be constructed out of sturdy wood and cemented into the ground. There will be a custom-printed vinyl sign that will be mounted onto the marker.

The contents of the sign will follow this general order:

1. Indigenous Land Acknowledgement.
2. A synopsis of Lewiston's founding history and the role it played

Image 1 of a black-and-white photo of Lewiston on a postcard from 1911

Chronology of Lewiston, FYI, I just included the main topics that will be addressed.

1. 1765-1796 | Early Settlement
2. 1848-1884 | Railroad Golden Age
3. 1890-1930 | A Thriving Downtown
4. 1950-1960 | Decline & Flooding

Image 2 - Lewiston right after it was demolished

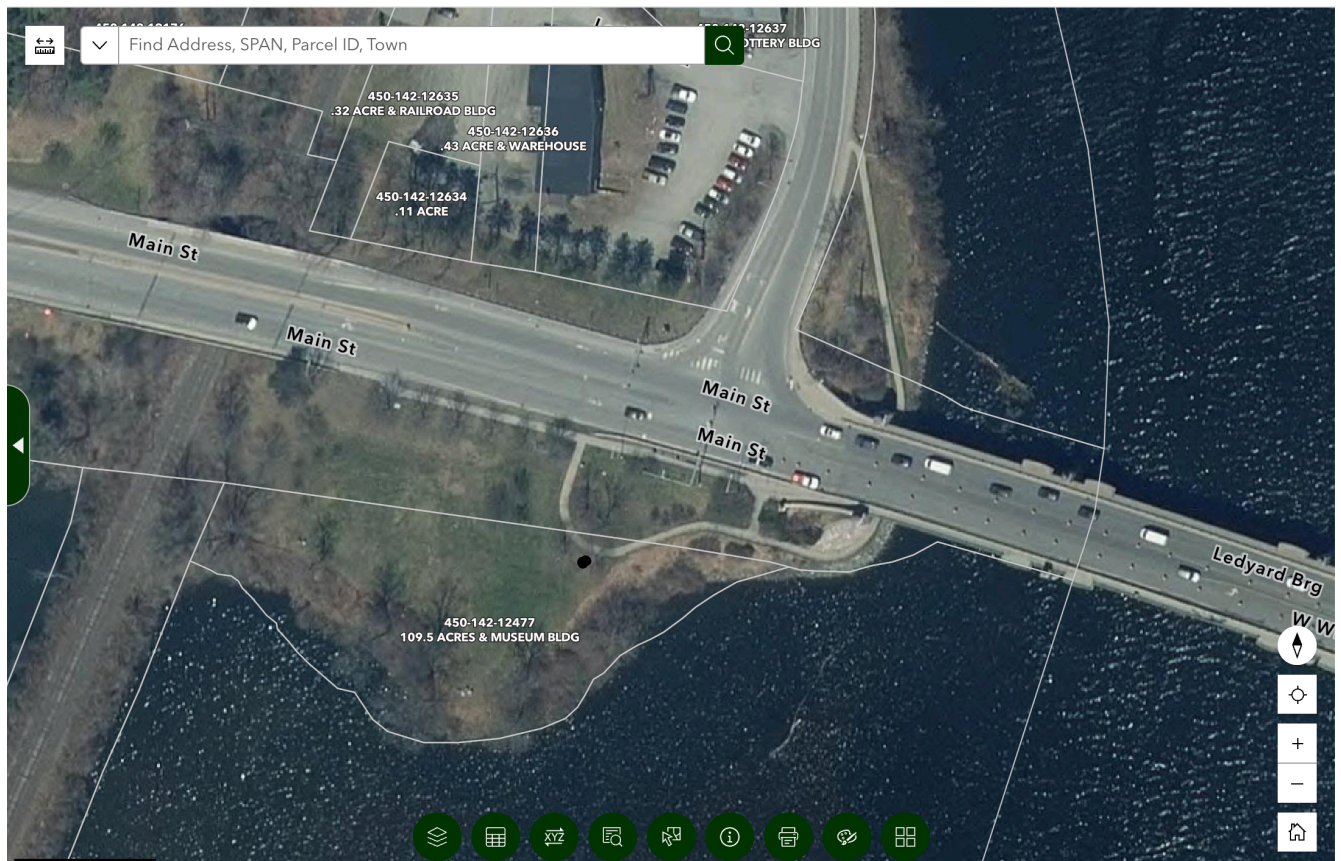
1967- Demolition

Present Day

At the bottom of the sign, there will be a small print stating: Ian's Eagle Scout Project, Troop 253

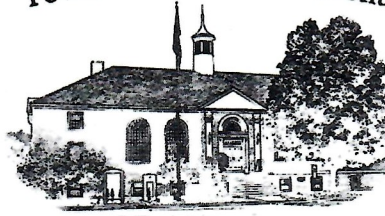
Thank you so much.

Ian Sun



[Lewiston Historical Marker Blueprints](#)

Town of Norwich, Vermont



CHARTERED 1761

MEMO

To: Norwich Selectboard
From: Brennan Duffy, Town Manager
Date: September 3, 2026
Re: License Agreement – Sweetland Farm Electrical Line request

The owners of Sweetland Farm on VT Rte. 132 have contacted the Town Manager requesting the installation of a 4" conduit for electrical line, directionally drilled under the roadway be allowed. The purpose of this electrical line would be to feed EV chargers in the parking area on the East side of Rte. 132

The Town's legal counsel was engaged and has crafted a License Agreement that would allow for this project to occur in accordance with 19 VSA Section 1111. This License Agreement document and a map submitted by the requestor (Exhibit A) are included in the board packet for review.

If the Selectboard chooses to approve this request, then a motion to approve the Town Manager to execute the License Agreement would be appropriate.

Thank you for your consideration of this topic.

LICENSE AGREEMENT

KNOW ALL PERSONS BY THESE PRESENTS THAT the TOWN OF NORWICH, a municipal corporation situated in the County of Windsor and State of Vermont, Grantor, acting pursuant to the provisions of 19 V.S.A. Section 1111 does hereby grant and convey to **NORAH S. LAKE and CHRISTOPHER M. POLASHENSKI**, residents of the Town of Norwich, Vermont, as tenants in common, Grantees, and their heirs and assigns, a license for the purpose of installing and underground electric line and associated conduit, as more particularly described herein, within and under the town highway right-of-way for Vermont Route 132 in the Town of Norwich, in the County of Windsor and State of Vermont, being more particularly described as follows:

Being a license to install, repair, maintain, or replace a four inch (4") underground conduit containing electrical lines, and appurtenances thereto, (the "electrical line" herein) to be directionally drilled under Vermont Route 132 at a perpendicular angle in an easterly to westerly orientation in order to provide electric service to supply EV chargers to be sited on Grantees' real property on the easterly side of Vermont Route 132. Said electrical line shall be installed as shown on a plan entitled, "Electrical Bore Request," attached hereto as "Exhibit A" and incorporated herein by reference (the "License").

Said underground electrical line license area is a strip of land ten feet (10') wide and extends the entire width of the right-of-way for Vermont Route 132 and is centered on the as-built location of the underground electrical line. Said License shall run with the land as long as Grantees, their heirs and assigns, remain in compliance with the terms and conditions of said License as stated herein, but shall expire if said electrical line is not installed by November 1, 2026. Should Grantees not install said electrical line by directional drilling, this license shall be null and void, and the Grantor shall exercise all rights and remedies available to it pursuant to 19 V.S.A. § 1111.

Being a portion of the lands and premises conveyed to Grantees by Warranty Deed of Vermont Land Trust, Inc., dated July 16, 2012, and recorded in Book 207, Page 274 of the Land Records of the Town of Norwich.

Reference is hereby made to the aforementioned instruments and records therein referred to, all in further aid of this description.

In addition to the foregoing, said License is granted and conveyed subject to the following conditions:

1. Grantees shall comply with all state and local rules, ordinances and regulations relating to highways and land use.
2. Grantees, their heirs and assigns, shall install, repair, maintain and replace, if necessary, the underground electrical line at their sole cost and expense and keep the same in good order and repair.
3. Installation of the underground electrical line shall be conducted so that the line shall be no less than six (6) feet below the roadway surface and no less than four (4) feet below the bottom of road-side ditches within Grantor's town highway right-of-way. Boring pits shall be located at least twenty-five (25) feet from the centerline of the roadway. The electrical line shall include a "tracer wire" to allow for it to be found by "Dig Safe" or others using a metal detector.
4. If ledge or other obstacles prevent burying the electrical line at the depths required by Paragraph 3 (immediately above), shallower depths may be allowed by written approval of the Road Commissioner. Irrespective of the approval of the Road Commissioner, Grantees, and their agents, employees, contractors, subcontractors, heirs and assigns, shall indemnify and hold harmless Grantor, its elected and appointed officials, board members, managers, officers, attorneys, agents, employees, successors and assigns, from any damage, loss, injury or otherwise (including without limitation personal injury or death to any person and damage to property of the Grantees or third persons) which may occur in whole or in part because of Grantor's, and its employees', agents' and contractors', work, maintenance, repair, replacement, repaving or improvement activities within the town highway right-of-way.
5. Grantees shall notify the Road Commissioner by telephone at least two (2) business days in advance of the installation, reconstruction, maintenance repair or replacement of the underground electrical line.
6. Any construction, reconstruction, maintenance, repair, or replacement of the underground electrical line shall be conducted in such a way as

to avoid unnecessary disturbance to the town highway right-of-way, and after any such work, the premises shall be returned to their original condition as soon as reasonably practicable by the Grantees.

7. Grantees acknowledge that the surface area above the underground electrical line's license area location is utilized as a public road of the Town. They agree that the road shall, during any construction, reconstruction, maintenance, repair or replacement of the underground electrical line and associated improvements, be kept open to the general circulation of vehicles at all times with at least one lane of traffic of sufficient width and of adequate surface for vehicles to proceed above the area of construction in a reasonably convenient manner. Grantees agree that they shall at all times during construction activities, at their sole expense, adequately control motor vehicle and pedestrian traffic on and over the traveled portion of the town highway.
8. All excavation and backfilling shall be performed under the supervision of the Grantor unless Grantor expressly waives this supervision requirement.
9. Failure of Grantees to perform the work or to restore the highways in a satisfactory and timely manner may result in the Grantor completing the work at the expense of the Grantees; provided, however, Grantor shall give timely notice to the Grantees of any defects, and Grantees upon receipt of such notice, shall have a reasonable time in which to repair the defects to the satisfaction of the Grantor.
10. Grantees shall promptly reimburse the Town of Norwich for all actual costs that the Town of Norwich may incur as a result of Grantees not performing, observing, and/or complying with the conditions of this License as herein stated.
11. By the acceptance of this License Agreement, Grantees, for themselves and their heirs and assigns, agree that they shall be responsible for the removal or relocation of the underground electrical line if such relocation or removal is made necessary by work performed by Grantor for the maintenance or improvement of the town highway right-of-way or public utilities within the town highway right-of-way.
12. Grantees shall be solely responsible for protecting the general public from all risks of damage, loss, injury or otherwise (including without limitation, personal injury or death to any person and damage to property of the Grantor or third persons) which may occur in whole or

in part because of the use, repair, maintenance, installation, relocation and replacement of said underground electrical line. Grantees expressly covenant and agree for themselves and their heirs and assigns to indemnify, save, defend and hold harmless Grantor, its elected and appointed officials, board members, managers, officers, attorneys, agents, employees, successors and assigns, from and against all claims, liabilities, obligations, suits, liens, judgments, damages, penalties, causes of action, losses and expenses, including reasonable attorneys' fees and litigation costs, arising in whole or in part, and in any manner from the actions or inactions of the Grantee and its agents, employees, contractors, subcontractors, successors and assigns, which may occur in whole or in part because of the use, repair, maintenance, installation, relocation and replacement of said underground electrical line. Grantees further covenant and agree that any damage to the property of the Grantor or a third person caused by or resulting from the exercise and use of this License, the underground electrical line and associated rights by Grantees and their heirs and assigns shall be promptly repaired and restored, as nearly as practicable to the condition existing prior to such damage, at the sole cost of Grantees and their heirs and assigns.

13. All conditions as hereinabove stated shall be binding upon Grantees, their heirs and assigns, and the property benefitted by this License.
14. In addition to any other enforcement powers that may be provided for by law, Grantor may suspend said License by providing written notice to the Grantees by first class mail sent to 97 Kerwin Hill Road, Norwich, Vermont 05055. Such suspension shall last until compliance with the terms and conditions of this License Agreement is obtained.

TO HAVE AND TO HOLD said granted and conveyed license, with all the privileges and appurtenances thereof, to the said Grantees, **NORAH S. LAKE** and **CHRISTOPHER M. POLASHENSKI**, and their heirs and assigns, to their own use and behoof. Grantor may revoke this License Agreement if an alternative location for utility lines becomes available to Grantees and their heirs and assigns as provided in 19 V.S.A. § 1111.

WHEREFORE, Grantees hereunto set their hands and seals this ____ day of _____, 2026.

GRANTEES

Norah S. Lake

Christopher M. Polashenski

STATE OF VERMONT
WINDSOR COUNTY, SS.

At _____, in said County and State, this ____ day of _____, 2026, **Norah S. Lake** and **Christopher M. Polashenski** personally appeared, and they acknowledged this instrument, by them sealed and subscribed to be their free act and deed.

Notary Public
My Commission Expires: 1/31/2027
My Commission #:

WHEREFORE, Grantor has hereunto set its hand and seal this ____ day of _____, 2026

TOWN OF NORWICH

By: _____
Brennan Duffy, Town Manager and
Its Duly Authorized Agent

STATE OF VERMONT
COUNTY OF WINDSOR SS.

At Norwich, in said County and State, on this ____ day of _____, 2026, **Brennan Duffy**, Town Manager and Duly Authorized Agent of the **Town of Norwich** personally appeared, and he acknowledged this instrument by him sealed and subscribed, to be his free act and deed as such Duly Authorized Agent and the free act and deed of the **Town of Norwich**.

Notary Public
My Commission Expires: 1/31/27
My Commission #:

Electrical Bore Request

Sweetland Farm 742 Rt 132 Norwich VT 05055

Legend

Electrical Bore Request

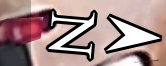
EXHIBIT A TO LICENSE AGREEMENT

Electric Line and Conduit

132

132

Sweetland Farm





SNOWMOBILE VERMONT

MEMORANDUM

To: Selectboard, Town of Norwich, VT

From: Vermont Assoc. of Snow Travelers, Inc (VAST)/Hurricane Riders Snowmobile Club

Date: 8/20/26

Re: Construction and Donation of Snowmobile Bridge on Illsley Road

The purpose of this memorandum is to inform the Town of Norwich Selectboard of the Hurricane Riders Snowmobile Club's request to construct a snowmobile bridge on Illsley Road.

(See approximate location on attached map).

Dewolfe Engineering Associates designed the bridge to accommodate a wheel load of 10,000 pounds, as well as a tracked vehicle weight of 16,800 pounds and of course snowmobiles.

(See design drawings attached)

The proposed bridge is intended to provide a safe crossing for snowmobiles using Illsley Road which is part of VAST Corridor Trail 5. The bridge would also be used for trucks during the non-snowmobile season per the town's request. Load rating signs will be installed on either side of the bridge by the town.

Construction of this bridge will meet requirements set forth by the Vermont Agency of Natural Resources and will improve safety of the recreational trail system for all users and residents of the Town of Norwich, while minimizing impacts to the surrounding property and roadway.

(See enclosed requirements from ANR & Stream Stats)

Upon satisfactory completion of the project and acceptance by the Town, the Snowmobile Club intends to donate the completed bridge and associated improvements to the Town at no cost to the Town utilizing the town's gift process. The donation is intended to provide the Town with a useful public improvement without requiring the Town to incur the construction expense.

(See attached gift policy)

Before construction begins, VAST and the Hurricane Riders Snowmobile Club would like to work with the Town to establish in writing the terms of the donation, including the point at which ownership transfers, acceptance and inspection requirements, and responsibility for future maintenance, repair, replacement, or removal.

The Vermont Association of Snow Travelers, Inc will carry a liability policy to cover liability for snowmobile use of the bridge from December 16th-April 15th annually. A certificate of insurance, naming the Town of Norwich as an additional insured shall be provided to the Town Manager annually upon renewal. *(See attached Certificate of Insurance)*

The Hurricane Rider Snowmobile Club respectfully requests that the Town of Norwich consider the proposal and provide direction regarding the approvals, documentation, and conditions necessary to authorize the Club to proceed with the project.

(See attached Town of Norwich Class 4 ROW Permit Application)

The Club is willing to meet with the Selectboard, Road Foreman, and other appropriate Town representatives to review the proposed bridge location, design, construction schedule, and long-term responsibilities, and fill out any permit applications necessary per the town.

We thank you for your time and consideration in this matter.

Sincerely,

Matt Tetreault
VAST Trails Administrator

Attachments
-Project Location Map
-Bridge Design
-ANR Requirements
-ANR Stream Stats
-Town of Norwich Gift Policy
-Certificate of Insurance
-Town of Norwich Class 4 ROW Permit

Cc: Mary Hutchings-Hurricane Riders Snowmobile Club
Rick Bushway-Hurricane Riders Snowmobile Club



Search

Trail: 5A

Hurricane Ri

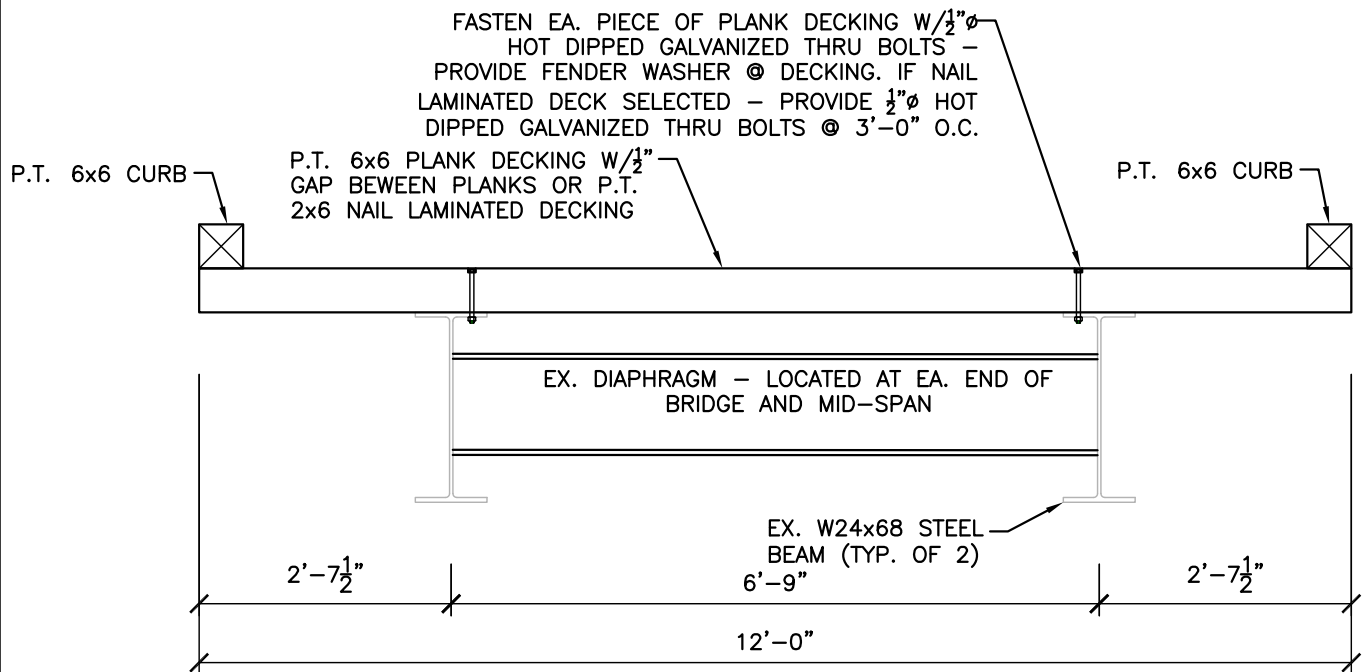
1.89 mi

BRIDGE SPAN = 22'-0"

LOAD = $\frac{3}{4}$ TON PICK UP - 10,000 LBS GVWR

OR

TUCKER SNO CAT - 16,800 LBS AND
MINIMUM TRACK LENGTH OF 16'-0"



TRANSVERSE BRIDGE SECTION

SCALE: $\frac{1}{2}$ " = 1'-0"

1
SSK-1

Civil & Structural Engineers
DeWolfe
ENGINEERING ASSOCIATES
PROFESSIONAL CORPORATION
317 River St., P.O. Box 1576, Montpelier, VT 05601-1576
t. 802-223-4727 f. 802-223-4740 www.dirtsteel.com

project name: NORWICH TRAIL BRIDGE
project number: 20023
drawing reference:
scale: AS NOTED
date: 30 OCTOBER, 2025
revision number: Δ
revision description:

sheet description:
TRANSVERSE
BRIDGE SECTION

SSK-1



Outlook

RE: ATLAS: Illsley Road Bridge Norwich VT

From Borg, Jaron <Jaron.Borg@vermont.gov>**Date** Thu 12/11/2025 12:56 PM**To** Matthew Tetreault <Matt@vtvast.org>**Cc** rick@bushwayinsurance.com <rick@bushwayinsurance.com>; Mary Hutchins <mary.hutchins@simonpearce.com>

1 attachment (284 KB)

StreamStats.pdf;

Matt and Rick,

I'm following up from our site visit last week, though I cannot find Richard's email address to include him in the conversation. The site we looked at is located on a class 4 town highway and consists of an existing bridge with a wood deck and stringers set on earth and an estimated 5-ft from the bottom of the stream channel to the travel surface. Measurements were made of the channel width, varying from 6-9-ft with a representative bankfull width of 7-ft and associated contributing watershed area of approximately 220-acres. To meet the minimum sizing requirements under Vermont's Stream Alteration General Permit a replacement structure at this site will require a minimum channel width of 7-ft and an opening height of at least 4-ft. While this does not preclude any single type of structure the proposed open bottom crossing is likely to result in the greatest hydraulic capacity with minimal regrading of the roadway. For use of shallow abutments erosion mitigation, i.e. armoring, will need to be included in the channel cross section i.e. stone armoring. Given this is a public roadway a filed application will need to include signatures from the town and should and the crossing will need to be load rated.

Sincerely,

Jaron Borg | River Management Engineer

Vermont Agency of Natural Resources | Watershed Management Division

1 National Life Drive, Davis 3, Montpelier VT 05620-3901

(802) 371-8342 | Jaron.Borg@vermont.gov

From: Menees, Todd <Todd.Menees@vermont.gov>**Sent:** Monday, November 3, 2025 2:06 PM**To:** Borg, Jaron <Jaron.Borg@vermont.gov>; matt <matt@vtvast.org>**Cc:** rick@bushwayinsurance.com; Mary Hutchins <mary.hutchins@simonpearce.com>**Subject:** ATLAS: Illsley Road Bridge Norwich VT

Matt –

I don't file by road name and I don't find anything by the name of Illsley Road. I file projects by Town Name/Landowner name.

I've attached a Zoomed out and Zoomed in location images. Please provide more information on the location and a current and/or past landowner's name or both.

Thank You -



Todd Menees, P.E. | River Management Engineer
Vermont Agency of Natural Resources | Department of Environmental Conservation
Watershed Management Division, Rivers Program
100 Mineral Street, Suite 303
Springfield, VT 05156-3168
802-345-3510 office | 802-345-3510 cell | 802-000-0000 no fax #
todd.menees@vermont.gov
anr.vermont.gov

From: Borg, Jaron <Jaron.Borg@vermont.gov>
Sent: Monday, November 3, 2025 11:29 AM
To: matt <matt@vtvast.org>
Cc: rick@bushwayinsurance.com; Mary Hutchins <mary.hutchins@simonpearce.com>; Menees, Todd <Todd.Menees@vermont.gov>
Subject: RE: Illsley Road Bridge Norwich VT

Matt,

Thanks for reaching out, a specific locaiton would be helpful for my understanding. I'm copying Todd to provide background information for this crossing, though a site visit may still be needed. Replacement structures generally receive approvals under Vermont's Stream Alteration General Permit; the application can be found at...

https://dec.vermont.gov/sites/dec/files/wsm/rivers/docs/rv_StreamAlterationGeneralPermit_Application.pdf.

Sincerely,

Jaron Borg | River Management Engineer
Vermont Agency of Natural Resources | Watershed Management Division
1 National Life Drive, Davis 3, Montpelier VT 05620-3901
(802) 371-8342 | Jaron.Borg@vermont.gov

From: Matthew Tetreault <Matt@vtvast.org>
Sent: Monday, November 3, 2025 9:03 AM
To: Borg, Jaron <Jaron.Borg@vermont.gov>
Cc: rick@bushwayinsurance.com; Mary Hutchins <mary.hutchins@simonpearce.com>
Subject: Illsley Road Bridge Norwich VT

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

Jaron,

The Hurricane Riders Snowmobile Club is replacing a telephone pole bridge with a steel I beam bridge and 6x6 PT decking. This is on Illsley Road in Norwich VT. This is a class 4 road. This site has been

reviewed before by Todd Meneese years back as this has been a back and forth with local landowners and the town at one time, so I am sure there is some documentation on this site in the archives at ANR.

There was a culvert here at one time and the landowner adjacent to the town road removed it as he didn't want traffic through there. The club eventually worked out a deal where they installed a 20' pole bridge that would be installed at the beginning of snowmobile season and removed at the end. This bridge has lived its life and needs replacement now, and the town would like something more substantial in there. We worked with Dewolfe Engineering using some existing 24"x68# beams 22' long that came from a VAST bridge we removed near Harwood High School in Waitsfield. The bridge will be designed to hold pickup trucks that may potentially access the class 4 road.

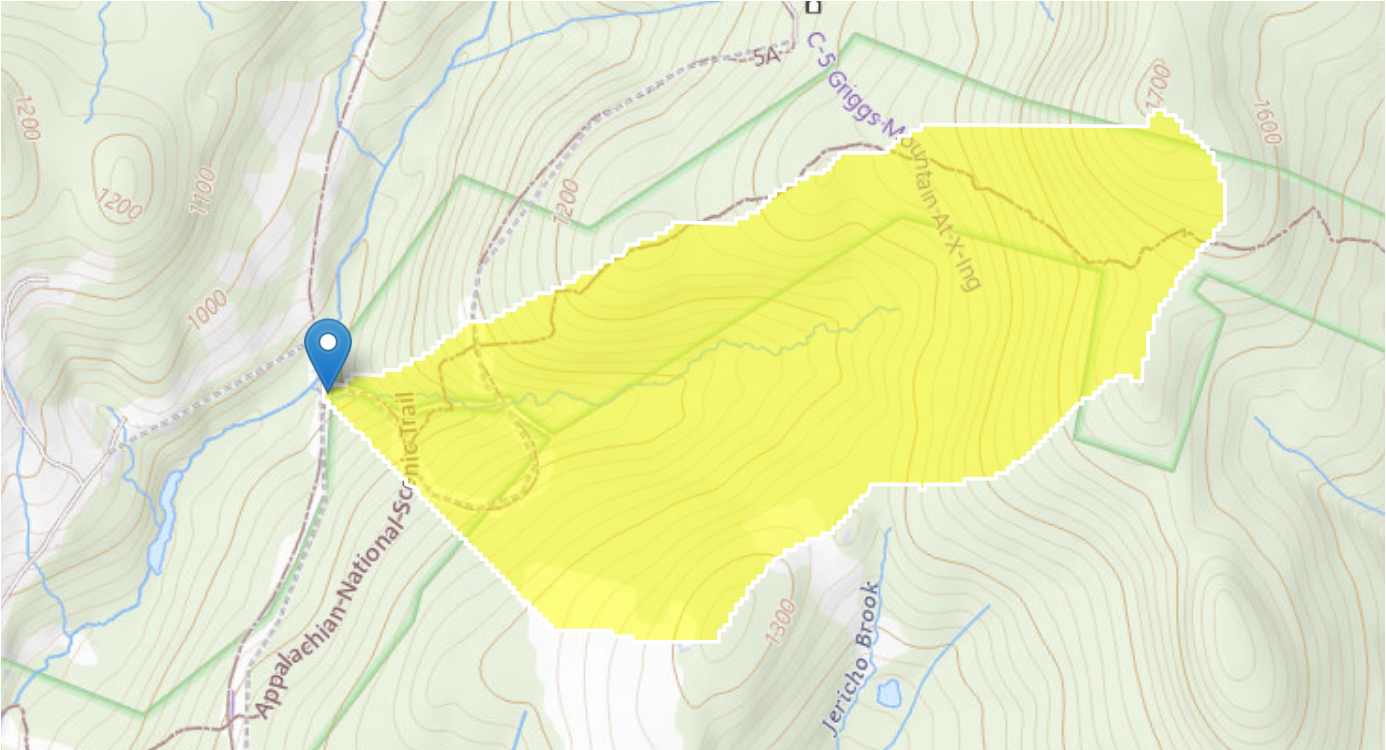
We are working with the Town Manager on this, and we need to obtain the okay from ANR for our purposes and to meet the Town Requirements.

The plan was to place a couple of waste blocks and set the bridge on them. I am guessing you will need to do a site visit here to see what needs to be done to meet your requirements.

Matt Tetreault
VAST Trails Administrator
802-793-0929

StreamStats Report

Region ID: VT
Workspace ID: VT20251211174321446000
Clicked Point (Latitude, Longitude): 43.72405, -72.39190
Time: 2025-12-11 12:43:54 -0500



 Collapse All

➤ Basin Characteristics

Parameter Code	Parameter Description	Value	Unit
DRNAREA	Area that drains to a point on a stream	0.34	square miles
PRECPRIS20	Basin average mean annual precipitation for 1991 to 2020 from PRISM	44.9	inches
WETLAND	Percentage of Wetlands	0	percent

➤ Peak-Flow Statistics

Peak-Flow Statistics Parameters [VT Statewide Peakflow SIR 2025 5088]

Parameter Code	Parameter Name	Value	Units	Min Limit	Max Limit
DRNAREA	Drainage Area	0.34	square miles	0.47	851.4
PRECPRIS20	Mean Annual Precip PRISM 1991 2020	44.9	inches	33.8	75.2
WETLAND	Percent Wetlands	0	percent	0	21

Peak-Flow Statistics Disclaimers [VT Statewide Peakflow SIR 2025 5088]

One or more of the parameters is outside the suggested range. Estimates were extrapolated with unknown errors.

Peak-Flow Statistics Flow Report [VT Statewide Peakflow SIR 2025 5088]

Statistic	Value	Unit
50-percent AEP flood	20.4	ft^3/s
20-percent AEP flood	33.7	ft^3/s
10-percent AEP flood	44.7	ft^3/s
4-percent AEP flood	60.8	ft^3/s
2-percent AEP flood	74.7	ft^3/s
1-percent AEP flood	90.4	ft^3/s
0.5-percent AEP flood	108	ft^3/s
0.2-percent AEP flood	134	ft^3/s

Peak-Flow Statistics Citations

Olson, S.A.2025, Estimating flood discharges at selected annual exceedance probabilities for unregulated, rural Streams in Vermont, 2023: U.S. Geological Survey Scientific Investigations Report 2025-5088, 22p. (<https://doi.org/10.3133/sir20255088>)

➤ Bankfull Statistics

Bankfull Statistics Parameters [Appalachian Highlands D Bieger 2015]

Parameter Code	Parameter Name	Value	Units	Min Limit	Max Limit
DRNAREA	Drainage Area	0.34	square miles	0.07722	940.1535

Bankfull Statistics Parameters [New England P Bieger 2015]

Parameter Code	Parameter Name	Value	Units	Min Limit	Max Limit
DRNAREA	Drainage Area	0.34	square miles	3.799224	138.999861

Bankfull Statistics Parameters [USA Bieger 2015]

Parameter Code	Parameter Name	Value	Units	Min Limit	Max Limit
DRNAREA	Drainage Area	0.34	square miles	0.07722	59927.7393

Bankfull Statistics Flow Report [Appalachian Highlands D Bieger 2015]

Statistic	Value	Unit
Bieger_D_channel_width	9.71	ft
Bieger_D_channel_depth	0.822	ft
Bieger_D_channel_cross_sectional_area	8.07	ft^2

Bankfull Statistics Disclaimers [New England P Bieger 2015]

One or more of the parameters is outside the suggested range. Estimates were extrapolated with unknown errors.

Bankfull Statistics Flow Report [New England P Bieger 2015]

Statistic	Value	Unit
Bieger_P_channel_width	18.7	ft
Bieger_P_channel_depth	1.08	ft
Bieger_P_channel_cross_sectional_area	20	ft^2

Bankfull Statistics Flow Report [USA Bieger 2015]

Statistic	Value	Unit
Bieger_USA_channel_width	8.47	ft

Statistic	Value	Unit
Bieger_USA_channel_depth	0.958	ft
Bieger_USA_channel_cross_sectional_area	9.54	ft^2

Bankfull Statistics Flow Report [Area-Averaged]

Statistic	Value	Unit
Bieger_D_channel_width	9.71	ft
Bieger_D_channel_depth	0.822	ft
Bieger_D_channel_cross_sectional_area	8.07	ft^2
Bieger_P_channel_width	18.7	ft
Bieger_P_channel_depth	1.08	ft
Bieger_P_channel_cross_sectional_area	20	ft^2
Bieger_USA_channel_width	8.47	ft
Bieger_USA_channel_depth	0.958	ft
Bieger_USA_channel_cross_sectional_area	9.54	ft^2

Bankfull Statistics Citations

Bieger, Katrin; Rathjens, Hendrik; Allen, Peter M.; and Arnold, Jeffrey G., 2015, Development and Evaluation of Bankfull Hydraulic Geometry Relationships for the Physiographic Regions of the United States, Publications from USDA-ARS / UNL Faculty, 17p.
https://digitalcommons.unl.edu/usdaarsfacpub/1515?utm_source=digitalcommons.unl.edu%2Fusdaarsfacpub%2F1515&utm_medium=PDF&utm_campaign=f

➤ Maximum Probable Flood Statistics

Maximum Probable Flood Statistics Parameters [Crippen Bue Region 1]

Parameter Code	Parameter Name	Value	Units	Min Limit	Max Limit
DRNAREA	Drainage Area	0.34	square miles	0.1	10000

Maximum Probable Flood Statistics Flow Report [Crippen Bue Region 1]

Statistic	Value	Unit
Maximum Flood Crippen Bue Regional	1370	ft^3/s

Maximum Probable Flood Statistics Citations

USGS Data Disclaimer: Unless otherwise stated, all data, metadata and related materials are considered to satisfy the quality standards relative to the purpose for which the data were collected. Although these data and associated metadata have been reviewed for accuracy and completeness and approved for release by the U.S. Geological Survey (USGS), no warranty expressed or implied is made regarding the display or utility of the data for other purposes, nor on all computer systems, nor shall the act of distribution constitute any such warranty.

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USGS Product Names Disclaimer: Any use of trade, firm, or product names is for descriptive purposes only and does not imply endorsement by the U.S. Government.

Application Version: 4.29.4

StreamStats Services Version: 1.2.22

NSS Services Version: 2.2.1

Section 12: Gifts Policy

Effective: Upon adoption.

Purpose: To provide uniform criteria, procedures, and guidelines for accepting gifts and donations to the Town in a responsible, transparent, and accountable manner; and, to acknowledge the requirements of the Statewide Municipal Code of Ethics.

Policy: The Town of Norwich will ensure that gifts and donations are subject to consistent criteria and procedures, have adequate resources for their administration, and have appropriate acknowledgement of the generosity of the donor; and, that municipal officers comply with State and Municipal Code of Ethics requirements.

Authority:

- 3 V.S.A. § 1203g. Gifts** – see Title 3: Executive, Chapter 031 Government Ethics, Subchapter 001: General Provisions; **State Code of Ethics**.
- 17 V.S.A. § 2664. Budget** – see Title 17 : Elections, Chapter 055: Local Elections, Subchapter 002: Town Meetings and Local Elections in General.
- 24 V.S.A. § 1235. General Authority** – see Title 24: Municipal and County Government, Chapter 037: Town, City, or Village Managers.
- 24 V.S.A. § 1991. Definitions** – see Title 24: Municipal and County Government, Chapter 060: Municipal Code of Ethics [Effective January 1, 2025].
- 24 V.S.A. § 1993(f). Gifts** – see Title 24: Municipal and County Government, Chapter 060: **Municipal Code of Ethics** [Effective January 1, 2025].
- 24 V.S.A. § 4440. Administration ; finance** – see Title 24: Municipal and County Government, Chapter 117: Municipal and Regional Planning and Development, Subchapter 009: Adoption, Administration, and Enforcement.

Definitions:

- “Donor” means any person or entity offering a “gift” or “donation” to the Town or a Municipal officer.
- “Gift” to the Town shall mean any monetary contribution, endowments, bequests, personal property, real property, in-kind goods or services, or anything of value offered to the Town without any consideration or compensation. For purposes of this Policy, the terms “donation” and “gift” shall be synonymous.
- “Prohibited Gifts” to a Town officer or employee are as delineated in 24 V.S.A. § 1993(f); and to a “Public Servant” as described in 3 V.S.A. § 1203g and 24 V.S.A. § 1993(f)
- “Municipal officer” is defined in 24 V.S.A. § 1991(12) et seq.
- “Town” means the municipality as defined in 24 V.S.A. § 1991(13).
- “Restricted Donation” shall mean any gift or donation designated at donor request for a particular Town department, location, or purpose.
- “Unrestricted Donation” shall mean any gift or donation to the Town without any limitations being placed upon its use.

Procedures:

A. Gifts to the Town

1. Selectboard approval is required for gifts or donations to the Town.

- a. The Town has no obligation to accept any proposed gift or donation of whatever kind.
- b. On behalf of the Selectboard, the Town Manager shall evaluate any proposed gift or donation to determine whether acceptance is in the best interests of the Town and is consistent with all applicable Town policies, ordinances, and resolutions. Criteria for evaluation shall include but not necessarily be limited to the following:
 - i. Whether any initial and/or future expenditure of Town funds, and/or use of Town resources of any nature whatever, will be required in connection with acceptance of the gift or donation;
 - ii. Whether the gift or donation is restricted or unrestricted and the Town's ability or willingness to use it;
 - iii. The nature and burden of appropriate accounting for any gift or donation;
 - iv. For real property, whether any environmental issues could exist and/or exposure for liability or other negative consequences of acceptance, including but not limited to any restrictions or caveats running with the land; and, the costs of investigation and transfer.
- c. Upon receipt of the Town Manager's report of evaluation, and recommendation to accept or refuse the gift or donation, the Selectboard will vote to accept or not.
2. No gift or donation will be accepted until the Selectboard has voted to accept the same.
 - a. For purposes of municipal planning, as more fully described in 24 V.S.A. § 4440(a), a municipality may accept gifts and grants of money and services from private sources and from the State and federal governments. See Id.
3. The Selectboard may accept gifts above those that are approved in the town budget but must include in its annual report a description of all gifts accepted during the year and associated expenditures. See 17 V.S.A. § 2664.
4. The Town will not provide legal, accounting, tax or other advice to donors about any aspect of their proposed gift or donation.
5. Upon acceptance, the Town Manager will acknowledge acceptance on behalf of the Town.

B. Solicitation of gifts or donations

1. Solicitation of gifts or donations, other than for Recreation Department scholarships and programming, is expressly prohibited unless duly authorized by majority vote of the Selectboard.
2. With the limited exception for the Recreation Department (paragraph B.1.) and the statutory exception for municipal planning (paragraph A.2.a.), boards, commissions, committees, subcommittees, departments, employees, officers, volunteers, groups, or any other actor or entity are not authorized to represent themselves as "the Town" and may not accept or solicit gifts or donations of any nature or kind whatsoever.

C. Gifts to Municipal officers and employees

1. This policy incorporates by reference the applicable requirements and prohibitions of the State Code of Ethics [see Title 3, Chapter 31, Subchapter 1], and the Municipal Code of Ethics [see Title 24, Chapter 60 and particularly 24 V.S.A. § 1993(f). Gifts].
 - a. Pursuant to 24 V.S.A. § 1996 all municipal officers will have notice and/or a copy of the Municipal Code of Ethics which includes the prohibitions and limitations on gifts.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/01/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Advantage Insurance Management (USA) LLC 27 Main Street, 1st Floor Burlington, VT 05401	CONTACT NAME: Ariel Vadeboncoeur	
	PHONE (A/C, No. Ext): (802) 231-0295 FAX (A/C, No):	
	E-MAIL ADDRESS: a.vadeboncoeur@aihusa.com	
INSURED Vermont Association of Snow Travelers 26 Vast Lane Barre, VT 05641	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: American Outdoors Risk Retention Group, Inc.	17344
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☐ ☐ GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:	X		2023AORRG001	09/01/2023	09/01/2024	EACH OCCURRENCE \$ 1,000,000.00 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 2,000,000.00 PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY ☐						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N ☐	N / A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Town of Norwich (Landowner) is named as Additional Insured as it applies for General Liability per terms and conditions of the policy form.

CERTIFICATE HOLDER**CANCELLATION**

Town of Norwich
PO Box 376
Norwich, VT 05055

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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TOWN OF NORWICH
DEPARTMENT OF PUBLIC WORKS
26 New Boston Road
Norwich, VT 05055
Tel: 802-649-2209
ckaufman@norwich.vt.us

Authorization to Maintain a Roadway In a Class 4 Town Highway Right-of-Way

The Town of Norwich hereby grants a revocable permit to (hereinafter Applicant):

Name: _____

Address: _____

Phone: _____

For the routine maintenance of an existing roadway located in the Right-of Way of _____ starting at _____ and ending at _____, subject to the following conditions.

- The Permit is revocable solely at the Town's discretion.
- The maintenance shall be in accordance with the attached drawing that is made a part of this permit.
- The maintenance may include:
 1. Snow plowing and sanding
 2. Filling and grading that does not change the alignment, widen or elevate the road.
 3. Repair of existing drainage structures that does not change the drainage course or increase flow rate or volume.

- The Applicant shall be fully responsible to pay for any and all damages to the Town Highway Right-of-Way, which results from any act or omission of Applicant. The Applicant agrees to defend, indemnify and hold harmless the Town of Norwich, its officers, agents and employees from any damages or charges resulting from Applicant's use of the Town Highway Right-of-Way. The Applicant's liability shall include all losses, costs, damages, or expenses arising from or out of or by reason of any accident or bodily injury or other occurrences to any persons or person, including the Applicant, its agents, employees, and invitees which arise from the Applicant's occupancy and use of the Town Highway Right-of-Way or any part thereof.

The permit is valid for the period from _____ to _____.

This permit must be signed by the permittee and town official (designated by the Town Manager).

The permittee agrees to abide by the terms of this permit

Permittee

**Town of Norwich
Authorized Signature**

Chris Kaufman, Public Works Director

Brennan Duffy, Town Manager

Request to be included on 9/9 Selectboard agenda

From Chet Clem <chetpsclem@gmail.com>

Date Thu 9/3/2026 9:18 AM

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

Cc Brennan Duffy <BDuffy@norwich.vt.us>; Brie Swenson <BSwenson@norwich.vt.us>; Michael Costa <costa.michael@gmail.com>

 1 attachment (968 KB)

20260306 NBA letter to Selectboard .pdf;

Some people who received this message don't often get email from chetpsclem@gmail.com. [Learn why this is important](#)

Good morning,

The Norwich Baseball Association requests to be added to the Selectboard Agenda for Wednesday, September 9th.

This is in follow-up to our Memo of March 6, 2026 (attached) regarding Girard Field,

1. the discussion at the March 13, 2026 Selectboard meeting.
2. the lack of action taken by the Town for the 2026 Baseball Season.
3. the discussion on this matter at the August 26, 2026 Selectboard meeting.
4. the ongoing challenges with Girard Field, and the Softball field, being *unplayable* for known, scheduled events by NBA and the Town of Norwich.
5. the proposal for restoration work solicited by the NBA (with the approval of the Rec Department, from an existing vendor already approved by the town) to address years of foregone maintenance leading to its current condition.
6. Discussion about this matter by the Norwich Rec Council brought to our attention yesterday.

I am also attaching, for the board's reference, images outlining the issues at Girard Field. For more information, all is now available on the homepage of www.norwichbaseball.org.

I may supplement this submission with additional correspondence following the NBA's meeting with the Town Manager and Rec Director today.

This are known, fixable issues. I look forward to reaching timely and actionable decisions towards repairing this well-used field named after a beloved member of Norwich.

Sincerely,
Chet Clem

FIX GIRARD FIELD

WWW.NORWICHBASEBALL.ORG

THE SOFTBALL FIELD IS UNPLAYABLE, AND HAS NOT BEEN MAINTAINED OR PROPERLY RE-OPENED FOR NORWICH SOFTBALL



FIX GIRARD FIELD

WWW.NORWICHBASEBALL.ORG

WITHOUT ANNUAL MAINTENANCE, THE BASEPATHS BECOME CONCAVE AND POND



FIX GIRARD FIELD

WWW.NIQUICKBASEBALL.ORG

VOLUNTEER COACHES & NBA FAMILY MEMBERS USE PERSONAL LAWN EQUIPMENT TO READY THE FIELD BEFORE PRACTICES AND GAMES



FIX GIRARD FIELD

WWW.NIQUICKBASEBALL.ORG

BPG: BALKS PER GAME

THE 10U PITCHER'S MOUND TRIPPED 12U PITCHERS ALL SEASON, UNTIL THE DAY BEFORE PLAYOFFS. WHY?



FIX GIRARD FIELD

**THE INFIELD DIRT IS NOT
MAINTAINED, RESULTING
IN WEEDS AND NESTING
HORNETS ALL SUMMER**



FIX GIRARD FIELD

**THE LACK OF TOWN
MAINTENANCE LEAVES
THE FIELD AND FENCES
OVERGROWN AND
COVERED IN WEEDS**



FIX GIRARD FIELD

WWW.NORTHCHESAPELLEBASEBALL.ORG

**THE INFELD DIRT IS
ROCK-HARD FROM LACK
OF RESTORATION;
PAINFUL FOR KIDS
SLIDING INTO BASE**





March 6, 2026

Norwich Selectboard
Tracy Hall
300 Main Street
Norwich, VT 05055

Re: Girard Field at Huntley Meadows: Field Restoration, Maintenance, and Storage

Members of the Norwich Selectboard,

The Norwich Baseball Association (NBA) continues to grow as a strong, independent 501(c)3 organization serving Norwich families. In 2025, **61 Norwich youth** competed at the 10U and 12U levels, and our teams reached 3 of 4 Upper Valley League Championship games against bigger cities and towns. We're attracting more players and fielding more teams as we strive to make the sport fun, safe, and accessible for Norwich kids. Baseball remains very popular in Norwich!

Over the course of the 2025 Spring, Summer, and Fall NBA programs, **12 youth baseball teams** called Girard Field home. The field is used 6-7 days a week during the season, which runs from April to October. NBA programs are projected to continue to grow in participation for 2026, and Mud Season baseball is already underway in the MCS gym.

Additionally, the NBA organized an Adult Summer Softball Series with the Norwich Rec. Dept., culminating in the 2nd Annual Chiropractor Classic softball game and fundraiser on Labor Day with **> 40 adult softball players** participating on Girard Field and the Softball Field. That program will return in 2026.

Baseball remains vibrant in our small town, and **Girard Field** is the heart of it. But that heart needs serious attention.

Girard Field has not received its scheduled and budgeted Annual Repair (opening and preparing the field for the season) since the field was expanded to accommodate the league-required change to 50/70 in the Spring of 2023.

The town's maintenance during the season has been limited to the mowing of the field along with the rest of Huntley Meadows.

Neither reflect the reality of maintaining a baseball field, especially one that sees as much use as Girard Field.

The result is an infield that is overgrown and uneven, causing bad hops that are scary and dangerous for players and challenging for coaches. The mound needs to be built-up, and the



Photo 1: Grass encroaching the Girard infield. Absent annual maintenance and replenishment, the dirt turns rock-hard and grass and hornets take over.



pitcher's rubber is worn to its bolts. Basepaths are concave and flood during rain. Infield dirt is rock-hard, making sliding (as required by league rules) painful and increasing injury risk. Grass is left to grow around fencing until it is knee-high and full of ticks. ***We had ground-nesting hornets in the infield causing delay of games last season!***

These conditions create safety concerns, undermine player confidence, are taxing to our coaches and parents, and present an unwelcoming environment for visiting teams. It does not reflect well on Norwich, nor is it befitting of the legacy of John Girard after whom the field is named.

For years and into his retirement it was John Girard himself who maintained the field, often himself, and coordinating with the Rec Dept. and DPW. That no one can fill Mr. G's shoes should come as no surprise!

Often, our volunteer coaches must arrive well before practices and games with personal lawnmowers in tow to ensure the field is in playable condition. Our coaches, players, and families do as much field maintenance as possible without expertise or equipment.

The NBA spends \$100s on bags of Field Conditioner and Quick-Dry dirt, but it's no replacement for the professional annual work and the regular maintenance demanded by any baseball field.

With Spring right around the corner, we come to the Selectboard in hopes of addressing overdue field restoration and ensuring improved maintenance for 2026. **There are existing, approved funds available in the town's annual budget for this work. It simply isn't getting done.** This is a matter of youth safety.

We recognize and appreciate municipal staffing challenges and the limited availability of contractors in the Upper Valley. The delineation of responsibilities between the Rec Department, DPW, and third-party contractors is beyond our purview. As coaches, parents, and taxpayers we are looking for actionable solutions for solvable problems.

We respectfully request that the Selectboard endorse this 3-part Restoration and Maintenance plan and direct the Town Manager to ensure that this work is prioritized and completed this Spring.



Photo 2: Rain runs down the basepaths and pools around home plate. Lack of re-grading means water ponds in the dirt and turns to mud.



Photo 3: Coaches use personal equipment to try and make the field playable for youth games.

Norwich Baseball Association

10U and 12U Cal Ripken Baseball



40 Sundback Lane, Norwich, VT 05055

A registered Vt. 501(c)3 organization

Finally, we would be remiss to not include that the Norwich Softball program is up and running again under the guidance of experienced and passionate coaches, and worthy of similar support from the Town of Norwich.

The Norwich Softball Field is in dire need of similar attention to Girard Field if it is to be usable this coming season for youth softball and adult softball. The Softball Field has also not received attention for the past 3 seasons (at least), and required hours of volunteer work to even be usable last season.

The need for significant improvements to that field (e.g. dugouts/benches), and consideration of re-orienting the softball field, are larger conversations that need not preempt or prevent basic annual maintenance.

We request that this matter be include on the agenda for the March 25, 2026 regularly scheduled Selectboard meeting. That allows a few weeks for advance coordination by all parties to get to a “yes-able” proposition to the Selectboard that evening.

We thank the Selectboard for its attention to this matter, we look forward to another great season of baseball and softball in Norwich.

Sincerely,

A handwritten signature in black ink that reads "Chet Clem".

Chet Clem

Norwich Baseball Association Board Member & 10U Coach

Cc:

Brennan Duffy, Town Manager – Norwich, VT

Brie Swenson, Director - Norwich Recreation Dept.

Chris Kaufman, Director - Norwich Dept. of Public Works

Norwich Baseball Association

Norwich Softball Association



Photo 4: Our "warning track" includes warning for ticks.



Proposal for Field Repair & Maintenance

1. ANNUAL FIELD REPAIR

The Annual Repair work is not an enormous undertaking, but it is not something parents/coaches can be expected to do, nor do we have access to the necessary equipment. This is a town maintenance issue, and funds are available.

In the past, this has required the Town contracting to a 3rd Party for baseball field maintenance. The availability of that 3rd Party has been an issue. Establishing a reliable working relationship with a capable contractor is paramount to success.

The last significant work done to the field was in 2023– three seasons ago. The Annual Repair Work did not happen in 2024 or 2025. Years of overdue maintenance have resulted in a field in need of immediate attention and restoration this season.

The requisite Annual Repair work includes:

- Edging the basepaths and infield.
- Removing the “lip” where the grass meets the dirt.
- Turning over the infield dirt and replenishing it with extra material as needed, so it does not allow grass to grow or harden to the point that insects nest in it.
- Leveling of the field when extra material is added to ensure lips do not form.
- Maintenance of the pitching mound.
- Ensuring proper grading and drainage in dugouts so they do not turn to swamps.

The NBA holds an annual spring kick-off day to install the batting cage nets, organize equipment, and make repairs where possible. We would be happy to coordinate with the Town to ensure all needs are met.

2. IN-SEASON MAINTENANCE

Baseball starts in mud season, kicks off with gusto in the Spring, and runs into the Summer and Fall. It means we start the season with snow on the ground, manage our way through April showers, and by the end of the season are dealing with brown grass and cement-like dirt. That’s baseball in New England!

Baseball grass needs more attention than the rest of the grass at Huntley, that’s the reality of the game. We’re not expecting Fenway Park groundskeeping by any means, but we can’t continue to show up to practices and games to find an unsafe or unplayable field.



Ensuring that the grass is cut short enough for playing baseball, but without risk of scorching the grass, is a balancing act. If NBA knows the mowing schedule, we can supplement as needed. But waiting until the grass is over ankle-height, and then cutting it and leaving heavy clippings in the field isn't suitable.

NBA Coaches and families remain committed to doing the supplemental work necessary for maintaining a baseball field, in addition to the basic town maintenance. This includes:

- Raking and dragging the field before/after all practices/games.
- Covering the mound, homeplate, and bases with tarps (purchased by NBA) to protect against rain.
- Removing rainwater and mud from the field as needed.
- Purchasing and applying Quick-Dry dirt and conditioner as needed throughout the year.
- Lining the foul lines and batters boxes before games.
- Supplemental mowing/trimming as needed.

Little League Baseball provides numerous field care resources, including these "7 Tips for Maintaining Your Local Field" that are a good starting point

<https://www.littleleague.org/university/articles/maintaining-your-local-fields-7-tips/>

- 1. Increase the mowing frequency for the field, as often as two or three times per week. Mowing more often has two benefits – less of the actual grass blade is removed from the top and grass clippings are reduced, both of which make for a healthier turf bed. If available, a zero-turn mower works best.**

We request that the DPW cut the grass shorter, eliminating the heavy grass clippings from the field. NBA can supplement the mowing if a machine is made available.

When asked to cut the field shorter, the DPW team has been fantastic to work with! It's just a coordination challenge that the NBA isn't suited for, and it is a Town function.

The fence lines, outfield fence, and batting cage requires regular string-trimming. By mid-season we are losing balls in overgrown grass.

- 2. Use and apply a very simple fertilizer to combat crab grass, which affects the field and can creep into the infield cutout. A slow-relief fertilizer with dimension herbicide is suggested, and you should follow application instructions on the product, suited to proper timing based on the local climate.**
- 3. If irrigation is available, set up a watering schedule that allows for regular, deep watering. This pushes the grass roots down as the roots seek water. In turn, it builds a deep root structure that lasts throughout the season, even as weather gets drier in the late summer months. Also, applying water to the infield skin with regular frequency**



and before games maintains a tighter surface that reduces dust and prevents the infield from breaking apart.

A baseball field can not be properly maintained without water. There is no water source for Girard field maintenance. Without water, baseball field maintenance can only go so far. The grass gets dry, and dirt becomes a dust bowl without it.

- 4. Repair the pitching mound and home plate areas after each use. Using a watering can and hand tamp to fill and repair holes provides for the best and safest playing surface. Frequency of maintenance minimizes damage that can easily accumulate over the course of the season.**

The field loses more dirt to gameplay and rain than the NBA can restore with 50lb bags. When the annual repair work is completed, creating a pile of suitable dirt that can be covered with a tarp and pulled from throughout the season would be helpful.

- 5. Be sure to periodically edge the borders where the grass meets the infield skin. This is especially important along the baselines to prevent the grass from encroaching into the dirt areas. The back arc of the infield is another area that should receive regular edging maintenance.**

This is overdue, but will be manageable and easier to maintain once the professional annual repair work is done.

- 6. Additionally, in the edges where grass meets the infield skin, use a soft-bristle broom to push dirt from the grass back onto the infield to minimize the creation of a severe, and possibly dangerous lip. If higher lips have built up over time, a hose can be used to directionally blast water through those higher lips and knock them down back into the infield skin.**

This is part of NBA's daily/weekly maintenance work.

- 7. Frequently over-seed heavily trafficked areas such as the front of the pitching mound and locations where defenders and umpires regularly stand. Spreading some seed in these small areas and working it into the location with a rake a few times throughout the year builds a better seed bank and limits spots of visible wear.**

This requires a water source to be effective, but high-traffic areas are worn down and could be re-seeded. Dugouts and gate areas need supplemental dirt.

3. ON-SITE STORAGE



The NBA is greatly appreciative of Huntley Meadows and Girard Field, and the facilities that our residents and players can take advantage of. The batting cage was a significant addition in 2023, and continues to assist player growth, development, and fun!

The current 4x6 shed behind home plate is property of the Town of Norwich, and the NBA has made use of it, but there is insufficient space for equipment (bats, helmets, nets, tees, bases, etc.) required by the sport and maintenance of the field. We also hope to share this space with the Softball program, but there's simply no room!

We propose a shed that is suitably sized for baseball/softball equipment, *and* field maintenance equipment. The ability to store a mower for supplemental mowing, and regular "dragging" of the field, would be a significant improvement.

There is some concern that, given the shed's size, the permitting necessary to move it over-the-road to Huntley Meadows would be cost prohibitive. Whether it is this shed, or another, we have reviewed the possible location with the Rec Department, and understand the permitting required.



The shed fits logically between the batting cage and the bleachers, and the footprint has been staked out. It does not obstruct the path running behind it, nor does it obstruct sight-lines from the stands. The natural wood siding is aged to patina and blends in with the bleachers and surroundings. The windows allow for natural lighting, and will be secured from the inside to prevent against theft without compromising the exterior aesthetic.



12' sounds high at first, but that is to the peak of the Gambrel roof, it is less imposing from the front and rear. For perspective, the shed is shorter than the batting cage frame immediately next to it.

Accepting this generous donation and locating the shed at Girard Field enables improved field maintenance, and will allow the NBA space for:

- Riding lawnmower for mowing and dragging infield dirt, as necessary/supplemental.
- Storage for maintenance tools: weed-wacker, field liner, rake, etc.
- Storage for pitching machine, hitting nets, safety equipment, etc.
- Maintain a stock of NBA equipment (helmets, bats, gloves) to make the game accessible to all, re-use equipment, and reduce annual waste.
- A secure Coaches-only storage area for game balls and other equipment.



Funds Available

There are funds available in the approved 2026 Norwich Budget for Rec Field Care, and additional funds are available in the Recreation Facility Improvement Fund. This means work can commence this Spring without waiting for fundraising or an appropriation!

There was \$7,200 in the 2025 Norwich budget for Rec Field Care, of which \$0 was spent last year. There is \$7,200 in the 2026 budget, but it is slated to drop 30% for 2027! This does not reflect the demand for field improvements for Norwich youth sports!

There is an additional \$2,500 budgeted for Repairs, Maintenance, and Site Work, only \$983 was spent in 2025.

The Recreation Facility Improvement Fund (Fund 5) had \$49,216 in it at the end of FY25, of which \$15,000 was appropriated for FY26. Those donor-supplied funds are specifically earmarked for this type of work.

Norwich Baseball Association is happy to participate in additional fundraising efforts necessary to supplement these funds, once permission is granted and a plan is in motion.

Town of Norwich Expenditure Budget Report					
	FY25 Budget	FY25 Actual	FY26 Budget	FY27 Budget Request	FY27/26 Budget % change
SPECIAL EVENTS /SUPPLIES	2,000	2,307	2,200	2,200	0.00%
FICA TAX	5,004	1,533	2,604	2,604	0.00%
MEDI TAX	1,170	457	609	609	0.00%
CCC Tax		135	185	185	-0.11%
UNIFORMS	1,558	1,110	1,500	4,500	200.00%
Subtotal	115,658	73,809	113,044	117,429	3.88%
RECREATION FACILITIES					
REC FIELD CARE	7,200	-	7,200	5,000	-30.56%
HNTLY LINE MARKING	5,500	3,684	5,500	5,500	0.00%
PORTABLE TOILET	3,500	5,237	4,250	5,500	29.41%
ICE RINK	800	3,133	3,500	500	-85.71%
REPAIRS,MAINT&Site Work	2,500	983	3,000	3,250	8.33%
WATER USAGE	467	324	467	800	71.31%
WOMEN'S CLUB GRANT	5,500	-	-	-	
SITE WORK	260	-	250	-	-100.00%
DESIGNATED FUND-T COURTS	75,000	75,000	10,000	10,000	0.00%
Desig.Rec.Facility(Fund 0)	15,000	15,000	15,000	15,000	0.00%
Subtotal	115,727	103,361	49,167	45,550	-7.36%
Total Expenditures	321,198	277,631	263,804	276,259	4.72%

Figure 1: Norwich Annual Report, Page I-15



Designated & Special Purpose Funds

Fund #	Fund Description	FY26			FY27		
		Ending Balance FY25	Appropriation (includes surplus and income)	FY26 Projected Expenses	FY26 Projected Balance	FY26 Interest Estimate	FY27 Projected Balance
4	Conservation Comm Fund	4,992			4,992	35	5,027
5	Recreation Facility & Imp	49,216	15,000		64,216	493	79,709
6	Fire Apparatus	656,059	126,000		782,059	6,574	923,633
7	Highway Equipment	318,953	250,000	218,934	350,019	3,196	603,215
8	Highway Garage	356,198	50,000	50,000	356,198	3,569	409,767
9	Solid Waste Equipment	44,784	5,000	5,000	44,784	449	52,233
10	Police Station Fund	-			-		-
11	Police Cruiser Fund	71,672	35,000	90,000	16,672	718	77,390
12	Town Re-Appraisal Fund	99,080	40,000		139,080	1,158	180,239
13	Tracy Hall Fund	599,896	291,000		890,896	6,011	896,907
14	General Admin Fund	129,087	5,000		134,087	1,294	140,380
15	Granite Bench w/ Crysta	11			11	0	11
16	Recreation Fund- Dam	-			-		-
17	Recreation Fund-Tennis Courts	126,276	10,000	100,000	36,276	1,265	47,541
19	Town Clerk Equipment	986	8,650		9,636	10	12,646
21	Police Special Equip	21,318	11,000	30,000	2,318	214	7,531
22	Kids & Cops Fund	-			-		-
23	Affordable housing Fund	50,702			50,702	508	51,210
24	Land Management Council	13,485			13,485	135	13,620
25	Fire Station Fund	0			0		0
26	Fire Equipment fund	67,452	33,075	25,100	75,427	756	136,183
27	Sidewalk	90,010			90,010	901	90,911
28	Long Term Facility Study	2			2	0	2
29	Town Manager Vehicle Fund	-			-		-
30	Bank Stand Renovation Fund	-			-		-
31	Communications Study Fund	-			-		-
33	Citizens Assistance fund	7,974	4,462		12,436	80	21,016
34	WCTU Fountain	-			-		-
35	Corridor Tree	-			-		-
36	Alura Grant	-			-		-
37	Main St Flags	481	250		731	5	1,236
38	School Leaseland	-			-		-
39	Gospel Leaseland	-			-		-
40	Recreation Scholarships	930			930	9	939
41	DPW- Bridge	725,586	350,000		1,075,586	7,542	1,233,127
42	DPW- Paving	363,636	100,000		463,636	3,644	567,280
43	Building & Grounds Equipment	39,038	5,000		44,038	391	54,430
44	Communications Construction	-			-		-

Figure 2: Norwich Annual Report, Page I-23

Capital Projects Funds:

Restricted for Recreation Facility and Improvements
Expenditures by Donations (Source of Revenue is
Donations)

34,216

Restricted for Kids Bridge Projects by Donations
(Source of Revenue is Donations)

6,741

Total Capital Projects Funds

40,957

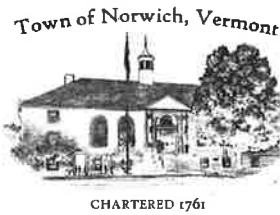
Figure 3: Norwich Annual Report, Page I-56



Capital Projects Funds:

Committed for Highway Equipment Expenditures by the Voters	318,953
Committed for Highway Garage Expenditures by the Voters	356,198
Committed for Solid Waste Equipment Expenditures by the Voters	44,784
Committed for Public Safety Facility Expenditures by the Voters	1,125
Committed for Police Cruiser Expenditures by the Voters	71,672
Committed for Tracy Hall Expenditures by the Voters	599,896
Committed for General Administration Equipment Expenditures by the Voters	129,087
Committed for Recreation Facility and Improvements Expenditures by the Voters	15,000
Committed for Tennis Courts Expenditures by the Voters	126,276
Committed for Police Special Equipment Expenditures by the Voters	21,318
Committed for Fire Equipment Expenditures by the Voters	67,452
Committed for Fire Apparatus Expenditures by the Voters	656,059

Figure 4: Norwich Annual Report, Page I-57



September 3, 2026

VENDOR SELECTION - VILLAGE MASTER PLAN - PLANNING SERVICES

Dear Select Board Members,

On August 3rd, the Village Master Plan (VMP) steering committee issued a Request for Proposals (RFP) document for planning services from qualified vendors to consult and assist in the next stages of the VMP project.

The RFP was published on the town website, the Vermont Business Registry's bid site, and directly issued to several in-state vendors. We received four responses, and after reviewing these proposals and contacting their references, the selection committee made up of Jaan Laaspere, Brennan Duffy, and Steven True found Dubois & King the most qualified and responsive applicant.

We request that you take action this evening authorizing the Town Manager and Planning Director to develop and execute a contract Dubois & King to provide the following deliverables to the Town of Norwich.

1. Map(s) of the Village Area which includes the following:
 - Delineated Historic Center which contains the Churches, Town Offices, School, Historical Society, Grange Hall, Norwich Public Library and the majority of the Houses indicated on the National Register of Historic Places Map.
 - Areas where a diversity of living units, including single family homes, duplexes, multifamily and single rental units could be constructed in a manner which maximizes permeable surfaces and energy efficiency.
 - Develop a fully functional, interconnected trail system to ensure a walkable pedestrian /bicycle friendly Village Area which ties the school and other civic buildings into the trail system and connects the Village from one end to the other, including Huntley Meadow and King Arthur Flour. These trails must maximize use of permeable surfaces.
 - Indicate those parcels in the Village which are presently privately conserved or in public ownership and identify other possible public access areas.
2. Public engagement: design and conduct Charettes in partnership with the Steering Committee; synthesize input and provide guidance. Consultant must build trust among townspeople, not just facilitate dialogue; (history of ideas going nowhere due to lack of buy-in.)

3. Narrative & Action Plan (the "Master Plan") with recommendations, action plans, goals with a clear indication of who should undertake each goal, why it is needed, and when the goal should be completed.

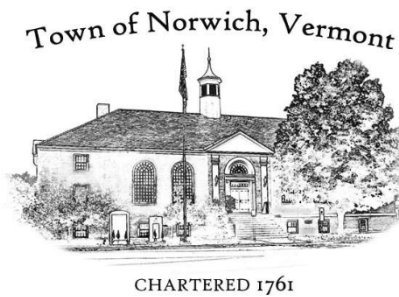
Sincerely,



Steven True

Director, Planning & Zoning

On behalf of the Norwich Planning Commission and VMP Steering Committee



TO: Norwich Selectboard: Griggs, Classon, Layton, Swett and Gere

FROM: Board of Listers: Lindberg, Smith and Ciccotelli

DATE: September 9, 2026

RE: Errors & Omissions request

The Norwich Board of Listers has determined that the following parcels need revision in the 2026 grand list. Changes to the 2026 grand list cannot be made without prior approval of the Selectboard. Accordingly, the Listers request approval to correct the following errors:

Parcel #10-063.000 Rodriguez 70 Sun Lion Road

2026 Grand List Assessment:	\$166,200
2026 Grand List correction	<u>(166,200)</u>
Corrected 2026 Grand List	<u>\$ 0</u>

The correction is due to the consolidation of acreage onto another parcel and the closing of an account that did not carry over to the NEMRC Grand List data resulting in the issuance of a tax bill that duplicated the assessment.

Parcel #04-042.000 Taylor 829 Upper Turnpike Road

2026 Grand List Assessment	\$ 7,059,600
2026 Current Use reduction	<u>(5,035,200)</u>
Corrected 2026 Taxable Value	<u>\$ 2,024,400</u>

The Listers request permission to add a \$5,035,200 deduction for Current Use to the property assessment, adjusting the taxable value to \$2,024,400.

Parcel 09-050.000 Terino Burton Woods Road

2026 Grand List Assessment	\$ 736,100
2026 Current Use reduction	<u>(606,000)</u>
Corrected 2026 Taxable Value	<u>\$ 130,100</u>

The Listers request permission to add a \$606,000 deduction for Current Use to the property assessment, adjusting the taxable value to \$130,100.

Parcel 05-077.000 Lewis 1285 Union Village Road

2026 Grand List Assessment	\$ 2,626,300
2026 Current Use reduction	<u>(494,000)</u>
Corrected 2026 Taxable Value	<u>\$ 2,132,300</u>

The Listers request permission to increase the Current Use reduction from \$491,700 to \$494,000, adjusting the taxable value to \$ 2,132,300.

The Vermont Statutes Online

Title 32 : Taxation And Finance

Chapter 129 : Grand Tax Lists

Subchapter 006 : Corrections In Grand List After Return

(Cite as: 32 V.S.A. § 4261)

§ 4261. Correcting omission from grand list

When real or personal estate is omitted from the grand list by mistake or an obvious error is found, the listers, with the approval of the selectboard, on or before December 31, may supply such omissions or correct such errors and make a certificate thereon of the fact; provided, however, the listers may make a correction resulting from the filing or rescission of a homestead declaration without approval of the selectboard. (Amended 2005, No. 38, § 14, eff. June 2, 2005; 2019, No. 175 (Adj. Sess.), § 1, eff. Oct. 8, 2020.)



NORWICH POLICE DEPARTMENT



CHIEF OF POLICE
MATTHEW S. ROMEI

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

Memorandum

To: Norwich Select Board
Via the Town Manager's Office

From: Matthew Romei
Police Chief

Re: Designated Fund Purchase

Date: 28 July 2026

BLUF: NPD Seeks to spend not to exceed \$14,000 from Fund 21 – Police Special Equipment Fund for Less Lethal Equipment.

I write today to request to expend funds from Fund #21 – Police Special Equipment Fund. For the last couple of years, we have been setting aside money in this fund to purchase less-lethal equipment. We continue striving to comply with the State-Wide Use of Force Policy, which says in part “Agencies shall provide officers with a range of force options...” and continues on to provide examples such as the equipment we seek to purchase here. This purchase is for 40mm Less-Lethal Launchers. This system provides a longer stand-off distance than our current options.

This type system is fairly common throughout the State, and we are directly matching systems from departments that we routinely work closely with for interoperability. About a third of this purchase is a longer-term investment in equipment that will last several years. Additionally, Sergeant Rogers is a Manufacturer-Certified Instructor.

The total expected purchase amount for this request is \$12,847.85, however, shipping is an unknown until the day the items ship, and hazardous materials shipping is fairly expensive, so I would ask you to approve a “Not to Exceed” amount of \$14,000. This will be drawn from Fund #21 - Police Special Equipment Fund, which has \$23,588.72 as of the date of this memo.

Town of Norwich
Departmental Request for Spending

Date: 27 July 2026 Department: Police
Request by (name): Matthew Romei Title: Chief of Police
Town Manager Approval Date: _____ For Selectboard Meeting Date: 12 August 2026
What is being requested: Less-Lethal System for Police Department

Has this request been budgeted by the Selectboard: ☐ no ☒ yes If yes, fiscal year: 2027

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

\$ 14,000 explain: \$12,847.85 + Unknown Shipping - See attached Memos

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

Fund name: Police Special Equipment Fund #: 21 Amt. requested: \$ NTE 14,000
Fund balance \$ 23,588.72 as of (date): 27JUL26 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 2027 (Fiscal Year):

Unknown

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: Upon Approval

Other information: _____

Signature of Requestor:  Date: 28 July 2026

Signature of Town Manager:  Date: 8/15/26

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: _____



NORWICH POLICE DEPARTMENT



SERGEANT
STUART P. ROGERS II

P.O. Box 311 ~ 10 Hazen Street ~ Norwich VT 05055 ~ 802-649-1460 ~ FAX 802-649-1775 ~ E-MAIL
stuart.rogers@vermont.gov

Memo

TO: Chief Romei
FROM: Sergeant Stuart Rogers
DATE: 7/27/2026
SUBJECT: Less Lethal Impact Munitions (LLIM)

Chief Romei,

Please find below a summary of the attached quotes for implementing a 40MM Less Lethal Impact Munition (LLIM) program.

As you know, the Vermont statewide Use of Force policy mandates that *"Agencies shall provide officers with a range of force options and appropriate training or certification on these tools or techniques."*
[Section 3: Less Lethal Force – Statewide Policy on Police Use of Force]

While the statewide policy does not mandate specific items, it does provide a breakdown of common tools. Those specifically detailed in the policy include: Aerosol Agents, Conducted Energy Weapon (CEW), Police Batons, Police Canines (K-9) and Less Lethal Impact Munitions (LLIM).

A limiting factor with many less lethal options is distance. For example, the MK-3 size Oleoresin Capsicum (OC) Aerosol Agent provides a maximum effective range of 10 – 12 feet. The Taser 10 CEW provides a maximum range of 45 feet. The Monadnock expandable baton is limited to an approximate 12-inch distance beyond arms reach.

Alternatively, the 40MM LLIM provides a significant increase in effective range, improving officer and public safety. The Defense Technology eXact impact 40MM LLIM standard sponge round provides a maximum effective range of 131 feet. The extended range variant provides a maximum effective range of 230 feet. This platform provides over five times the effective range of our current fielded less lethal tools.

Neighboring, agencies such as the Hartford Police Department, Thetford Police Department, as well as numerous other Vermont agencies have fielded this platform for years with great success.

I am a current certified Defense Technology instructor, providing Norwich PD in-house training ability.

Less Lethal Impact Proposal			
ITEM	Price (each)	Quantity	Total
LMT Def-Tec 1425 Single Launcher	\$ 1,300.65	3	\$ 3,901.95
50 Round Training Kit	\$ 320.00	2	\$ 640.00
DEF 6325 Sponge eXact Impact	\$ 33.45	50	\$ 1,672.50
DEF 6320 Impact OC	\$ 38.75	30	\$ 1,162.50
DEF 2292 CS Ferret Barricade	\$ 36.45	30	\$ 1,093.50
DEF 6325-A eXact Impact Adjustable	\$ 50.50	30	\$ 1,515.00
Tuff Stock Saddle	\$ 50.40	3	\$ 151.20
Tuff Case	\$ 59.60	3	\$ 178.80
Aimpoint PRO optic (T&E promo)	\$ 308.40	2	\$ 616.80
Aimpoint PRO optic	\$ 451.00	1	\$ 451.00
Blue Force UDC Sling	\$ 81.95	3	\$ 245.85
ModLite PDW350 PLHv3 Light	\$ 262.65	3	\$ 787.95
DEF 1017 - Hand deploy Smoke	\$35.90	12	\$ 430.80
GRAND TOTAL			\$ 12,847.85

Notes:

VCJC LLIM Qualification requires officers fire a minimum of three (3) rounds of each type of munition carried.

Please let me know if you have any questions,



Sergeant Stuart Rogers



****QUOTATION ONLY****

Physical:

Defense Technology, LLC

1855 South Loop

Casper, WY 82601

Ph: (800) 347-1200 option 3 & 4

Fax: (307) 237-5398

Remit to:

Defense Technology, LLC

13386 International Parkway

Jacksonville, FL 32218

Customer Name:

Norwich Police Department

10 Hazen St

Norwich, VT 05055

Attn: Sgt. Stuart Rogers

Ph: 802.649.1460

Date	Quotation #
7.27.26	Norwich PD 7.27.26

**ORDERS MUST BE SUBMITTED VIA SEPARATE
EMAIL ON PURCHASE ORDER OR AGENCY
LETTERHEAD REFERENCING QUOTE # ABOVE**

customercare.wy@defense-technology.com

Issued by:	Ship Via	Payment Terms	Freight Payment	Valid For
Tabby Piper	Truck	Net30	Free Freight	90 Days

Line #	Part #	Quantity		Part ID	Unit Price	Ext. Price
1	1425	3	40MM TACTICAL SINGLE LAUNCHER EXPANDABLE	1182330	\$1,300.65	\$3,901.95
2	6530-50	2	40MM XM D1 50 SHOT TRAINING KIT	1013475	\$320.00	\$640.00
3	6325	50	40MM EXACT IMPACT SPONGE SMOKELESS	1012225	\$33.45	\$1,672.50
4	6320	30	40MM OC DIRECT IMPACT SMOKELESS	1012834	\$38.75	\$1,162.50
5	2292	30	40MM CS FERRET POWDER BARRICADE	1304417	\$36.45	\$1,093.50
6	6325-A	30	40MM EXACT IMPACT ADJUSTABLE RANGE	1185412	\$50.50	\$1,515.00
7	1017	12	TACTICAL GRENADE SMOKE	1012303	\$35.90	\$430.80
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						

Freight Amount	\$0.00
Total Amount	\$10,416.25

Notes: ATF products require Distraction Device Certificate and ORI#

DT orders over \$2500 qualify for free freight in CONUS

Sales Tax and/or 11% FET will be added to order if applicable at time of order placement

OFFICIAL SIGNATURE:

Tabby Piper

Customer Service Representative

Rogers, Stuart

From: API Professional Sales <professional.sales@aimpoint.us>
Sent: Tuesday, June 23, 2026 4:23 PM
To: Rogers, Stuart
Subject: Re: Agency quote request

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

Sgt. Rogers,

It's great to hear from you again, and sorry for the delay in getting back to you. I've been out of town for a couple of weeks. The Duty RDS is priced at \$451.00 each for departments and delivery time is around 90 days right now. We do still offer the T&E purchase program, and the price for those two would be \$308.40 each. Let me know when you're ready, and I can get that going.

Thanks,
Cole
(571)619-8203

On Thu, Jun 11, 2026 at 4:29 PM, Rogers, Stuart <stuart.rogers@vermont.gov> wrote:

Good evening,

I was hoping to get an agency quote for a few optics. I recall that previously there was an option for agencies to purchase 2 T&E units, is that something that is still offered?

We would be looking for:

3 – Aimpoint Duty RDS (item 200759)

Thank you in advance,

Stuart

SERGEANT STUART ROGERS

Norwich Police Department

10 Hazen Street / PO Box 311

Norwich, Vermont 05055

1-802-649-1460 Phone

1-802-649-1775 Fax

E-mail: stuart.rogers@vermont.gov

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

Rogers, Stuart

From: Nanci Stevens <nanci@tuffproducts.com>
Sent: Thursday, July 23, 2026 4:59 PM
To: Rogers, Stuart
Subject: Re: stuart.rogers@vermont.gov submitted the form from your First Responder Form page

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

Your best pricing will be to order online. Use code Blue20 at check out. It will save you a lot in shipping as well.

Nanci Stevens
TUFF PRODUCTS
VP SALES & MARKETING
714-655-0055 cel
877-883-3776 office.

From: TUFF Products <donotreply@bigcommerce.com>
Sent: Thursday, 23 July 2026 15:49:20
To: Nanci Stevens <nanci@tuffproducts.com>
Subject: stuart.rogers@vermont.gov submitted the form from your First Responder Form page



Contact form submission

A user has submitted the contact form on TUFF Products

Details

Full Name: **Stuart Rogers**
Email Address: **stuart.rogers@vermont.gov**

Company name: **Norwich Police Department**

Phone number: **8026491460**

Comments / questions:

Looking for agency pricing on:

3 - Butt Stock Check Rest for LMT 40mm Launcher (4014) - right hand

3 - 4081 Tuff 40mm Launcher case



Open store



What are you looking

(6)

[Home](#) [Your Cart](#)

YOUR CART (6 ITEMS)



BUTT STOCK CHEEK REST DESIGNED FOR LMT TACTICAL SINGLE LAUNCHER EXPANDABLE STOCK

4014 - Draw Hand: Right Hand

[Change](#)

Price
\$63.00

Quantity:
▼ ▲

Total
\$189.00 ×



4081 TUFF 40MM LAUNCHER CASE

Price
\$74.50

Quantity:
▼ ▲

Total
\$223.50 ×

Subtotal: \$412.50

Shipping: \$7.00

Coupon (Blue20) -\$82.50
[Remove](#)

Grand total: **\$337.00**

81 of 114

MODLITE SYSTEMS

Quote #D24380
Jul 23, 2026

SHIPPING ADDRESS

Stuart Rogers
Norwich Police Department
10 Hazen Street
PO Box 311
Norwich VT 05055
United States

CUSTOMER

Stuart Rogers
Norwich Police Department
10 Hazen Street
PO Box 311
Norwich VT 05055
United States

PAYMENT

Pay online

SHIPPING METHOD

USPS

ITEMS

PRICE

QTY

ITEM TOTAL



Modlite PDW350 Light Package
PLH V3 / Black / No charger
SKU: PLHV3-350-PDW-BLK-NC

~~\$309.00~~
\$262.65

3

\$787.95

Subtotal

\$787.95

Shipping

\$16.00

TOTAL (USD)

\$803.95

Thank you for shopping with us!

Modlite Systems

24165 IH 10 W Ste 217-707, San Antonio, TX, 78257, United States
support@modlite.com
modlite.com

Shopping Cart

 [Begin Checkout](#)

As low as \$61.47 /month with **credova**

Order

Product Total	\$245.85
Est. Shipping	Free
Tax 	Calculated in Checkout
Total	\$245.85

[Sign up](#) and Earn 243 Points 

Promo Code

Enter Code

[Apply](#)

Accepted Payment Forms



VISA

DISC VER

Apple Pay

Pay



[Why isn't PayPal available?](#)

My Cart 3 items



3  \$245.85
(\$81.95 each)

Product # 380344 | Shipping Weight 1.004 lbs

Blue Force Gear UDC Single Point Rifle Sling with Hook Nylon Black

SHIPS FREE 

[Remove](#)

Suggested Products



Blue Force Gear UDC Single Point Rifle Sling with QD Swivel Nylon Black

\$92.95



Grovtac MOLLE Balance Point Rifle Sling with QD Swivel Nylon Black

     1 Review

\$91.99



Grovtac Balance Point Rifle Sling with Swivel Nylon Black

\$85.99

Helpful Information

[Shipping Charges](#)
[Curbside Order Pickup](#)
[Return Policy](#)
[Backorder Policy](#)
[Sales Tax](#)
[Help Center](#)

NOTE

Pricing may change at any time. Available inventory is only reserved for you after you click the "Place Order" button at the end of the Checkout process. Adding items to your cart or saving for later does not reserve inventory.

Also of Interest

[Buy 9mm Luger Ammo Online in Bulk](#)

[Reloading Brass in Bulk for Sale](#)

[Shop 6.5 Creedmoor Ammo at Affordable Prices](#)

09/02/26
09:47 am

Town of Norwich Accounts Payable
Check Warrant Report # 1521 Current FY Invoices For Fund (General)
For Check Acct 09(General) All check #s 08/01/26 To 08/31/26 & Fund 01

Page 1 of 1
TRoden

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
80031	HEALTHEQUITY, INC.	08/07/26 HRA A903P2K	01-2-001114.00 HRA LIABILITY	4.42 E	270015	08/07/26
80031	HEALTHEQUITY, INC.	08/14/26 HRA M4JTERJ	01-2-001114.00 HRA LIABILITY	50.00 E	270016	08/14/26
80031	HEALTHEQUITY, INC.	08/21/26 HRA 45IHOM5	01-2-001114.00 HRA LIABILITY	274.22 E	270020	08/21/26
Report Total				328.64		

To the Treasurer of Town of Norwich, We hereby certify
that there is due to the several persons whose names are
listed hereon the sum against each name and that there
are good and sufficient vouchers supporting the payments
aggregating \$ *****328.64

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

Finance Director

Jonathan DeLaBruere
Jonathan DeLaBruere

Town Manager:

Brennan Duffy
Brennan Duffy

SELECTBOARD:

Kimo Griggs
Chair

Brendan Classon
Vice Chair

Mary Layton

Matthew Swett

Robert Gere

09/02/26

09:51 am

Town of Norwich Accounts Payable

Page 1 of 1

Check Warrant Report # 1522 Current FY Invoices For Fund (General)
For Check Acct 02(General) All check #s 08/01/26 To 08/31/26 & Fund 01

TRoden

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
220017	08/14/26	Hunting/Fishing Licenses 08142026	01-2-001122.00 DUE TO VT-FISH & GAME	26.50 E	270017	08/14/26
220017	08/28/26	Hunting/Fishing Licenses 08282026	01-2-001122.00 DUE TO VT-FISH & GAME	21.50 E	270021	08/28/26
Report Total				48.00		

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 \$ *****48.00
Let this be your order for the payments of these amounts.

Finance Director

Jonathan DeLaBruere
Jonathan DeLaBruere

Town Manager:

Brennan Duffy
Brennan Duffy

SELECTBOARD:

Kimo Griggs
Chair

Brendan Classon
Vice Chair

Mary Layton

Matthew Swett

Robert Gere

09/03/26

09:39 am

Town of Norwich Accounts Payable

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Check Warrant Report # 1523 Current Prior FY Invoices For Fund (General)
For Check Acct 03(General) All check #s 08/27/26 To 09/09/26 & Fund 01

TRoden

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
10022	ADVANCE AUTO PARTS	08/17/26 Oil, Filters 7569	01-5-703403.00 PARTS & SUPPLIES	93.22	18298	09/09/26
10023	ADVANCE TRANSIT INC	10/01/26 FY27 APPROPRIATION #1 FY27APPROP#1	01-5-800352.00 ADVANCE TRANSIT	7973.50	18299	09/09/26
10038	AIRGAS USA, LLC	08/06/26 Oxygen 9174475695	01-5-555424.00 EMS TOOLS/ EQUIP	329.92	18300	09/09/26
10066	AMAZON CAPITAL SERVICES,	08/24/26 Receipt Paper 176MY6XN9GGW	01-5-200610.00 OFFICE SUPPLIES	49.99	18301	09/09/26
10066	AMAZON CAPITAL SERVICES,	08/24/26 Keys 197HDFJL7M7H	01-5-500204.00 SPEED SIGNS	20.49	18301	09/09/26
10066	AMAZON CAPITAL SERVICES,	08/19/26 Emergency Phone Sign 1GT7VRC11M1D	01-5-485303.00 ALARM MONITORING	14.99	18301	09/09/26
10066	AMAZON CAPITAL SERVICES,	08/20/26 Wall Mounts 1P3HKG9J7HXK	01-5-500501.00 ADMINISTRATION	63.97	18301	09/09/26
10066	AMAZON CAPITAL SERVICES,	07/27/26 Shirts, Face Paint, Marker 1R9GHCY3WHPT	01-5-425211.00 EQUIP. & SUPPLIES	144.43	18301	09/09/26
10066	AMAZON CAPITAL SERVICES,	08/20/26 Safe, Security Cable 1X33FL3373JF	01-5-500501.00 ADMINISTRATION	165.84	18301	09/09/26
10066	AMAZON CAPITAL SERVICES,	06/03/26 File Folder 1KCKDNHMMCP9	01-5-350610.00 OFFICE SUPPLIES	28.79	18301	09/09/26
10066	AMAZON CAPITAL SERVICES,	08/27/26 Tow Chain, Tow Straps 1KF4GFRFHNMM	01-5-500308.00 CRUISER SUPPLIES	173.20	18301	09/09/26
10066	AMAZON CAPITAL SERVICES,	08/27/26 Flash Drive 1YYRH4X36T76	01-5-005610.00 OFFICE SUPPLIES	59.02	18301	09/09/26
10069	AMERICAN LEGION	10/01/26 FY27 APPROPRIATION FULL FY27APROPP	01-5-800310.00 NORWICH AMERICAN LEGION	1500.00	18302	09/09/26
20018	BEN'S UNIFORMS	08/18/26 PD- Uniform Markings 232108	01-5-500582.00 UNIFORMS	204.95	18303	09/09/26
20026	BETHEL MILLS	08/08/26 Screws 442633/6	01-5-555422.00 FIRE TOOLS & EQUIPMENT	8.50	18305	09/09/26
20026	BETHEL MILLS	08/20/26 Tape, Faucet 445623/6	01-5-706113.00 REPAIRS & MAINTENANCE	54.17	18305	09/09/26
20026	BETHEL MILLS	08/21/26 Corner Brace, Socket 445821/6	01-5-500501.00 ADMINISTRATION	53.15	18305	09/09/26
20026	BETHEL MILLS	08/25/26 2x3 Spruce 446638/6	01-5-704403.00 PARTS & SUPPLIES	7.77	18305	09/09/26
20026	BETHEL MILLS	08/25/26 Screws 446642/6	01-5-704403.00 PARTS & SUPPLIES	15.52	18305	09/09/26
20026	BETHEL MILLS	08/25/26 Spray Paint 446750/6	01-5-706113.00 REPAIRS & MAINTENANCE	14.18	18305	09/09/26
20026	BETHEL MILLS	08/25/26 Drill Bit, Washers, Screw 446787/6	01-5-555422.00 FIRE TOOLS & EQUIPMENT	28.49	18305	09/09/26
20026	BETHEL MILLS	08/26/26 Torch, Gas 446870/6	01-5-703403.00 PARTS & SUPPLIES	106.97	18305	09/09/26
20026	BETHEL MILLS	08/26/26 Cable Ties 446894/6	01-5-425330.00 REPAIRS, MAINT & Site Wrk	31.14	18305	09/09/26
20026	BETHEL MILLS	08/28/26 Wire, Velcro, Cable Ties 447516/6	01-5-500543.00 Law Enforcement Equip.	112.57	18305	09/09/26
20027	BETTERBIN	12/19/25 APP Subscription 2019974683	01-5-651610.00 Software License	1500.00	18306	09/09/26

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
20050	08/06/26	Medical Supplies 86307768	01-5-555424.00 EMS TOOLS/ EQUIP	456.64	18307	09/09/26
30031	09/01/26	PD- Sept 2026 Service CW-64821	01-5-500537.00 IT SUPPORT	1127.20	18308	09/09/26
30031	09/01/26	TH- Sept 2026 Service CW-64897	01-5-275632.00 SERVER MAINTENANCE	3028.26	18308	09/09/26
30058	10/01/26	FY27 APPROPRIATION FULL FY27APPROP	01-5-800324.00 CHILD CARE CTR IN NORWICH	4348.00	18309	09/09/26
30075	08/25/26	DPW - Stock & Check 5356322107	01-5-703507.00 SUPPLIES	174.73	18310	09/09/26
30093	08/20/26	DPW- 08/27/26 - 09/26/26 08202026	01-5-703505.00 TELEPHONE	373.89	18311	09/09/26
30102	07/30/26	Alarm Panel & TS 07/2026 07302026	01-5-275531.00 TELEPHONE	299.26	18312	09/09/26
30102	07/30/26	Alarm Panel & TS 07/2026 07302026	01-5-705505.00 TELEPHONE	149.62	18312	09/09/26
30124	04/15/24	April 2024 Service INV-191905	01-5-100613.00 SOFTWARE	290.00	18313	09/09/26
40004	07/07/26	Soda 77IV	01-5-350610.00 OFFICE SUPPLIES	7.99	18314	09/09/26
40004	08/17/26	Cable 7HXC	01-5-500543.00 Law Enforcement Equip.	19.98	18314	09/09/26
40004	08/02/26	Ice 7L5L	01-5-425211.00 EQUIP. & SUPPLIES	2.49	18314	09/09/26
40004	08/04/26	Zip Ties 9CWN	01-5-500543.00 Law Enforcement Equip.	7.98	18314	09/09/26
40004	05/07/26	Soda BM7Q	01-5-350610.00 OFFICE SUPPLIES	14.28	18314	09/09/26
40004	08/25/26	Sugar BMDU	01-5-500202.00 COMMUNITY RELATNS	3.39	18314	09/09/26
40004	08/25/26	Coffee F3GH	01-5-500202.00 COMMUNITY RELATNS	26.25	18314	09/09/26
40004	06/23/26	Soda NBW3	01-5-350610.00 OFFICE SUPPLIES	17.08	18314	09/09/26
40004	07/30/26	Paint Brushes TQWW	01-5-485302.00 REPAIRS & MAINTENANCE	13.58	18314	09/09/26
40004	07/02/26	Paint Brush X7YJ	01-5-485302.00 REPAIRS & MAINTENANCE	14.36	18314	09/09/26
40004	07/16/26	Paint Brush, Roller XNSI	01-5-485302.00 REPAIRS & MAINTENANCE	10.58	18314	09/09/26
40004	07/22/26	Wrap, Butter, Eggs XNWL	01-5-425211.00 EQUIP. & SUPPLIES	28.64	18314	09/09/26
40004	06/09/26	Soda ZOMZ	01-5-350610.00 OFFICE SUPPLIES	15.78	18314	09/09/26
40019	08/09/26	Umansky 08092026	01-5-555636.00 OSHA COMPLIANCE	161.00	18316	09/09/26
50047	08/26/26	Diesel Fuel 0085814-IN	01-1-004105.00 Inventory-DPW Fueling Sta	1367.43	18317	09/09/26
50055	08/22/26	Vision - September 2026 167508892	01-2-001126.00 VISION SERV PLAN-PAYROLL	194.69	18318	09/09/26

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200029	10/01/26	FY27 APPROPRIATION FULL	01-5-800350.00	6000.00	18319	09/09/26
		FY27APPROP	THE FAMILY PLACE			
70061	08/25/26	24 New Boston Rd 08/25/26	01-5-705501.00	28.19	18320	09/09/26
		1469 08/2026	ELECTRICITY			
70062	08/25/26	Main St Tower 08/25/2026	01-5-575233.00	118.85	18321	09/09/26
		3506 08/2026	TOWER POWER			
70064	08/25/26	Turnpike Speed 08/25/2026	01-5-500204.00	0.15	18322	09/09/26
		7572 08/2026	SPEED SIGNS			
70066	08/25/26	300 Main Bandstand 08/26	01-5-500204.00	19.82	18323	09/09/26
		9572 08/2026	SPEED SIGNS			
70067	08/31/26	111 Turnpike EV 08/31/26	01-5-706115.00	124.75	18324	09/09/26
		3895 08/2026	BNDSTND/SIGN/EVCH ELECTRI			
70068	08/31/26	300 Main St 08/31/2026	01-5-706101.00	596.99	18325	09/09/26
		3496 08/2026	ELECTRICITY			
70069	08/31/26	Main Solar 08/31/2026	01-5-706115.00	28.44	18326	09/09/26
		4881 08/2026	BNDSTND/SIGN/EVCH ELECTRI			
70070	08/31/26	26 New Boston 08/31/2026	01-5-703501.00	180.88	18327	09/09/26
		0469 08/2026	ELECTRICITY			
70071	08/28/26	Streetlights 08/28/2026	01-5-703307.00	1316.46	18328	09/09/26
		2492 08/2026	STREETLIGHTS			
70032	10/01/26	FY27 APPROPRIATION FULL	01-5-800386.00	3000.00	18329	09/09/26
		FY27APPROP	GOOD BEGINNINGS			
70048	10/01/26	FY27 APPROPRIATION FULL	01-5-800388.00	1705.00	18330	09/09/26
		FY27APPROP	GREEN MTN ECO DEV CORP			
80029	10/01/26	FY27 APPROPRIATION FULL	01-5-800354.00	2500.00	18331	09/09/26
		FY27APPROP	HEADREST			
80062	08/20/26	DPW- Truck Gearbox	01-5-703403.00	2228.68	18332	09/09/26
		10076912	PARTS & SUPPLIES			
80062	08/24/26	DPW- Truck Parts	01-5-703403.00	241.24	18332	09/09/26
		10080883	PARTS & SUPPLIES			
90009	09/04/26	Payroll Transfer	01-2-001107.00	6345.37 E	270023	09/04/26
		PR-09/04/26	FED W/H TAX PAYABLE			
90009	09/04/26	Payroll Transfer	01-2-001103.00	12345.56 E	270023	09/04/26
		PR-09/04/26	FICA TAX PAYABLE			
90025	08/21/26	Town Hall Propane	01-5-706103.00	134.75	18333	09/09/26
		371345	HEATING-PROPANE			
90025	04/10/26	Highway Garage Propane	01-5-703503.00	545.91	18333	09/09/26
		49114	PROPANE			
100010	10/01/26	FY27 APPROPRIATION FULL	01-5-800358.00	3000.00	18334	09/09/26
		FY27APPROP	JAM (formerly CATV)			
100096	04/15/26	Norwich Master Plan	01-5-350320.00	2000.00	18335	09/09/26
		04152026	PLANNING SERVICES			
110027	08/26/26	PD Phone Maintenance	01-5-485238.00	1211.00	18336	09/09/26
		62078	PHONE & INTERNET			
110027	08/26/26	TH Phone Maintenance	01-5-706113.00	67.50	18336	09/09/26
		62081	REPAIRS & MAINTENANCE			
110027	09/01/26	Phones 9/01/26 - 10/01/26	01-5-005531.00	21.70	18336	09/09/26
		885018	ADMIN TELEPHONE			
110027	09/01/26	Phones 9/01/26 - 10/01/26	01-5-100531.00	21.70	18336	09/09/26
		885018	TELEPHONE			

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Town of Norwich Accounts Payable

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
110027	09/01/26	KEY COMMUNICATIONS INC Phones 9/01/26 - 10/01/26 885018	01-5-200531.00 TELEPHONE	21.70	18336	09/09/26
110027	09/01/26	KEY COMMUNICATIONS INC Phones 9/01/26 - 10/01/26 885018	01-5-300531.00 TELEPHONE	21.70	18336	09/09/26
110027	09/01/26	KEY COMMUNICATIONS INC Phones 9/01/26 - 10/01/26 885018	01-5-350531.00 TELEPHONE	21.70	18336	09/09/26
110027	09/01/26	KEY COMMUNICATIONS INC Phones 9/01/26 - 10/01/26 885018	01-5-425127.00 TELEPHONE	21.71	18336	09/09/26
120086	08/11/26	LAJEUNESSE INTERIORS INC Sergeant Door Sign 112766	01-5-500501.00 ADMINISTRATION	125.00	18337	09/09/26
120027	08/31/26	LEAF CAPITAL FUNDING, LLC Toshiba Copier 09/2026 20845972	01-5-500501.00 ADMINISTRATION	82.00	18338	09/09/26
130006	08/17/26	MADISON NATIONAL LIFE September 26 Premiums 1792257	01-5-005124.00 DISABILITY/LIFE INSUR	184.64	18339	09/09/26
130006	08/17/26	MADISON NATIONAL LIFE September 26 Premiums 1792257	01-5-100124.00 DISABILITY/LIFE INS	112.29	18339	09/09/26
130006	08/17/26	MADISON NATIONAL LIFE September 26 Premiums 1792257	01-5-200124.00 DISABILITY/LIFE INS	202.46	18339	09/09/26
130006	08/17/26	MADISON NATIONAL LIFE September 26 Premiums 1792257	01-5-350124.00 DISABILITY/LIFE INS	74.85	18339	09/09/26
130006	08/17/26	MADISON NATIONAL LIFE September 26 Premiums 1792257	01-5-425124.00 DISABILITY/LIFE INSUR	72.16	18339	09/09/26
130006	08/17/26	MADISON NATIONAL LIFE September 26 Premiums 1792257	01-5-704124.00 DISABILITY/LIFE	109.06	18339	09/09/26
130006	08/17/26	MADISON NATIONAL LIFE September 26 Premiums 1792257	01-5-500124.00 DISABILITY/LIFE INS	282.91	18339	09/09/26
130006	08/17/26	MADISON NATIONAL LIFE September 26 Premiums 1792257	01-5-555124.00 DISABILITY/LIFE INSURANCE	71.59	18339	09/09/26
130006	08/17/26	MADISON NATIONAL LIFE September 26 Premiums 1792257	01-5-703124.00 DISABILITY/LIFE	407.99	18339	09/09/26
130006	08/17/26	MADISON NATIONAL LIFE September 26 Premiums 1792257	01-5-200124.00 DISABILITY/LIFE INS	54.68	18339	09/09/26
140033	09/01/26	NEW ENGLAND PBA, INC Union Dues 09/01/2026 43733	01-2-001117.00 UNION DUES PAYABLE	225.36	18340	09/09/26
140077	10/01/26	NORWICH CEMETERY COMMISSI FY27 APPROPRIATION #1 FY27APPROP#1	01-5-800316.00 NORWICH CEMETERY ASSOCATN	16000.00	18341	09/09/26
140078	10/01/26	NORWICH COMMUNITY NURSE, FY27 APPROPRIATION #1 FY27APPROP#1	01-5-800311.00 NORWICH COMMUNITY NURSE	5000.00	18342	09/09/26
140079	08/03/26	NORWICH CONGREGATIONAL CH Room Rental Cleaning 08032026	01-5-425219.00 Facilitly Rental Fee Expe	480.00	18343	09/09/26
140079	08/04/26	NORWICH CONGREGATIONAL CH Afterschool- September 26 1894	01-5-425219.00 Facilitly Rental Fee Expe	760.00	18343	09/09/26
140084	10/01/26	NORWICH HISTORICAL SOCIET FY27 APPROPRIATION #1 FY27APPROP#1	01-5-800315.00 NORWICH HISTORICAL SOCIET	6000.00	18344	09/09/26
140086	08/18/26	NORWICH LIONS CLUB P&R-Wristbands 08182026	01-5-425211.00 EQUIP.& SUPPLIES	450.00	18345	09/09/26
140088	10/01/26	NORWICH PUBLIC LIBRARY AS FY27 APPROPRIATION #1 FY27APPROP#1	01-5-800302.00 NORWICH PUBLIC LIBRARY	197767.50	18346	09/09/26
140089	08/31/26	NORWICH SCHOOL DISTRICT FY27 Tax Pymnt Partial 08312026	01-2-001123.00 SCHOOL DISTRICT TAX	500000.00	18347	09/09/26

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
150004	09/04/26	OFFICE OF CHILD SUPPORT Payroll Transfer PR-09/04/26	01-2-001115.00 CHILD SUPPORT PAYABLE	323.10	18297	09/04/26
160001	08/25/26	PAUL ALBEE Mileage Reimbursment 08252026	01-5-705515.00 ADMINISTRATION	55.48	18348	09/09/26
160074	08/31/26	PERFORMANCE JANITORIAL SE PD Cleaning Service 276151	01-5-485304.00 CLEANING	813.93	18349	09/09/26
160079	08/22/26	PRIMO BRANDS BLUE TRITON DPW Water 06H873005375	01-5-703507.00 SUPPLIES	148.90	18350	09/09/26
160068	10/01/26	PUBLIC HEALTH COUNCIL OF FY27 APPROPRIATION FULL FY27APPROP	01-5-800375.00 PUBLIC HEALTH COUNC UV	1822.00	18351	09/09/26
130131	08/21/26	REBENTISCH, MICHAEL Fuel Reimbursment 08212026	01-5-500302.00 PETROLEUM PRODUCTS	67.47	18352	09/09/26
190006	08/27/26	SABIL and SONS INC 2025 Freightliner Repair 20126	01-5-703401.00 OUTSIDE REPAIRS	755.26	18353	09/09/26
190006	08/25/26	SABIL and SONS INC Scrap Tires 50292	01-5-703403.00 PARTS & SUPPLIES	180.00	18353	09/09/26
190006	08/26/26	SABIL and SONS INC Scrap Tires 50299	01-5-703403.00 PARTS & SUPPLIES	250.00	18353	09/09/26
190006	08/26/26	SABIL and SONS INC Refurbished Wheels 50300	01-5-703401.00 OUTSIDE REPAIRS	599.50	18353	09/09/26
190032	10/01/26	SENIOR SOLUTIONS FY27 APPROPRIATION FULL FY27APPROP	01-5-800369.00 SENIOR SOLUTIONS	1200.00	18354	09/09/26
190060	10/01/26	SOUTHEASTERN VERMONT COMM FY27 APPROPRIATION FULL FY27APPROP	01-5-800366.00 SEVCA	3750.00	18355	09/09/26
190065	10/01/26	SPECIAL NEEDS SUPPORT CEN FY27 APPROPRIATION FULL FY27APPROP	01-5-800389.00 SPECIAL NEEDS SUPPORT CEN	2000.00	18356	09/09/26
20060	08/28/26	SWENSON, BRIE ASR, Paint, Firewood 08282026	01-5-425211.00 EQUIP. & SUPPLIES	82.88	18357	09/09/26
20060	08/28/26	SWENSON, BRIE ASR, Paint, Firewood 08282026	01-5-425211.00 EQUIP. & SUPPLIES	46.45	18357	09/09/26
20060	08/28/26	SWENSON, BRIE ASR, Paint, Firewood 08282026	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	8.00	18357	09/09/26
20060	08/28/26	SWENSON, BRIE ASR, Paint, Firewood 08282026	01-5-425211.00 EQUIP. & SUPPLIES	95.30	18357	09/09/26
20060	09/02/26	SWENSON, BRIE Pizza, Sign Making 09022026	01-5-425211.00 EQUIP. & SUPPLIES	25.67	18357	09/09/26
20060	09/02/26	SWENSON, BRIE Pizza, Sign Making 09022026	01-5-706113.00 REPAIRS & MAINTENANCE	37.98	18357	09/09/26
20060	09/02/26	SWENSON, BRIE Pizza, Sign Making 09022026	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	63.89	18357	09/09/26
20060	09/02/26	SWENSON, BRIE Pizza, Sign Making 09022026	01-5-425140.00 ADVERTISING	46.50	18357	09/09/26
20060	09/02/26	SWENSON, BRIE Pizza, Sign Making 09022026	01-5-425330.00 REPAIRS, MAINT&Site Wrk	9.34	18357	09/09/26
20060	09/02/26	SWENSON, BRIE Pizza, Sign Making 09022026	01-5-425211.00 EQUIP. & SUPPLIES	54.88	18357	09/09/26
200083	09/02/26	TREASURY OPERATIONS DIVIS Q2 - 2026 Animal Licenses ANIM 09/26	01-2-001121.00 VT ANIMAL RETURN	385.00	18358	09/09/26
200103	08/18/26	TWO RIVERS - OTTAUQUECHEE FY26 GIA #GA1086 27-36	01-5-703702.00 Culvert Grant	1500.00	18359	09/09/26

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210004 UNIFIRST CORPORATION	08/17/26	Uniforms 1070535809	01-5-704311.00 UNIFORMS	100.00	18360	09/09/26
210004 UNIFIRST CORPORATION	08/17/26	Uniforms 1070535809	01-5-703311.00 UNIFORMS	495.25	18360	09/09/26
210004 UNIFIRST CORPORATION	08/24/26	Uniforms 1070537783	01-5-703311.00 UNIFORMS	504.77	18360	09/09/26
210004 UNIFIRST CORPORATION	08/24/26	Uniforms 1070537783	01-5-704311.00 UNIFORMS	100.00	18360	09/09/26
210013 UNITED STATES POSTAL SERV	08/27/26	TH- ANN'L PO BOX FEE 08272026	01-5-005538.00 POSTAGE	288.00	18361	09/09/26
210026 UPPER VALLEY TRAILS ALLIA	10/01/26	FY27 APPROPRIATION FULL FY27APPROP	01-5-800382.00 U.V. TRAILS ALLIANCE	2000.00	18362	09/09/26
220000 VALA MEMBERSHIP	08/26/26	Listers Conference SEP26-CONF	01-5-300615.00 DUES/MTGS/EDUC	180.00	18363	09/09/26
220005 VALLEY TURF SERVICES, LLC	08/28/26	Huntley Field Setup/Paint 2010	01-5-425322.00 REC FIELD CARE	2200.00	18364	09/09/26
220021 VERMONT DEPARTMENT OF TAX	09/04/26	Payroll Transfer PR-09/04/26	01-2-001109.00 VT W/H TAX PAYABLE	2648.28 E	270022	09/04/26
220053 VISITING NURSE ASSOC. and	10/01/26	FY27 APPROPRIATION #1 FY27APPROP#1	01-5-800328.00 VSTNG NRS/HSP APPR	9250.00	18365	09/09/26
220054 VISUAL EDGE IT, INC.	08/28/26	PD Maintenance Agreement 24AR3749112	01-5-500501.00 ADMINISTRATION	804.45	18366	09/09/26
220056 VLCT EMPLOYMENT RESOURCE	08/21/26	Qrtly Contribution & Cred REN041319-Q4	01-5-800517.00 UNEMP INS RATE ASSMT	1205.00	18367	09/09/26
220060 VLCT PROP and CASUALTY IN	08/27/26	Insurance 10/26-12/26 20903	01-5-800520.00 WORKER'S COMP INS	12718.51	18368	09/09/26
220060 VLCT PROP and CASUALTY IN	08/27/26	Insurance 10/26-12/26 20903	01-5-800518.00 PROP & CAS INSURANCE	22638.63	18368	09/09/26
220060 VLCT PROP and CASUALTY IN	08/27/26	Insurance 10/26-12/26 20903	01-5-555620.00 FIREFIGHTERS CASUL INS	2007.00	18368	09/09/26
230000 W.B. MASON CO., INC.	08/21/26	Soap Refill 263971919	01-5-485301.00 BUILDING SUPPLIES	14.43	18369	09/09/26
230000 W.B. MASON CO., INC.	08/25/26	Binder 264027572	01-5-500501.00 ADMINISTRATION	28.48	18369	09/09/26
230000 W.B. MASON CO., INC.	08/26/26	30 Ft USB C Cable 264057167	01-5-500501.00 ADMINISTRATION	37.89	18369	09/09/26
230000 W.B. MASON CO., INC.	08/26/26	Receipt Books 264067017	01-5-200610.00 OFFICE SUPPLIES	48.28	18369	09/09/26
230000 W.B. MASON CO., INC.	08/28/26	Paper 264126817	01-5-200610.00 OFFICE SUPPLIES	15.99	18369	09/09/26
230021 WHITE RIVER COUNCIL ON AG	10/01/26	FY27 APPROPRIATION FULL FY27APPROP	01-5-800372.00 WHT RIVR COUN ON AGING	5300.00	18370	09/09/26
230053 WILLETTE, FRANCES	08/25/26	Donuts & Coffee 08252026	01-5-500202.00 COMMUNITY RELATNS	41.37	18371	09/09/26
30088 WILLIAMS, CODY	08/10/26	NCC- Website Domains 826EMPREIME	01-5-650620.00 SPKRS/PUBLIC INFO	36.38	18372	09/09/26
230034 WINDSOR COUNTY PARTNERS	10/01/26	FY27 APPROPRIATION FULL FY27APPROP	01-5-800356.00 WINDSOR COUNTY MENTORS	2500.00	18373	09/09/26
230036 WINDSOR COUNTY TREASURER	02/02/26	Windsor County Payment #1 FY27PMNT#1	01-5-800211.00 WINDSOR COUNTY TAX	28408.08	18374	09/09/26

09/03/26

09:39 am

Town of Norwich Accounts Payable

Page 7 of 7

Check Warrant Report # 1523 Current Prior FY Invoices For Fund (General)
For Check Acct 03(General) All check #s 08/27/26 To 09/09/26 & Fund 01

TRoden

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
230036 WINDSOR COUNTY TREASURER	08/11/26	Windsor County Payment #2 FY27PMNT#2	01-5-800211.00 WINDSOR COUNTY TAX	28408.09	18374	09/09/26
230044 WOMEN'S INFORMATION SERVI	10/01/26	FY27 APPROPRIATION FULL FY27APPROP	01-5-800362.00 WISE	2500.00	18375	09/09/26
250002 YOUTH IN ACTION	10/01/26	FY27 APPROPRIATION FULL FY27APPROP	01-5-800368.00 YOUTH-IN-ACTION	3000.00	18376	09/09/26
Report Total				939040.52		

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 \$ ***939,040.52

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

Finance Director Jonathan DeLaBruere Town Manager: Brennan Duffy
Jonathan DeLaBruere

Brennan Duffy

SELECTBOARD:

Kimo Griggs
Chair

Brendan Classon
Vice Chair

Mary Layton

Matthew Swett

Robert Gere

09/03/26

09:40 am

Town of Norwich Accounts Payable

Page 1 of 1

Check Warrant Report # 1524 Current Prior FY Invoices For Fund (FIRE EQUIPMENT FUND)

TRoden

For Check Acct 03(General) All check #s 08/27/26 To 09/09/26 & Fund 26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
20020	BERGERON PROTECTIVE CLOTH	06/30/26	Shipping Cost	26-5-555322.00	28.00	18304	09/09/26
			251692_2	FIRE EQUIPMENT			
20020	BERGERON PROTECTIVE CLOTH	08/06/26	Boots	26-5-555322.00	713.00	18304	09/09/26
			252173	FIRE EQUIPMENT			
Report Total					741.00		

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 \$ *****741.00
Let this be your order for the payments of these amounts.

Finance Director

Jonathan DeLaBruere
Jonathan DeLaBruere

Town Manager:

Brennan Duffy
Brennan Duffy

SELECTBOARD:

Kimo Griggs
Chair

Brendan Classon
Vice Chair

Mary Layton

Matthew Swett

Robert Gere

09/02/26

Town of Norwich Accounts Payable

Page 1 of 1

09:38 am

Check Warrant Report # 1519 Current FY Invoices For Fund (General)
Unpaid Invoices For Check Acct 04 (General) From 09/10/26 To 09/10/26 & Fund 01

TRoden

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
50012	ELAN FINANCIAL SERVICES	07/20/26 Zoom REF# 0640	01-5-275627.00 REMOTE MEETING SERVICES	537.81	-----	--/--/--
50012	ELAN FINANCIAL SERVICES	08/07/26 Sugarbush Hotel REF# 0894	01-5-100615.00 DUES/MTGS/EDUC	332.13	-----	--/--/--
50012	ELAN FINANCIAL SERVICES	07/28/26 Phone Case REF# 3327	01-5-500536.00 DISPATCH SERVICES	99.98	-----	--/--/--
50012	ELAN FINANCIAL SERVICES	08/05/26 Burke Mountiain Hotel REF# 4064	01-5-575600.00 EMERG MAN ADMIN	110.00	-----	--/--/--
50012	ELAN FINANCIAL SERVICES	08/04/26 VLCT REF# 4361	01-5-100615.00 DUES/MTGS/EDUC	99.00	-----	--/--/--
50012	ELAN FINANCIAL SERVICES	08/04/26 VLCT REF# 4361	01-5-350615.00 Training	40.00	-----	--/--/--
50012	ELAN FINANCIAL SERVICES	07/30/26 Trash Cards REF# 7009	01-5-705403.00 PARTS & SUPPLIES	91.00	-----	--/--/--
50012	ELAN FINANCIAL SERVICES	08/14/26 FY 27 Tax Bill Service REF# 7620	01-5-200320.00 PROFESS SERVICES	1055.99	-----	--/--/--
50012	ELAN FINANCIAL SERVICES	08/04/26 Adobe REF# 8055	01-5-703515.00 ADMINISTRATION	19.99	-----	--/--/--
50012	ELAN FINANCIAL SERVICES	08/13/26 Starlink REF#5072	01-5-500535.00 VIBRS	245.00	-----	--/--/--

Report Total

2630.90

To the Treasurer of Town of Norwich, We hereby certify
that there is due to the several persons whose names are
listed hereon the sum against each name and that there
are good and sufficient vouchers supporting the payments
aggregating \$ *****2,630.90
Let this be your order for the payments of these amounts.

Finance Director

Jonathan DeLaBruere
Jonathan DeLaBruere

Town Manager:

Brennan Duffy
Brennan Duffy

SELECTBOARD:

Kimo Griggs
Kimo Griggs

Chair

Brendan Classon

Vice Chair

Mary Layton

Matthew Swett

Robert Gere

09/02/26

Town of Norwich Accounts Payable

Page 1 of 1

09:39 am

Check Warrant Report # 1520 Current FY Invoices For Fund (MAIN STREET FLAGS)
 Unpaid Invoices For Check Acct 04 (General) From 09/10/26 To 09/10/26 & Fund 37

TRoden

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
50012	07/28/26	ELAN FINANCIAL SERVICES Flags REF# 7219	37-5-375610.00 SUPPLIES	175.93	-----	--/--/--
Report Total				175.93		

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 \$ *****175.93
 Let this be your order for the payments of these amounts.

Finance Director

Jonathan DeLaBruere
 Jonathan DeLaBruere

Town Manager:

Brennan Duffy
 Brennan Duffy

SELECTBOARD:

Kimo Griggs
 Kimo Griggs
 Chair

 Brendan Classon
 Vice Chair

 Mary Layton

 Matthew Swett

 Robert Gere

Re: [External] Lack of cell service

From Rebecca Holcombe <RHolcombe@leg.state.vt.us>

Date Wed 8/26/2026 11:06 AM

To Jim Masland <Jim.Masland@vtleg.gov>; Ashley <clappashley@gmail.com>; psd.consumer@vermont.gov <psd.consumer@vermont.gov>; Becca White <beccawhite.vt@gmail.com>; Joe Major <jmajor@leg.state.vt.us>; Laura Sibilia <LSibilia@leg.state.vt.us>; Select Board <selectboard@norwich.vt.us>; Elizabeth Burrows <EBurrows@leg.state.vt.us>

Some people who received this message don't often get email from rholcombe@leg.state.vt.us. [Learn why this is important](#)

Ashley,

Thank you for reaching out.

I have added our continuing senators and someone I expect will serve on the relevant house committee next session to this email, so that they can be involved in follow up.

This is a longstanding problem. You may have seen this news coverage (links below) from several years ago, which all are republished from the Valley News. (I am sharing VTDigger because it is not behind a paywall.)

This was about Vtel, which received millions and did not seem to deliver:

<https://vtdigger.org/2019/02/11/mapping-shows-vtel-mobile-broadband-coverage-falls-far-short-claims/>

<https://vtdigger.org/2019/08/13/deeper-dig-telcos-face-state-scrutiny-after-huawei-expose/>

<https://vtdigger.org/2017/10/29/vtel-rushes-meet-cellphone-deadline/>

<https://vtdigger.org/2016/03/22/vtel-pulls-back-plan-to-bring-cell-service-to-remote-areas/>

<https://vtdigger.org/2015/08/03/vtel-and-its-116-million-vermont-promise/>

<https://vtdigger.org/2013/01/29/telecom-czar-had-dinner-with-vtel-ceo-the-day-before-5-million-grant-was-given-final-approval/>

And more recently, this study that documented the continued lack of progress. You can see your immediate region has better coverage than many, but I am hearing that the coverage may have deteriorated since this study. Certainly, mine has.

<https://www.sevendaysvt.com/news/test-confirms-vermont-cellphone-coverage-remains-lacking-37155724/>

Telecoms are not regulated like public utilities, so do not have the same obligations. Private delivery tends to underserve rural regions. With broadband the state invested in Communications Union Districts, which are basically large municipalities (like ECFiber) to expand broadband access. With cell service, the proposal has been to pay private providers to install service. However, we have a decade of evidence at this point that the state has struggled to hold these providers accountable for the millions and millions of dollars they have already received.

To solve this problem, we may need leadership to provide appropriate oversight for these projects. We have learned that cutting a contract is not the same as procuring a service. That means we may need to build the state's capacity to provide oversight in order to get value for citizens and taxpayers, in this sector as in others. that means capacity and teeth in oversight.

I will follow up with people who have worked on these issues in the house.

Rebecca

Rebecca Holcombe (she/her)
House Ways and Means Committee
Vermont House of Representatives
Representing Norwich, Sharon, Strafford and Thetford

From: Jim Masland <Jim.Masland@vtleg.gov>
Sent: Wednesday, August 26, 2026 8:56 AM
To: Ashley <clappashley@gmail.com>; psd.consumer@vermont.gov <psd.consumer@vermont.gov>; electboard@norwich.vt.us <electboard@norwich.vt.us>; Rebecca Holcombe <RHolcombe@leg.state.vt.us>
Subject: Re: [External] Lack of cell service

Selectboard@Norwich.vt.us,,

Get [Outlook for iOS](#)

From: Ashley <clappashley@gmail.com>
Sent: Wednesday, 26 August 2026 08:25:37
To: psd.consumer@vermont.gov <psd.consumer@vermont.gov>; electboard@norwich.vt.us <electboard@norwich.vt.us>; Rebecca Holcombe <RHolcombe@leg.state.vt.us>; Jim Masland <Jim.Masland@vtleg.gov>
Subject: [External] Lack of cell service

[External]

Dear Consumer Affairs & Public Information,

I am writing to file a formal complaint regarding the lack of reliable cellular service in Norwich, Vermont.

There are significant areas in town with little to no coverage. This is a critical public-safety concern, as residents, visitors, and travelers are frequently unable to make or receive calls, leaving them vulnerable during accidents

medical emergencies, or roadside incidents. This issue is further compounded during traffic congestion, construction, or road detours when reliable communication is most vital.

I request that the Department of Public Service investigate this issue and advise on the steps being taken to improve coverage. Specifically, I would like to know what actions the State of Vermont can take and whether there are immediate plans or requirements for service providers to upgrade infrastructure in these underserved areas.

I have copied Norwich's Selectboard and our state representatives, as this community-wide issue requires attention at both the local and state levels.

Thank you for your attention to this matter. I look forward to your response.

Sincerely,

Ashley Clapp
Norwich

This message has originated from an **External Source**. Please use caution when opening attachments, clicking links, or responding to this email.

Re: Request to purchase less-lethal force system

From Rachel Waters <rachel.e.waters@gmail.com>

Date Thu 8/20/2026 1:02 PM

To matthew.s.romei@vermont.gov <matthew.s.romei@vermont.gov>; Select Board <selectboard@norwich.vt.us>;
norwich@lists.vitalcommunities.org <norwich@lists.vitalcommunities.org>

I was recently able to watch the recording of the last Selectboard meeting and read Chief Romei's response to my initial questions. I appreciate the discussion regarding the less-lethal weapons system and I continue to oppose this expenditure of approximately \$13k for several reasons described below. I include the town listserv on this email because perhaps others may feel the same way:

1) Nothing in the VT use of force policy requires this purchase or the use of this less-lethal weapons system.

2) Liability for excessive use of force may increase with the use of less-lethal weapons systems.

Please see a recent law review article describing this issue and the associated costs -

<https://research.library.kutztown.edu/cgi/viewcontent.cgi?article=1048&context=jcjl>

3) In a small town with little violent crime, these funds could be better used elsewhere. \$13k is a lot of money for this town and even Chief Romei has stated that the surrounding towns that have acquired these weapons systems have not had a need to use them. There are many public safety measures that could use this type of funding - If the department has de-escalation needs perhaps there is other training that could be provided. Or how about portable speed bumps that could address many citizens' ongoing requests for traffic calming measures (but can be removed before the snow - they cost about \$200 each)! Or further afield, this is almost the annual cost to educate 1 preschooler at MCS!

I deeply respect the Norwich Police Department and their desire to be well-equipped. However, at the end of the day Norwich is a small town with extremely low rates of violent crime. We need a police force that will engage with citizens and provide safe roads, we do not need, as one selectboard member described, a paramilitary organization. I do not think this purchase sends the right message about our values as a town and it is troubling to me. I would much rather have speed bumps than rubber bullets.

Thank you for listening,

Rachel

On Sat, Aug 8, 2026 at 6:37 AM Rachel Waters <rachel.e.waters@gmail.com> wrote:

Chief Romei,

I saw in the most recent select board packet that you are requesting \$14k for a non-lethal force weapons system to increase your "stand off distance". These weapons systems are associated with riot and crowd control and, although marketed as non-lethal, can actually cause substantial harm,

and even death, when deployed in those scenarios. Could you provide more information about why you are seeking to expend funds on this system? Has Norwich ever experienced a riot that would require such force? I can understand the desire to make sure our police force is properly equipped and sufficiently modernized but I would need, and I hope the select board would request, a lot more information before approving what I view as a shocking request.

Rachel

--

Rachel E. Waters

215.285.1736 (c)



Good Neighbor Health Clinic
Red Logan Dental Clinic

PO Box 1250, White River Junction, VT 05001

A community where people have
access to the health resources they
need to reach their potential for mental,
physical, and social well-being.

August 18, 2026

Town of Norwich
P.O. Box 376
Norwich, VT 05055



Dear Friends,

I want to sincerely thank you for your generous donation of \$16,000 to support our mission at Good Neighbor Health Clinic. Your contribution, received on August 12, 2026, is a testament to your dedication to ensuring that everyone in our community has access to vital medical and dental care.

Your generosity is a catalyst for positive change. It directly helps individuals facing serious health issues, providing immediate care and restoring hope. Thanks to your support, we can address urgent healthcare challenges, reduce financial burdens for our patients, and continue expanding our services to meet the needs of our community.

One of our patients recently shared:

"Your support has truly changed my life. I am now receiving the care I need and feel hopeful about my health for the first time in years!"

Your belief in our mission inspires us to work harder every day. Together, we are fostering a healthier community, breaking down barriers to care, and creating a lasting impact for those in need.

Thank you for your kindness, generosity, and partnership. We are deeply grateful for your support.

With heartfelt appreciation,

Elizabeth R. Franson, MHA
Executive Director

Thank you each for your support of our mission, for your shared vision of a healthier community for all - I am so grateful to you!

Thank you for your contribution of \$16,000 received on August 12, 2026. No goods or services were received in exchange for this contribution. Good Neighbor Health Clinic is a 501(c)(3) non-profit organization, Federal Tax ID: 03-0346949, and your gift is tax-deductible to the extent allowed by law. Please retain this receipt for your records.



Re: patrol for speeding

From Jen Shepherd <jshepz@hotmail.com>

Date Tue 8/25/2026 7:13 AM

To matthew.s.romei@vermont.gov <matthew.s.romei@vermont.gov>

Cc Alice Berliner <alb172cs@gmail.com>; Jen Shepherd <jshepherd@cardigan.org>; Lynn Macdonald <lynn_macdonald2219@yahoo.com>; Dave Callaway <david.b.callaway@gmail.com>; Select Board <selectboard@norwich.vt.us>

Good morning Chief,

I am resending this email as a follow-up. When we last corresponded, you mentioned you would forward this email to a sergeant. I am not sure what happens after that, but I have not seen any police officers monitoring speed on Church St. I will continue to write until we get some help. This is a serious issue - **unsafe and scary**. The shoulders are minimal where we are, and they are getting smaller due to road damage from rain and plants creeping in.

That said, the new large digital signs at the top of the street and on Main Street are AWESOME! Thank you for getting those signs for the town. I am volunteering my driveway (164 Church St) as a spot for one of those signs since most people have slowed down by the time they get to the Marion Cross School, where the sign currently stands. But not at ole 164 where speeds range from 35 - 66 (record holder - and I'm sad to say, Vermont plates!).

I wish I could attend today's Coffee with a Cop (again, awesome that you make yourself available). I work in Canaan so I will miss it! Even if the coffee is "relatively decent" I really wish I could attend.

Best,
Jen Shepherd

From: Jen Shepherd <jshepz@hotmail.com>

Sent: Thursday, July 23, 2026 9:14 AM

To: matthew.s.romei@vermont.gov <matthew.s.romei@vermont.gov>

Cc: Alice Berliner <alb172cs@gmail.com>; Lynn Macdonald <lynn_macdonald2219@yahoo.com>; Dave Callaway <david.b.callaway@gmail.com>

Subject: patrol for speeding

Dear Chief Romei,

I wanted to thank you for the police presence that I have seen on Beaver Meadow Road. I was at a Selectboard meeting via Zoom (in the winter time, I think?) where speeding in town was discussed and appreciate the efforts I have seen since this plea from residents.

I do ask that you have someone split the Beaver Meadow time with Church St. As I mentioned on the Zoom, I live diagonally from the radar speed display which shows people driving 45 mph regularly (we

are in the 25 mph zone). I would welcome having an officer set up on my driveway (#164) and I think I can speak for my neighbors who feel the same.

Anecdotally, I took the last two weeks off from work to stay home and complete house chores. I was very surprised that the speeding happens all day. I had assumed it was only during work drivetimes, but the speeding seems to be a norm. It's quite unnerving to be working in front of my house when this happens - and I can assure you that I'm not a nervous nelly!

During that Selectboard meeting in the winter, you had mentioned that no one ever reached out to you directly about the speeding issue. I am doing that now. Thank you for considering.

Respectfully,
Jen Shepherd
164 Church St

Well done

From Laura Hodge <staytuned466@gmail.com>

Date Tue 8/25/2026 10:42 AM

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

Some people who received this message don't often get email from staytuned466@gmail.com. [Learn why this is important](#)

Good morning!

I would like to take this opportunity to publicly thank Chief Romei and Officer Mike for their help in a medical emergency at Dan And Whits parking lot On Friday, July 21.

I was called out to the parking lot when I received word that a customer had fallen. When I got out there, I realized the situation and called 911. The chief was the first one to arrive quickly. Officer Mike arrived shortly after. Being that he and Officer Mike are both EMTs they were critical in assessing the situation and getting treatment started before the ambulance arrived. They were so friendly and so helpful in a stressful situation.

The town of Norwich is fortunate to have these police officers!

Respectfully submitted,

Laura Hodge

Dan and Whits management team

From: [Judith Pond](#)
To: [Select Board](#)
Subject: A way our Selectboard could help raise the level of dialogue in our town and strengthen our community
Date: Wednesday, August 26, 2026 10:49:19 AM

Hello!

Always working, as I know you do, to make Norwich even better, I posted this message on the listserv as well:

Hi!

Most of us can probably agree that Norwich is a wonderful community, full of smart, kind, public-spirited people who want the best for everyone. But most of us have seen our warts, as well. We see listserv discussions and selectboard meetings that degenerate into name-calling and divisiveness. We know people who refrain from sharing their opinions out of fear of some nasty retaliation.

Tonight I had an experience that gives me hope that it wouldn't be too hard to address that problem as a town, and that our Selectboard could help us do that. Here's a letter I'll send them tomorrow as soon as I'm able to find out how to do so:

Dear Members of the Norwich Selectboard:

This evening I inadvertently attended a meeting of the Hartford Selectboard. What I had signed up for was a workshop by a group called Braver Angels, who teach specific skills to improve communication among people holding conflicting viewpoints. The surprise was that the town Selectboard was hosting it — and I'm so glad I was there! I would like you folks to consider doing the same here in Norwich.

It was a most enlightening event — fun, even! — two hours long (with pizza beforehand!), attended by about 50 residents from several Upper Valley towns. It was not focused on national politics at all; the model interactions focused on hypothetical local issues, and in our two-person practice sessions we were urged to select similar ones. We left feeling grateful to the selectboard and town manager for sponsoring (and attending) the event, and more confident that even in these divisive times we can learn to get others to listen to our points of view by first genuinely and respectfully hearing theirs.

That's not always easy, especially when we're provoked to defensiveness or outrage. We have all seen times when Norwich residents have quit listening to

someone who has incensed them beyond hearing! And all too often they respond in kind. Valuable ideas are lost in the fracas, to say nothing of trust and good will.

Though as an English teacher I spent many years learning (and teaching) skills of conflict resolution, mediation, and collaboration, I must say this evening's practice sessions taught some valuable skills totally new to me! I came away believing that a Braver Angels workshop here might help us make Norwich an even stronger, more respectful, more responsive community.

Braver Angels is a registered 501(c)(3) non-profit organization, a national "cross-partisan, volunteer-led movement to bridge the partisan divide and strengthen our democratic republic," as their publicity claims. Wikipedia describes it as the "largest grassroots, bipartisan organization in America dedicated to reviving the communal spirit of American democracy." They have chapters in nearly every state, and the Upper Valley is home to a number of their highly qualified workshop leaders.

Please consider sponsoring such a workshop by contacting Ginger Wallis at gwallis@braverangels.org or Christen Townsend at ctownsend@braverangels.org.

Thank you. I have included this letter in a post to the Norwich Listserv on August 25.

Judy Pond
New Boston Road

(PS: Ginger Wallis taught science for many years at the Richmond School.)

MEMORANDUM

TO: Selectboard and Town Manager Duffy
FROM: Marcia Calloway
DATE: August 26, 2026
RE: Selectboard's statutory roles and limitations

Issues: The selectboard packet for August 26, 2026 contains a "Public Record Inspection, Copying and Transmission Policy," which attempts to restate and carve out a category of public records which are to be subjected to special treatment distinct from other Norwich public records.¹ There is also a request by the Listers to change the payroll function which exists under the Town Manager form of government so that the selectboard chair, rather than the Town Manager, would approve their requests for retroactive/compensation.²

As to both issues, Dillon's Rule limits a municipality's scope of authority to what is statutorily allowed by the legislature.

"Dillon's Rule holds that a "municipality has only those powers and functions specifically authorized by the legislature, and such additional functions as may be incident, subordinate or necessary to the exercise thereof." City of Montpelier v. Barnett, 2021 VT 32 ¶ 20, 191 Vt. 441, 49 A.3d 120.

"It "...means that the town and its voters or selectboard have no authority beyond that which is given by statute, or that which is necessarily implied by a statute. Accordingly, municipal officials must check all relevant statutes before acting to ensure that they will comply with the specific requirements of the enabling legislation." Vermont Office of the Secretary of State, Municipal Law Basics (2014), p. 2.

"Any such body must abide by Dillon's Rule and applicable laws, including but not limited to the so-called "Open Meeting" law."³

As to Access to Public Records, the legislature has not given the authority to municipalities to amend the public's statutory access to public records.

"a) It is the policy of this subchapter to provide for free and open examination of records consistent with Chapter I, Article 6 of the Vermont Constitution. Officers of government are trustees and servants of the people and it is in the public interest to enable any person to review and criticize their decisions even though such examination may cause inconvenience or embarrassment. All people, however, have a right to privacy in their personal and economic pursuits, which ought to be protected unless specific information is needed to review the action of a governmental officer. Consistent with these principles, the General Assembly hereby declares that certain public records shall be made available to any person as hereinafter provided. To that end, the provisions of this subchapter shall be liberally construed to implement this policy, and the burden of proof shall be on the public agency to sustain its action...."⁴

As to the Lister's request to single out their particular compensation for approval by the selectboard chair rather than by the Town Manager, Norwich voted for a Town Manager form of government. For the selectboard to serve as administrative head of all departments, the Town must vote to rescind that the Town Manager form of governance.⁵ Until there is such a rescission by the voters, the selectboard is required to abide by the Town Manager form of governance. Approval of compensation to town officers may be voted at annual meeting⁶ and is then approved by the Town Manager as head of the Finance Department. This is distinct from the payment of town expenses

¹ Selectboard packet August 26, 2026, p. 92.

² Id., p 33.

³ Cited in the Selectboard Handbook, approved by the Norwich Selectboard on August 13, 2025 and as amended by the Norwich Selectboard on January 28, 2026, page 6.

⁴ 1 V.S.A. § 315(a) et seq.

⁵ 24 V.S.A. § 1243

⁶ 24 V.S.A. § 932

which, while also budgeted and voted at annual town meeting, are authorized by the selectboard pursuant to 24 V.S.A. § 1623.

“24 V.S.A. § 1235. General authority [of the Town Manager]

“Subject to the requirements of this chapter, he or she shall have general supervision of the affairs of the town, be the administrative head of all departments of the town government, and shall be responsible for the efficient administration thereof.”

“24 V.S.A. § 1236. Powers and duties in particular

“The manager shall have authority and it shall be his or her duty:

(1) To cause duties required of towns and town school districts and not committed to the care of any particular officer, to be duly performed and executed.

(2) To perform all duties now conferred by law upon the selectboard, except that he or she shall not prepare tax bills, sign orders on the general fund of the town, call special or annual town meetings, lay out highways, establish and lay out public parks, make assessments, award damages, act as member of the board of civil authority, nor make appointments to fill vacancies which the selectboard is now authorized by law to fill; but he or she shall, in all matters herein excepted, render the selectboard such assistance as it shall require. ...”⁷

Notwithstanding Vermont law, the selectboard is being asked to agree to avoid the law and give the selectboard chair authority not otherwise allowed by law.

“2. The power of the chair. Vermont law does not give the chair of a board particular authority except for that which is delegated to him or her by the rest of the board. This means that the chair has no special authority to control what is on the agenda, to spend money that is in the control of the board or to direct the employees that are overseen by the board. Generally the chair is responsible only for running the board meeting and for keeping order during the meetings and for making sure that the decisions of the board are carried out by the staff. ...”¹ Municipal Law Basics, Office of the Secretary of State, 2014, p. 18.

⁷ Id., at 22.

From: [Jenny Barba](#)
To: [Brennan Duffy](#); [Select Board](#); [Chris Kaufman](#)
Subject: Safety, Crosswalks, Pedestrians, Stop Signs
Date: Sunday, August 30, 2026 4:40:12 PM

Hi Brennan, Chris and The Norwich Select Board,

I've been intending to write about the safety of the crosswalks and stop signs in downtown Norwich. On a daily basis I witness numerous cars driving through the crosswalks when pedestrians are waiting to cross. Sometimes 3-4 cars, trucks and buses drive by the crosswalk without pausing while I'm waiting to cross, at all times of the day.

I worry tremendously about a child or an elderly adult member of our community getting seriously injured if a car doesn't slow down or stop.

Below are some suggestions:

- 1) Immediately, as a first step, can DPW please trim the tree branches that are significantly covering the yellow Pedestrian Crossing signs and the stop signs (attached is an example of the trees covering the sign by the Norwich Inn).
- 2) Can you please consider moving the Yellow Crossing Pedestrian signs to between the sidewalk and the street (like the Firestation sign) so they are more visible to drivers.
- 3) Strongly consider a blinking crosswalk in front of the Norwich Inn. At a minimum the orange flags.
- 4) Review the crosswalk placements with a safety specialist and make adjustments necessary. The crosswalks are in heavy traffic areas however, not at Stop sign, an intersection, or natural road crossings, they are between entrances and roads, so it is very confusing for drivers who are not anticipating crosswalks.
- 5) Please replace the sign in the road that used to be at the far end of Huntley Meadow crossing Turnpike.

Thank you so much,
Jenny

Jenny H. Barba
cell: 415.215.3558
email: jennyhbarba@gmail.com



Agenda for September 9th Board Meeting

From Carol Loveland <carol_loveland@outlook.com>

Date Wed 9/2/2026 5:26 PM

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

I would like to have an opportunity to represent the NWC garden volunteers and be put on the agenda.

Thank you

Carol Loveland

32 Butternut Road



September 3, 2026

To: The Norwich Selectboard
From: Lily Trajman, Town Clerk
Re: Informational Hearing Date

As we move into budget season, I want to remind the Selectboard of its commitment to consider rescheduling the annual Town Meeting Informational Hearing to a weekend date in February. By statute (17 V.S.A. § 2680h2A) the hearing may be held within the 30 days preceding Town Meeting Day, which next year is on March 2nd.

Background & Selectboard Authority: The Town of Norwich voted to adopt the Australian ballot system on July 2, 1983. Since that time, the Informational Hearing has traditionally been held on the Monday evening immediately preceding Town Meeting Day. As the governing body of an Australian Ballot town, the Selectboard holds statutory responsibility for administering this hearing, preparing its minutes, setting the date and time, and warning the meeting at least 10 days in advance.

Rationale for an Earlier Weekend Date:

1. **Alignment with Early Voting:** Ballots must be available for early and absentee voters at least 20 days prior to Town Meeting. Since 2022, approximately 25% of all votes have been cast early. Providing budget justifications before these voters cast their ballots is critical, particularly given narrow margins like the 113-vote difference on the 2025 town budget vote.
2. **Reduced Stress on Town Staff:** Transitioning the auditorium from a meeting space to a polling location requires at least an hour of labor after the Monday night hearing concludes. Custodial and Clerk's Office staff must stay late into the night, only to return by 6:00 AM on Tuesday to prepare the tabulator and deploy ballots. An earlier hearing eliminates this overtime burden, allowing setup to occur during standard daytime hours.

3. **Voter Accessibility:** A 7:00 PM Monday meeting creates significant attendance barriers. Weeknights are challenging for young families managing sports schedules and babysitters, as well as for older residents navigating nighttime driving.
4. **Expanded Viewing Window:** A Monday night hearing leaves voters virtually no time to watch the recorded hearing before polls open on Tuesday. An earlier date allows residents ample time to review the proceedings on their own schedule before making informed decisions.

Addressing Potential Concerns:

1. **Town Report availability:** While statute requires the Town Report to be available 10 days prior to Town Meeting, it is not legally required to be ready for the Informational Hearing. The hearing only requires the finalized budget and warrant articles, both of which are completed in January. We can easily share these figures via printed packets, QR codes, or on screen. Because the Town Report goes to the printer at least 20 days prior to Town Meeting Day, a digital draft could also be made available online.
2. **Public Outreach:** To ensure the community is aware of the change, the Selectboard can utilize the new moveable billboards, the town listserv, and the Town Manager's email list. In addition, the town could promote online viewing of the recorded Informational Hearing by including a QR code in the Town Report.

Recommendation: Town Meeting Day is March 2, 2027. I propose scheduling the Informational Hearing for the weekend of February 6–7. This timeline avoids conflicts with Presidents' Day Weekend (February 13–14) and February Break (February 20–28). Because ballots must be ready by February 10, a hearing on the 6th or 7th guarantees that voters have access to budget details before early voting begins.

I hope you will consider placing this on an upcoming agenda for discussion.