Norwich Selectboard

Regular Meeting: Wednesday, September 23, 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 – September 9, 2026 Special and Regular Meetings – Discussion/Possible Motion (5 mins)
5. Trails Committee Proposal for Gile Mountain Trail Parking Lot – Discussion/Possible Motion (10 mins)
6. Hurricane Riders Snowmobile Club Gift Approval – Discussion/Possible Motion (10 mins)
7. Listers Errors & Omissions Request(s) – Discussion/Possible Motion (15 mins)
8. Informational Hearing Date – Discussion/Possible Motion (10 mins)
9. Public Records Act Policy Draft – Discussion/Possible Motion (20 mins)
10. Walkability and Speeding Public Discussion Scheduling (20 mins)
11. Settlement of Norwich Public Library Personal Injury Claim (10 mins)
12. TM Recommendation for Road Line Striping – Discussion/Possible Motion (10 mins)
13. TM Recommendation for New Tracy Hall Generator – Discussion/Possible Motion (10 mins)
14. TM Recommendation: 2026-27 Snowplowing Assistance – Discussion/Possible Motion (10 mins)
15. Town Manager Report – Discussion/Possible Motion (15mins)
16. Department Reports – Discussion/Possible Motion (10 mins)
17. AP Warrants – Discussion/Possible Motion (5 mins)
18. Receipt of Correspondence – Discussion/Possible Motion (5 mins)
19. Discussion of October 14, 2026 Selectboard Agenda – Discussion/Possible Motion (10 mins)
20. Adjournment – Motion

Future Meeting Dates

Day	Date	Meeting Type	Time & Content	Other Notes
Wednesday	10/14/2026	Regular: Zoom & JAM	6:30 p.m. Selectboard business	
Wednesday	10/28/2026	Regular: Zoom & JAM	6:30 p.m. Selectboard business	

Town of Norwich
Minutes for the Special Selectboard Meeting
Wednesday September 9, 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), Cheryl Lindberg (Lister), Pam Smith (Lister), and Judy Pond.

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

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

The meeting was called to order by Chair Griggs at 5:31pm.

YouTube Timestamp: 00:09:00

1. **Agenda**
   Timestamp: 00:10:35

   Layton moved to approve the agenda as presented by the Chair.
   - *Swett 2nd*
   - *Vote: Unanimous*

2. **Public Comments for Items not on the Agenda**
   Timestamp: 00:11:00

   Judy Pond shared her experience with the Braver Angels workshop in White River Junction pertaining to conflict resolution. The workshop included the Hartford Town Manager and the Selectboard Members. Thus, Judy posited a suggestion for the workshop to be utilized by the Norwich Selectboard.

3. **Proposed response to litigation of a tax appeal challenging the BCA's determination of the fair market value of a residential property in Norwich**
   Timestamp: 00:14:31
   Executive Session: 00:18:02
   Public Statement: 01:02:43

   Swett moved that the Selectboard find that premature public knowledge regarding communications between the Selectboard and Town Attorneys for the purposes of receiving professional legal services and discussing a proposed settlement offer to determine the fair market value of a residential property currently being litigated 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*

Swett 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 settlement offer determining fair market value of a residential property and invite the Town attorney, Town Manager, Listers and chair of the BCA to join the executive session. Time entered: 5:40pm.

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

Layton moved to enter public session at 6:25 pm.

- *Swett 2nd*
- *Vote: Unanimous*

No action was taken in the executive session.

Griggs moved to accept and approve the Flannery settlement proposal as presented to the Selectboard.

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

4. **Adjournment**
   Timestamp: 01:03:44

Swett moved to adjourn the meeting.

- Layton 2nd
- *Vote: Unanimous*

Meeting adjourned at 6:27pm.

Minutes taken by Steve Schlauch.

Town of Norwich
Minutes for the Selectboard Meeting
Wednesday September 9, 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), Robert Fisken, Priscilla Vincent, Matthew Romei (Chief of Police), Steven True (Planning Director and Zoning Administrator), Pam Smith (Lister), Carol Loveland, Ian Sun, Mary Hutchens, Tracey Thaler, Rafe Steinhauer, Theodore Jabbs, Lauren Morando-Rhim, Kate White, Michael Costa, and Chet Clem.

Active Participants on Zoom: Brennan Duffy (Town Manager), Steven True (Planning Director and Zoning Administrator), Jaan Laaspere (Planning Commission Chair), and Brie Swenson (Recreation Director).

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

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

YouTube Timestamp: 01:09:00

1. **Agenda**
   Timestamp: 01:10:15

   Chair Griggs offered explanation for minor changes to the proposed agenda.

   Classon moved to approve the agenda as amended by the Chair.
   - *Gere 2nd*
   - *Vote: Unanimous*

2. **Chair's Report**
   Timestamp: 01:12:47

   Chair Griggs provided a summary of occurrences that happened since the last meeting, which included responding to a public records request, examining needs for the Triangle Garden, installation of culverts, meeting with citizens regarding their concerns, and participation in the community softball event on Labor Day.

3. **Public Comments for Items not on the Agenda**
   Timestamp: 01:13:56

   Robert Fisken, with the Norwich Trails Committee, presented a proposal to significantly improve the Gile Mountain parking lot. Priscilla Vincent offered thoughts on the balance between tasks being managed by the Selectboard and the Town Manager.

Chief of Police Romei provided information on an open house happening September 21st. Swett further highlighted the Guiding Principles language and how it pertains to not only the Selectboard but to the Town in general, while additionally offering concerned thoughts on specific signs that were placed in Huntley Meadow.

4. **Approve Minutes – July 8, 2026 Regular Meeting, August 12, 2026 Regular Meeting, and August 26, 2026 Special and Regular Meetings**
   Timestamp: 01:24:16

   Cheryl Lindberg posited a list of specific concerns regarding the July 8th Minutes revision.

   Layton moved to approve the minutes of the July 8th, 2026 Regular Meeting.
   - *Classon 2nd*
   - *Vote: Unanimous*

   The initial move and second by Classon and Swett were rescinded following a clarifying comment provided by Cheryl Lindberg.

   Classon moved to accept the minutes of August 12, 2026 Regular Meeting as amended to include amending Town Treasurer Lindberg's suggestion for replacing the bulletin board at Tracy Hall to the exterior, and how Cheryl Lindberg identified herself as not Treasurer.
   - *Swett 2nd*
   - *Vote: Unanimous*

   Swett moved to approve the minutes for the August 26, 2026 Special and Regular Meetings as presented.
   - *Layton 2nd*
   - *Vote: Unanimous*

5. **Appointments to Committees**
   Timestamp: 01:42:53

   The item was proposed to be moved to an October agenda due to the absence of the committee applicant.

6. **Eagle Scout Sign Gift: Lewiston Historical Marker**
   Timestamp: 01:44:41

Ian Sun, a junior at Hanover High School, is currently pursuing the rank of Eagle Scout in Vermont and delivered details on his Eagle Scout project entailing the construction of a historical monument commemorating the former town of Lewiston, Vermont.

Swett moved to accept the gift and installation of an historical marker at Foley Park from Ian Sun as described in their proposal to the Town Manager dated 31 August 2026.

- *Gere 2nd*
- *Vote: Unanimous*

7. **Sweetland Farm License Agreement**
Timestamp: 01:47:32

Town Manager Duffy provided details on the memo that was received pertaining to the license agreement, while also addressing questions from Selectboard members.

Pam Smith, as resident and Lister, suggested tabling the item until Sweetland Farms representatives provided answers to questions from the Selectboard, leading to further discussion amongst the Selectboard members and Town Manager Duffy.

Cheryl Lindberg asked if there is an expense to the Town for the license agreement, or if the legal expense to create such a license agreement is borne by the individuals asking for the agreement. Town Manager Duffy was able to share that the current legal expense is being borne by the Town.

Kate White provided further insight regarding the approval process by mentioning a previous permit that was issued.

Layton moved to authorize the Town Manager to execute a License Agreement between the Town and Norah S. Lake and Christopher M. Polashenski to install, repair, maintain and replace a four-inch underground conduit for electrical lines and appurtenances thereto to be installed beneath Vermont Route 132.

- *Gere 2nd*
- *Vote: Unanimous*

8. **Norwich Women's Club/Triangle Garden Request**
Timestamp: 02:07:11

Carol Loveland, volunteer for the Women's Club and Triangle Garden, delivered questions of clarification to Town Manager Duffy pertaining to a specific bid and estimations provided.

9. **Hurricane Riders Snowmobile Club Request for Illsley Road Bridge**
Timestamp: 02:17:32

Mary Hutchens, Secretary and Treasurer of the Hurricane Riders, and other members, offered a proposal for a sturdier, repaired Illsley Road Bridge, which requires permission from the Selectboard.

Based on the Town Gift Policy, Town Manager Duffy provided proper direction for an agenda item with a motion to approve the gift during the September 23rd Selectboard meeting.

Tracey Thaler, the landowner adjacent to the Illsley Road Bridge, shared concerns and details regarding the cost of resurfacing and plowing the bridge area, while also seeking a compromise with the Snowmobile Club, which propelled an in-depth conversation for future steps to be taken.

10. **Main Street Excess Water Issue**
Timestamp: 02:40:00

Rafe Steinhauer elaborated on an extreme excess water issue that has existed on his property. Details regarding previous actions that his family has taken for potential solutions were also provided. Theodore Jabbs, residing in an adjacent property, then posited a concerned comment on the public safety issue in connection to the current water issue.

It was then agreed upon that following further discussion on the entirety of the water issue, the next phase would be added to a future agenda, which was expanded upon with questions from Town Manager Duffy.

Lauren Morando-Rhim postulated thoughts addressing the septic and water systems of adjacent houses on Main Street, and potential issues that might arise in the future. Planning Director and Zoning Administrator, Steven True, was able to offer an overarching response to addressing such matters. Kate White, a civil engineer, dovetailed True's comments by discussing the current status of numerous septic systems throughout Norwich, and the related climate change effects. Jaan Laaspere, Planning Commission Chair, briefly sought clarification regarding the proposed sewage and groundwater plan.

11. **Huntley Field Ball Fields**
Timestamp: 03:12:25

Michael Costa, President of the Norwich Baseball Association, and coach, Chet Clem, expressed their concerns regarding the status of the Town baseball and softball fields, and how the Town intends to maintain upkeep and fields repairs.

Swett then countered with questions relating to limited contracting resources, enabling a discussion on the processes occurring in neighboring locations. Brie Swenson, the Recreation Director, provided additional insight into the current concern, as well as the related status of the softball field. A conversation then ensued involving the creation of a concrete plan of action for moving forward.

12. **Village Master Plan Consultant Recommendation**
    Timestamp: 03:48:05

    Jaan Laaspere, Planning Commission Chair, provided intricate details on the Village Master Plan project, and answered inquiries from Selectboard members.

    Gere moved to authorize the Town Manager and Planning & Zoning Director to develop and execute a contract with Dubois & King to provide the deliverables described in the document provided by Steven True, Director of Planning & Zoning, dated September 3, 2026 including Map(s) of the Village Area, Public, the design and facilitation of public engagement, a Narrative & Action Plan (the "Master Plan").
    - *Layton 2nd*
    - *Vote: Unanimous*

13. **Listers Errors & Omissions Request(s)**
    Timestamp: 03:57:09

    Cheryl Lindberg, Lister, provided information for the Selectboard members on the current use changes.

    Layton moved to approve the revisions to the 2026 Grand List entries for parcel #10-063.000, parcel #04-042.000, parcel #09-050.000, and parcel #05-077.000
    - *Classon 2nd*
    - *Vote: Unanimous*

14. **NPD Spending Request for Less Lethal Weaponry**
    Timestamp: 04:10:30

    Pam Smith offered a suggestion of concern relating to the request approval.

    Swett and Gere sought clarification and explanation from Chief of Police Romei regarding the request, enabling Romei to offer responses to specific questions based on previous experiences. Chair Griggs then shared his concern on the optics of the weapon under consideration.

    Layton moved to approve the expenditure of an amount not to exceed $14,000.00 from Police Special Equipment Fund #21 to purchase 40mm Less-Lethal Launchers.

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

15. AP Warrants
Timestamp: 04:33:42

Layton moved to approve AP Warrant #1521 in the amount of $328.64 to be paid from the General Fund; AP Warrant #1522 in the amount of $48.00 to be paid from the General Fund, AP Warrant #1523 in the amount of $939,040.52 to be paid from the General Fund, AP Warrant #1524 in the amount of $741.00 to be paid from the Fire Equipment Fund #26.
- *Swett 2nd*
- *Vote: Unanimous*

16. Receipt of Correspondence
Timestamp: 04:35:37

Chair Griggs provided a complete list of all correspondence received since the previous meeting.

Layton moved to receive all correspondence.
- *Swett 2nd*
- *Vote: Unanimous*

17. Discussion of September 23, 2026 Selectboard Agenda
Timestamp: 04:40:21

A list for items to include within the next agenda was curated and agreed upon by the Selectboard members and Town Manager Duffy.

18. Adjournment
Timestamp: 04:45:22

Gere moved to adjourn the meeting.
- *Classon 2nd*
- *Vote: Unanimous*

Meeting adjourned at 10:07pm.

Minutes taken by Steve Schlauch.

Gile Parking Lot Improvement Outline

Possible Motion to Initiate Discussion:

I move to direct up to $3000 from the Town Highway budget and DPW staff participation to accomplish the goals set forth in the Outline presented by the Norwich Trails Subcommittee in the 9/23/26 Selectboard Packet to improve the drainage and parking access within the existing footprint of the Gile Mountain Town Parking Lot, with a completion date of June 1, 2027

I. Introduction

A. The following is a proposal by the Norwich Trails Subcommittee to significantly improve the Gile Parking Lot. It is undersized, to be sure, for the number of hikers arriving to climb to the Fire Tower, but the main concern presently is the lack of maintenance on a regular basis by the town highway department, leading to cars getting stuck in mud. This is a perennial problem in the spring and other seasons with extensive rainfalls. Turnpike Road itself was successfully rebuilt in the 2010's after many serious washout storms. And our Gile Tower Trail was also successfully rebuilt in those years with over 300 rugged stone steps that let the public make the climb to the tower year-round without causing erosion.

The parking lot is nicely graveled and crowned, but its design makes for difficult parking and backing out. It is roughly D shape and is ditched on the long curved uphill side of the lot, with the intent to drain surface water. It has a center culvert which serves as the beginning of the hiking trail and drainage ditches to its right and left. Cars make the sharp turn in off of the town road and proceed to park, nosing in straight, side-by side fashion, to an 88' long straight edge. That allows for about 10 cars, but the last four cars-spaces provide little room to turn in or to back out. The first half of the D is 40 feet wide, which is just enough for this parking style, but the next half tapers to only 24'. Those cars furthest-in risk backing out into a typically muddy section of ditch. (See diagram--last page)

In the past ,our road commissioner would fairly regularly clean both ends of the ditch, with the muddy, left hand section being the ongoing problem. But in the last six years very little attention has been paid to keeping this lot in a condition fit to serve our most popular town hiking trail. Unfortunately, other trail-head lots in Norwich, like Parcel Five, are also showing signs of neglect.

B. We spent some time looking for town policy regarding summer maintenance of parking lots. The town highway department page has some website information about its parking lots, but that seems limited to winter upkeep:

Under the Town website header "Departments", click on "Public Works", arrow over and down to click on "Highways". On that page scroll down slightly to find the title "Highways", following which appears to be a comprehensive winter road care policy of unknown authorship and date. "Page down" approximately 25 times to find this acknowledgment of Town Parking Lots:

"Due to resource constraints and storm timing, only the parking lots at Tracy Hall, the Police Station, and the Fire Station are plowed during a storm. All other parking lots are generally not plowed until the end of the storm.
Priority one: Police Station, Fire Station
Two: Tracy Hall
Priority three: Huntley Rec. Field / Park and Ride
        Transfer Station / Recycling Center
        Norwich Public Library
        Ballard Trail Parking
        Parcel 5
        Gile Mountain Fire Tower Parking Lot"

C. In reviewing our subcommittee minutes for the past dozen years we found many references to working with the town Selectboard to address improvements to this lot. A few of these follow:

In 2016 we have, "It is planned to hold a meeting including landowners, a Selectboard liaison, [then Interim Town Manager] Dave Ormiston, possibly other town officials, and the Trails Committee."

From 2019, we have "A proposed budget for the town includes funds for a previously discussed **expansion of the parking lot by the trail-head for the Gile Mountain Trail."**

Our Feb. 2022 notes include Roger Arnold, joining us in on a Zoom meeting, commenting that **"the selectboard had allotted funds for the planning department to carry out a study to define the need for such an expansion."**

But in our March 2023 notes we see **"The selectboard ommitted budgeting of this project from the town warrant for FY 2023-24."**

Our trail volunteers commit a great deal of time and energy to making town trails safe and enjoyable, and we take considerable pride in providing this part of Norwich life. It is somewhat embarrassing for the town to have great trails but poorly kept parking lots.

II. Proposal

We come before the Selectboard with a capital improvement policy request rather than a maintenance request. This specific proposal for improving the Gile Parking Lot will increase its capacity without the need for physical expansion and reduce yearly maintenance requirements. It may require selectboard approval and a directive to the DPW to take action beyond its usual ditch cleaning. We are suggesting the town install a french drain to replace the left hand (southern) section of the ditch. Water flow there is primarily on-going ground water, fed by a section of wooded wetland just uphill and riding the surface of bedrock that serves as a catch-basin. In place of the current ineffective ditch, installation of fabric, stone, and drain pipes, topped with more fabric and hard-pack gravel would serve to intercept this water. The increased drive-able surface would let those cars at the far end back up over gravel instead of mud, and make their turn to exit successfully. The two pictures show the present problems (at second to last page.)

The first shows ruts of drivers having gotten stuck this spring and apparently scavenging building materials from across the road to help free their cars. The second shows the narrowness of that end of the lot, with my truck in the middle of backing out. Earlier this spring my rear wheels would have been sinking fast in that muddy ditch.

Roadside ditches are, of course, indispensable for carrying away surface water from rain or snowmelt. Wetland-fed ground water presents an entirely different problem. When that source happens to be directly under a roadside ditch, the water merely collects below the ditch, eroding its sides and causing slumping. The ditch fails, and that water cannot be redirected. But a french drain installation allows for that water to be collected and drained, with a buried pipe easily carrying it off in a downhill direction. In our case the existing ditch would be dug out entirely, and replaced with stone and perforated pipe. Some allowance for surface water drainage would still be needed, but only a gentle swale would suffice in this case. With a hard-pack gravel surface replacing the current left hand section of ditch, the result would make the inner half of the lot far more favorable. Those cars at the far end of this lot would have 8-10 more feet to back up and successfully make the turn out of the lot, without getting stuck in mud.

The reconstruction would require the use of a small excavator, which would provide the maneuverability and precision for such a small project. The town apparently rents one on a regular basis for fall projects. One could expect it would take two days for the installation and finish grading. Approximately 75 feet of ditch material would be removed to an average depth of 2 feet and a width of three feet. There is room on site for disposal of this material or it could be trucked away. There is bedrock 14” down in two spots. This new excavation would be lined with a sheet of geotextile fabric and a 2” layer ¾" stone would be placed on the fabric, with 4" flexible perforated drain hose on top of that. Twelve inches more of the ¾" stone would be added, topped by another layer of fabric and then a topping of hard-pack driveway material. This new surface would be shaped to carry away rain and melt water to the south. Approximately 14 cu.yds of ¾ stone, 85' of pipe, 2 cu.yds of 7" stone, and 100 sq yds of fabric would be required.

The uphill slope of this newly structured drainage would get 7" stone rip-rap placed in a 3' width to address slow creep of woods soil and forest floor duff onto the graveled travel area.

The current shallow center culvert carries only foot traffic and provides no drainage purpose. It could be removed to provide the proper slope for surface drainage in both directions. With mud not an issue hikers can walk across the newly graveled surface to the trail.

III. Additional excerpts from Trails Subcommittee Meeting minutes relating to Gile parking problems over the years:

From minutes June 2017,
New data indicate some hundreds of users of the Gile Mountain Trail during the month of May with peak use on weekends. The actual numbers are unknown because of sampling issues. However, a relative comparison with equivalent data to be obtained for June during a time of college graduation and alumni gathering could be informative. **The parking lot was reported now to be very wet so that vehicles have become stuck, and the lot presently cannot be used at full capacity.**

From minutes June 2018,
The next work session is to be held on June 24. Participants are to meet at 8:00 AM in the Gile Mountain Trail parking lot. **Potential activities include** treadway work, rebuilding a collapsed embankment, and **clearing a clogged culvert**. Peter Griggs and Nick Krembs are to be doing further planning before that work session. Participants in the work session should bring work gloves and drinking water.

From Nov. 2018
Jim Faughnan, summarizing in part from counter data on the Gile Mountain Trail as compiled by Sean Ogle of the Upper Valley Trails Alliance, noted the popularity of that trail particularly in September and early October. **Numerous vehicles were ticketed for illegal parking along Turnpike Road this fall. Some neighbors have indicated to the committee that they would support an expansion of the parking lot.**

From May, 2019
At a Selectboard meeting on April 24, a proposal from the committee for expansion of the Gile Mountain Trail parking lot was discussed. Although no action was taken by the Selectboard, numerous thoughtful comments and suggestions were made by members of the audience about parking, the Gile Mountain parcel, and traffic on Turnpike Road. With large numbers of visitors coming to the Gile Mountain Trail, especially during peak times such as fall foliage season, continuing attention will be needed to questions of how best to manage use of the area. **It was noted later in this trails meeting that the Conservation Commission supported expansion of the Gile parking lot.**

From June, 2019
Recent discussions with neighbors near the trail-head for the Gile Mountain Trail have indicated support for a modest expansion of the parking lot. New town signs soon to be placed in that area will facilitate enforcement of existing regulations.

From July, 2019
A concern of the committee has been crowding at peak times on the Gile Mountain Trail (GMT). The committee and others have been considering various means to alleviate this problem. It is hoped that continued and expanded communications with schools and other groups will lead to downgrading of the GMT as a destination. To help with the GMT issues, Steve Flanders prepared a one-page draft document to provide guidance for groups planning to use town trails. Additionally, he prepared a multi-page draft document providing substantial details about relatively short hikes with rewarding views in numerous towns in the Upper Valley. Steve Flanders is to contact an Upper Valley Trails Alliance representative to discuss ways to move forward with efforts to communicate effectively concerning the GMT with hikers from the Dartmouth community and elsewhere in the Upper Valley.

From Aug, 2019
Steve Flanders has recently communicated with Dartmouth Outdoor Programs, and, as a consequence, the Gile Mountain Trail is no longer listed first in their online recommendations for hikes; it is anticipated that eventually this change will also be incorporated in their print version.

From Sept, 2019
The Selectboard has been informed about communications between Steve Flanders and Dartmouth Outdoor Programs resulting in a downward shift in the Dartmouth ranking of the Gile Mountain Trail relative to other recommended trails in the vicinity of Hanover. **Somewhat expanded parking on town lands has been proposed for trail-heads at**

Gile Mountain and Burton Woods. Inclusion of funding in the next budget for the town would be an important step in that direction.

From Oct, 2019

Representatives of the Trails Committee are to meet with the Town Manager to discuss proposed limited enlargement of trail-head parking areas for Gile Mountain, Burton Woods, Happy Hill, and upper Elm Street (Appalachian and Heyl Trails).

From Nov, 2019

The committee is hopeful that **limited expansion of parking areas at trailheads for Gile Mountain,** Burton Woods, Happy Hill, and Elm Street can be completed during 2020.

From Dec, 2019

A proposed budget for the town includes funds for a previously discussed expansion of the parking lot by the trail-head for the Gile Mountain Trail.

From Feb, 2021

Report on fund balances available for trails—Flanders reported that there appeared to be remaining authorized balances, as follows: • For FY 2020-21 in the Brown Schoolhouse Road project of $4.3K out of the $80K authorized by town meeting vote. • **The town financial summary for December 2020, showed a balance of $5121.90, much of which is earmarked for a scoping study of the Gile Mountain parking lot expansion.**

From May, 2021

Gile Mountain Trail parking update:

• Layne described development of an interim management plan for the Woody Adams Conservation Forest, which is an area going under a protective conservation easement, consisting of the Town Forest, Gile Mountain, and the parcel between the two being sold to the town. **He has been working with abutters and other stakeholders, who support expansion of the Gile Mountain Trail parking area** and acknowledge the role of the old power-line access track in supporting maintenance and improvements of the Gile Mountain trail. This road starts at a turn-out on Turnpike Road, crosses a stream, and is marked with a new kiosk. Some minor improvements to sections are indicated.

• Discussion covered the status of the Gile Mountain parking lot scoping study

From Dec, 2021

Layne reported that the interim town manager has advised him that it would be best for the parking expansion at Gile Mountain and elsewhere not be part of the

NCC budget— probably in the DPW budget. He will discuss that project in the NCC budgetary briefing and will advocate for the briefing to occur in December.

From Jan, 2022

Gile Mountain Trail parking: Layne reported that the selectboard is unwilling to fund expanded parking at Gile Mountain, even as a separate article, until the Planning Department executes a study that includes public outreach. **The board was reminded that such a study had already occurred and that the board had allocated funds for an engineering study, but no contract had been let.** The earliest re-visitation of funding the expansion would be in the discussion of the FY 2023-24 budget.

From Feb, 2022

Regarding Gile Mountain Parking, [former Selectboard member] Roger Arnold acknowledged the past work of the committee and its volunteers in laying groundwork for planning an expansion. He explained that the **selectboard had allotted funds for the planning department to carry out a study to define the need for such an expansion.**

From Mar, 2023

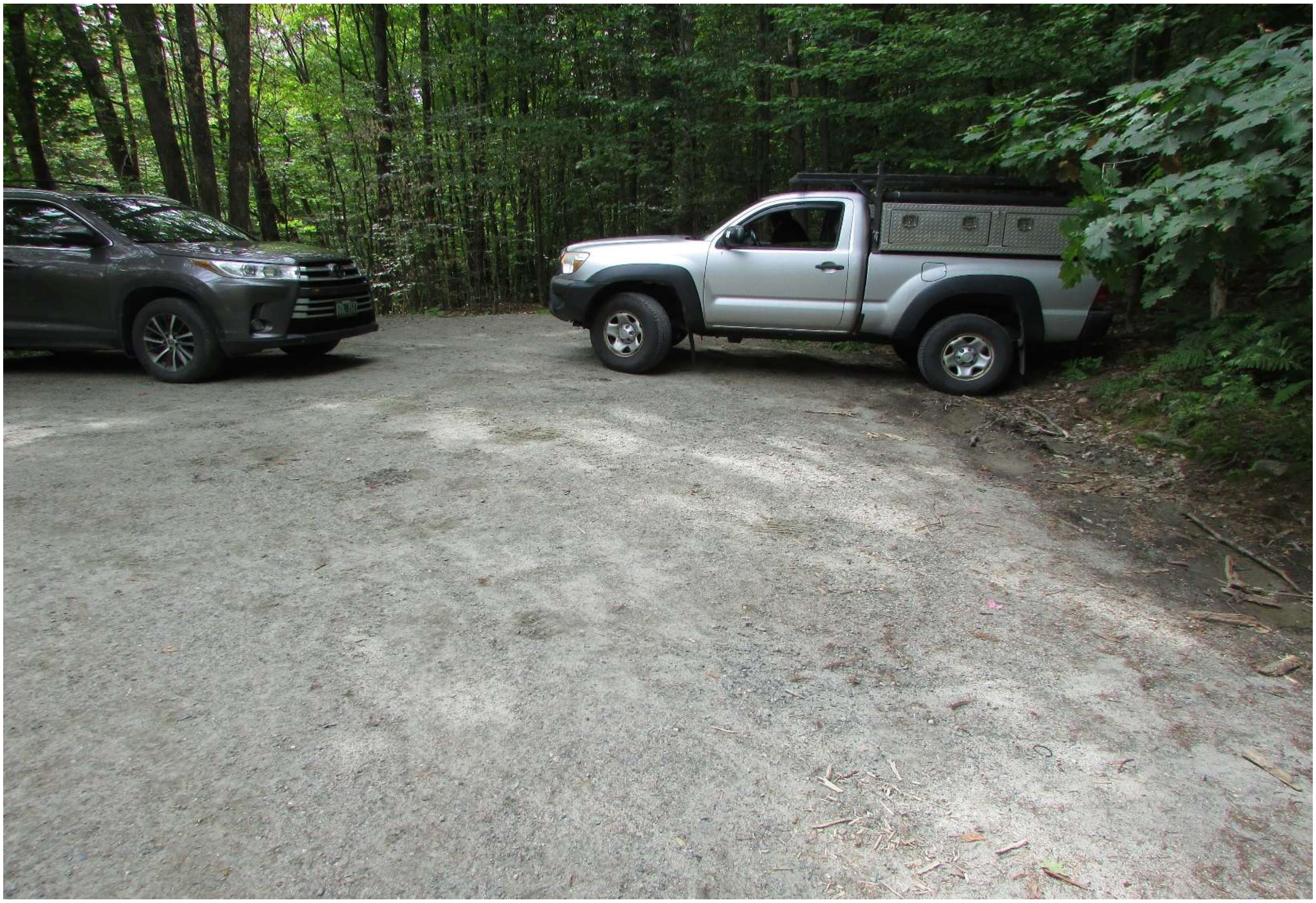
Gile Mountain Parking—**The selectboard omitted budgeting of this project from the 2023 town warrant for FY 2023-24.** Flanders suggested that the committee and volunteers decide whether parking was a "town" or a "trails" issue. If the latter, volunteers could circulate a petition for an article on the March 2024 town warrant to fund the project. He suggested that a petition might be put forward for trail parking in other areas.

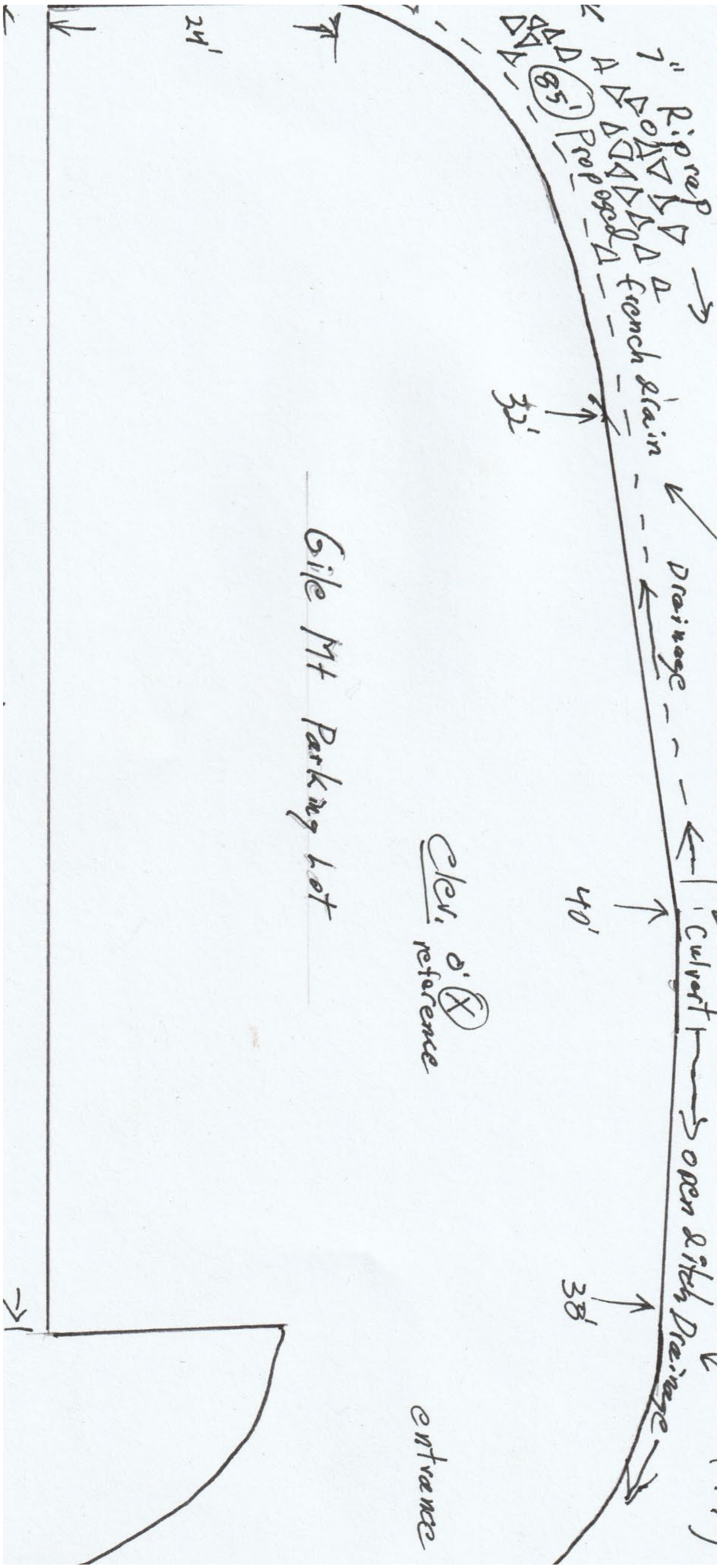
From April, 2023

Gile Mountain Parking—Flanders asked whether the NTC should seek enlargement of the parking lot. After discussion about directly asking the selectboard, versus petitioning a warrant article for March 2024, it was agreed that NTC need not press this issue on either front.

From June, 2023

[Neighboring resident] Jill Rubin asked about the problem of overflow parking at the Gile Mountain trailhead, observing that recent overflow visitors to the area have been parking on private property. A discussion of the seasonal nature of visits to the trail-head ensued.



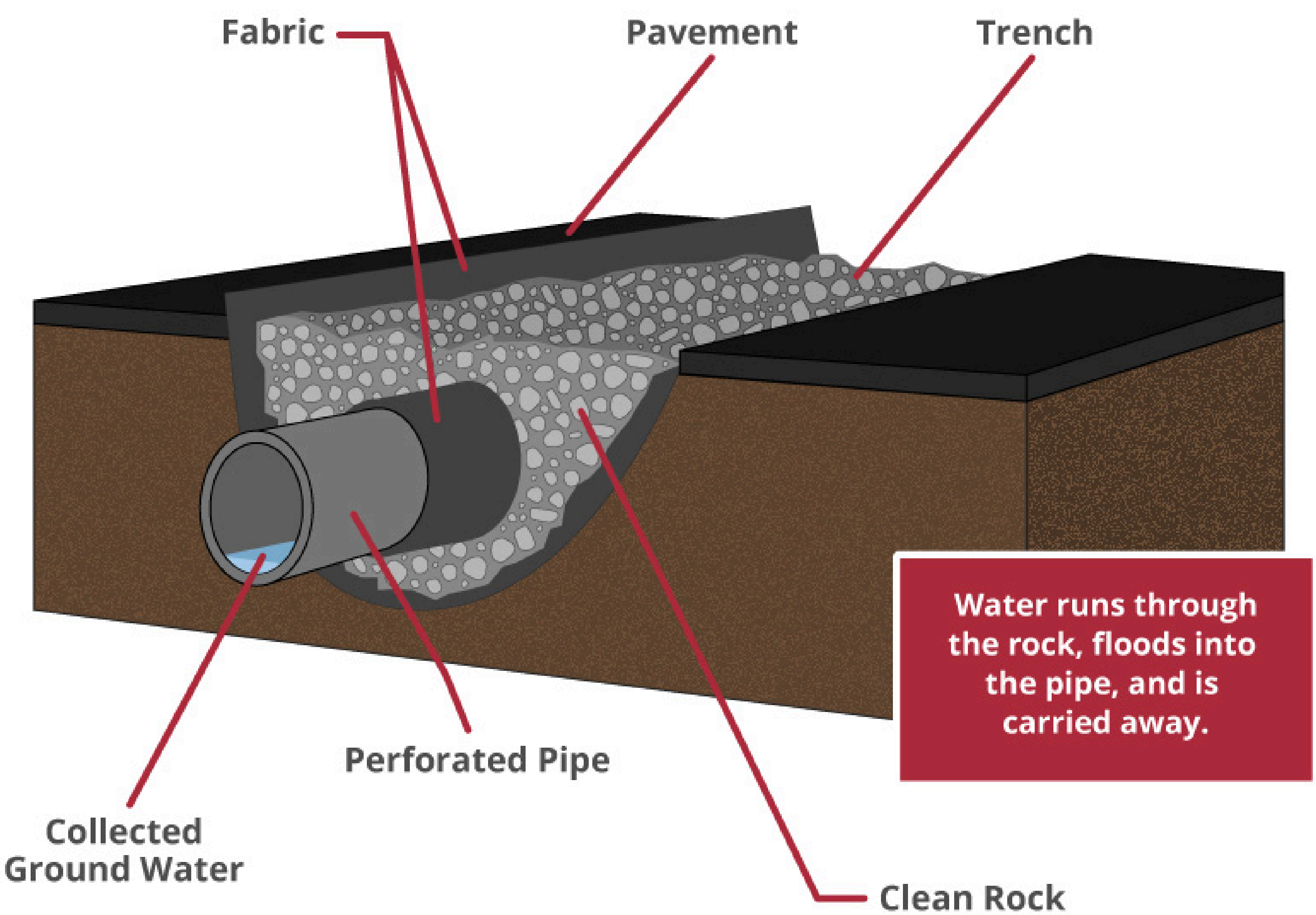

7" Riprap
85' Proposed french drain
Drainage
32'
24'
40'
Culvert
open ditch Drainage
38'
Elev. 0' reference
Gile Mt Parking Lot
entrance

damage.

Removing that water through a french drain can help slow the deterioration of your pavement over time and reduce the need for urgent maintenance. But what is a french drain and how does it work?

What Is a French Drain?

A french drain is a perforated pipe surrounded by clean rock that's installed underneath the pavement to prevent unwanted water from collecting by channeling it into a nearby ditch, catch basin or storm sewer.



Town of Norwich, Vermont

CHARTERED 1761

MEMO

To: Norwich Selectboard
From: Brennan Duffy, Town Manager

Date: September 17, 2026
Re: Recommendation to accept Illsley Road Bridge donation

In accordance with the Town's Gift Policy, I have corresponded with representatives of the Hurricane Riders Snowmobile Club over the past year related to their desire to donate a bridge to the Town of Norwich and reestablish the VAST snowmobile trails connection on the Class 4 section of Illsley Road.

This request came to the Selectboard at the September 9, 2026, meeting where supporting documents were reviewed and a public discussion occurred. The neighboring property owner at 91 Illsley Road provided comments generally supporting the new bridge but concerned about the impact that enhanced usage of the Class 4 roadway section the home is on, which that property owner privately maintains, would be increased due to increased usage of the road, particularly in the spring when trucks utilize that area. Several suggestions were made as to potential options to address this concern.

After researching the issue with legal counsel, I believe there could be three options, each requiring Selectboard regulatory action, if it is determined in the future that this enhanced usage of the roadway requires a solution.

1) Adoption of a Class 4 Road Ordinance – comprehensive establishment of rules for all Class 4 roads, or for only this specific section of Class 4 road.
2) Discontinue this Class 4 Road (or a portion thereof) and convert it to a legal trail.
3) Establish a portion of Illsely Road currently Class 4 as Class 3, therefore eliminating the private maintenance cost for the single homestead.

I believe further thought and discussion will be necessary to determine if a change to the current Class 4 roadway is required or could be required at a future date.

To expedite the gift donation piece and allow the new bridge to be established in a timely way I recommend to the Selectboard that the Bridge Donation by the Hurricane Riders Snowmobile Club be accepted by the Town. Required permits and logistical coordination can then begin to occur.

Thank you for your consideration of this topic.

Town of Norwich, Vermont

CHARTERED 1761

TO: Selectboard – Griggs, Clausson, Layton, Swett and Gere
FROM: Board of Listers - Lindberg, Smith and Ciccotelli
DATE: September 23, 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 09-050.000	Terino	Burton Woods Road

2026 Grand List Assessment	$ 736,100
2026 Current Use reduction	(571,600)
Corrected 2026 Taxable Value	$ 164,500

The Listers request permission to adjust the Current Use reduction from $606,000 to $571,600 based upon the updated Current Use report from VTPIE.

Parcel 11-067.000	Green/Fosco	Union Village Road

2026 Grand List Assessment	$1,063,000
Neighborhood Code correction	+ 31,800
Corrected 2026 Grant List Assessment	$1,094,800

Reappraisal Firm did not update the neighborhood code on this parcel in the 2025 reappraisal to the new schema.

Parcel 11-067.300	Schiller Rev Trust	Union Village Road

2026 Grand List Assessment	$1,653,000
Neighborhood Code correction	+ 59,200
Corrected 2026 Grand List Assessment	$1,712,200

Reappraisal Firm did not update the neighborhood code on this parcel in the 2025 reappraisal to the new schema.

Parcel 15-007.100 Lewis & Harris LLC Joshua Road

2026 Grand List Assessment	$526,200
2026 Grand List Correction	(526,200)
Corrected 2026 Assessment	$ 0

The correction is due to the consolidation of acreage onto another parcel owned by the same owners and the closing of this parcel ID that did not carry over to the NEMRC Grand List data resulting in the issuance of a tax bill that duplicated the above assessment.

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.

MEMO

Date: Thursday Sep 17th, 11:00am

To: The Town of Norwich Selectboard

From: Brendan Classon, Vice Chair, The Town of Norwich Selectboard

Subject: Progress update on our PRA policy

Dear Selectboard Colleagues--

As I work through the updates to our PRA policy, I am seeking your input, specifically on Section 7 and the schedule of charges (included below for reference).

As you are aware, public inspection of Responsive Records at the Town Offices is provided free of charge. However, for provision of paper copies, a charge is levied. One aspect that I was unclear on is whether the same charge is levied for paper copies or electronic copies.

Another question is how we can best craft a policy in which all charges are viewed as straightforward and reasonable reimbursement for the Custodian(s)' time spent in retrieving, collating and distributing the Responsive Records. Further to this point, I believe it is important we establish a procedure for distinguishing reasonable PRA requests from those that would otherwise be construed as opportunistic 'fishing expeditions' where voluminous amounts of material are repeatedly being sought.

Under Section 7(a) we currently have:

"All charges for copies and staff time must be paid in full prior to delivery of the requested copies. Upon request, the Custodian(s) will provide an estimate of the cost of making a copy of a public record prior to complying with the request."

To ensure harmonization and setting of reasonable rates, and for differentiating reasonable requests from other requests, I feel it would be very helpful for the Selectboard to view complete correspondence from all Public Records requests for the Town for the last five years. This would include response letters in which requestors requests were acknowledged and were informed of impending charges. It would also be informative to view cancelled checks as evidence for payment remittance from past PRA requestors and to close the loop on completed requests.

With this information, I believe the Selectboard will be ideally placed to set a fair and reasonable schedule for charges, one that is competitively benchmarked to that of other towns in our State and in broad alignment of the spirit of compliance with Public Record Requests mandated by statute and guidelines from The Office of The Secretary of State.

I look forward to discussing this further as an agenda item at our meeting on Sep 23rd.

Thanks,

Brendan (Vice Chair, The Town of Norwich Selectboard)

Reference (from current PRA Policy DRAFT_version2)

7. COPIES OF PUBLIC RECORDS. Upon receipt of a request to make a copy of a public record, the Custodian(s) will make and produce a copy subject to the following:

a. Charges. Except where otherwise provided by law, the Custodian(s) will charge and collect the following costs for making a copy of a public record:

i. The actual cost charge for a copy of a public record as determined by the Selectboard under 1 V.S.A. § 316(e) or the uniform schedule of charges established by the Secretary of State if the Selectboard fails to establish a uniform schedule of charges; and

ii. The cost of staff time associated with complying with a request for a copy of a public record when the time exceeds 30 minutes as that cost is determined by the Selectboard under 1 V.S.A. § 316(e) or the uniform schedule of charges established by the Secretary of State if the Selectboard fails to establish a uniform schedule of charges.

All charges for copies and staff time must be paid in full prior to delivery of the requested copies. Upon request, the Custodian(s) will provide an estimate of the cost of making a copy of a public record prior to complying with the request.

b. Standard formats. The Custodian(s) will make a copy of a public record in the following standard format:

i. For any public record maintained by the Custodian(s) in paper form, the Custodian(s) will make a paper copy of the record;

ii. For any public record maintained by Custodian(s) in electronic form, the Custodian(s) will make either a paper printout of the record or an electronic copy of the record in the format in which the record is maintained, as directed by the requestor.

A request for a copy in a format other than those mentioned above is “non-standard.” The Custodian(s) will provide a copy of a public record in a non-standard format (e.g., conversion of a paper public record to electronic format). The requestor will be charged the time involved in producing the record in a non-standard format when the time exceeds 30 minutes as such costs are determined by the Selectboard under 1 V.S.A. § 316(e) or the uniform schedule of charges established by the Secretary of State if the Selectboard fails to establish a uniform schedule of charges.

Town of Norwich, Vermont

CHARTERED 1761

MEMO

To: Norwich Selectboard
From: Brennan Duffy, Town Manager

Date: September 21, 2026
Re: Recommendation for vendor – Class 3 Road Striping

The Town has solicited price estimates for annual Class 3 roadway striping on three of the Town's main Class 3 roadways. These include New Boston Road, Turnpike Road, and Hopson Road as well as 10 stop sign pavement markings.

The Town received one quote for the line striping from Montys Maintenance, LLC dba Frank's Line Striping, for $31,386.80 (see attached estimate):

The FY '27 DPW operational budget for Contracted Services – Pavement Markings is $20,000.00. The current estimate is higher than budgeted, however it is believed that this work is important from a safety standpoint and should be completed this season. The current DPW operational budget for all Contracted Services should allow this higher than budgeted expense to be absorbed.

My recommendation is that the Selectboard award the Roadway Line Striping work to Frank's Line Striping for an amount not to exceed $32,000.

Thank you for your consideration of this topic.

ESTIMATE

Montys Maintenance LLC DBA:
Frank's Line Striping
PO Box 652
Newport, VT 05855-0652

montysmaintenancellc@gmail.com
+1 (802) 673-8746

Bill to
Town of Norwich

Estimate details
Estimate no.: 1076
Estimate date: 09/18/2026

#	Product or service	Description	Qty	Rate	Amount
1.	**Line Stripe**	Line stripe Center line and stop bars	1	$0.00	$0.00
2.	**Double Line**	Double center line per foot New Boston Road	19008	$0.60	$11,404.80
3.	**Glass beads**	Glass beads per bag	20	$90.00	$1,800.00
4.	**Double Line**	Double center line per foot Turnpike Road	14256	$0.60	$8,553.60
5.	**Glass beads**	Glass beads per bag	15	$90.00	$1,350.00
6.	**Double Line**	Double center line per foot Hopson Road	6864	$0.60	$4,118.40
7.	**Glass beads**	Glass beads per bag	10	$90.00	$900.00
8.	**Mobilization+Lay-out**	Mobilization & Layout	3	$500.00	$1,500.00
9.	**STOP & Bar**	STOP & Bar	10	$90.00	$900.00
10.	**Glass beads**	Glass beads per bag	4	$90.00	$360.00
11.	**Mobilization+Lay-out**	Mobilization & Layout	1	$500.00	$500.00
		Total			**$31,386.80**

Accepted date

Accepted by

Town of Norwich, Vermont

CHARTERED 1761

MEMO

To: Norwich Selectboard
From: Brennan Duffy, Town Manager

Date: September 17, 2026
Re: Recommendation for vendor – Tracy Hall Generator replacement

The Tracy Hall backup emergency generator is currently in failing condition and often inoperable due to lack of replacement parts. This equipment had been slated for a replacement in the Town's Capital Budget plan for FY '26.

The Town released an RFB for New Generator – Tracy Hall Municipal Building on August 17, 2026. Submissions were due September 16, 2026.

The Town received a single bid from Vermont Power Technologies dba Brook Field Service for $83,900.00, or $89,900, if the existing concrete pad needs to be replaced (see attached bid documents).

This bid will include the disconnect and disposal of the old diesel generator and the installation of a new Blue Star/John Deere diesel generator with appropriate specification to serve the Tracy Hall building.

There is currently $80,196.95 in the Generator Fund #46. There is currently $674,898.38 in the Tracy Hall Fund #13.

My recommendation is that the Selectboard award the bid to replace the backup emergency generator at Tracy Hall to Brook Field Services for an amount not to exceed $90,000.00. Funds will be drawn from Generator Fund #46 until expended and the remaining balance from Tracy Hall Fund #13.

Upon approval, a contract will be developed with the vendor.

Town of Norwich
Departmental Request for Spending

Date: 9/17/26 Department: Town Manager

Request by (name): Brennan Duffy Title: Town Mgr

Town Manager Approval Date: 9/17/26 For Selectboard Meeting Date: 9/23/26

What is being requested: Purchase of new Tracy Hall generator

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

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

$ 83,900 explain: possibly $89,900 if pad is replaced

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

Fund name: Generator Fund Fund #: 48 Amt. requested: $ 80,196.95

Fund balance $ 80,196.95 as of (date): 9/17/26 Balance verified by Finance Director? ☒ yes ☐ no

Fund name: Tracy Hall Fund #: 13 Amt. requested: $ 9,803

Fund balance $ 694,898.36 as of (date): 9/17/26 Balance verified by Finance Director? ☒ yes ☐ no

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

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

Expected Date of purchase, if known: Contract will be signed on approval.

Other information: ______

Signature of Requestor: [signature] Date: 9/17/26

Signature of Town Manager: [signature] Date: 9/17/26

Action by Selectboard: ☐ Approved ☐ Denied ☐ Tabled Date: ______

Concerns of Selectboard: ______

Bids/Quotes Date sent out: ______ Due date: ______

Date selection made: ______ Date quotes given to Selectboard: ______

Purchase Date purchased: ______ Date Received: ______

Form revised 10/08/2024

Brook Field Service

Providing Shelter from the Storm

PO Box 47 Northfield, VT 05663 – Toll Free: 866–POWER–97

September 13, 2026

Town of Norwich
Brennan Duffy
300 Main Street
Norwich, VT
bduffy@norwich.vt.us

Subject: Tracy Hall Generator

Dear Brennan,

Thanks for the opportunity to bid on your project. Please be guided by the following:

Disconnect old diesel generator and ATS and dispose of the units.

- Install a new Blue Star/John Deere diesel generator. (120/208V)
  - 100kW, 120/208V
  - Sound attenuated housing
  - NFPA 110 equipped
  - Annunciator panel to be installed in main hall of building
- Install (1) new ASCO 400A Nema 3R. Automatic Transfer Switch
  - Install a condensation heater into the ATS
  - Install surge protection into the ATS.
- Install Internet monitoring system for both the client and BFS to monitor system.
- Provide a generator rental to run building during power cut-over.
- Assumes Fuel connection from existing diesel tank assuming the tank still meets code.
- Reuse existing pad assuming it is in good shape once old generator is removed.
- Reuse existing snow guard.
- Windows and building openings must be permanently sealed with 10’ of generator to be handled by client.

- Freight to your site
- 5-year warranty
- VT State electrical and VT building inspections and permits.

- Start-up process, of generator and programming automatic transfer switch and a building load test.
  - **$83,900.00 -installed per the scope of work above.**

Other Notes:

- We are factory authorized/trained for service for the generators that we sell.
- We are local
- Removal and replacement of crash poles and snow guard removed and re-installed by others and is not part of this quote.
- Note, windows near generator must be permanently closed. Work to be done by others.
- Brook Field Service provides 24-hour 7 day a week emergency service for our customers. We have the largest generator tech team in Vermont.
- Brook Field Service has a 40-year history of selling and servicing generators.
- Techs are Blue Star, John Deere, Briggs & Stratton, Kohler and ASCO factory trained and TQP certified by the State of VT for generators.
- The above quote is valid for 30 days from above date.

- Terms: $25,000.00 deposit, progress payments made every 14 days.
- Current lead times:
  - ATS – 4-weeks
  - Generator – 26 weeks.

If you should have any questions or comments, please email or call at your earliest convenience.

Best regards,

Jim Brochhausen

Customers Name: ______________________________

Accept Proposal and terms of payment:________________________________Date:______________

We provide Factory Trained Service, for what we Sell!

BLUE STAR
Power Systems

Diesel Product Line

208-600 Volt

JD100-01

60 Hz / 1800 RPM

100 kWe

Standby

Ratings

	240V	208V	240V	480V	600V
Phase	1	3	3	3	3
PF	1.0	0.8	0.8	0.8	0.8
Hz	60	60	60	60	60
Generator Model	UCI274F	UCI274D	UCI274D	UCI274C	UCI274D
Connection	12 LEAD DD	12 LEAD WYE	12 LEAD DELTA	12 LEAD WYE	4 LEAD WYE
kWe	100	100	100	100	100
AMPS	417	347	301	151	120
Temp Rise	125°C / 40°C	125°C / 40°C	125°C / 40°C	125°C / 40°C	125°C / 40°C

Standard Equipment

Engine
- Radiator Cooled Unit Mounted (50°C)
- Radiator Duct Flange (OPU Only)
- Blower Fan & Fan Drive
- Starter & Alternator
- Oil Pump & Filter
- Oil Drain Extension w/Valve
- Governor - Electronic Isochronous
- 12V Battery System & Cables
- Air Cleaner (Dry Single Stage)
- Critical Grade Silencer Mounted
- Flexible Fuel Connector
- EPA Certified Tier 3

Generator
- Brushless Single Bearing
- Automatic Voltage Regulator
- ± 1% Voltage Regulation
- 4 Pole, Rotating Field
- 125°C Standby Temperature Rise
- 100% of Rated Load - One Step
- 5% Maximum Harmonic Content
- NEMA MG 1, IEEE and ANSI Standards Compliance for Temperature Rise

Additional
- Single Source Supplier
- UL 2200 & cUL Listed
- CSA Certified
- Seismic Certified to IBC 2021
- NFPA 110 / CSA C282 Compliant
- Microprocessor Based Digital Control Panel Mounted in NEMA 12 Enclosure
- Base - Formed Steel
- Main Line Circuit Breaker Mounted & Wired
- Battery Charger 12V 6 Amp
- Jacket Water Heater -20°F 1500W 120V w/Isolation Valves
- Vibration Isolation Mounts
- 2 Year / 2000 Hour Standby Warranty
- Standard Colors - White / Gray

Diesel Product Line

100 kWe

BLUE STAR Power Systems

Application Data

Engine

Manufacturer:	John Deere	Displacement - Cu. In. (lit):	275 (4.50)
Model:	4045HF285	Bore - in. (cm) x Stroke - in. (cm):	4.19 (10.6) x 5.00 (12.7)
Type:	4-Cycle	Compression Ratio:	19.0:1
Aspiration:	Turbo Charged	Rated RPM:	1800
Cylinder Arrangement:	4 Cylinder Inline	Max HP Stby (kWm):	158 (118)

Exhaust System	Standby
Gas Temp. (Stack): °F (°C)	1,076 (580)
Gas Volume at Stack Temp: CFM (m^3/min)	805 (22.8)
Maximum Allowable Exhaust Restriction: in. H_2O (kPa)	30.0 (7.50)
Cooling System	
Ambient Capacity of Radiator: °F (°C)	122 (50.0)
Maximum Allowable Static Pressure on Rad. Exhaust: in. H_2O (kPa)	0.50 (0.12)
Water Pump Flow Rate: GPM (lit/min)	48.0 (182)
Heat Rejection to Coolant: BTUM (kW)	3,544 (62.0)
Heat Rejection to CAC: BTUM (kW)	1,127 (19.8)
Heat Radiated to Ambient: BTUM (kW)	2,016 (35.3)
Air Requirements	
Aspirating: CFM (m^3/min)	288 (8.15)
Air Flow Required for Rad. Cooled Unit: CFM (m^3/min)	5,829 (165)
Air Flow Required for Heat Exchanger/Rem. Rad. CFM (m^3/min)	Consult Factory For Remote Cooled Applications
Fuel Consumption	
At 100% of Power Rating: gal/hr (lit/hr)	7.76 (29.4)
At 75% of Power Rating: gal/hr (lit/hr)	6.25 (23.7)
At 50% of Power Rating: gal/hr (lit/hr)	4.55 (17.2)
Fluids Capacity	
Total Oil System: gal (lit)	3.43 (13.0)
Engine Jacket Water Capacity: gal (lit)	2.24 (8.50)
System Coolant Capacity: gal (lit)	5.40 (20.4)

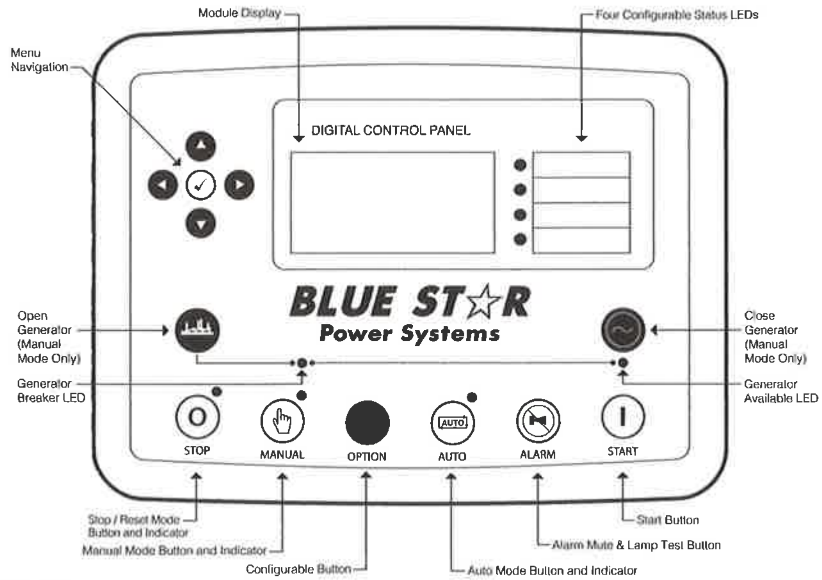
Deration Factors: Rated Power is available up to 10,000 ft (3,048 m) at ambient temperatures to 122°F (50°C).
Consult factory for site conditions above these parameters.

BLUE STAR Power Systems

DCP7310 Control Panel

Standard Features

- Digital Metering
- Engine Parameters
- Generator Protection Functions
- Engine Protection
- CAN Bus (J1939) ECU Communications
- Windows-Based Software
- Multilingual Capability
- Remote Communications to DSE2548 Remote Annunciator
- 8 Programmable Contact Inputs
- 10 Contact Outputs
- RS485 Communicator Interface
- cULus Listed, CE Approved
- Event Recording
- IP 65 rating (with supplied gasket) offers increased resistance to water ingress
- NFPA 110 Level 1 Compatible

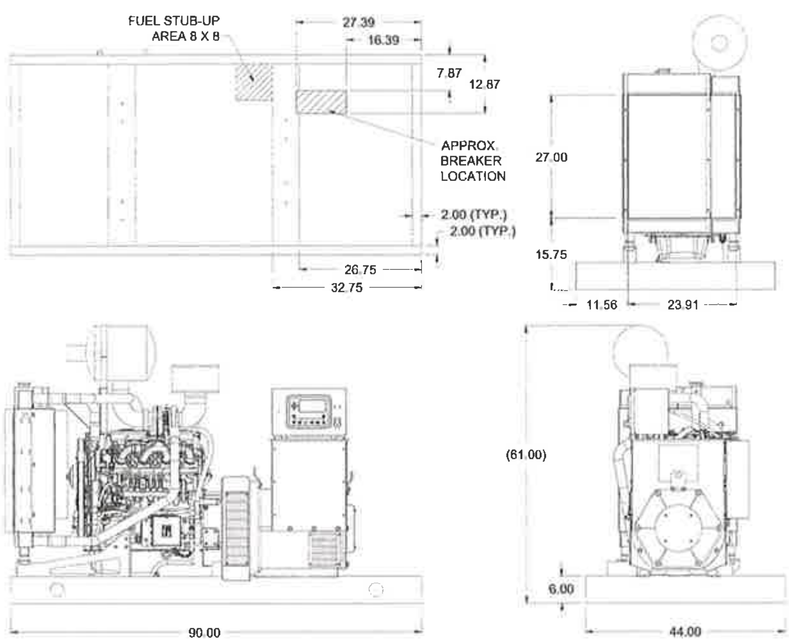


Weights / Dimensions / Sound Data

	L x W x H	Weight lbs
OPU	90 x 44 x 61 in	2,750
Level 1	102 x 44 x 66 in	3,350
Level 2	102 x 44 x 66 in	3,400
Level 3	132 x 44 x 66 in	3,575

Please allow 6-12 inches for height of exhaust stack.

	No Load	Full Load
OPU	78 dBA	82 dBA
Level 1	75 dBA	78 dBA
Level 2	72 dBA	74 dBA
Level 3	66 dBA	68 dBA

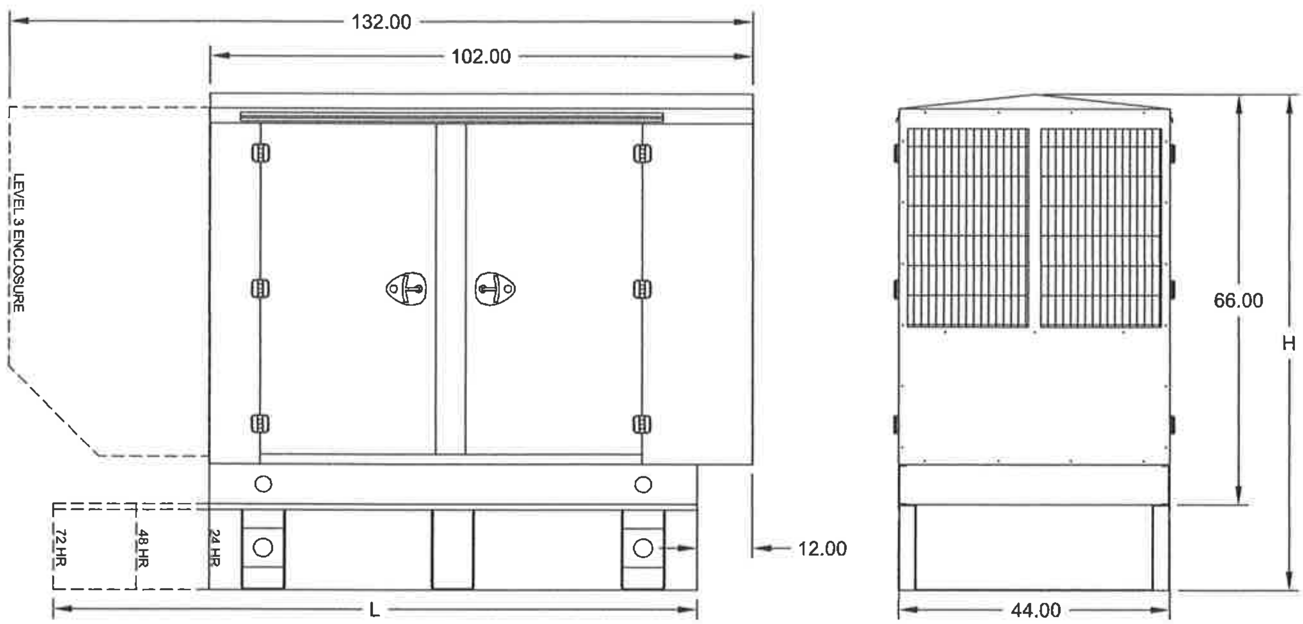


Diesel Product Line

100 kWe

BLUE STAR Power Systems

Enclosures & Fuel Tanks



- All enclosure models are 200 MPH wind rating certified in accordance with IBC2021 and ASCE/SEI 7-16 standards.
- Level 2 & 3 enclosures include sound attenuation foam
- Level 3 enclosure includes frontal sound & exhaust hood.
- Enclosure height does not include exhaust stack.

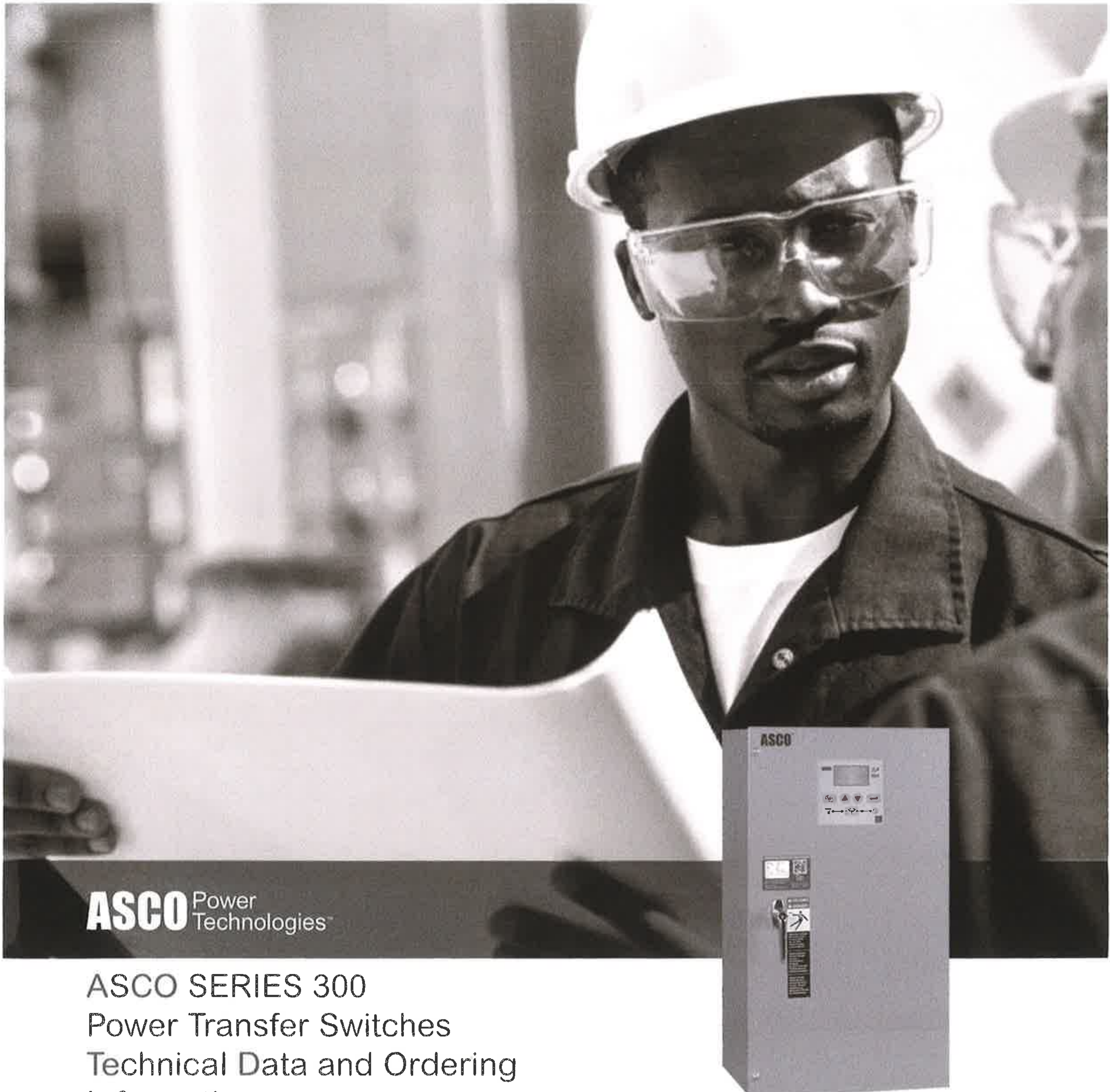
	24 Hour 250 Gallon	48 Hour 500 Gallon	72 Hour 750 Gallon
L	90.00	120.00	174.00
H	94.00	102.00	102.00

Notes

- All specification sheet dimensions are represented in inches.
- All drawings based on standard 480 volt standby generator. Lengths may vary with other voltages. All drawings and dimensions subject to change without notice.
- All enclosures and fuel tanks are based on the standard unit configuration. Any requested deviation can change dimensions.
- Sound data is measured at 23 feet (7 meters) in accordance with ISO 8528-10.
- All materials and specifications subject to change without notice.

Blue Star Power Systems
2250 Carlson Drive
North Mankato, Minnesota 56003
Phone + 1 507 345 1776
bluestarps.com
quote.bluestarps.com
sales@bluestarps.com

/ A DEUTZ ENERGY COMPANY /



ASCO SERIES 300
Power Transfer Switches Technical Data and Ordering Information

ascopower.com

Life Is On | Schneider Electric

ASCO SERIES 300 ORDERING INFORMATION

To order an ASCO SERIES 300 Power Transfer Switch, complete the following catalog number:

J	03ATS	A	3	0600	N	GX	C
FRAME	TRANSITION TYPE	NEUTRAL CODE	PHASE POLES	AMPERES	VOLTAGE CODE	GROUP CODE	ENCLOSURE
Open Transition D = 30A - 230A Open/Delayed Transition J = 150A - 600A H = 800A - 1200A G = 1600A - 3000A	Automatic 03ATS Open Transition 3ADTS Delayed Transition Non Automatic 03NTS Open Transition 3NDTS Delayed Transition	A = Solid Neutral B = Switched Neutral	2 3	0030[1] 0070[1] 0104[1] 0150[1,4] 0200[1,3,4] 0230[1,3,4] 0260[1,4] 0400[1,4] 0600[1] 0800[4] 1000[4] 1200[4,5] 1600[4,5] 2000[4,5] 2600[4,5] 3000[4,5]	A[2] = 115 B[2] = 120 C = 208 D = 220 E = 230 F = 240 H = 380 J = 400 K = 415 L = 440 M = 460 N = 480 P = 550 Q = 575 R = 600	G0 No Optional Accessories GX Optional Accessories	0 = Open Type (zero) C = Type 1 Enclosure F = Type 3R[8,9] Enclosure G = Type 4[8] Enclosure H = Type 4X[6] Enclosure (304 Stainless Steel) L = Type 12 Enclosure M = Type 3R[8,9] Secure Double-Door Enclosure N = Type 4[8] Secure Double-Door Enclosure Q = Type 12 Secure Double-Door Enclosure R = Type 3RX[7,8,9] Secure Double-Door Enclosure (304 Stainless Steel) S = Type 3RX[7,8,9] Secure Double-Door Enclosure (316 Stainless Steel) U = Type 4X[6] Enclosure (316 Stainless Steel) V = Type 4X[6] Secure Double-Door Enclosure (316 Stainless Steel)

Notes:

1. Switch sizes 30-600 amperes supplied in non-secure enclosures as standard.
2. 115-120 volt available for 30-400 amperes only. For other voltages contact ASCO.
3. 200 and 230 amperes rated switches for use with copper cable only.
4. Switch sizes 800-3000 amperes, and 150-400 amperes 3ADTS/3NDTS provided in secure type outdoor enclosures when required.
5. Use Type 3R secure for 1200, 2000, 2600, and 3000.
6. Type 304 stainless steel is standard. Suitable for indoor or outdoor use where there may be caustic or alkali chemicals in use. To provide an improved reduction in corrosion of salt and some chemicals, optional type 316 stainless steel is recommended. This is the preferred choice for marine environments.
7. Available on switches rated 1200, 2000, 2600, and 3000 amperes.
8. When temperatures below 32°F can be experienced, special precautions should be taken, such as the inclusion of strip heaters, to prevent condensation and freezing of this condensation. This is particularly important when environmental enclosures (Type 3R, 4) are ordered for outdoor applications.
9. Type 3R enclosures are not suitable for installations subject to wind blown rain or snow. Use Type 4 enclosures where available or install supplemental shelter protection around the 3R enclosure.

SERIES 300 EXTERNAL POWER CONNECTIONS

Size UL Listed Solderless Screw-Type Terminals

SWITCH RATING (AMPERES)	RANGES OF AL-CU WIRE SIZES (UNLESS SPECIFIED COPPER ONLY)
30-230[1] ATS and NTS only	One #14 to 4/0 AWG
150[2], 260, 400	Two 1/0 AWG to 250 MCM or One #4 AWG to 600 MCM
600	Two 2/0 AWG to 600 MCM
800, 1000, 1200	Four 1/0 to 600 MCM
1600, 2000	Six 1/0 to 600 MCM
2600, 3000	Twelve 1/0 to 750 MCM

Notes:

All SERIES 300 switches are furnished with a solid neutral plate (unless switched neutral configuration is specified) and terminal lugs.
Use wire rated 75°C minimum for all power connections.

1. 200 and 230 amperes rated switches for use with copper cable only. Refer to paragraph 310.15 of the NEC for additional information.
2. 150 for DTS only.

SERIES 300 Transfer Switch Dimensions and Shipping Weights

UL Type 1 Enclosure*

SWITCH RATING AMPS	PHASE POLES	NEUTRAL CODE	DIMENSIONS, IN. (MM)[2] WIDTH	HEIGHT	DEPTH	APPROX. SHIPPING WEIGHT LB. (KG)
30[3],70[3],104[3] 150[3], 200[3]	2	A	18 (457)	31 (787)	13 (330)	69 (32)
	2	B	18 (457)	31 (787)	13 (330)	72 (33)
	3	A	18 (457)	31 (787)	13 (330)	72 (33)
	3	B	18 (457)	31 (787)	13 (330)	75 (34)
230	2	A	18 (457)	48 (1219)	13 (330)	117 (53)
	2	B	18 (457)	48 (1219)	13 (330)	125 (57)
	3	A	18 (457)	48 (1219)	13 (330)	125 (57)
	3	B	18 (457)	48 (1219)	13 (330)	133 (61)
260, 400	2	A	24 (610)	56 (1422)	14 (356)	250 (113)
	2	B	24 (610)	56 (1422)	14 (356)	260 (118)
	3	A	24 (610)	56 (1422)	14 (356)	260 (118)
	3	B	24 (610)	56 (1422)	14 (356)	270 (123)
150, 200, 230 SERIES 3ADTS/3NTS only	2	A	24 (610)	56 (1422)	14 (356)	250 (113)
	2	B	24 (610)	56 (1422)	14 (356)	260 (118)
	3	A	24 (610)	56 (1422)	14 (356)	260 (118)
	3	B	24 (610)	56 (1422)	14 (356)	270 (123)
600	2	A	24 (610)	63 (1600)	17 (432)	300 (137)
	2	B	24 (610)	63 (1600)	17 (432)	320 (146)
	3	A	24 (610)	63 (1600)	17 (432)	320 (146)
	3	B	24 (610)	63 (1600)	17 (432)	320 (151)
800, 1000	2	A	34 (864)	72 (1829)	20 (508)	431 (196)
	2	B	34 (864)	72 (1829)	20 (508)	460 (209)
	3	A	34 (864)	72 (1829)	20 (508)	460 (209)
	3	B	34 (864)	72 (1829)	20 (508)	489 (222)
1200	2	A	38 (965)	87 (2210)	23 (584)	581 (264)
	2	B	38 (965)	87 (2210)	23 (584)	611 (277)
	3	A	38 (965)	87 (2210)	23 (584)	611 (277)
	3	B	38 (965)	87 (2210)	23 (584)	639 (290)
1600, 2000	3	A	38 (965)	87 (2210)	23 (584)	1160 (525)
	3	B	38 (965)	87 (2210)	23 (584)	1160 (525)
2600, 3000[4]	3	A	38 (965)	91 (2311)	72 (1829)	1430 (649)
	3	B	38 (965)	91 (2311)	72 (1829)	1495 (679)

Notes

1. Neutral Codes: 0=None, A=Solid, B=Switchod
2. Dimensional data is approximate and subject to change. Certified dimensions available upon request.
3. Dimensions for 30-200 ampere models when furnished with accessory 135L power meter are 18"W x 41"H x 13"D.
4. Enclosures for 2600, 3000 amperes are free-standing with removable top, sides and back.

* Unit is designed for top cable entry of emergency and load, and bottom entry of normal.
A cable pull box is also available for all top or bottom cable access when required (optional accessory kit #K609027).
Not required for type 3R, 4X, and 12 enclosures where available.

SERIES 300 Transfer Switch Dimensions and Shipping Weights

UL Type 3R, 4 or 12 Enclosure

SWITCH RATING AMPS	PHASE POLES	NEUTRAL CODE[1]	DIMENSIONS, IN. (MM)[2] WIDTH	HEIGHT	DEPTH	APPROX. SHIPPING WEIGHT LB. (KG)
30[3], 70[3], 104[3] 150[3], 200[3] (Non-Secure Enclosure)	2	A	17.5 (445)	35 (886)	11.625 (295)	84 (38)
	2	B	17.5 (445)	35 (886)	11.625 (295)	87 (40)
	3	A	17.5 (445)	35 (886)	11.625 (295)	87 (40)
	3	B	17.5 (445)	35 (886)	11.625 (295)	90 (41)
230 (Non-Secure Enclosure)	2	A	18 (458)	50.5 (1284)	14.33 (364)	90 (41)
	2	B[4] or C	18 (458)	50.5 (1284)	14.33 (364)	132 (60)
	3	A	18 (458)	50.5 (1284)	14.33 (364)	140 (63)
	3	B[4] or C	18 (458)	50.5 (1284)	14.33 (364)	148 (67)
260, 400	2	A	24 (610)	63 (1600)	18.2 (462)	320 (146)
	2	B	24 (610)	63 (1600)	18.2 (462)	340 (155)
	3	A	24 (610)	63 (1600)	18.2 (462)	340 (155)
	3	B	24 (610)	63 (1600)	18.2 (462)	350 (160)
150, 200, 230 SERIES 3ADTS/3NTS only (Non-Secure Enclosure)	2	A	24 (610)	63 (1600)	18.2 (462)	320 (146)
	2	B	24 (610)	63 (1600)	18.2 (462)	340 (155)
	3	A	24 (610)	63 (1600)	18.2 (462)	340 (155)
	3	B	24 (610)	63 (1600)	18.2 (462)	350 (160)
600 (Non-Secure Enclosure)	2	A	24 (610)	63 (1600)	18.2 (462)	320 (146)
	2	B	24 (610)	63 (1600)	18.2 (462)	340 (155)
	3	A	24 (610)	63 (1600)	18.2 (462)	340 (155)
	3	B	24 (610)	63 (1600)	18.2 (462)	350 (160)
800, 1000	2	A	34 (859)	72 (1821)	20 (506)	519 (236)
	2	B	34 (859)	72 (1821)	20 (506)	543 (246)
	3	A	34 (859)	72 (1821)	20 (506)	543 (246)
	3	B	34 (859)	72 (1821)	20 (506)	565 (257)
1200 (Secure Enclosure)	2	A	41 (1037)	95.5 (2415)	33.5 (848)	1131 (513)
	2	B	41 (1037)	95.5 (2415)	33.5 (848)	1160 (526)
	3	A	41 (1037)	95.5 (2415)	33.5 (848)	1160 (526)
	3	B	41 (1037)	95.5 (2415)	33.5 (848)	1189 (539)
1600, 2000 (Secure Enclosure)	3	A	42.5 (1074)	95.5 (2529)	47 (1189)	1705 (775)
	3	B	42.5 (1074)	95.5 (2529)	47 (1189)	1830 (832)
2600, 3000 (Secure Enclosure)	3	A	41 (1037)	95.5 (2529)	74 (1872)	2150 (976)
	3	B	41 (1037)	95.5 (2529)	74 (1872)	2230 (1012)

Notes:

When climate conditions at installation site present condensation risk, special precautions should be taken, such as the inclusion of space heaters, to prevent interior condensation and freezing of this condensation.

1. Neutral Codes: 0=None, A=Solid, B=Switched, C=Overlapping
2. Dimensional data is approximate and subject to change. Certified dimensions available upon request.
3. Dimensions for 30-200 ampere models when furnished with a power meter are 18"W x 48"H x 13"D.
4. 30-1000 ampere switches are available in secure type enclosures, contact ASCO for details.

Withstand and Closing Ratings

FRAME	RATINGS AMPERES	CURRENT LIMITING FUSES 480V MAX	600V MAX	MAX. SIZE AMPS	CLASS	SPECIFIC BREAKER 240V MAX	480V MAX	600V MAX
D	30	100kA	-	300	J	22kA	22kA	10kA
		200kA	35kA	200	J			
		35kA	35kA	200	RK1			
	70-100	35kA	35kA	200	RK1	150kA	65kA	25kA
		200kA	35kA	200	J			
	150	35kA	35kA	200	RK1	150kA	65kA	25kA
		200kA	35kA	200	J			
	200	200kA	35kA	200	J	200kA	65kA	14kA
		35kA	35kA	200	RK1			
	230	100kA	-	300	J	200kA	65kA	14kA
E	260, 400	200kA	-	600	J	65kA	42kA	22kA
J	150, 200, 260	200kA	200kA	600	J	200kA	200kA	42kA
				800	L			
	400	200kA	200kA	600	J	65kA	50kA	42kA
				800	L			
	600	200kA	200kA	800	J	65kA	85kA	42kA
				800	L			
H	800-1200*	200kA	200kA	1200	L	65kA	150kA	65kA
G	1600-2000	200kA	200kA	2500	L	85kA	85kA	85kA
	2600-3000	200kA	200kA	4000	L	125kA	125kA	100kA
	4000	200kA	200kA	5000	L	100kA	100kA	100kA

Notes:

* Front connection only

All units are RMS Symmetrical Amperes

All Withstand and Closing Rating values are tested in accordance with UL 1008. See **ASCO Publication 1128** for more information.

Application requirements may permit higher WCR for certain switch sizes.

EXTENDED WARRANTIES FOR SERIES 300 TRANSFER SWITCHES

(3ATS/3NTS/3ADTS/3NDTS)

DESCRIPTION
1 Year Extension (Total of 3 Years)
2 Year Extension (Total of 4 Years)
3 Year Extension (Total of 5 Years)

Notes:

Standard warranty is (24) months, 2 years from date of shipment, extended warranty is in addition to the two years, for a total of, 3, 4, or 5 years.

Refer to Publication 3223 for warranty terms and conditions.

For more details, please contact customercare@ascopower.com

Life Is On | Schneider Electric

ASCO Power Technologies - Global Headquarters
160 Park Avenue
Florham Park, NJ 07932
Tel: 800 800 ASCO

www.ascopower.com
customercare@ascopower.com

Publication 1195 DW R4. Printed in the U.S.A.

Engine Generator Set Five (5) Year 3000 Hour Standby Limited Warranty

Your Blue Star Power Systems, Inc. product has been designed and manufactured with care by people with many years of experience. Blue Star Power Systems, Inc. warrants to its buyer that the product is free from defects in materials and/or workmanship for the period of time outlined below. If the product should prove defective within the time period outlined below, it will be repaired, adjusted or replaced at the option of Blue Star Power Systems, Inc., provided that the product, upon inspection by Blue Star Power Systems, Inc., has been properly installed, maintained and operated in accordance with Blue Star Power Systems, Inc.'s Generator Set Installation Guide and Operating Instructions. This limited warranty is not valid or enforceable unless: (1) all supporting maintenance records are kept on file with the end user and made available upon request from factory, and (2) the generator set is routinely exercised in accordance with operating instructions. This warranty does not apply to malfunctions caused by physical damage, misuse, improper installation, repair or service by unauthorized persons, or normal wear and tear. The warranty is not assignable.

Blue Star Power Systems, Inc. product warranty period: Engine generator set: Parts and Labor for two (2) years from the date of factory invoice or 2000 hours (whichever occurs first). Warranty coverage for years three (3) thru five (5) or up to 3000 hours is parts only. Accessories (installed on the engine generator set or shipped loose): Parts and Labor for one (1) year from the date of factory invoice or 2000 hours (whichever occurs first). Transfer Switches: If purchased with a generator set (same order number): Parts and Labor for two (2) years from the date of factory invoice or 2000 hours (whichever occurs first)

The start of the warranty period can be adjusted to the date of unit start-up (limited to 180 days from invoice date) provided that the following information is provided to Blue Star Power Systems, Inc. within 30 days of start-up. The warranty will not be effective unless a copy of the Blue Star Power Systems, Inc. Start-Up Instructions & Warranty Validation form is properly filled out and returned to Blue Star Power Systems, Inc. within 30 days of start-up. If the Start-Up Instructions & Warranty Validation Form is received after 365 days (1 year) from invoicing date, all unit warranties will be void. Additionally, the engine manufacturer's engine registration form must be completed and returned to the engine manufacturer as stated in the instructions with the registration form.

To obtain warranty service: Contact your nearest Blue Star Power Systems, Inc. Service Representative. For assistance in locating your nearest authorized service representative, contact Blue Star Power Systems, Inc, at warranty@bluestarps.com.

Warranty service may be performed by authorized Blue Star Power Systems, Inc. service providers only. Service work performed by unauthorized persons will void all warranties and not be paid.

Blue Star Power Systems, Inc. shall not be liable for any claim in amount greater than the purchase price of the product. In no event shall Blue Star Power Systems, Inc. be held liable for any special, indirect, consequential or liquidated damages including but not limited to: loss of profits, loss of time, increased overhead, delays, loss of business opportunity, good will, or any commercial or economic loss.

Blue Star Power Systems, Inc. shall not be liable for any claim that requires replacement of engine, part, or component of the gen-set that is no longer manufactured or available. Additionally, Blue Star Power Systems, Inc. will not be liable for any engine replacement that may require emissions tier level change.

THERE ARE NO EXPRESS WARRANTIES OTHER THAN THOSE DESCRIBED HEREIN. THERE ARE NO OTHER WARRANTIES, EXPRESSED OR IMPLIED, OR OTHERWISE CREATED UNDER THE UNIFORM COMMERCIAL CODE, INCLUDING BUT NOT LIMITED TO WARRANTIES OF MERCHANTABILITY, OR WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE.

The following items and/or circumstances are excluded from this limited warranty:

Improper installation or operation as outlined in the Generator Set Installation Guide and Operating Instructions.

Misapplication and misuse of the equipment outside the original design parameters as stated on the nameplate of the equipment.

Equipment purchased at the standby rating that is being used in a prime power application(s).

Failure to properly exercise and maintain your equipment per manufacturer's specifications will void all warranty.

Any equipment or components adding including fuel tanks and enclosures not installed at the Blue Star Power Systems, Inc. factory.

Equipment modifications made without the written consent of Blue Star Power Systems, Inc. will void all warranty.

Damages caused by acts of nature, such as lightning, wind, flood, or earthquake.

Any damage due to situations beyond the control of the manufacturing and/or workmanship of the product.

Engine starting batteries: The battery manufacturers' warranty applies. Consult your local battery supplier for warranty service.

Fuel system and/or governing system adjustments performed during or after start-up.

Normal maintenance items and consumable items such as belts, filters, fluids, and hoses.

Adjustments and tune–ups performed during start-up or thereafter. Start-up, training, tuning, and adjustments for any paralleling or bi-fuel system.

Loose connections (electrical and mechanical) before and after unit start-up. Including fittings, connectors, clamps and fasteners.

Diesel engine "Wet Stacking" due to lightly loaded diesel engines. Regeneration issues, aftertreatment exhaust systems, including DEF related issues.

All fluid level related items found before, during, or after unit start up.

Use of steel enclosure within 25 miles of the coast.

Requested rental generators used while warranty work is being performed.

Charges, fees, and site delays due to a replacement components availability with the product manufacturer.

Any labor charges deemed excessive by Blue Star Power Systems, Inc. factory or component manufacturer.

Travel labor and mileage for mobile generator sets.

Additional trips to the site due to a service vehicle was not stocked with normal service parts.

Any special access fees, equipment, requirements or after hours scheduling to gain access to the equipment for warranty service purposes.

Lodging expense associated with unit repair and excessive mileage charges (limit to 300 miles and 6 hours travel round trip from nearest service center).

Shipping damage of any type. All equipment is shipped F.O.B. Blue Star Power Systems, Inc. and risk of loss transfers to the carrier once loaded for shipment. It is the responsibility of the receiving party to sign for the receipt of and note any shipping damage to the equipment. Freight damage claim filing is the responsibility of the receiving party. In the rare event that damage occurs resulting from shrink wrap during shipment, Blue Star Power Systems, Inc. will not warrant any damage to the unit.

This agreement is deemed made and executed in North Mankato, Nicollet County, Minnesota and shall be construed and interpreted in accordance with the laws of the state of Minnesota without giving effect to its conflicts of laws principals. Each of the parties submits to the exclusive personal jurisdiction and venue with respect to any action or proceeding arising out of, in connection with, relating to, or by reason of this agreement before the district court of the state of Minnesota, located in Nicollet County and agrees that all claims in respect of the action or proceeding may be heard and determined in any such court.

Brook Field Service
Providing Shelter from the Storm

P.O. Box 47 • Northfield, VT 05663 • Toll Free: 866-769-3797 • (802)485-6567 • Fax: (802)485-6690

Email: travis@brookfieldservice.com • www.brookfieldservice.com

Preventative Maintenance Agreement
Plan Details

PLAN #1 – Once a year maintenance program (Major Service)

- A technical inspection and testing of your generator (multi-point test and review)
- Upload software upgrades, download performance history
- Oil change and oil filters replaced
- Air and fuel filters replaced (if applicable)
- Tune up of engine
- Coolant levels topped off. If coolant change is required, an additional charge would occur.
- Automatic transfer switch testing and maintenance
    - If the ATS is located inside – arrangements must be made for someone to be there or to give an alternate authorization for our tech to reach it.
- A generator building load test
    - At your request - this will require an interruption of power.

PLAN #2 – Twice a year maintenance program (Major & Minor Service)

- (1) Major Service as listed above with a second visit that includes;
- Technical inspection of your generator (multi-point review)
- Upload controller latest software upgrades
- Oil levels checked
- Coolant levels topped off. If coolant change is required, an additional charge would occur.
- A generator building load test
    - At your request - this will require an interruption of power
- Vermont State Inspection (Commercial Customers whose generator is used for life safety purposes. If you are unsure if you need an inspection, please contact your local Fire Marshall. Contact information can be found at https://firesafety.vermont.gov/staff-contact
  If you opt for Plan 1, the cost of the state inspection is NOT included. The additional cost is $130.00 per unit.

Please note If it is determined that your battery needs to be replaced due to age or malfunction there will be an additional charge for both the battery and its recycling.

BID FORM
New Generator for Tracy Hall Municipal Building, Town of Norwich

Proposal of Vermont Power Technologies LLC (hereinafter called Bidder), organized and existing under the laws of the State of Vermont doing business as Brook Field Service

(a corporation, a partnership, of an individual)

To the Town of Norwich, Vermont (hereinafter called Owner)

The Bidder represents that this bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization, or corporation. The bidder has not directly or indirectly induced or solicited any other bidder to submit a false bid. Bidder has not solicited or induced any person, firm, or corporation to refrain from bidding and the bidder has not sought by collusion to obtain for himself any advantage over any other bidder or Owner.

The undersigned bidder proposed and agreed, if this bid is accepted, to enter into an agreement with Owner to furnish all materials and to complete all work as specified or indicated in the Contract Documents for the contract price and within the contract time indicated in this bid and in accordance with the Contract Documents.

Bidder hereby agrees to commence Work under this contract on the date of issuance of the Notice to Proceed and that the Final Completion date for this contract is Based on generator lead time which is currently 26 weeks from approval*

*Brook Field Service will provide a rental generator as a back up to the current unit, if it fails while waiting for the new unit to come in.

Bidder acknowledges receipt of the following Addenda:

None

The Bidder agrees to perform all the Work described in the Contract Documents for the following schedule of prices. Material, labor, or construction operations not otherwise specified, are to be included in the bid item most appropriate to the work involved and otherwise considered incidental to the Contract. Unqualified bids will not be accepted.

ITEM #	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE
1	New Generator Supply and Install per Scope of Services				
		LS	1	$ 83,900 or 89,900	$ 83,900 or $89,900 if pad needs to be removed and replaced
	Unit Price in Words Eighty three thousand, nine hundred dollars or Eighty nine thousand, nine hundred dollars				
2	Optional Annual Maintenance Costs per Year				
		LS	1	$ 842 Plan 1, $1347 Plan 2	$ 842 Plan 1, $1347 Plan 2
	Unit Price in Words Eight hundred forty two dollars for Plan 1, One thousand three hundred forty seven dollars for Plan 2				
3	Optional Extended Warranty (5-years)				
		LS	1	$ 0	$ 0
	Unit Price in Words Warranty included is 5 years, there is no warranty beyond five years				

Total Bid (Total of above).

$ Minimum $84,742 (no concrete work needed, Plan 1 service)

Maximum $91,247 (replacememt of concrete, Plan 2 service)

The lowest responsive and responsible bidder will be determined by the Total Base Bid.

The above unit prices shall include all labor, materials, removal, overhead, profit, insurance, etc. to cover the finished work of the several kinds called for on the drawings and specifications.

THE ABOVE PROPOSAL IS HEREBY RESPECTFULLY SUBMITTED BY:

Vermont Power Technologies dba Brook Field Service
Contractor

Jim Brochhausen
By

Member
Title

PO Box 47
Business Address

Northfield VT, 05663
City State

802-485-6567
Phone Number

travis@brookfieldservice.com
Email Address

9/14/26
Date

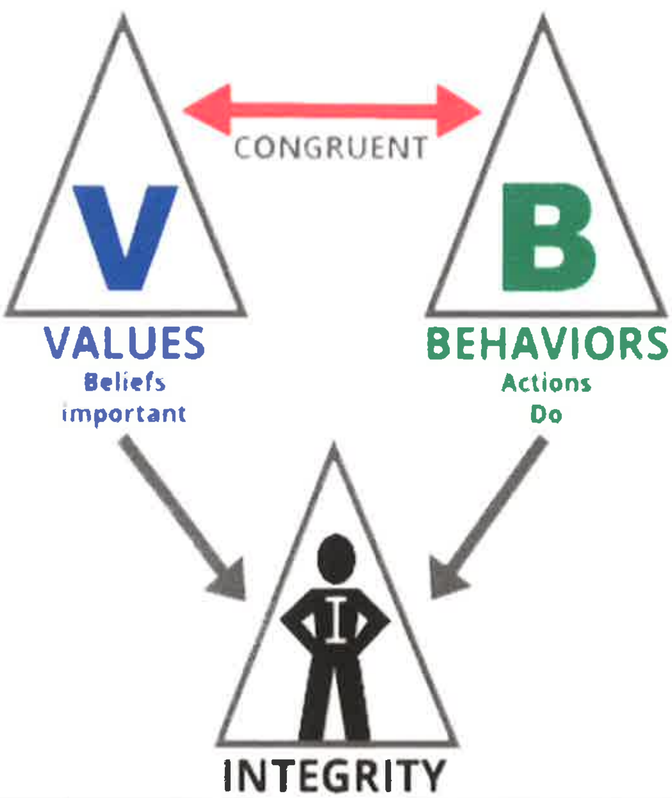
ATTEST________________________(Signature)

Brook Field Service

Providing Shelter from the Storm

P.O. Box 47 • Northfield, VT 05663 • Toll Free: 866-769-3797 • (802)485-6567 • Fax: (802)485-6690
Email: info@brookfieldservice.com • www.brookfieldservice.com

Established in 2006, Vermont Power Technologies LLC, dba Brook Field Service, sells, rents, and services top-of-the-line generator systems throughout Vermont, New England and New York State. Brook Field Service has the capability of responding to emergency situations that arise with backup generators. We have three Master Electricians and ten trained Generator Technicians on staff that each have a service vehicle that can respond 24 hours a day, 7 days a week. If location permits, we can hook up a towable rental generator if the standby generator has a failure. We currently have the largest fleet of towable rental generators in Vermont and can have them on site in two hours.



OUR OPERATING PHILOSOPHY

- Operate at all times with integrity
- Service the customer better than anyone else
- Be a knowledgeable resource for all customers
- Deliver bad news fast and with brutal honesty
- Deliver good news with grace
- Treat Employees as revenue sources not expense items
- Reward RESULTS, not efforts!

We have completed hundreds of installs both commercial and residential, managing them from the site review process through start up. Some of the recent commercial installations that have been completed with a similar scope of work to what you have requested are; Village of Johnson, Town of West Fairlee, City of Lebanon NH, and Mount Abraham Unified School District.

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Email: info@brookfieldservice.com • www.brookfieldservice.com

Professional References

Floyd Davison
Mount Abraham Unified School District
72 Munsill Ave, Suite 601
Bristol, VT 05443
802-453-6980

Mo Thivierge
Upper Valley Services
59 South Pleasant St
Randolph, VT 05060
802-291-2308

Town of Norwich, Vermont

CHARTERED 1761

MEMO

To: Norwich Selectboard
From: Brennan Duffy, Town Manager

Date: September 17, 2026
Re: Recommendation for vendor - Snowplow Assistance FY '27

The Town released an RFP for Snowplowing Assistance for the FY '27 Winter Season on August 19, 2026. Submissions were due September 10, 2026.

As in previous seasons this request is to provide Norwich DPW with snow plowing assistance as our equipment operator staff continues to grow and gain experience.

The Town received one bid for snowplow assistance from Chase Site Services, Inc. as follows (see attached bid): Chase Site Services, Inc. - $76,250.00

The price includes providing unlimited snowplow assistance from November 16, 2026, through April 9, 2027 2026 for the areas described in the RFP document.

The FY '27 DPW operational budget for Contracted Services - Plowing and Sanding is $70,000.00 and therefore, the current bid is slightly higher, but generally in line with budgeted expectations.

My recommendation is that the Selectboard award the attached Snowplow Assistance proposal to Chase Site Services, Inc. for an amount not to exceed $80,000.00.

Upon approval, a contract will be developed (similar to last year) with the vendor.

BID FORM
Snowplowing Assistance, Town of Norwich

Proposal of Chase Site Services, Inc. (hereinafter called Bidder), organized and existing under the laws of the State of Vermont doing business as A Corporation
(a corporation, a partnership, of an individual)

To the Town of Norwich, Vermont (hereinafter called Owner)

The Bidder represents that this bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization, or corporation. The bidder has not directly or indirectly induced or solicited any other bidder to submit a false bid. Bidder has not solicited or induced any person, firm, or corporation to refrain from bidding and the bidder has not sought by collusion to obtain for himself any advantage over any other bidder or Owner.

The undersigned bidder proposed and agreed, if this bid is accepted, to enter into an agreement with Owner to furnish all materials and to complete all work as specified or indicated in the Contract Documents for the contract price and within the contract time indicated in this bid and in accordance with the Contract Documents.

Bidder hereby agrees to commence Work under this contract on the date of issuance of the Notice to Proceed and that the Final Completion date for this contract is 4/10/27.

Bidder acknowledges receipt of the following Addenda:

None

The Bidder agrees to perform all the Work described in the Contract Documents for the following schedule of prices. Material, labor, or construction operations not otherwise specified, are to be included in the bid item most appropriate to the work involved and otherwise considered incidental to the Contract. Unqualified bids will not be accepted.

	Item	Unit	Price FY27
1	Area 1 Plowing and Sanding	LS	$ 39,050
	FY27 Price in Words	Thirty nine thousand, and fifty dollars	
2	Area 2 Plowing, Salting and Sanding	LS	$ 37,200
	FY27 Price in Words	Thirty Seven thousand, and two hundred dollars	

Total Bid FY2027 (Total of Item No. 1 and 2 above)

$ 76,250

The lowest responsive and responsible bidder will be determined by the Total Bid(s).

The Town reserves the right to select any bid for any reason, and to reject any or all bids.

The Town also reserves the right to award any portion of the work, and the contract length as listed in the Project Description and Bid Form.

The above unit prices shall include all labor, materials, removal, overhead, profit, insurance, etc. to cover the finished work of the several kinds called for on the drawings and specifications.

THE ABOVE PROPOSAL IS HEREBY RESPECTFULLY SUBMITTED BY:

Chase Site Services, Inc.
Contractor

Eric Chase
By

President
Title

PO Box 153
Business Address

Sharon VT 05065
City State

(802) 763-2900
Phone Number

Info@chasesiteservices.Com
Email Address

9/10/26
Date

ATTEST________________________(Signature)

Town of Norwich, VT – Request for Bids – Snowplowing Assistance 9/10/26

Chase Site Services

Description of proposed approach to the project:

Chase Site Services, Inc. will provide the equipment and manpower necessary to remove snow, and sand the roads listed in the request for bids document. Chase will have point of contacts that can communicate with Norwich DPW personnel to coordinate any plowing and sanding activities.

Similar Work Performed:

Chase has performed snow removal and sanding for the Town of Norwich

Chase provides snow removal, and sand/salt application to the roads for the Town of Sharon, VT and its Schools for the past several years.

Chase has numerous commercial and condominium clients for snow removal

Reference:

Alan White – Town of Sharon – Road Foreman – (802)763-7194

David Meredith – VINS – Facilities Director – (802)359-5000

Equipment Available to Meet Contract Obligations

2023 Freightliner 114sv Tandem Axle Dump Truck

- 12' front angle plow and side wing
- All Season side dump spreader body
- Municipal Spec

2013 Freightliner m2-106 6-Wheel Dump Truck

- 11' front angle plow and side wing
- All Season side dump spreader body
- Municipal spec

2023 International CV 4x4 Medium Duty Dump

- 10' front angle plow and side wing
- All Season side dump spreader body
- Municipal Spec

2018 ram 5500 4x4

- 10.5' V plow
- 4.5 yard hopper sander

2018 Ford F-550 4x4

- 10.5' V plow
- 4.5 yard hopper sander

Kubota M6-111 4-wheel drive tractor

- 9' – 15' HLA snow wing plow

New Holland W-80 Wheel Loader

- 8'-13' HLA snow wing plow

Town of Norwich, Vermont

CHARTERED 1761

Town Manager Report for September 23, 2026

Department Updates

Finance Department:

Tax bill collection is underway with the first installment due at 4:30pm on Thursday, September 24, 2026.

FY ’28 budget work has begun with individual department head meetings.

Planning Department:

A contract for the consultant to lead the Village Master Plan initiative is being crafted.

Police Department:

An open house on Monday, September 21st is planned.

See the September PD Report for additional department information.

DPW:

Initial work on the five Turnpike Rd. culverts has been completed, and project is on schedule for completion by September 30th.

Working Foreman Jon Mackinnon is retiring, his last day will be October 2nd. We wish Jon well in his retirement and thank him for his service to Norwich.

Fire Department:

Chief Northern will be attending the VT Emergency Preparedness Conference 9/23-25.

See the September FD Report for department information.

Town of Norwich, Vermont

CHARTERED 1761

Recreation Department:

Soccer season is underway.

The Tennis Court grading has been completed, and paving is expected to begin in the next week.

An RFP for pre-season and periodic annual maintenance of the ball fields is underway. DPW field maintenance has occurred on both fields to support the fall season.

See the September Rec Department Report for additional department information.

Town Clerk:

Planning for the November 3rd election is underway.

10 BCA appeals are currently underway.

Town Manager's office:

Several Requests for Bids, Proposal, and Qualifications have been issued and are being received. These include soliciting for a new Tracy Hall generator, Tracy Hall elevator modernization work, DPW facility improvement initiative, and Winter snowplowing assistance. A roadway line striping solicitation has also been issued.

In response to the NWC Triangle Garden volunteers request for an operational hose bib on the south side of Tracy Hall the TM has received a single bid for the work and has met with Carol Loveland representing the NWC to discuss next steps.

The groundwater issue at 448 Main Street has been further researched and additional communication with the property owners has occurred. After consultation with TRORC they have recommended retaining an engineering firm to guide the parties on possible next steps and a develop a rough estimate of project scope and costs.

Several resident complaints about motorist speeding in Town have recently been received. The TM is working with the NPD on strategies and tactics to deter speeding via enforcement and education and with the Planning Director on how bike/pedestrian safety and traffic calming/speeding deterrents can be fully incorporated into the upcoming Village Master Plan initiative.

General/Miscellaneous:

RECREATION DEPARTMENT AUGUST 2026

PREPARED BY: BRIE SWENSON, RECREATION DIRECTOR

DATE: SEPTEMBER 4, 2026

Sunday Night Softball was held on August 2nd Girard field, with a potluck following at the Kearney Niles pavilion

The August Barrett oven training had one attendee, but we also offered pizza for sale (cost – a $5 donation to the Scholarship Fund). This was popular enough that we sold out twice and had to get more supplies from Dan & Whits. Dan & Whits generously donated five pounds of mozzarella to the event as well.

Camps ended with our Girard Olympics tradition. Since we lost our space at the Marion Cross School, we had to begin the week with two days at Huntley Meadows. Luckily, the weather cooperated, and everyone had a pleasant time. For the second year in a row Team Blue won the Olympics. All members of the team received free bracelets to the Norwich Fair. For Girard Day, Dan & Whits offered to donate the ice cream tickets are usually purchased by a local family for the campers. They donated 150 tickets – enough to hand out to several more residents.

The department offered two days of face painting at the Norwich Fair this year. We had teens help out, with four stations constantly busy over 3 hours.

Our After School Recreation program had an open house at the end of August, which went very well. We are now completely full, and looking forward to another fantastic year. We have more staff, so we were able to take on more Prek and Kindergarten families.

On August 29th, we hosted a PreK potluck with the Marion Cross PTO. We hosted a Kindergarten potluck on August 30th.

On August 30th, Dan & Whits hosted a block party, with music, food and games. The rec department offered face painting and were kept very busy with the amazing turnout.

The tennis court paving has been stalled by BlakTop's job scheduling. We are contacting them on a weekly basis for updates.

NORWICH FIRE DEPARTMENT
SEPTEMBER SB REPORT

PREPARED BY: FIRE CHIEF ALEX NORTHERN

DATE: 9/15/26

Fire Department

During the month of July, the NFD drilled on using the rural hose-pack. This evolution is used for extending the reach and transportation of a larger supply of wildland fire hose to effectively contain a wildland fire. We also focused on rural water supply drafting with Engine 3.

EMS Division

In August, the NFD EMS Division was asked to help staff checkpoints during the large Prouty run. Two of our members were located at the West Hartford checkpoint. Staffing included preparation for extreme exertion injuries as well as the provision of water and vital sign monitoring. We will also be providing similar services when the CHAD marathon winds through Norwich on October 18th.

Emergency Management

Emergency responders know more than most; the best way to survive a disaster is to be prepared. September is National Preparedness Month, my chance to remind Norwich residents about the importance of being ready for situations you cannot control. Simple preparation steps for weather events like floods and snowstorms go a long way toward self-sufficiency and less dependence on emergency services. Please see the attached disaster prep. checklist for an easy reference.

AUG. FIRE CALLS	21
AUG. EMS CALLS	18
AUG. FIRE MUTUAL AID	1

1. Why prepare?

Disasters could cause loss of services, like multiple week-long power outages or road washouts, and Vermont does not have the capacity to rescue everyone immediately.

A little bit of preparedness goes a long way. Disaster preparedness can feel overwhelming, so this pamphlet breaks it down into small steps that you can take at your own pace.

In addition to plans and supplies, build mental preparedness by knowing the risks and visualizing emergency scenarios. If you feel prepared, you will feel calmer and less panicked in a disaster. Make sure everyone in your family knows what to do in an emergency.

2. How to Prepare

Follow the next 3 steps to get started with preparedness basics.

Find additional resources and guidance here:

- **ready.gov**
- **vem.vermont.gov**
- **emergency.cdc.gov**

STEP 1: EMERGENCY CONTACTS

Fill in the phone numbers for your area and important contacts for your family on the front of this pamphlet. Keep pamphlet on fridge.

STEP 2: STAY INFORMED

Sign up for customizable local alerts and emergency information at **vtalert.gov**
Know how to find local information – Front Porch Forum, Facebook, Town Website.

Severe Storm / Power Outage Preparedness Tips & Tricks

Year-round:

- Repair / clean drainage around home
- Manage hazard trees that could fall on house / powerlines / roads
- Refill your car and fuel tanks when they get to 50%, not 0% -- can't always refill
- Check smoke & CO detectors
- Get to know neighbors and talk through preparedness and how to work together

Every fall

- Get chimneys cleaned and inspected
- Put on winter tires, check tread
- Test generators and do maintenance
- Insulate pipes / check insulation
- Turn off and drain outside faucets
- Get sand from town garage (bring bucket and shovel)

Before the storm, before the power goes out:

- Wash dishes, wash laundry, take a bath/shower, fill the bathtub with water
- Fill a thermos with hot water
- Go to a shelter (know where it is) or get a room near services needed (hospital)

When the power goes out:

- Tape the fridge and freezer shut
- Be alert and avoid downed power lines

After the power outage:

- Discard meat, eggs, or leftovers that were over 40 degrees F for over 2 hours.
- Restock batteries / supplies

Be Prepared

PRACTICAL ADVICE FROM VERMONT EMERGENCY MANAGERS

EMERGENCY INFORMATION

Emergency 9-1-1
Vermont Resource Info **2-1-1**
Vermont Travel Info **5-1-1**
Mental Health Crisis **9-8-8**
Poison Control **800-222-1222**

Local Fire Dept:
Local Police Dept:
Local Ambulance:
Electric Utility:
Gas / Fuel Utility:
In Case of Emergency Contact:
Out-of-State Emergency Contact:
Neighbor:
Doctor:
Family Rally Location:
Nearest Emergency Shelter:

VTAlert.gov
Sign up and customize your emergency alerts for VT towns and counties
- weather / disaster
- traffic / infrastructure
- health / hazmat, etc

STEP 3: SUPPLY KIT

Start to gather your emergency supplies. You don't need to buy all at once – get things when they are on sale or fit your budget. Buy extra food you like, eat the oldest first, and buy more before you run out for a rotating surplus. Be ready to take with you if you need to evacuate.

- ☐ **Water** – 1 gal/person/day for 3+ days
  - Store bottled water in cool dark place
  - Water treatment/boiling/filtration system
- ☐ **Food** – shelf-stable, high energy, for 2 weeks:
  - Canned food & manual can opener, energy bars, cereal, dried fruit, comfort foods
- ☐ **Light** – headlamps, flashlights, candles
- ☐ **Extra batteries** – AA, AAA, D
- ☐ **Radio** – battery powered or hand crank
- ☐ **Medication – keep extra and prescription**
- ☐ **First aid kit – take a first aid class!**
- ☐ **Warmth** – 1 blanket or sleeping bag / person
- ☐ **Clothes** – long layers, sturdy shoes
- ☐ **Hygiene** – moist towelettes, toilet paper, hand sanitizer, personal & feminine hygiene supplies, garbage bags, buckets
- ☐ **Cash** (small bills) and **important documents**: photos, IDs, Soc Sec. card, birth certificate, passport, insurance and financial papers in portable waterproof container
- ☐ **Cell phone** with **charger**, back up battery
- ☐ **Whistle** to signal for help
- ☐ **Matches** in waterproof box, fire extinguisher
- ☐ **Shelter** in place: dust masks, plastic sheeting and duct tape
- ☐ Paper, pencils, pens
- ☐ Tools: shovel, wrench to turn off utilities

- ☐ For **Children**:
  - Comfort items – games, books, puzzles, etc
  - Infant formula, diapers

- ☐ For **Pets**:
  - Pet food, water and bowls
  - Hygiene and comfort items
  - Leash, portable crate if need to evacuate
  - Photo to ID and prove ownership if needed

Winter Considerations

- Wear layers. Manage layers to avoid sweating or getting chilled
- Shovel snow as it falls, don't wait for it to build up / melt / refreeze
- Spread sand on icy surfaces
- Rake heavy snow off roof - with backup
- Keep HVAC vents clear!

WINTER POWER OUTAGE:

- Store perishable food outside (below 32F) but need to protect from critters
- Drip hot and cold water taps on uninsulated pipes, open cabinets
- If cold/extended, shut off water main and drain all water from all faucets
- Shelter in one room, use plastic sheeting & duct tape to seal off unheated areas

WINTER SUPPLIES:

- Snow shovel, snowshoes, sand, salt
- Chemical handwarmers, extra layers

Generator Considerations

BEFORE INSTALLING A GENERATOR:

- Check with electric utility for home battery system subsidies / assistance
- Hire a licensed electrician – improperly installed generators can kill linemen working to restore power
- Move critical circuits to a subpanel (well/septic pumps, medical equipment, smoke/CO detectors, HVAC, fridge, etc

IF YOU HAVE A GENERATOR:

- Change engine oil, air filters, spark plug
- Keep fuel fresh, store adequate fuel
- Do periodic tests, get serviced
- Make sure <u>everyone</u> knows how to operate safely

During the Emergency:

- Stay calm and stay safe.
- Be careful! Move slowly. Think clearly.
- Be patient. Be nice.
- Hydrate and eat well.
- Use proper technique to avoid injury.
- Check on neighbors. Help each other.
- Turn off water / gas / electric if needed

DO NOT DO!

In an emergency, you may not be able to get timely assistance. Fire trucks, ambulances and police might not be able to get to you.
Do not create your own emergency!

DO NOT:

- Eat spoiled food
- Drink bad water
- Get hurt /overexert / risk cardiac arrest
- Go near downed power lines
- Heat home with gas stove or gas grill
- Use uninspected chimneys
- Use portable generator inside
- Thaw pipes with torches (instead use slow heat: hot water bottles/towels or handwarmers, start on faucet side)
- Self-wire generator
- Take risks with ladders or chainsaws

Preparedness Next Steps:

- Complete the Vermont Family Emergency Preparedness Workbook
- Stock your car with an emergency kit
- Complete an Evacuation Plan
- Plan your Go Bag for evacuation

BONUS

- Volunteer at your local emergency shelter (American Red Cross)
- Take trainings and classes

NORWICH POLICE DEPARTMENT

CHIEF OF POLICE

MATTHEW S. ROMEI

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

Monthly Report – September 2026

Prepared by: Matthew Romei
Chief of Police

Date: September 15th, 2026

Activity:
The Norwich Police Department received 86 calls for service during the month of August 2026.

Issues/Events:
We had a great time at the Lions' Fair in early August. It has been wonderful to see the community out enjoying the weather and the fun late summer events. We also welcomed Marion Cross School students, faculty and staff back to school for the year. Please keep watchful eyes out for students and families during the morning and afternoon commutes. Remember – no warnings for passing a school bus with the red lights on!

We continue to work with our partners to address traffic issues around town. Of particular concern right now are the e-bikes and e-scooters. More on this later.

Just a reminder: There is ***NEVER*** a time where a Law Enforcement Agency, or legitimate tech support firm will ask you to put money on gift cards or in a bitcoin ATM for ***anything***.

Items of Note:
Norwich PD continues to work and train with our regional partners on community and school safety and mental health response in the community. These are intensive efforts that often don't show immediate results, but we power on!

We are working with our Rec Director to provide some public education around E-Bikes, E-Scooters, and bicycle/pedestrian safety in general. An event is planned for October 2nd at Huntley Meadows. Please keep an eye on the socials and Rec website for details.

Halloween is coming. We will be shutting down a portion of Main Street during the afternoon for all the ghouls and goblins. More details to come, but for now I have one word: ***EPIC***.

We are still looking for one more full-time officer, and would love to talk to anyone interested!

~Chief~

	FY	CAL	FY	FY 2026						CAL	FY 2026						FY	FY 2027	
	2024	2024	2025	July	Aug	Sep	Oct	Nov	Dec	2025	Jan	Feb	Mar	Apr	May	June	2026	July	Aug
911 Hangup	14	24	39	9	3	7	4	3	1	48	6	7	4	5	5	12	66	2	7
Agency Assist	65	63	64	9	12	7	8	3	3	75	5	2	2	3	2	8	64	8	8
Animal Problem	32	43	58	3	4	9	9	1	0	60	1	2	1	3	1	8	42	3	5
Assault	5	7	13	6	2	1	1	3	6	26	1	0	0	1	0	0	21	1	0
Burglary	4	2	5	0	0	1	2	0	0	6	0	0	0	0	0	0	3	0	0
Burglary Alarm	40	38	38	3	1	5	8	2	4	41	1	0	3	2	6	4	39	6	8
Citizen Assist	45	35	41	4	3	6	4	1	2	41	2	3	1	5	3	3	37	2	7
Citizen Dispute	7	10	11	0	1	0	2	0	0	6	1	3	1	0	0	0	8	1	4
Directed Patrol	115	94	66	3	2	3	3	3	1	45	2	2	1	0	0	1	21	2	1
Crash - Damage	33	23	35	4	4	4	3	7	10	53	6	1	3	0	2	6	50	3	6
Crash - Injury	5	2	3	1	0	0	1	3	3	10	0	2	0	1	0	1	12	2	0
Death Investigation	3	1	3	0	0	0	0	0	1	3	0	1	0	0	1	0	3	0	0
Drug Possession	1	1	3	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0
Foot Patrol	17	4	5	0	1	0	0	0	0	3	0	0	0	0	0	0	1	0	3
Misc	56	51	41	3	3	5	7	6	2	40	5	5	6	4	0	3	49	4	10
Found Property	10	10	9	0	1	0	0	1	0	4	2	0	0	1	2	0	7	1	0
Fraud	17	8	8	0	1	1	0	1	1	10	0	2	1	2	0	0	9	3	1
Intoxication	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Juvenile Issue	8	6	5	0	0	0	1	0	0	4	0	0	0	0	1	1	3	0	0
Lockout	3	0	4	1	0	0	0	2	1	8	0	1	0	0	0	1	6	0	1
Mental Health	13	14	10	0	0	0	0	1	4	8	1	1	0	0	2	0	9	1	1
Missing Person	7	10	9	1	0	0	3	2	1	11	0	0	0	0	0	0	7	0	1
MV Complaint	65	42	30	1	1	2	6	0	3	29	5	2	3	4	5	2	34	6	2
Noise	6	4	3	2	1	0	0	0	1	5	1	0	1	0	0	0	6	2	0
Overdose	2	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Panic Alarm	3	5	6	1	0	0	0	0	0	4	0	0	0	0	0	0	1	0	0
Parking Problem	6	7	4	0	0	0	0	0	0	1	0	0	0	0	0	2	2	0	0
Suspicious	74	67	54	4	8	11	3	5	3	57	3	4	6	4	2	4	57	6	5
Special Detail/ Public Speaking	14	8	9	0	0	0	3	0	1	10	0	0	0	0	1	0	5	2	2
Theft	18	14	11	1	0	3	1	0	2	10	0	0	1	2	0	0	10	1	1
Threats	9	15	12	0	0	1	0	0	0	3	0	0	0	0	0	1	2	1	1
Traffic Hazard	13	12	19	4	3	2	1	3	0	25	0	5	0	0	5	7	30	4	5
Trespassing	15	10	9	0	0	4	1	2	0	13	0	0	0	2	0	2	11	1	1
Vandalism	15	17	18	2	0	0	1	0	0	10	0	0	1	0	0	2	6	1	1
Welfare Check	28	23	24	1	3	3	2	4	3	30	1	1	3	2	2	3	28	4	5
Traffic Stops	76	23	105	8	5	5	1	1	3	82	1	4	26	17	11	6	88	9	16
																	0		
Total Calls	783	671	670	71	54	75	75	54	56	714	44	48	38	41	40	71	667	67	86

10 HAZEN STREET | NORWICH

OPEN HOUSE

MONDAY, 9/21/26

9:00 A.M. – 4:00 P.M.

Come by and visit with the Norwich Police Department. See the station, meet the staff, ask all the questions you forgot you wanted to ask. Around lunch time we will have a little food and beverages to share!

Chief Matthew Romei

802.649.1460

Finance Office Overview

Be reminded the budget-to-actual expenditure and revenue reports are broken into two reports for ease of reading: (1) an expenditure and revenue report for the General Fund (01); and (2) an expenditure and revenue report for the reserve funds (04-57).

August 2026:

At the end of August, the Town completed the second month of the fiscal year at 31.19% of its expenditure budget. Our target, based on completing 2 out of the 12 months, was 16.67%. Some of the larger expenses that are paid once or twice a year have been paid, making the expenditure budget percentage appear higher than our target.

To gain an understanding of where expenditures and revenues are over/under budget, it is best to review the “% of Budget” column for each line item versus the overall total.

All submitted reports are unaudited.

General

Account	Budget	Actual	Actual % of Budget
01-4-0000 PROPERTY TAX REVENUES			
01-4-000001.00 TOWN PROPERTY TAX	5,664,692.83	5,681,977.15	100.31%
01-4-000002.00 PROPERTY TAX OTHER MONETA	590,107.00	590,107.00	100.00%
01-4-000003.00 Windsor County Tax	56,816.17	56,907.59	100.16%
01-4-000014.00 PROP TAX INTEREST	30,000.00	5,935.05	19.78%
01-4-000015.00 PROP TAX PENALTY	20,000.00	0.00	0.00%
Total PROPERTY TAX REVENUES	**6,361,616.00**	**6,334,926.79**	**99.58%**
01-4-0001 LICENSE & PERMIT			
01-4-000101.00 LIQUOR LICENSE	555.00	0.00	0.00%
01-4-000103.00 DOG LICENSE	2,600.00	140.00	5.38%
01-4-000107.00 HUNT & FISH LICENSE	75.00	4.50	6.00%
01-4-000120.00 BLDG/DEVEL PERMIT	10,000.00	2,562.60	25.63%
01-4-000130.00 LAND POSTING PERMIT	200.00	25.00	12.50%
01-4-000140.00 Punch Card - Hartford	0.00	154.50	100.00%
Total LICENSE & PERMIT	**13,430.00**	**2,886.60**	**21.49%**
01-4-0002 INTERGOVERNMENTAL			
01-4-000201.00 VT HIGHWAY AID PAYMENT	165,000.00	50,168.66	30.41%
01-4-000202.00 Hold Harmless State Reven	354,603.00	0.00	0.00%
01-4-000202.02 Current Use Tax - LUCT	15,500.00	0.00	0.00%
01-4-000208.00 PILOT	10,000.00	0.00	0.00%
01-4-000209.00 DOI PILT Act	6,500.00	0.00	0.00%
01-4-000210.00 VT NATURAL RESRCS	2,500.00	0.00	0.00%
01-4-000214.00 EDUC TAX RETAINER .225 o	30,000.00	0.00	0.00%
01-4-000217.00 Reappraisal/GL Maintenanc	0.00	76.00	100.00%
Total INTERGOVERNMENTAL	**584,103.00**	**50,244.66**	**8.60%**
01-4-0003 SERVICE FEE			
01-4-000301.00 RECORDING FEE	25,000.00	4,136.00	16.54%
01-4-000302.00 RESTORATION	9,000.00	0.00	0.00%
01-4-000303.00 DOCUMENT COPY FEE	2,200.00	736.00	33.45%
01-4-000305.00 USE OF RECRDS FEE	300.00	48.00	16.00%
01-4-000307.00 VITAL STATISTIC FEE	500.00	560.00	112.00%
01-4-000311.00 PHOTOCOPYING FEE	50.00	0.00	0.00%
01-4-000320.00 TRACY HALL RNTL FEE	5,600.00	250.00	4.46%
01-4-000321.00 TH Rental Fee for Rec.Dep	2,000.00	0.00	0.00%
01-4-000325.00 POLICE RPT FEE	500.00	75.00	15.00%
01-4-000355.00 RECREATION FEES	155,000.00	52,386.00	33.80%
01-4-000360.00 TRNSFR STATION STICKERS	40,000.00	23,136.00	57.84%
01-4-000362.00 MISC SOLID WASTE	3,500.00	0.00	0.00%
01-4-000363.00 E-WASTE	3,500.00	497.00	14.20%
01-4-000364.00 TRASH COUPON	105,000.00	18,690.00	17.80%
01-4-000365.00 RECYCLING REBATES	12,000.00	1,814.97	15.12%
01-4-000366.00 C & D WASTE	12,800.00	3,986.00	31.14%
Total SERVICE FEE	**376,950.00**	**106,314.97**	**28.20%**

Account	Budget	Actual	Actual % of Budget
01-4-0004 GRANT REVENUE			
01-4-000417.00 DRY HYDRANT GRANT	7,700.00	0.00	0.00%
Total GRANT REVENUE	**7,700.00**	**0.00**	**0.00%**
01-4-0008 OTHER TOWN REVENUES			
01-4-000810.00 BANK INTEREST	50,000.00	3,441.59	6.88%
01-4-000814.00 FIELD RENTAL	27,000.00	1,835.00	6.80%
Total OTHER TOWN REVENUES	**77,000.00**	**5,276.59**	**6.85%**
01-4-001 PUBLIC SAFETY REVENUES			
01-4-001005.00 POLICE FINE	6,500.00	0.00	0.00%
01-4-001007.00 PARKING FINE	380.00	0.00	0.00%
01-4-001008.00 DOG FINE	200.00	0.00	0.00%
Total PUBLIC SAFETY REVENUES	**7,080.00**	**0.00**	**0.00%**
01-4-009 MISCELLANEOUS REVENUE			
01-4-009001.00 DAILY OVER/SHORT	0.00	139.00	100.00%
01-4-009100.00 TOWN CLRK MISCEL	50.00	43.00	86.00%
01-4-009900.00 MISCELLANEOUS	5,500.00	4,025.18	73.19%
01-4-009901.00 Opioid Settlement Revenue	12,000.00	0.00	0.00%
Total MISCELLANEOUS REVENUE	**17,550.00**	**4,207.18**	**23.97%**
Total Revenues	**7,445,429.00**	**6,503,856.79**	**87.35%**
Total General	**7,445,429.00**	**6,503,856.79**	
Total All Funds	**7,445,429.00**	**6,503,856.79**	

Account	Budget	Actual	Actual % of Budget
04-4-000810.00 BANK INTEREST	0.00	13.93	100.00%
Total Revenues	**0.00**	**13.93**	**100.00%**
Total CONSERVATION COMM FUND	**0.00**	**13.93**	
05-4-000760.00 Desig.Gen. Fund Income	0.00	15,000.00	100.00%
05-4-000810.00 BANK INTEREST	0.00	197.90	100.00%
Total Revenues	**0.00**	**15,197.90**	**100.00%**
Total RECREATION FACILITY & IMP	**0.00**	**15,197.90**	
06-4-000760.00 DESIG. GEN. FUND CONTRIB	0.00	135,000.00	100.00%
06-4-000810.00 BANK INTEREST REVENUE	0.00	2,322.45	100.00%
Total Revenues	**0.00**	**137,322.45**	**100.00%**
Total FIRE APPARATUS FUND	**0.00**	**137,322.45**	
07-4-000760.00 DESIG. GEN. FUND INCOME	0.00	250,000.00	100.00%
07-4-000810.00 BANK INTEREST	0.00	1,160.59	100.00%
Total Revenues	**0.00**	**251,160.59**	**100.00%**
Total HIGHWAY EQUIPMENT FUND	**0.00**	**251,160.59**	
08-4-000760.00 DESIG. GEN. FUND	0.00	50,000.00	100.00%
08-4-000810.00 BANK INTEREST	0.00	1,185.95	100.00%
Total Revenues	**0.00**	**51,185.95**	**100.00%**
Total HIGHWAY GARAGE FUND	**0.00**	**51,185.95**	
09-4-000760.00 DESIG. GEN. FUND INCOME	0.00	7,000.00	100.00%
09-4-000810.00 BANK INTEREST	0.00	146.23	100.00%
Total Revenues	**0.00**	**7,146.23**	**100.00%**
Total SOLID WASTE EQUIP FUND	**0.00**	**7,146.23**	
10-4-000760.00 DESIG. GEN. FUND INCOME	0.00	25,000.00	100.00%
10-4-000810.00 BANK INTEREST	0.00	25.24	100.00%
Total Revenues	**0.00**	**25,025.24**	**100.00%**
Total POLICE STATION FUND	**0.00**	**25,025.24**	
11-4-000760.00 DESIG. GEN. FUND INCOME	0.00	60,000.00	100.00%
11-4-000810.00 BANK INTEREST	0.00	93.35	100.00%

Account	Budget	Actual	Actual % of Budget
Total Revenues	**0.00**	**60,093.35**	**100.00%**
Total POLICE CRUISER	**0.00**	**60,093.35**	
12-4-000760.00 DESIG. GEN FUND INCOME	0.00	40,000.00	100.00%
12-4-000810.00 BANK INTEREST	0.00	227.19	100.00%
Total Revenues	**0.00**	**40,227.19**	**100.00%**
Total TOWN REAPPRAISAL FUND	**0.00**	**40,227.19**	
13-4-000810.00 BANK INTEREST	0.00	1,847.93	100.00%
Total Revenues	**0.00**	**1,847.93**	**100.00%**
Total TRACY HALL FUND	**0.00**	**1,847.93**	
14-4-000760.00 DESIG. GEN FUND INCOME	0.00	5,000.00	100.00%
14-4-000810.00 BANK INTEREST	0.00	379.87	100.00%
Total Revenues	**0.00**	**5,379.87**	**100.00%**
Total GENERAL ADMIN. FUND	**0.00**	**5,379.87**	
15-4-000810.00 BANK INTEREST	0.00	0.04	100.00%
Total Revenues	**0.00**	**0.04**	**100.00%**
Total Granite bench with crysta	**0.00**	**0.04**	
Total Revenues	**0.00**	**0.00**	**0.00%**
Total RECREATION FUND-DAM	**0.00**	**0.00**	
17-4-000760.00 DESIG. GEN FUND INCOME	0.00	10,000.00	100.00%
17-4-000810.00 BANK INTEREST	0.00	391.04	100.00%
Total Revenues	**0.00**	**10,391.04**	**100.00%**
Total RECREATION FUND-TENNIS CO	**0.00**	**10,391.04**	
19-4-000760.00 DESIG. GEN FUND INCOME	0.00	3,000.00	100.00%
19-4-000810.00 BANK INTEREST	0.00	29.97	100.00%
Total Revenues	**0.00**	**3,029.97**	**100.00%**
Total TOWN CLERK EQUIP FUND	**0.00**	**3,029.97**	

POLICE SPEC EQUIP FUND

Account	Budget	Actual	Actual % of Budget
21-4-000760.00 DESIG. GEN. FUND INCOME	0.00	5,000.00	100.00%
21-4-000810.00 BANK INTEREST	0.00	56.00	100.00%
Total Revenues	**0.00**	**5,056.00**	**100.00%**
Total POLICE SPEC EQUIP FUND	**0.00**	**5,056.00**	
Total Revenues	**0.00**	**0.00**	**0.00%**
Total KIDS & COPS FUND	**0.00**	**0.00**	
23-4-000810.00 BANK INTEREST	0.00	141.73	100.00%
Total Revenues	**0.00**	**141.73**	**100.00%**
Total AFFORDABLE HOUSING FUND	**0.00**	**141.73**	
24-4-000810.00 BANK INTEREST	0.00	37.69	100.00%
Total Revenues	**0.00**	**37.69**	**100.00%**
Total LAND MANAGEMENT COUNCIL F	**0.00**	**37.69**	
Total Revenues	**0.00**	**0.00**	**0.00%**
Total FIRE DEPT.APPARATUS BAY	**0.00**	**0.00**	
26-4-000760.00 DESIG. GEN FUND INCOME	0.00	60,000.00	100.00%
26-4-000810.00 BANK INTEREST	0.00	292.81	100.00%
Total Revenues	**0.00**	**60,292.81**	**100.00%**
Total FIRE EQUIPMENT FUND	**0.00**	**60,292.81**	
27-4-000810.00 BANK INTEREST	0.00	251.61	100.00%
Total Revenues	**0.00**	**251.61**	**100.00%**
Total SIDEWALK FUND	**0.00**	**251.61**	
Total Revenues	**0.00**	**0.00**	**0.00%**
Total LONG TERM FACILITY STUDY	**0.00**	**0.00**	
Total Revenues	**0.00**	**0.00**	**0.00%**
Total TOWN MANAGER VEHICLE FUND	**0.00**	**0.00**	

Account	Budget	Actual	Actual % of Budget
Total Revenues	**0.00**	**0.00**	**0.00%**
Total BANDSTAND RENOVATION FUND	**0.00**	**0.00**	
Total Revenues	**0.00**	**0.00**	**0.00%**
Total COMMUNICATIONS STUDY FUND	**0.00**	**0.00**	
33-4-000809.00 Returnable Bottles Revenu	0.00	1,555.64	100.00%
33-4-000810.00 INTEREST	0.00	39.08	100.00%
Total Revenues	**0.00**	**1,594.72**	**100.00%**
Total CITIZEN ASSISTANCE FUND	**0.00**	**1,594.72**	
Total Revenues	**0.00**	**0.00**	**0.00%**
Total WCTU FOUNTAIN	**0.00**	**0.00**	
Total Revenues	**0.00**	**0.00**	**0.00%**
Total CORRIDOR TREE	**0.00**	**0.00**	
Total Revenues	**0.00**	**0.00**	**0.00%**
Total ALURA GRANT	**0.00**	**0.00**	
37-4-000760.00 Desig.Gen. Fund Income	0.00	500.00	100.00%
37-4-000810.00 INTEREST	0.00	1.01	100.00%
Total Revenues	**0.00**	**501.01**	**100.00%**
Total MAIN STREET FLAGS	**0.00**	**501.01**	
Total Revenues	**0.00**	**0.00**	**0.00%**
Total SCHOOL LEASELAND	**0.00**	**0.00**	
Total Revenues	**0.00**	**0.00**	**0.00%**
Total GOSPEL LEASELAND	**0.00**	**0.00**	

RECREATION SCHOLARSHIPS

Account	Budget	Actual	Actual % of Budget
40-4-000810.00 BANK INTEREST	0.00	3.02	100.00%
40-4-009008.00 SCHOLARSHIP DONATIONS	0.00	285.00	100.00%
Total Revenues	**0.00**	**288.02**	**100.00%**
Total RECREATION SCHOLARSHIPS	**0.00**	**288.02**	
41-4-000760.00 DESIG. GEN FUND INCOME	0.00	150,000.00	100.00%
41-4-000810.00 BANK INTEREST	0.00	2,821.09	100.00%
Total Revenues	**0.00**	**152,821.09**	**100.00%**
Total DPW-BRIDGE FUND	**0.00**	**152,821.09**	
42-4-000760.00 DESIG. GEN. FUND CONTRIB	0.00	100,000.00	100.00%
42-4-000810.00 INTEREST	0.00	1,396.99	100.00%
Total Revenues	**0.00**	**101,396.99**	**100.00%**
Total DPW-PAVING FUND	**0.00**	**101,396.99**	
43-4-000760.00 DESIGNATED FUND CONTRIB	0.00	10,000.00	100.00%
43-4-000810.00 INTEREST	0.00	133.20	100.00%
Total Revenues	**0.00**	**10,133.20**	**100.00%**
Total BUILDINGS & GROUNDS	**0.00**	**10,133.20**	
Total Revenues	**0.00**	**0.00**	**0.00%**
Total COMMUNICATIONS CONSTRUCTI	**0.00**	**0.00**	
45-4-000302.00 RESTORATION REVENUE	0.00	1,428.00	100.00%
45-4-000760.00 DESIG. GEN. FUND INCOME	0.00	5,000.00	100.00%
45-4-000810.00 INTEREST	0.00	140.79	100.00%
Total Revenues	**0.00**	**6,568.79**	**100.00%**
Total RECORDS RESTORATION	**0.00**	**6,568.79**	
46-4-000760.00 DESIG. GEN FUND INCOME	0.00	15,000.00	100.00%
46-4-000810.00 INTEREST	0.00	193.61	100.00%
Total Revenues	**0.00**	**15,193.61**	**100.00%**
Total GENERATOR FUND	**0.00**	**15,193.61**	
47-4-000810.00 INTEREST US BANK	0.00	38.11	100.00%
Total Revenues	**0.00**	**38.11**	**100.00%**

Account	Budget	Actual	Actual % of Budget
Total PUBLIC SAFETY FACILITY	**0.00**	**38.11**	
48-4-000810.00 ClimateEmergency-Interest	0.00	122.45	100.00%
Total Revenues	**0.00**	**122.45**	**100.00%**
Total Climate Emergency	**0.00**	**122.45**	
Total Revenues	**0.00**	**0.00**	**0.00%**
Total ARPA (American Rescue Pla	**0.00**	**0.00**	
50-4-000810.00 Interest	0.00	2,058.68	100.00%
50-4-000811.00 TFR IN Exp&Emerg Fund	0.00	21,550.00	100.00%
Total Revenues	**0.00**	**23,608.68**	**100.00%**
Total Expense/Emergency Reserve	**0.00**	**23,608.68**	
51-4-000760.00 Trfr in Op Perf & Develop	0.00	50,000.00	100.00%
51-4-000810.00 Interest	0.00	446.32	100.00%
Total Revenues	**0.00**	**50,446.32**	**100.00%**
Total Operational Perf & Develo	**0.00**	**50,446.32**	
52-4-000760.00 Designated Fund Income	0.00	60,000.00	100.00%
52-4-000810.00 Interest	0.00	62.96	100.00%
Total Revenues	**0.00**	**60,062.96**	**100.00%**
Total Emerald Ash Borer Respons	**0.00**	**60,062.96**	
53-4-000810.00 Interest	0.00	18.84	100.00%
Total Revenues	**0.00**	**18.84**	**100.00%**
Total Kids Bridge-Huntley Mdw	**0.00**	**18.84**	
54-4-000760.00 General Fund Contribution	0.00	50,000.00	100.00%
54-4-000810.00 Interest Earned	0.00	658.69	100.00%
Total Revenues	**0.00**	**50,658.69**	**100.00%**
Total Culvert Fund	**0.00**	**50,658.69**	
55-4-000760.00 General Fund Contribution	0.00	5,250.00	100.00%
55-4-000810.00 Interest Earned	0.00	62.76	100.00%

Account	Budget	Actual	Actual % of Budget
Total Revenues	**0.00**	**5,312.76**	**100.00%**
Total Roadway Safety Fund	**0.00**	**5,312.76**	
56-4-000809.00 Opioid Settlement Revenue	0.00	4,289.65	100.00%
56-4-000810.00 Bank Interest Revenue	0.00	60.12	100.00%
Total Revenues	**0.00**	**4,349.77**	**100.00%**
Total Opioid Settlement Fund	**0.00**	**4,349.77**	
Total Revenues	**0.00**	**0.00**	**0.00%**
Total Cemetery Commission	**0.00**	**0.00**	
Total All Funds	**0.00**	**1,156,917.53**	

Account	Budget	Actual	Actual % of Budget
01-5-005 TOWN ADMIN. EXPENSE			
01-5-005110.00 SELECTBOARD STIPEND	2,500.00	0.00	0.00%
01-5-005111.00 TOWN MANAGER WAGE	169,032.00	25,640.96	15.17%
01-5-005112.00 Asst. Town Mngr.Wage	78,627.00	11,866.64	15.09%
01-5-005113.00 TREASURER STIPEND	1,800.00	0.00	0.00%
01-5-005114.00 ADMIN ASSIST WAGE	31,312.00	9,543.12	30.48%
01-5-005120.00 CCC Tax	1,246.00	176.72	14.18%
01-5-005121.00 FICA TAX	17,563.00	2,771.84	15.78%
01-5-005122.00 MEDI TAX	4,107.00	648.24	15.78%
01-5-005123.00 HEALTH INSUR	80,363.00	20,812.32	25.90%
01-5-005124.00 DISABILITY/LIFE INSUR	2,161.00	428.15	19.81%
01-5-005125.00 DENTAL INSURANCE	1,181.00	496.15	42.01%
01-5-005126.00 VT RETIREMENT	23,881.00	3,977.51	16.66%
01-5-005252.00 TMGR RELOCATION EXPENSE	10,000.00	0.00	0.00%
01-5-005300.00 PROFESS SERV	10,000.00	250.00	2.50%
01-5-005300.10 CONTRACTED SERVICES	0.00	706.25	100.00%
01-5-005302.00 VLCT MEMBERSHIP	6,300.00	6,355.00	100.87%
01-5-005305.00 LEGAL	80,000.00	0.00	0.00%
01-5-005310.00 TOWN REPORT	4,500.00	0.00	0.00%
01-5-005531.00 ADMIN TELEPHONE	700.00	43.38	6.20%
01-5-005532.00 T MNGR CELL PHONE	600.00	37.45	6.24%
01-5-005538.00 POSTAGE	100.00	0.00	0.00%
01-5-005540.00 ADVERTISING	1,000.00	170.00	17.00%
01-5-005581.00 MILEAGE	200.00	12.16	6.08%
01-5-005610.00 OFFICE SUPPLIES	2,000.00	83.00	4.15%
01-5-005611.00 OFFICE EQUIP	500.00	0.00	0.00%
01-5-005615.00 DUES/MTS/EDUC	4,000.00	0.00	0.00%
01-5-005616.00 Treasurer Conf. & Dues Ex	1,000.00	40.00	4.00%
01-5-005704.00 Reg Energy Coordinator	32,500.00	15,795.00	48.60%
01-5-005816.00 Des.Fund - Main St Flags	500.00	500.00	100.00%
01-5-005900.00 MISCELLANEOUS	1,000.00	0.00	0.00%
Total TOWN ADMIN. EXPENSE	**568,673.00**	**100,353.89**	**17.65%**
01-5-010 BCA/BOA EXPENDITURES			
01-5-010538.00 POSTAGE	150.00	10.70	7.13%
01-5-010610.00 OFFICE SUPPLIES	25.00	0.00	0.00%
01-5-010615.00 DUES/MTGS/EDUC	100.00	0.00	0.00%
Total BCA/BOA EXPENDITURES	**275.00**	**10.70**	**3.89%**
01-5-050 STAT MTGS EXPENDITURES			
01-5-050537.00 Election Day Expenses	1,500.00	486.25	32.42%
01-5-050538.00 POSTAGE	1,700.00	141.27	8.31%
01-5-050540.00 ADVERTISING	100.00	0.00	0.00%
01-5-050550.00 PRINTING	3,400.00	0.00	0.00%
01-5-050610.00 OFFICE SUPPLIES	400.00	0.00	0.00%
01-5-050655.00 VTG MCHN PROGRAMG	2,600.00	0.00	0.00%
Total STAT MTGS EXPENDITURES	**9,700.00**	**627.52**	**6.47%**

Account	Budget	Actual	Actual % of Budget
01-5-100 TOWN CLERK EXPENDITURES			
01-5-100110.00 TOWN CLERK WAGE	84,791.00	12,836.48	15.14%
01-5-100112.00 ASST CLK WAGE	54,000.00	8,324.42	15.42%
01-5-100120.00 CCC Tax	611.00	93.48	15.30%
01-5-100121.00 FICA TAX	8,605.00	1,310.95	15.23%
01-5-100122.00 MEDI TAX	2,012.00	306.61	15.24%
01-5-100123.00 HEALTH INS	74,000.00	12,467.45	16.85%
01-5-100124.00 DISABILITY/LIFE INS	1,400.00	324.36	23.17%
01-5-100125.00 DENTAL INSURANCE	950.00	339.92	35.78%
01-5-100126.00 VT RETIREMENT	10,409.00	1,767.81	16.98%
01-5-100207.00 DOG/CAT LICENSE	400.00	0.00	0.00%
01-5-100209.00 VITAL STATISTICS	100.00	0.00	0.00%
01-5-100531.00 TELEPHONE	600.00	43.38	7.23%
01-5-100538.00 POSTAGE	150.00	0.00	0.00%
01-5-100550.00 PRINTING	300.00	16.77	5.59%
01-5-100610.00 OFFICE SUPPLIES	1,200.00	0.00	0.00%
01-5-100611.00 OFFICE EQUIPMENT	500.00	0.00	0.00%
01-5-100613.00 SOFTWARE	5,500.00	928.00	16.87%
01-5-100615.00 DUES/MTGS/EDUC	6,600.00	2,383.18	36.11%
01-5-100758.00 DES. FUND-RECORD RESTORAT	5,000.00	5,000.00	100.00%
01-5-100760.00 DESIGNATED FUND- EQUIP	3,000.00	3,000.00	100.00%
Total TOWN CLERK EXPENDITURES	**260,128.00**	**49,142.81**	**18.89%**
01-5-200 FINANCE DEPARTMENT			
01-5-200112.00 FINANCE ASSISTANT WAGE	64,950.00	4,528.00	6.97%
01-5-200112.10 FINANCE DIRECTOR WAGE	108,027.00	24,956.24	23.10%
01-5-200120.00 CCC Tax	761.00	122.21	16.06%
01-5-200121.00 FICA TAX	10,725.00	1,811.29	16.89%
01-5-200122.00 MEDI TAX	2,508.00	423.60	16.89%
01-5-200123.00 HEALTH INS	26,500.00	5,567.06	21.01%
01-5-200124.00 DISABILITY/LIFE INS	1,700.00	312.11	18.36%
01-5-200125.00 DENTAL INSURANCE	940.00	326.56	34.74%
01-5-200126.00 VT RETIREMENT	12,973.00	2,259.30	17.42%
01-5-200320.00 PROFESS SERVICES	4,000.00	1,055.99	26.40%
01-5-200322.00 INDEPENDENT AUDIT	40,000.00	2,012.00	5.03%
01-5-200531.00 TELEPHONE	600.00	80.83	13.47%
01-5-200580.00 MILEAGE REIMBURSEMENT	100.00	5.94	5.94%
01-5-200610.00 OFFICE SUPPLIES	1,000.00	474.96	47.50%
01-5-200611.00 OFFICE EQUIPMENT	800.00	0.00	0.00%
01-5-200613.00 SOFTWARE	5,000.00	0.00	0.00%
01-5-200615.00 DUES/MTGS/EDUC	1,000.00	0.00	0.00%
01-5-200711.00 BANK	600.00	0.00	0.00%
Total FINANCE DEPARTMENT	**282,184.00**	**43,936.09**	**15.57%**
01-5-275 GEN ADMIN EXPENDITURES			
01-5-275531.00 TELEPHONE	2,200.00	0.00	0.00%
01-5-275536.00 POSTAGE METER RENTAL	750.00	0.00	0.00%

Account	Budget	Actual	Actual % of Budget
01-5-275538.00 POSTAGE	5,500.00	-215.48	-3.92%
01-5-275610.00 OFFICE SUPPLIES	1,300.00	475.92	36.61%
01-5-275620.00 PHOTOCOPIER	3,800.00	0.00	0.00%
01-5-275627.00 REMOTE MEETING SERVICES	6,500.00	537.81	8.27%
01-5-275628.00 COMPUTER SOFTWARE	250.00	0.00	0.00%
01-5-275630.00 COMPUTER HARDWARE	4,000.00	0.00	0.00%
01-5-275631.00 WEB SITE SUPPORT	400.00	99.99	25.00%
01-5-275632.00 SERVER MAINTENANCE	45,000.00	9,413.07	20.92%
01-5-275760.00 DESIGNATED FUND-EQUIP	5,000.00	5,000.00	100.00%
01-5-275761.00 Assigned Fund # 50	21,550.00	21,550.00	100.00%
01-5-275762.00 Reserve Fund #51	50,000.00	50,000.00	100.00%
Total GEN ADMIN EXPENDITURES	**146,250.00**	**86,861.31**	**59.39%**
01-5-300 LISTER EXPENDITURES			
01-5-300115.00 LISTER WAGES	58,200.00	13,698.11	23.54%
01-5-300120.00 CCC Tax	256.00	60.28	23.55%
01-5-300121.00 FICA TAX	3,608.00	849.28	23.54%
01-5-300122.00 MEDI TAX	844.00	198.62	23.53%
01-5-300300.00 Prof.Assessor Srvcs.	4,000.00	0.00	0.00%
01-5-300360.00 SOFTWARE MAINT/UPDATE	12,265.00	0.00	0.00%
01-5-300531.00 TELEPHONE	360.00	43.38	12.05%
01-5-300538.00 POSTAGE	360.00	85.98	23.88%
01-5-300540.00 ADVERTISING	180.00	0.00	0.00%
01-5-300550.00 PRINTING	360.00	5.59	1.55%
01-5-300580.00 MILEAGE REIMB	750.00	62.32	8.31%
01-5-300610.00 OFFICE SUPPLIES	300.00	0.00	0.00%
01-5-300611.00 OFFICE EQUIPMENT	300.00	0.00	0.00%
01-5-300615.00 DUES/MTGS/EDUC	900.00	230.00	25.56%
01-5-300760.00 RESERVE FUND-Reappraise#1	40,000.00	40,000.00	100.00%
Total LISTER EXPENDITURES	**122,683.00**	**55,233.56**	**45.02%**
01-5-350 PLANNING DEPT EXPENDITURE			
01-5-350110.00 P&Z DIRECTOR WAGE	97,519.00	14,743.60	15.12%
01-5-350112.00 OFFICE ASST. WAGE	45,000.00	1,672.08	3.72%
01-5-350120.00 CCC Tax	627.00	60.36	9.63%
01-5-350121.00 FICA TAX	8,836.00	1,011.59	11.45%
01-5-350122.00 MEDI TAX	2,067.00	236.57	11.45%
01-5-350123.00 HEALTH INS	10,505.00	2,480.97	23.62%
01-5-350124.00 DISABILITY/LIFE INS	875.00	169.78	19.40%
01-5-350125.00 DENTAL INSURANCE	500.00	122.46	24.49%
01-5-350126.00 VT RETIREMENT	7,314.00	1,105.77	15.12%
01-5-350320.00 PLANNING SERVICES	5,000.00	2,000.00	40.00%
01-5-350321.00 TWO RIVER PLAN DUES.	6,450.00	0.00	0.00%
01-5-350322.00 UV TRANSP.MGMT DUES	1,150.00	0.00	0.00%
01-5-350341.00 Tax Map Update	2,200.00	0.00	0.00%
01-5-350419.00 Matching Grant Funds	3,000.00	0.00	0.00%
01-5-350531.00 TELEPHONE	400.00	43.38	10.85%
01-5-350538.00 POSTAGE	400.00	20.52	5.13%

Account	Budget	Actual	Actual % of Budget
01-5-350540.00 ADVERTISING	1,500.00	0.00	0.00%
01-5-350550.00 PRINTING	200.00	0.00	0.00%
01-5-350580.00 MILEAGE REIMB	160.00	0.00	0.00%
01-5-350610.00 OFFICE SUPPLIES	400.00	7.99	2.00%
01-5-350611.00 OFFICE EQUIPMENT	400.00	0.00	0.00%
01-5-350612.00 Sotware Expense	500.00	0.00	0.00%
01-5-350615.00 Training	2,000.00	40.00	2.00%
Total PLANNING DEPT EXPENDITURE	**197,003.00**	**23,715.07**	**12.04%**
01-5-425 RECREA DEPT EXPENDITURES			
01-5-4251 ADMINISTRATION			
01-5-425110.00 REC DIRECTOR WAGE	90,988.00	13,894.80	15.27%
01-5-425120.00 CCC Tax	400.00	85.09	21.27%
01-5-425121.00 FICA TAX	5,641.00	936.37	16.60%
01-5-425122.00 MEDI TAX	1,319.00	218.98	16.60%
01-5-425124.00 DISABILITY/LIFE INSUR	813.00	153.46	18.88%
01-5-425125.00 DENTAL INSURANCE	470.00	0.00	0.00%
01-5-425126.00 VT RETIREMENT	6,824.00	1,042.11	15.27%
01-5-425127.00 TELEPHONE	1,116.00	80.84	7.24%
01-5-425128.00 POSTAGE	52.00	0.00	0.00%
01-5-425140.00 ADVERTISING	200.00	0.00	0.00%
01-5-425150.00 PRINTING	80.00	0.00	0.00%
01-5-425160.00 DUES/MTGS/EDUC	1,000.00	0.00	0.00%
01-5-425170.00 OFFICE EQUIPMENT	57.00	0.00	0.00%
01-5-425180.00 MILEAGE REIMBURSEMENT	275.00	0.00	0.00%
01-5-425182.00 OFFICE SUPPLIES	200.00	0.00	0.00%
01-5-425183.00 POS Software (myRec)	3,845.00	0.00	0.00%
Total ADMINISTRATION	**113,280.00**	**16,411.65**	**14.49%**
01-5-4252 PROGRAM			
01-5-425200.00 Instructor/Contractor Fee	20,000.00	5,066.00	25.33%
01-5-425206.00 COACHING EXPENSES	831.00	0.00	0.00%
01-5-425211.00 EQUIP.& SUPPLIES	8,500.00	1,846.61	21.72%
01-5-425212.00 Program Wage	42,000.00	25,353.25	60.36%
01-5-425214.00 REFERREE/UMPIRE	7,000.00	0.00	0.00%
01-5-425216.00 ENTRY FEE -Tournament	1,500.00	244.00	16.27%
01-5-425218.00 REGISTRATION	2,500.00	0.00	0.00%
01-5-425219.00 Facilitly Rental Fee Expe	25,000.00	0.00	0.00%
01-5-425220.00 SPECIAL EVENTS /SUPPLIES	2,200.00	185.98	8.45%
01-5-425221.00 FICA TAX	2,604.00	1,776.05	68.20%
01-5-425222.00 MEDI TAX	609.00	415.41	68.21%
01-5-425223.00 CCC Tax	185.00	72.33	39.10%
01-5-425244.00 UNIFORMS	4,500.00	0.00	0.00%
Total PROGRAM	**117,429.00**	**34,959.63**	**29.77%**
01-5-4253 RECREATION FACILITIES			
01-5-425322.00 REC FIELD CARE	5,000.00	0.00	0.00%

Account	Budget	Actual	Actual % of Budget
01-5-425324.00 HNTLY LINE MARKING	5,500.00	0.00	0.00%
01-5-425326.00 PORTABLE TOILET	5,500.00	800.00	14.55%
01-5-425328.00 ICE RINK	500.00	0.00	0.00%
01-5-425330.00 REPAIRS,MAINT&Site Wrk	3,250.00	156.38	4.81%
01-5-425332.00 WATER USAGE	800.00	0.00	0.00%
01-5-425360.00 DESIGNATED FUND-T COURTS	10,000.00	10,000.00	100.00%
01-5-425362.00 Desig.Rec.Facility(Fund 0	15,000.00	15,000.00	100.00%
Total RECREATION FACILITIES	**45,550.00**	**25,956.38**	**56.98%**
Total RECREA DEPT EXPENDITURES	**276,259.00**	**77,327.66**	**27.99%**
01-5-485 PUBLIC SAFETY FACILITY			
01-5-485232.00 WATER USAGE	1,000.00	0.00	0.00%
01-5-485233.00 ELECTRICITY/Heating	13,500.00	1,397.72	10.35%
01-5-485234.00 Apparatus Bay Fuel	4,800.00	0.00	0.00%
01-5-485238.00 PHONE & INTERNET	6,500.00	3,146.79	48.41%
01-5-485301.00 BUILDING SUPPLIES	1,500.00	64.70	4.31%
01-5-485302.00 REPAIRS & MAINTENANCE	15,000.00	309.34	2.06%
01-5-485303.00 ALARM MONITORING	1,750.00	14.99	0.86%
01-5-485304.00 CLEANING	12,000.00	985.85	8.22%
01-5-485760.00 DESIGNATED FUND-POLICE ST	25,000.00	25,000.00	100.00%
Total PUBLIC SAFETY FACILITY	**81,050.00**	**30,919.39**	**38.15%**
01-5-500 POLICE DEPT EXPENDITURES			
01-5-5001 WAGES & BENEFITS			
01-5-500110.00 POLICE CHIEF WAGE	116,859.00	17,607.73	15.07%
01-5-500112.00 POLICE OFFICER WAGE	252,530.00	30,535.99	12.09%
01-5-500112.10 ON-CALL WAGES	8,500.00	0.00	0.00%
01-5-500113.00 OVERTIME OFFICER WAGE	5,000.00	1,770.71	35.41%
01-5-500114.00 ADMINISTRATIVE WAGE	62,282.00	9,384.24	15.07%
01-5-500115.00 PARTTIME OFFICER WAGE	24,034.00	0.00	0.00%
01-5-500116.00 CROSSING GUARD WAGE	27,500.00	0.00	0.00%
01-5-500120.10 CCC Tax	2,186.00	227.95	10.43%
01-5-500121.00 FICA TAX	30,796.00	3,615.06	11.74%
01-5-500122.00 MEDI TAX	7,202.00	845.45	11.74%
01-5-500123.00 HEALTH INS	70,000.00	6,590.72	9.42%
01-5-500124.00 DISABILITY/LIFE INS	3,500.00	651.89	18.63%
01-5-500125.00 DELTA DENTAL	2,000.00	584.84	29.24%
01-5-500126.00 VT RETIREMENT	40,088.00	5,217.02	13.01%
Total WAGES & BENEFITS	**652,477.00**	**77,031.60**	**11.81%**
01-5-5002 COMMUNITY POLICING			
01-5-500201.00 ANIMAL CONT/LEASH LAW	3,000.00	0.00	0.00%
01-5-500202.00 COMMUNITY RELATNS	2,000.00	41.37	2.07%
01-5-500204.00 SPEED SIGNS	25,000.00	209.28	0.84%
Total COMMUNITY POLICING	**30,000.00**	**250.65**	**0.84%**

Account	Budget	Actual	Actual % of Budget
01-5-5003 EQUIPMENT & MAINTENANCE			
01-5-500301.00 RADIO MAINTENANCE	1,500.00	650.24	43.35%
01-5-500302.00 PETROLEUM PRODUCTS	13,500.00	2,711.38	20.08%
01-5-500304.00 CRUISER VIDEO EQUIP	15,500.00	0.00	0.00%
01-5-500306.00 CRUISER MAINT	12,000.00	897.54	7.48%
01-5-500308.00 CRUISER SUPPLIES	1,250.00	0.00	0.00%
01-5-500309.00 Capital Lease Equip. Expe	33,967.00	0.00	0.00%
Total EQUIPMENT & MAINTENANCE	**77,717.00**	**4,259.16**	**5.48%**
01-5-5004 GRANTS			
Total GRANTS	**0.00**	**0.00**	**0.00%**
01-5-5005 SUPPORT			
01-5-500501.00 ADMINISTRATION	15,000.00	4,309.62	28.73%
01-5-500535.00 VIBRS	6,000.00	245.00	4.08%
01-5-500536.00 DISPATCH SERVICES	70,000.00	2,712.15	3.87%
01-5-500537.00 IT SUPPORT	12,500.00	2,247.20	17.98%
01-5-500538.00 TRAINING	10,000.00	2.99	0.03%
01-5-500543.00 Law Enforcement Equip.	15,000.00	9,211.07	61.41%
01-5-500581.00 DUES/MTGS/EDUC	3,000.00	0.00	0.00%
01-5-500582.00 UNIFORMS	10,000.00	1,442.43	14.42%
01-5-500583.00 UNIFORMS CLEANING	2,000.00	758.00	37.90%
01-5-500584.00 BULLET PROOF VESTS	3,000.00	0.00	0.00%
Total SUPPORT	**146,500.00**	**20,928.46**	**14.29%**
01-5-5007 CAPITAL EXPENDITURES			
01-5-500701.00 DESIGNATED FUND-SPEC EQUI	5,000.00	5,000.00	100.00%
01-5-500702.00 DESIGNATED FUND-CRUISER	60,000.00	60,000.00	100.00%
Total CAPITAL EXPENDITURES	**65,000.00**	**65,000.00**	**100.00%**
Total POLICE DEPT EXPENDITURES	**971,694.00**	**167,469.87**	**17.23%**
01-5-555 FIRE/FAST DEPT. EXPENSES			
01-5-5551 FIRE WAGES			
01-5-555108.00 FIRE CHIEF WAGES	88,138.00	13,480.19	15.29%
01-5-555110.00 FIRE OFFICER STIPEND	2,100.00	0.00	0.00%
01-5-555112.00 FIREFIGHTERS WAGE	32,000.00	4,832.37	15.10%
01-5-555114.00 FF DRILLS/MTGS WAGE	2,000.00	260.00	13.00%
01-5-555120.00 CCC Tax	547.00	74.92	13.70%
01-5-555121.00 FICA TAX	7,703.00	1,133.84	14.72%
01-5-555122.00 MEDI TAX	1,801.00	266.25	14.78%
01-5-555123.00 HEALTH INSURANCE	9,915.00	2,562.42	25.84%
01-5-555124.00 DISABILITY/LIFE INSURANCE	780.00	152.04	19.49%
01-5-555125.00 VT RETIREMENT	6,610.00	1,014.17	15.34%
01-5-555126.00 DENTAL INSURANCE	480.00	122.46	25.51%

Account	Budget	Actual	Actual % of Budget
Total FIRE WAGES	**152,074.00**	**23,898.66**	**15.72%**
01-5-5552 EMS WAGES			
01-5-555212.00 EMS WAGE	8,500.00	806.01	9.48%
01-5-555215.00 EMS DRILL WAGE	1,800.00	0.00	0.00%
01-5-555221.00 EMS FICA TAX	650.00	42.51	6.54%
01-5-555222.00 EMS MEDI TAX	150.00	8.90	5.93%
01-5-555223.00 CCC Tax	50.00	0.11	0.22%
Total EMS WAGES	**11,150.00**	**857.53**	**7.69%**
01-5-5553 EDUCATION & TRAINING			
01-5-555338.00 FIRE EDUC/TRAINING	900.00	100.00	11.11%
01-5-555340.00 EMS EDUC/TRNG	1,200.00	0.00	0.00%
01-5-555342.00 FIRE DUES/MTGS/EDUC	500.00	0.00	0.00%
Total EDUCATION & TRAINING	**2,600.00**	**100.00**	**3.85%**
01-5-5554 TOOLS & EQUIPMENT			
01-5-555422.00 FIRE TOOLS & EQUIPMENT	5,000.00	149.93	3.00%
01-5-555424.00 EMS TOOLS/ EQUIP	2,200.00	786.56	35.75%
01-5-555426.00 RADIO PURCH/REPAIR	800.00	0.00	0.00%
Total TOOLS & EQUIPMENT	**8,000.00**	**936.49**	**11.71%**
01-5-5555 MAINTENANCE			
01-5-555528.00 FIRE TRK R & M	19,000.00	5,671.86	29.85%
01-5-555530.00 EQUIPMENT MAINTENANCE	4,000.00	0.00	0.00%
01-5-555532.00 RADIO MAINTENANCE	500.00	266.78	53.36%
01-5-555534.00 SOFTWARE MAINTENANCE	3,200.00	3,000.00	93.75%
01-5-555538.00 APPARATUS FUEL	4,600.00	331.17	7.20%
Total MAINTENANCE	**31,300.00**	**9,269.81**	**29.62%**
01-5-5556 SUPPORT			
01-5-555614.00 RECRUITMENT	100.00	0.00	0.00%
01-5-555618.00 POSTAGE	25.00	0.00	0.00%
01-5-555619.00 FIRE PREV BOOKS & MATERIA	100.00	0.00	0.00%
01-5-555620.00 FIREFIGHTERS CASUL INS	4,500.00	-2,267.00	-50.38%
01-5-555625.00 TELEPHONE & INTERNET	2,200.00	229.46	10.43%
01-5-555630.00 OFFICE SUPPLIES	500.00	0.00	0.00%
01-5-555632.00 DISPATCH SERVICE	33,288.00	599.40	1.80%
01-5-555633.00 UNIFORM	275.00	0.00	0.00%
01-5-555635.00 DRY HYDRANT	500.00	450.00	90.00%
01-5-555636.00 OSHA COMPLIANCE	800.00	322.00	40.25%
Total SUPPORT	**42,288.00**	**-666.14**	**-1.58%**
01-5-5557 CAPITAL EXPENDITURES			

Account	Budget	Actual	Actual % of Budget
01-5-555756.00 DESIGNATED FUND-FIRE STAT	135,000.00	135,000.00	100.00%
01-5-555760.00 DESIGNATED FUND-EQUIPMENT	60,000.00	60,000.00	100.00%
Total CAPITAL EXPENDITURES	**195,000.00**	**195,000.00**	**100.00%**
01-5-5558 GRANT EXPENSE			
Total GRANT EXPENSE	**0.00**	**0.00**	**0.00%**
01-5-5559 AMBULANCE SERVICES			
01-5-555901.00 AMBULANCE CONTRACT	188,783.00	49,164.41	26.04%
01-5-555903.00 AMBULANCE BILLS	8,000.00	0.00	0.00%
Total AMBULANCE SERVICES	**196,783.00**	**49,164.41**	**24.98%**
Total FIRE/FAST DEPT. EXPENSES	**639,195.00**	**278,560.76**	**43.58%**
01-5-575 EMERGENCY MANAGEMENT			
01-5-575233.00 TOWER POWER	1,900.00	283.87	14.94%
01-5-575600.00 EMERG MAN ADMIN	0.00	110.00	100.00%
01-5-575610.00 EMERG MNGMT SUPPLIES	5,000.00	0.00	0.00%
01-5-575612.00 GENERATOR FUEL	250.00	272.93	109.17%
01-5-575622.00 EMERG GEN INSTALL	200.00	0.00	0.00%
01-5-575630.00 BASE RADIO MAINTENANCE	2,600.00	0.00	0.00%
01-5-575740.00 DESIGNATED FUND-GENERATOR	15,000.00	15,000.00	100.00%
Total EMERGENCY MANAGEMENT	**24,950.00**	**15,666.80**	**62.79%**
01-5-650 CONSERVATION			
01-5-650615.00 DUES/MTGS/EDUC	200.00	0.00	0.00%
01-5-650620.00 SPKRS/PUBLIC INFO	1,250.00	36.38	2.91%
01-5-650625.00 PUBLICITY	750.00	0.00	0.00%
01-5-650630.00 TRAILS	1,800.00	0.00	0.00%
01-5-650635.00 MILT FRYE NATURE AREA	1,500.00	0.00	0.00%
01-5-650700.00 NATRL RESRCS INVEN	1,000.00	0.00	0.00%
01-5-650710.00 PROJECT RESTORATION	2,000.00	0.00	0.00%
Total CONSERVATION	**8,500.00**	**36.38**	**0.43%**
01-5-651 Solid Waste Committee			
01-5-651550.00 Printng	250.00	0.00	0.00%
01-5-651610.00 Software License	1,500.00	-1,500.00	-100.00%
01-5-651620.00 Information/Signs/Sand.Bo	600.00	0.00	0.00%
Total Solid Waste Committee	**2,350.00**	**-1,500.00**	**-63.83%**
01-5-652 Energy Committee			
01-5-652610.00 Supplies	1,800.00	0.00	0.00%
Total Energy Committee	**1,800.00**	**0.00**	**0.00%**

Account	Budget	Actual	Actual % of Budget
01-5-675 CEMETERY COMMISSION			
Total CEMETERY COMMISSION	**0.00**	**0.00**	**0.00%**
01-5-70 PUBLIC WORKS DEPT.			
01-5-703 HIGHWAY DIVISION			
01-5-7031 HIGHWAY WAGES & BENEFITS			
01-5-703110.00 DIRECTOR OF PUBLIC WORKS	115,903.00	16,389.18	14.14%
01-5-703111.00 ADMINISTRATIVE ASSIST	31,312.00	0.00	0.00%
01-5-703112.00 ROAD CREW WAGES	329,862.00	51,971.97	15.76%
01-5-703114.00 ROAD CREW OVERTIME	60,000.00	519.22	0.87%
01-5-703116.00 On Call Compensation	6,590.00	250.03	3.79%
01-5-703120.00 CCC Tax	2,396.00	273.14	11.40%
01-5-703121.00 FICA	33,764.00	4,125.44	12.22%
01-5-703122.00 MEDICARE	7,896.00	964.82	12.22%
01-5-703123.00 HEALTH INSUR	155,200.00	44,078.50	28.40%
01-5-703124.00 DISABILITY/LIFE	4,700.00	974.18	20.73%
01-5-703125.00 DENTAL INSURANCE	3,200.00	891.05	27.85%
01-5-703126.00 RETIREMENT	40,844.00	4,943.79	12.10%
Total HIGHWAY WAGES & BENEFITS	**791,667.00**	**125,381.32**	**15.84%**
01-5-7032 MATERIALS			
01-5-703201.00 SALT & CHEMICALS	128,000.00	0.00	0.00%
01-5-703203.00 SAND	120,000.00	0.00	0.00%
01-5-703205.00 DUST CONTROL	26,000.00	0.00	0.00%
01-5-703207.00 GRAVEL & STONE	68,000.00	2,217.44	3.26%
01-5-703209.00 CULVERTS & ROAD SUPPLIES	25,000.00	0.00	0.00%
01-5-703211.00 ASPHALT PRODUCTS	3,500.00	0.00	0.00%
01-5-703213.00 BRIDGE REPAIR & MAINT.	5,300.00	0.00	0.00%
01-5-703215.00 OTHER PROJECTS	8,500.00	0.00	0.00%
01-5-703217.00 SIGNS	3,000.00	0.00	0.00%
Total MATERIALS	**387,300.00**	**2,217.44**	**0.57%**
01-5-7033 CONTRACTED SERVICES			
01-5-703301.00 PLOWING & SANDING	70,000.00	0.00	0.00%
01-5-703303.00 ROAD SWEEP/LEAF REMOVAL	3,000.00	0.00	0.00%
01-5-703305.00 LEAF REMOVAL	3,200.00	0.00	0.00%
01-5-703307.00 STREETLIGHTS	15,600.00	1,316.46	8.44%
01-5-703309.00 TREE CUTTING & REMOVAL	12,000.00	0.00	0.00%
01-5-703311.00 UNIFORMS	16,000.00	2,717.05	16.98%
01-5-703313.00 PAVING	10,000.00	0.00	0.00%
01-5-703315.00 OTHER PROJECTS	16,000.00	6,490.04	40.56%
01-5-703317.00 CRACK SEALING	19,000.00	0.00	0.00%
01-5-703319.00 PAVEMENT MARKING	20,000.00	0.00	0.00%
01-5-703321.00 BRIDGES	55,000.00	0.00	0.00%
01-5-703322.00 Culverts	10,000.00	0.00	0.00%
01-5-703323.00 Roadway&Ped.Safety Exp	3,000.00	0.00	0.00%

Account	Budget	Actual	Actual % of Budget
Total CONTRACTED SERVICES	**252,800.00**	**10,523.55**	**4.16%**
01-5-7034 EQUIPMENT			
01-5-703401.00 OUTSIDE REPAIRS	63,000.00	9,456.10	15.01%
01-5-703403.00 PARTS & SUPPLIES	75,000.00	7,270.66	9.69%
01-5-703405.00 PETROLEUM PRODUCTS	50,000.00	9,402.72	18.81%
01-5-703407.00 Equipment Rental	8,000.00	0.00	0.00%
Total EQUIPMENT	**196,000.00**	**26,129.48**	**13.33%**
01-5-7035 HIGHWAY GARAGE			
01-5-703501.00 ELECTRICITY	2,600.00	164.64	6.33%
01-5-703503.00 PROPANE	7,000.00	318.04	4.54%
01-5-703505.00 TELEPHONE	4,200.00	756.88	18.02%
01-5-703507.00 SUPPLIES	10,500.00	430.07	4.10%
01-5-703509.00 ALARM MONITORING	3,300.00	0.00	0.00%
01-5-703511.00 REPAIRS & MAINTENANCE	12,000.00	0.00	0.00%
01-5-703513.00 TOOLS	8,000.00	0.00	0.00%
01-5-703515.00 ADMINISTRATION	6,000.00	142.58	2.38%
Total HIGHWAY GARAGE	**53,600.00**	**1,812.21**	**3.38%**
01-5-7036 CAPITAL EXPENDITURES			
01-5-703601.00 DESIGNATED FUND-EQUIPMENT	250,000.00	250,000.00	100.00%
01-5-703605.00 RESERVE FUND-PAVING#42	100,000.00	100,000.00	100.00%
01-5-703607.00 DESIGNATED FUND-BRIDGES	150,000.00	150,000.00	100.00%
01-5-703609.00 RESERVE FUND-GARAGE#8	50,000.00	50,000.00	100.00%
01-5-703610.00 Desinated Fund - Culverts	50,000.00	50,000.00	100.00%
01-5-703611.00 Desig.Road&Ped.Safety	5,250.00	5,250.00	100.00%
Total CAPITAL EXPENDITURES	**605,250.00**	**605,250.00**	**100.00%**
01-5-7037 GRANTS			
Total GRANTS	**0.00**	**0.00**	**0.00%**
Total HIGHWAY DIVISION	**2,286,617.00**	**771,314.00**	**33.73%**
01-5-704 BUILDINGS & GROUNDS DIVIS			
01-5-7041 B & G WAGES & BENEFITS			
01-5-704113.00 BUILDINGS & GROUNDS WAGES	115,025.00	18,599.44	16.17%
01-5-704114.00 OT BLDGS & GROUNDS	5,000.00	0.00	0.00%
01-5-704116.00 On Call Compensation	912.00	45.46	4.98%
01-5-704120.00 CCC Tax	526.00	79.06	15.03%
01-5-704121.00 FICA	7,405.00	1,172.85	15.84%
01-5-704122.00 MEDICARE	1,732.00	274.29	15.84%
01-5-704123.00 HEALTH INSURANCE	63,600.00	10,316.94	16.22%
01-5-704124.00 DISABILITY/LIFE	1,200.00	239.84	19.99%
01-5-704125.00 DENTAL INSURANCE	1,820.00	280.95	15.44%

Account	Budget	Actual	Actual % of Budget
01-5-704126.00 RETIREMENT	8,960.00	1,403.09	15.66%
Total B & G WAGES & BENEFITS	**206,180.00**	**32,411.92**	**15.72%**
01-5-7042 MATERIALS			
01-5-704201.00 GARDEN SUPPLIES & PLANTS	1,635.00	0.00	0.00%
Total MATERIALS	**1,635.00**	**0.00**	**0.00%**
01-5-7043 CONTRACTED SERVICES			
01-5-704311.00 UNIFORMS	5,500.00	663.01	12.05%
Total CONTRACTED SERVICES	**5,500.00**	**663.01**	**12.05%**
01-5-7044 EQUIPMENT			
01-5-704401.00 OUTSIDE REPAIRS	2,100.00	0.00	0.00%
01-5-704403.00 PARTS & SUPPLIES	2,600.00	440.55	16.94%
01-5-704405.00 PETROLEUM PRODUCTS	2,000.00	438.01	21.90%
01-5-704413.00 TOOLS & EQUIPMENT	600.00	0.00	0.00%
Total EQUIPMENT	**7,300.00**	**878.56**	**12.04%**
01-5-7046 CAPITAL EXPENDITURES			
01-5-704601.00 DESIGNATED FUND-EQUIPMENT	10,000.00	10,000.00	100.00%
Total CAPITAL EXPENDITURES	**10,000.00**	**10,000.00**	**100.00%**
Total BUILDINGS & GROUNDS DIVIS	**230,615.00**	**43,953.49**	**19.06%**
01-5-705 SOLID WASTE DIVISION			
01-5-7051 SW WAGES & BENEFITS			
01-5-705112.00 TRNSF STATION WAGE	55,440.00	9,281.97	16.74%
01-5-705120.00 CCC Tax	245.00	40.86	16.68%
01-5-705121.00 FICA TAX	3,437.00	561.47	16.34%
01-5-705122.00 MEDI TAX	804.00	131.31	16.33%
Total SW WAGES & BENEFITS	**59,926.00**	**10,015.61**	**16.71%**
01-5-7053 CONTRACTED SERVICES			
01-5-705301.00 GUVSWMD ASSESSMENT	35,000.00	32,508.00	92.88%
01-5-705303.00 MUNICIPAL SOLID WASTE	56,000.00	17,144.30	30.61%
01-5-705305.00 RECYCLING	49,000.00	10,173.29	20.76%
01-5-705306.00 C & D WASTE DISPOSAL	18,000.00	0.00	0.00%
01-5-705308.00 FOOD WASTE DISPOSAL	23,000.00	2,071.38	9.01%
Total CONTRACTED SERVICES	**181,000.00**	**61,896.97**	**34.20%**
01-5-7054 EQUIPMENT			
01-5-705403.00 PARTS & SUPPLIES	1,550.00	596.08	38.46%
01-5-705411.00 REPAIRS & MAINTENANCE	6,000.00	0.00	0.00%

Account	Budget	Actual	Actual % of Budget
01-5-705413.00 SMALL EQUIPMENT	525.00	0.00	0.00%
Total EQUIPMENT	**8,075.00**	**596.08**	**7.38%**
01-5-7055 TRANSFER STATION			
01-5-705500.00 PURCHASED SERVICES	4,000.00	390.00	9.75%
01-5-705501.00 ELECTRICITY	4,500.00	182.01	4.04%
01-5-705503.00 PROPANE	900.00	0.00	0.00%
01-5-705505.00 TELEPHONE	1,100.00	0.00	0.00%
01-5-705515.00 ADMINISTRATION	700.00	55.48	7.93%
01-5-705517.00 VERMONT FRANCHISE TAX	1,600.00	0.00	0.00%
Total TRANSFER STATION	**12,800.00**	**627.49**	**4.90%**
01-5-7056 CAPITAL EXPENDITURES			
01-5-705601.00 DESIGNATED FUND-EQUIPMENT	7,000.00	7,000.00	100.00%
Total CAPITAL EXPENDITURES	**7,000.00**	**7,000.00**	**100.00%**
Total SOLID WASTE DIVISION	**268,801.00**	**80,136.15**	**29.81%**
01-5-706 TRACY HALL			
01-5-7061 BUILDING EXPENSES			
01-5-706100.00 WATER USAGE	935.00	0.00	0.00%
01-5-706101.00 ELECTRICITY	15,000.00	536.65	3.58%
01-5-706103.00 HEATING-PROPANE	20,000.00	345.02	1.73%
01-5-706105.00 ALARM MONITORING	1,350.00	0.00	0.00%
01-5-706107.00 ELEVATOR MAINTENANCE	6,000.00	1,034.49	17.24%
01-5-706108.00 CUSTODIAN PAGER & MILEAGE	825.00	0.00	0.00%
01-5-706109.00 BUILDING SUPPLIES	5,000.00	1,425.63	28.51%
01-5-706113.00 REPAIRS & MAINTENANCE	17,500.00	2,985.43	17.06%
01-5-706115.00 BNDSTND/SIGN/EVCH ELECTRI	2,000.00	282.13	14.11%
Total BUILDING EXPENSES	**68,610.00**	**6,609.35**	**9.63%**
Total TRACY HALL	**68,610.00**	**6,609.35**	**9.63%**
Total PUBLIC WORKS DEPT.	**2,854,643.00**	**902,012.99**	**31.60%**
01-5-8002 DEBT SERVICE EXPENDITURES			
01-5-800207.00 PUBLIC SAFTY FACILITY BON	47,000.00	0.00	0.00%
01-5-800211.00 WINDSOR COUNTY TAX	60,000.00	56,816.17	94.69%
01-5-800235.00 DEBT INTEREST	40,250.00	0.00	0.00%
Total DEBT SERVICE EXPENDITURES	**147,250.00**	**56,816.17**	**38.58%**
01-5-8003 APPROPRIATION EXPENDTURES			
01-5-800302.00 NORWICH PUBLIC LIBRARY	395,535.00	197,767.50	50.00%
01-5-800310.00 NORWICH AMERICAN LEGION	1,500.00	1,500.00	100.00%
01-5-800311.00 NORWICH COMMUNITY NURSE	10,000.00	5,000.00	50.00%

Account	Budget	Actual	Actual % of Budget
01-5-800315.00 NORWICH HISTORICAL SOCIET	12,000.00	6,000.00	50.00%
01-5-800316.00 NORWICH CEMETERY ASSOCATN	32,000.00	16,000.00	50.00%
01-5-800324.00 CHILD CARE CTR IN NORWICH	4,348.00	4,348.00	100.00%
01-5-800328.00 VSTNG NRS/HSP APPR	18,500.00	9,250.00	50.00%
01-5-800350.00 THE FAMILY PLACE	6,000.00	6,000.00	100.00%
01-5-800352.00 ADVANCE TRANSIT	15,947.00	7,973.50	50.00%
01-5-800354.00 HEADREST	2,500.00	2,500.00	100.00%
01-5-800356.00 WINDSOR COUNTY MENTORS	2,500.00	2,500.00	100.00%
01-5-800358.00 JAM (formerly CATV)	3,000.00	3,000.00	100.00%
01-5-800362.00 WISE	2,500.00	2,500.00	100.00%
01-5-800366.00 SEVCA	3,750.00	3,750.00	100.00%
01-5-800368.00 YOUTH-IN-ACTION	3,000.00	3,000.00	100.00%
01-5-800369.00 SENIOR SOLUTIONS	1,200.00	1,200.00	100.00%
01-5-800372.00 WHT RIVR COUN ON AGING	5,300.00	5,300.00	100.00%
01-5-800375.00 PUBLIC HEALTH COUNC UV	1,822.00	1,822.00	100.00%
01-5-800382.00 U.V. TRAILS ALLIANCE	2,000.00	2,000.00	100.00%
01-5-800386.00 GOOD BEGINNINGS	3,000.00	3,000.00	100.00%
01-5-800388.00 GREEN MTN ECO DEV CORP	1,705.00	1,705.00	100.00%
01-5-800389.00 SPECIAL NEEDS SUPPORT CEN	2,000.00	2,000.00	100.00%
01-5-800395.00 RESERVE FUND EAB#52	60,000.00	60,000.00	100.00%
Total APPROPRIATION EXPENDTURES	**590,107.00**	**348,116.00**	**58.99%**
01-5-8004 TAX EXPENDITURES			
01-5-800408.00 TAX ABATEMENT/ADJUSTMENT	21,000.00	0.00	0.00%
Total TAX EXPENDITURES	**21,000.00**	**0.00**	**0.00%**
01-5-8005 INSURANCE			
01-5-800501.00 HRA REIMBURSEMENT EXPENSE	31,635.00	2,245.80	7.10%
01-5-800505.00 SOCIAL SECURITY TAX	0.00	79.81	100.00%
01-5-800507.00 MEDICARE TAX	0.00	11.06	100.00%
01-5-800517.00 UNEMP INS RATE ASSMT	6,100.00	0.00	0.00%
01-5-800518.00 PROP & CAS INSURANCE	120,000.00	44,719.36	37.27%
01-5-800520.00 WORKER'S COMP INS	82,000.00	39,635.61	48.34%
Total INSURANCE	**239,735.00**	**86,691.64**	**36.16%**
Total Expenditures	**7,445,429.00**	**2,321,998.61**	**31.19%**
Total General	**-7,445,429.00**	**-2,321,998.61**	
Total All Funds	**-7,445,429.00**	**-2,321,998.61**	

Account	Budget	Actual	Actual % of Budget
Total Expenditures	0.00	0.00	0.00%
Total CONSERVATION COMM FUND	0.00	0.00	
Total Expenditures	0.00	0.00	0.00%
Total RECREATION FACILITY & IMP	0.00	0.00	
Total Expenditures	0.00	0.00	0.00%
Total FIRE APPARATUS FUND	0.00	0.00	
Total Expenditures	0.00	0.00	0.00%
Total HIGHWAY EQUIPMENT FUND	0.00	0.00	
Total Expenditures	0.00	0.00	0.00%
Total HIGHWAY GARAGE FUND	0.00	0.00	
Total Expenditures	0.00	0.00	0.00%
Total SOLID WASTE EQUIP FUND	0.00	0.00	
Total Expenditures	0.00	0.00	0.00%
Total POLICE STATION FUND	0.00	0.00	
Total Expenditures	0.00	0.00	0.00%
Total POLICE CRUISER	0.00	0.00	
Total Expenditures	0.00	0.00	0.00%
Total TOWN REAPPRAISAL FUND	0.00	0.00	
Total Expenditures	0.00	0.00	0.00%
Total TRACY HALL FUND	0.00	0.00	

Account	Budget	Actual	Actual % of Budget
Total Expenditures	0.00	0.00	0.00%
Total GENERAL ADMIN. FUND	0.00	0.00	
Total Expenditures	0.00	0.00	0.00%
Total Granite bench with crysta	0.00	0.00	
Total Expenditures	0.00	0.00	0.00%
Total RECREATION FUND-DAM	0.00	0.00	
Total Expenditures	0.00	0.00	0.00%
Total RECREATION FUND-TENNIS CO	0.00	0.00	
Total Expenditures	0.00	0.00	0.00%
Total TOWN CLERK EQUIP FUND	0.00	0.00	
Total Expenditures	0.00	0.00	0.00%
Total POLICE SPEC EQUIP FUND	0.00	0.00	
Total Expenditures	0.00	0.00	0.00%
Total KIDS & COPS FUND	0.00	0.00	
Total Expenditures	0.00	0.00	0.00%
Total AFFORDABLE HOUSING FUND	0.00	0.00	
Total Expenditures	0.00	0.00	0.00%
Total LAND MANAGEMENT COUNCIL F	0.00	0.00	
Total Expenditures	0.00	0.00	0.00%
Total FIRE DEPT.APPARATUS BAY	0.00	0.00	

FIRE EQUIPMENT FUND

Account	Budget	Actual	Actual % of Budget
26-5-555322.00 FIRE EQUIPMENT	0.00	713.00	100.00%
Total Expenditures	**0.00**	**713.00**	**100.00%**
Total FIRE EQUIPMENT FUND	**0.00**	**-713.00**	
Total Expenditures	**0.00**	**0.00**	**0.00%**
Total SIDEWALK FUND	**0.00**	**0.00**	
Total Expenditures	**0.00**	**0.00**	**0.00%**
Total LONG TERM FACILITY STUDY	**0.00**	**0.00**	
Total Expenditures	**0.00**	**0.00**	**0.00%**
Total BANDSTAND RENOVATION FUND	**0.00**	**0.00**	
Total Expenditures	**0.00**	**0.00**	**0.00%**
Total COMMUNICATIONS STUDY FUND	**0.00**	**0.00**	
33-5-005702.00 CITIZEN ASSISTANCE	0.00	1,200.00	100.00%
Total Expenditures	**0.00**	**1,200.00**	**100.00%**
Total CITIZEN ASSISTANCE FUND	**0.00**	**-1,200.00**	
Total Expenditures	**0.00**	**0.00**	**0.00%**
Total CORRIDOR TREE	**0.00**	**0.00**	
37-5-375610.00 SUPPLIES	0.00	175.93	100.00%
Total Expenditures	**0.00**	**175.93**	**100.00%**
Total MAIN STREET FLAGS	**0.00**	**-175.93**	
Total Expenditures	**0.00**	**0.00**	**0.00%**
Total SCHOOL LEASELAND	**0.00**	**0.00**	
Total Expenditures	**0.00**	**0.00**	**0.00%**

Account	Budget	Actual	Actual % of Budget
Total GOSPEL LEASELAND	**0.00**	**0.00**	
Total Expenditures	**0.00**	**0.00**	**0.00%**
Total RECREATION SCHOLARSHIPS	**0.00**	**0.00**	
Total Expenditures	**0.00**	**0.00**	**0.00%**
Total DPW-BRIDGE FUND	**0.00**	**0.00**	
Total Expenditures	**0.00**	**0.00**	**0.00%**
Total DPW-PAVING FUND	**0.00**	**0.00**	
Total Expenditures	**0.00**	**0.00**	**0.00%**
Total BUILDINGS & GROUNDS	**0.00**	**0.00**	
Total Expenditures	**0.00**	**0.00**	**0.00%**
Total COMMUNICATIONS CONSTRUCTI	**0.00**	**0.00**	
45-5-100341.00 RESTORATION EXPENSE	0.00	337.10	100.00%
Total Expenditures	**0.00**	**337.10**	**100.00%**
Total RECORDS RESTORATION	**0.00**	**-337.10**	
Total Expenditures	**0.00**	**0.00**	**0.00%**
Total GENERATOR FUND	**0.00**	**0.00**	
Total Expenditures	**0.00**	**0.00**	**0.00%**
Total PUBLIC SAFETY FACILITY	**0.00**	**0.00**	
Total Expenditures	**0.00**	**0.00**	**0.00%**
Total Expense/Emergency Reserve	**0.00**	**0.00**	
Total Expenditures	**0.00**	**0.00**	**0.00%**

Account	Budget	Actual	Actual % of Budget
Total Operational Perf & Develo	**0.00**	**0.00**	
52-5-000300.00 Emerald Ash Borer Expense	0.00	52,783.00	100.00%
Total Expenditures	**0.00**	**52,783.00**	**100.00%**
Total Emerald Ash Borer Respons	**0.00**	**-52,783.00**	
Total Expenditures	**0.00**	**0.00**	**0.00%**
Total Kids Bridge-Huntley Mdw	**0.00**	**0.00**	
54-5-703322.00 Culvert Expense	0.00	157,450.30	100.00%
Total Expenditures	**0.00**	**157,450.30**	**100.00%**
Total Culvert Fund	**0.00**	**-157,450.30**	
Total Expenditures	**0.00**	**0.00**	**0.00%**
Total Roadway Safety Fund	**0.00**	**0.00**	
56-5-000001.00 Opioid Settlement Expense	0.00	16,000.00	100.00%
Total Expenditures	**0.00**	**16,000.00**	**100.00%**
Total Opioid Settlement Fund	**0.00**	**-16,000.00**	
Total Expenditures	**0.00**	**0.00**	**0.00%**
Total Cemetery Commission	**0.00**	**0.00**	
Total All Funds	**0.00**	**-228,659.33**	

Account	Curr Yr Pd 2 Aug Encumbrances	Curr Yr Pd 2 Aug Actual
ASSET		
01-1-001 CASH		
01-1-001004.00 PETTY CASH-TRANS STATTION	0.00	200.00
01-1-001005.00 PETTY CASH-TOWN CLERK	0.00	50.00
01-1-001100.00 CASH-MASCOMA GENL FUND	0.00	4,756,973.32
01-1-001102.00 CASH-MASCOMA EFTs	0.00	7,702.25
01-1-001104.00 CASH-MASCOMA FISH & GAME	0.00	379.35
01-1-001106.00 HRA Bank Account	0.00	7,819.19
Total CASH	**0.00**	**4,773,124.11**
01-1-002 INVESTMENTS		
01-1-002200.06 CD - 6 month	0.00	3,003,394.99
Total INVESTMENTS	**0.00**	**3,003,394.99**
01-1-003 RECEIVABLES		
01-1-0030 ACCOUNTS RECEIVABLE		
01-1-003006.00 ACCTS REC-LIBRARY	0.00	-4,763.43
01-1-003026.00 Accounts Receivable	0.00	21,593.50
01-1-003026.01 Allowance for Bad Debts	0.00	-12,736.68
Total ACCOUNTS RECEIVABLE	**0.00**	**4,093.39**
01-1-0031 GRANT RECEIVABLE		
01-1-003108.00 GRANT REC-HIGHWAY DEPT	0.00	37,141.31
01-1-003112.00 GRANT REC-FEMA & VT ERAF	0.00	225,362.74
Total GRANT RECEIVABLE	**0.00**	**262,504.05**
01-1-0032 NOTES RECEIVABLE		
Total NOTES RECEIVABLE	**0.00**	**0.00**
01-1-0034 TAXES RECEIVABLE		
01-1-003401.00 CURRENT TAX RECVBLE	0.00	20,363,353.98
01-1-003402.00 DEL PROP TAXES RECEIVABLE	0.00	188,073.06
01-1-003403.00 TAX INTEREST RECV	0.00	35,484.32
01-1-003404.00 PENALTY RECEIVABLE	0.00	7,532.64
Total TAXES RECEIVABLE	**0.00**	**20,594,444.00**
Total RECEIVABLES	**0.00**	**20,861,041.44**
01-1-004 OTHER ASSETS		
01-1-004099.00 HTFD RECY COUPON INVENTRY	0.00	1,500.00
01-1-004104.00 INVENTORY-Materials	0.00	120,000.00
01-1-004105.00 Inventory-DPW Fueling Sta	0.00	10,099.43
Total OTHER ASSETS	**0.00**	**131,599.43**

Account	Curr Yr Pd 2 Aug Encumbrances	Curr Yr Pd 2 Aug Actual
01-1-090000.00 DUE FROM/TO OTHER FUND	0.00	-6,846,539.11
Total Asset	0.00	21,922,620.86
LIABILITY		
01-2-001 ACCOUNTS PAYABLE		
01-2-001111.00 VMERS GRP B PAYABLE	0.00	494.10
01-2-001114.00 HRA LIABILITY	0.00	5,616.95
01-2-001117.00 UNION DUES PAYABLE	0.00	-741.30
01-2-001121.00 VT ANIMAL RETURN	0.00	686.00
01-2-001122.00 DUE TO VT-FISH & GAME	0.00	113.70
01-2-001122.01 VT FISH & GAME GIFT CERTI	0.00	97.00
01-2-001123.00 SCHOOL DISTRICT TAX	0.00	14,795,008.40
01-2-001124.00 DUE TO VT-VITAL RECORDS	0.00	3,720.00
01-2-001125.00 DUE TO GUVSWMD-COUPONS	0.00	-645.00
01-2-001125.10 DUE TO GUVSWMD-STICKERS	0.00	2,625.00
01-2-001126.00 VISION SERV PLAN-PAYROLL	0.00	73.13
01-2-001147.00 DUE TO TAXPAYER FROM STAT	0.00	145.00
01-2-001148.00 TAX OVERPAYMENTS	0.00	2,341.50
01-2-001150.00 VENDORS PAYABLE	0.00	868,970.71
Total ACCOUNTS PAYABLE	0.00	15,678,505.19
01-2-002 GRANT LIABILITY		
Total GRANT LIABILITY	0.00	0.00
01-2-003 OTHER LIABILITIES		
Total OTHER LIABILITIES	0.00	0.00
01-2-004 DEFERRED REVENUES		
01-2-004001.00 DEFERRED REV-TAXES	0.00	236,000.00
01-2-004004.00 DEFERRED REV-GRANTS	0.00	280,620.27
Total DEFERRED REVENUES	0.00	516,620.27
Total Liability	0.00	16,195,125.46
FUND BALANCE		
01-3-0011 RESERVE-FUND BALANCE		
Total RESERVE-FUND BALANCE	0.00	0.00
01-3-0013 UNRESTRICTED FUNDS		

Account	Curr Yr Pd 2 Aug Encumbrances	Curr Yr Pd 2 Aug Actual
01-3-001300.00 GENERAL FUND BAL-UNREST	0.00	1,545,637.22
Total UNRESTRICTED FUNDS	0.00	1,545,637.22
Total Prior Years Fund Balance	0.00	1,545,637.22
Fund Balance Current Year	0.00	4,181,858.18
Total Fund Balance	0.00	5,727,495.40
Total Liability,Reserves,Fund Balance	0.00	21,922,620.86

Account Number	Account Description	Account Balance
01-1-090000.00	General DUE FROM/TO OTHER FUND	-6,846,539.11
04-1-090000.00	CONSERVATION COMM FUND DUE FROM/TO OTHER FUND	5,086.38
05-1-090000.00	RECREATION FACILITY & IMP DUE FROM/TO OTHER FUND	81,762.39
06-1-090000.00	FIRE APPARATUS FUND DUE FROM/TO OTHER FUND	933,563.35
07-1-090000.00	HIGHWAY EQUIPMENT FUND DUE FROM/TO OTHER FUND	581,953.82
08-1-090000.00	HIGHWAY GARAGE FUND DUE FROM/TO OTHER FUND	464,749.74
09-1-090000.00	SOLID WASTE EQUIP FUND DUE FROM/TO OTHER FUND	57,832.94
10-1-090000.00	POLICE STATION FUND DUE FROM/TO OTHER FUND	25,025.24
11-1-090000.00	POLICE CRUISER DUE FROM/TO OTHER FUNDS	72,033.66
12-1-090000.00	TOWN REAPPRAISAL FUND DUE FROM/TO OTHER FUND	108,265.79
13-1-090000.00	TRACY HALL FUND DUE FROM/TO OTHER FUND	674,898.38
14-1-090000.00	GENERAL ADMIN. FUND DUE FROM/TO OTHER FUNDS	141,898.07
15-1-090000.00	Granite bench with crysta DUE FROM/TO OTHER FUND	10.73
16-1-090000.00	RECREATION FUND-DAM DUE FROM/TO OTHER FUNDS	0.00
17-1-090000.00	RECREATION FUND-TENNIS CO DUE FROM/TO OTHER FUND	149,137.94
19-1-090000.00	TOWN CLERK EQUIP FUND DUE FROM/TO OTHER FUND	12,841.09
21-1-090000.00	POLICE SPEC EQUIP FUND DUE FROM/TO OTHER FUNDS	23,614.72
22-1-090000.00	KIDS & COPS FUND DUE FROM/TO OTHER FUND	0.00
23-1-090000.00	AFFORDABLE HOUSING FUND DUE/FROM TO OTHER FUND	51,763.03
24-1-090000.00	LAND MANAGEMENT COUNCIL F DUE FROM/TO OTHER FUNDS	13,767.31
25-1-090000.00	FIRE DEPT.APPARATUS BAY DUE/FROM TO OTHER FUND	0.01
26-1-090000.00	FIRE EQUIPMENT FUND DUE FROM/TO OTHER FUND	144,403.15
27-1-090000.00	SIDEWALK FUND DUE FROM/TO OTHER FUND	91,893.11
28-1-090000.00	LONG TERM FACILITY STUDY DUE FROM/TO OTHER FUND	2.40
29-1-090000.00	TOWN MANAGER VEHICLE FUND DUE FROM/TO OTHER FUND	0.00
30-1-090000.00	BANDSTAND RENOVATION FUND DUE FROM/TO OTHER FUND	0.00
31-1-090000.00	COMMUNICATIONS STUDY FUND DUE FROM/TO OTHER FUNDS	0.00
33-1-090000.00	CITIZEN ASSISTANCE FUND DUE FROM/TO OTHER FUND	14,019.04
34-1-090000.00	WCTU FOUNTAIN DUE FROM/TO OTHER FUND	0.00
35-1-090000.00	CORRIDOR TREE DUE FROM/TO OTHER FUND	0.00
36-1-090000.00	ALURA GRANT DUE FROM/TO OTHER FUND	0.00
37-1-090000.00	MAIN STREET FLAGS DUE FROM/TO OTHER FUND	570.90
38-1-090000.00	SCHOOL LEASELAND DUE FROM/TO OTHER FUND	0.00
39-1-090000.00	GOSPEL LEASELAND DUE FROM/TO OTHER FUND	0.00
40-1-090000.00	RECREATION SCHOLARSHIPS DUE FROM/TO OTHER FUND	1,205.45
41-1-090000.00	DPW-BRIDGE FUND DUE FROM/TO OTHER FUND	1,125,166.44
42-1-090000.00	DPW-PAVING FUND DUE FROM/TO OTHER FUND	573,441.30
43-1-090000.00	BUILDINGS & GROUNDS DUE FROM/TO OTHER FUND	54,970.10
44-1-090000.00	COMMUNICATIONS CONSTRUCTI DUE FROM/TO OTHER FUND	0.00
45-1-090000.00	RECORDS RESTORATION DUE FROM/TO OTHER FUND	54,714.61
46-1-090000.00	GENERATOR FUND DUE FROM/TO OTHER FUND	80,196.95
47-1-090000.00	PUBLIC SAFETY FACILITY DUE FROM/TO OTHER FUND	13,918.72
48-1-090000.00	Climate Emergency DUE FROM/TO OTHER FUND	44,720.97
49-1-090000.00	ARPA (American Rescue Pla DUE FROM/TO OTHER FUND	0.00
50-1-090000.00	Expense/Emergency Reserve DUE FROM/TO OTHER FUND	765,495.62
51-1-090000.00	Operational Perf & Develo DUE FROM/TO OTHER FUND	194,620.45
52-1-090000.00	Emerald Ash Borer Respons DUE FROM/TO OTHER FUND	60,932.95
53-1-090000.00	Kids Bridge-Huntley Mdw DUE FROM/TO OTHER FUND	6,882.01
54-1-090000.00	Culvert Fund DUE FROM/TO OTHER FUND	172,620.82
55-1-090000.00	Roadway Safety Fund DUE FROM/TO OTHER FUND	26,243.07
56-1-090000.00	Opioid Settlement Fund DUE FROM/TO OTHER FUND	22,316.46

Account Number	Account Description	Account Balance
57-1-090000.00	Cemetery Commission DUE FROM/TO OTHER FUND	0.00
	**** TOTALS FOR DUE/TO DUE/FROM ACCOUNTS	0.00

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10003	AAA POLICE SUPPLY	09/02/26	Duty Belt 81704	01-5-500582.00 UNIFORMS	171.95	18383	09/23/26
10117	ADA TRAFFIC CONTROL LTD	09/11/26	Message Board 90170	01-5-500204.00 SPEED SIGNS	20800.00	18384	09/23/26
10022	ADVANCE AUTO PARTS	09/09/26	Caliper Tool, Piston 0429	01-5-703403.00 PARTS & SUPPLIES	41.98	18385	09/23/26
10022	ADVANCE AUTO PARTS	09/09/26	U Bolts 0499	01-5-703403.00 PARTS & SUPPLIES	19.00	18385	09/23/26
10066	AMAZON CAPITAL SERVICES,	09/09/26	Heavy Duty Suction Cups 11MG9T9R7RRH	01-5-500543.00 Law Enforcement Equip.	99.46	18386	09/23/26
10066	AMAZON CAPITAL SERVICES,	09/09/26	Trailer Hitches 13NFWP4WKWV9	01-5-500308.00 CRUISER SUPPLIES	436.44	18386	09/23/26
10066	AMAZON CAPITAL SERVICES,	09/01/26	Phone Case 19TVHDL11WK7	01-5-485238.00 PHONE & INTERNET	39.95	18386	09/23/26
10066	AMAZON CAPITAL SERVICES,	08/31/26	Hangers 1C43FN4X4KP6	01-5-500308.00 CRUISER SUPPLIES	134.15	18386	09/23/26
10066	AMAZON CAPITAL SERVICES,	09/08/26	Leveling Equipment 1CQNTJX1V9CD	01-5-425330.00 REPAIRS,MAINT&Site Wrk	172.99	18386	09/23/26
10066	AMAZON CAPITAL SERVICES,	09/10/26	Flashlights, Name Tapes 1DT6KWPFLHMM	01-5-500582.00 UNIFORMS	325.23	18386	09/23/26
10066	AMAZON CAPITAL SERVICES,	09/08/26	Pens, Folders, Organizers 1F67H97P4Y7R	01-5-350610.00 OFFICE SUPPLIES	52.72	18386	09/23/26
10066	AMAZON CAPITAL SERVICES,	09/09/26	Phone Case 1MK96MTR1Q61	01-5-500536.00 DISPATCH SERVICES	32.29	18386	09/23/26
10066	AMAZON CAPITAL SERVICES,	09/11/26	Parking Sign 1NWGFCT4VV9N	01-5-485302.00 REPAIRS & MAINTENANCE	19.99	18386	09/23/26
10066	AMAZON CAPITAL SERVICES,	09/12/26	Ink, Wireless Keyboard 1PH91WLQ9W46	01-5-275538.00 POSTAGE	118.99	18386	09/23/26
10066	AMAZON CAPITAL SERVICES,	09/12/26	Ink, Wireless Keyboard 1PH91WLQ9W46	01-5-100611.00 OFFICE EQUIPMENT	35.99	18386	09/23/26
10066	AMAZON CAPITAL SERVICES,	09/10/26	Balloon Light Kit 1VT3JLG96K1F	01-5-500543.00 Law Enforcement Equip.	599.99	18386	09/23/26
10066	AMAZON CAPITAL SERVICES,	09/04/26	Soccer Balls 1X43W69MV9VF	01-5-425211.00 EQUIP.& SUPPLIES	99.09	18386	09/23/26
10066	AMAZON CAPITAL SERVICES,	09/02/26	Glow Sticks, Inflateable 1YCXP3CLM7QF	01-5-500306.00 CRUISER MAINT	383.37	18386	09/23/26
10066	AMAZON CAPITAL SERVICES,	09/09/26	Hangers, Clipboards 1YKX67MQJNTM	01-5-500582.00 UNIFORMS	178.19	18386	09/23/26
10118	ANDERSON, MEGAN	09/09/26	Mileage 09092026	01-5-100615.00 DUES/MTGS/EDUC	86.64	18388	09/23/26
10120	AUTOAGENT DATA SOLUTIONS	08/06/26	Clover Compact EMV11864361	01-5-200611.00 OFFICE EQUIPMENT	225.00	18389	09/23/26
20026	BETHEL MILLS	09/09/26	Screws, Springs, Bolts 450229/6	01-5-425330.00 REPAIRS,MAINT&Site Wrk	88.04	18391	09/23/26
20026	BETHEL MILLS	09/10/26	Packing Tape 450423/6	01-5-705403.00 PARTS & SUPPLIES	8.59	18391	09/23/26
20026	BETHEL MILLS	09/11/26	Week Killer, Pins 450842/6	01-5-425330.00 REPAIRS,MAINT&Site Wrk	43.98	18391	09/23/26
20026	BETHEL MILLS	09/11/26	Nuts, Washers. Screws 450964/6	01-5-500306.00 CRUISER MAINT	19.24	18391	09/23/26

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20026	BETHEL MILLS	09/14/26	Wire 451347/6	01-5-500306.00 CRUISER MAINT	11.17	18391	09/23/26
20027	BETTERBIN	08/27/26	APP Subscription 2019978324	01-5-651610.00 Software License	1500.00	18392	09/23/26
20039	BLUE CROSS/BLUE SHIELD OF	09/01/26	Health Insurance 230605275	01-5-005123.00 HEALTH INSUR	7328.72	18393	09/23/26
20039	BLUE CROSS/BLUE SHIELD OF	09/01/26	Health Insurance 230605275	01-5-100123.00 HEALTH INS	3896.39	18393	09/23/26
20039	BLUE CROSS/BLUE SHIELD OF	09/01/26	Health Insurance 230605275	01-5-200123.00 HEALTH INS	2064.67	18393	09/23/26
20039	BLUE CROSS/BLUE SHIELD OF	09/01/26	Health Insurance 230605275	01-5-350123.00 HEALTH INS	826.99	18393	09/23/26
20039	BLUE CROSS/BLUE SHIELD OF	09/01/26	Health Insurance 230605275	01-5-500123.00 HEALTH INS	2373.08	18393	09/23/26
20039	BLUE CROSS/BLUE SHIELD OF	09/01/26	Health Insurance 230605275	01-5-555123.00 HEALTH INSURANCE	980.80	18393	09/23/26
20039	BLUE CROSS/BLUE SHIELD OF	09/01/26	Health Insurance 230605275	01-5-703123.00 HEALTH INSUR	14922.69	18393	09/23/26
20039	BLUE CROSS/BLUE SHIELD OF	09/01/26	Health Insurance 230605275	01-5-704123.00 HEALTH INSURANCE	3438.98	18393	09/23/26
20050	BOUND TREE MEDICAL LLC	08/28/26	Medical Supplies 86335761	01-5-555424.00 EMS TOOLS/ EQUIP	99.39	18394	09/23/26
30026	CASELLA WASTE SERVICES	09/01/26	Compost & Recycling 1179415	01-5-705305.00 RECYCLING	4568.54	18395	09/23/26
30026	CASELLA WASTE SERVICES	09/01/26	Compost & Recycling 1179415	01-5-705308.00 FOOD WASTE DISPOSAL	1101.24	18395	09/23/26
30026	CASELLA WASTE SERVICES	09/01/26	C&D & MSW 1179416	01-5-705303.00 MUNICIPAL SOLID WASTE	7625.94	18395	09/23/26
30026	CASELLA WASTE SERVICES	09/01/26	8 Yard Front Load 1180961	01-5-705303.00 MUNICIPAL SOLID WASTE	15.42	18395	09/23/26
30033	CED- TWIN STATE ELECTRIC	07/28/26	FD- Electrical Connectors 9431-1087336	01-5-555422.00 FIRE TOOLS & EQUIPMENT	44.22	18396	09/23/26
REF270001	CLARA LEWIS	09/15/26	Recreation Fee Refund 1612134	01-4-000355.01 Registration Fee Refunds	495.00	18397	09/23/26
30093	COMCAST	09/01/26	PD- 09/08/26 - 10/07/26 09012026	01-5-485238.00 PHONE & INTERNET	683.88	18398	09/23/26
30093	COMCAST	09/06/26	TH- 09/15/26 - 10/14/26 09062026	01-5-275632.00 SERVER MAINTENANCE	24.95	18398	09/23/26
30102	CONSOLIDATED COMMUNICATIO	08/30/26	Alarm Panel & TS 08/2026 08302026	01-5-275531.00 TELEPHONE	194.65	18399	09/23/26
30102	CONSOLIDATED COMMUNICATIO	08/30/26	Alarm Panel & TS 08/2026 08302026	01-5-705505.00 TELEPHONE	97.32	18399	09/23/26
30103	COOP SERVICE CENTER	07/02/26	Oil Change, Air Filter 8148	01-5-500306.00 CRUISER MAINT	214.35	18400	09/23/26
30124	COTT SYSTEMS	09/02/26	September 2026 Service INV- 706682	01-5-100613.00 SOFTWARE	319.00	18401	09/23/26
40007	DANAHER FLOOR RESTORATION	09/12/26	gym floor 1900	01-5-706113.00 REPAIRS & MAINTENANCE	4000.00	18402	09/23/26
50010	ECFIBER	09/01/26	FD August 2026 Billing 2609-0541770	01-5-555625.00 TELEPHONE & INTERNET	76.00	18403	09/23/26

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50021	EMBLEM ENTERPRISES, INC	07/01/26	PD - PATCHES 52209	01-5-500582.00 UNIFORMS	688.50	18404	09/23/26
50047	EVANS GROUP, INC.	09/08/26	Regular Fuel 0086098-IN	01-1-004105.00 Inventory-DPW Fueling Sta	2413.67	18405	09/23/26
50047	EVANS GROUP, INC.	09/09/26	Diesel Fuel 0086133-IN	01-1-004105.00 Inventory-DPW Fueling Sta	1734.85	18405	09/23/26
70033	GOOD POINT RECYCLING	08/28/26	Apr - Jun Non-CED Items 78439	01-5-705305.00 RECYCLING	226.08	18406	09/23/26
70054	GREEN UP VERMONT	09/09/26	2026 Green Up Invoice GUV26	01-5-705515.00 ADMINISTRATION	200.00	18407	09/23/26
50049	HAMMOND ENGINEERING	09/03/26	Rte 132 Culvert Project 462	01-5-703321.00 BRIDGES	7840.50	18408	09/23/26
200069	HARTFORD, TOWN OF	07/31/26	July 2026 Broadband 16395	01-5-500536.00 DISPATCH SERVICES	154.94	18409	09/23/26
200069	HARTFORD, TOWN OF	08/31/26	Netmotion Licenses (7) 16518	01-5-500536.00 DISPATCH SERVICES	728.00	18409	09/23/26
200069	HARTFORD, TOWN OF	08/31/26	August 2026 Broadband 16520	01-5-500536.00 DISPATCH SERVICES	154.94	18409	09/23/26
90009	INTERNAL REVENUE SERVICE	09/18/26	Payroll Transfer PR-09/18/26	01-2-001107.00 FED W/H TAX PAYABLE	6434.59 E	270029	09/18/26
90009	INTERNAL REVENUE SERVICE	09/18/26	Payroll Transfer PR-09/18/26	01-2-001103.00 FICA TAX PAYABLE	11908.52 E	270029	09/18/26
110001	K AND R PORTABLE RESTROOM	09/01/26	Portable Toilet 32362	01-5-425326.00 PORTABLE TOILET	800.00	18410	09/23/26
110027	KEY COMMUNICATIONS INC	08/07/26	PD Phone Maintenance 876687	01-5-485238.00 PHONE & INTERNET	117.18	18411	09/23/26
110027	KEY COMMUNICATIONS INC	09/07/26	PD Phones 9/7/26-10/7/26 888622	01-5-485238.00 PHONE & INTERNET	42.28	18411	09/23/26
140019	NE STATE POLICE INFORMATI	07/01/26	Nespin Annual Membership INV202600876	01-5-500581.00 DUES/MTGS/EDUC	100.00	18412	09/23/26
140101	NH RECYCLES	09/08/26	Glass Release 725684 149443	01-5-705305.00 RECYCLING	253.55	18413	09/23/26
40042	NORTHEAST DELTA DENTAL	09/15/26	October 2026 Coverage 09152026	01-5-005125.00 DENTAL INSURANCE	292.05	18414	09/23/26
40042	NORTHEAST DELTA DENTAL	09/15/26	October 2026 Coverage 09152026	01-5-100125.00 DENTAL INSURANCE	176.64	18414	09/23/26
40042	NORTHEAST DELTA DENTAL	09/15/26	October 2026 Coverage 09152026	01-5-200125.00 DENTAL INSURANCE	81.64	18414	09/23/26
40042	NORTHEAST DELTA DENTAL	09/15/26	October 2026 Coverage 09152026	01-5-350125.00 DENTAL INSURANCE	40.82	18414	09/23/26
40042	NORTHEAST DELTA DENTAL	09/15/26	October 2026 Coverage 09152026	01-5-704125.00 DENTAL INSURANCE	258.28	18414	09/23/26
40042	NORTHEAST DELTA DENTAL	09/15/26	October 2026 Coverage 09152026	01-5-555126.00 DENTAL INSURANCE	40.82	18414	09/23/26
40042	NORTHEAST DELTA DENTAL	09/15/26	October 2026 Coverage 09152026	01-5-703125.00 DENTAL INSURANCE	432.35	18414	09/23/26
40042	NORTHEAST DELTA DENTAL	09/15/26	October 2026 Coverage 09152026	01-5-704125.00 DENTAL INSURANCE	117.65	18414	09/23/26
40042	NORTHEAST DELTA DENTAL	09/15/26	October 2026 Coverage 09152026	01-5-200125.00 DENTAL INSURANCE	40.82	18414	09/23/26

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140089	NORWICH SCHOOL DISTRICT	09/17/26	FY27 1st Tax Installment 09172026	01-2-001123.00 SCHOOL DISTRICT TAX	7393226.73	18415	09/23/26
150014	OTIS ELEVATOR COMPANY	09/14/26	M&S October 2026 100402469331	01-5-706107.00 ELEVATOR MAINTENANCE	344.83	18416	09/23/26
160042	PITNEY BOWES	08/30/26	Lease 06/30/26 - 09/29/26 3323141010	01-5-275536.00 POSTAGE METER RENTAL	230.64	18417	09/23/26
190131	SCHLAUCH, STEVE	09/16/26	Minutes 07/08/26-09/09/26 09162026	01-5-005300.10 CONTRACTED SERVICES	500.00	18418	09/23/26
190084	STATELINE SPORTS, LLC	05/13/26	Cold Packs 7824	01-5-425211.00 EQUIP.& SUPPLIES	40.00	18419	09/23/26
190084	STATELINE SPORTS, LLC	08/10/26	Cold Packs 7894	01-5-425211.00 EQUIP.& SUPPLIES	40.00	18419	09/23/26
190107	SULLIVAN POWERS and COMPA	07/31/26	FY26 Audit Progress 135844	01-5-200322.00 INDEPENDENT AUDIT	6485.00	18420	09/23/26
20060	SWENSON, BRIE	09/14/26	ASR, Softball, Pizza 09142026	01-5-425211.00 EQUIP.& SUPPLIES	39.93	18421	09/23/26
20060	SWENSON, BRIE	09/14/26	ASR, Softball, Pizza 09142026	01-5-425211.00 EQUIP.& SUPPLIES	28.88	18421	09/23/26
20060	SWENSON, BRIE	09/14/26	ASR, Softball, Pizza 09142026	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	110.26	18421	09/23/26
20060	SWENSON, BRIE	09/14/26	ASR, Softball, Pizza 09142026	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	25.76	18421	09/23/26
20060	SWENSON, BRIE	09/14/26	ASR, Softball, Pizza 09142026	01-5-425211.00 EQUIP.& SUPPLIES	17.83	18421	09/23/26
20060	SWENSON, BRIE	09/14/26	ASR, Softball, Pizza 09142026	01-5-425330.00 REPAIRS,MAINT&Site Wrk	139.94	18421	09/23/26
20060	SWENSON, BRIE	09/14/26	ASR, Softball, Pizza 09142026	01-5-425211.00 EQUIP.& SUPPLIES	59.75	18421	09/23/26
20060	SWENSON, BRIE	09/14/26	ASR, Softball, Pizza 09142026	01-5-425220.00 SPECIAL EVENTS /SUPPLIES	129.26	18421	09/23/26
20060	SWENSON, BRIE	09/14/26	ASR, Softball, Pizza 09142026	01-5-425211.00 EQUIP.& SUPPLIES	15.39	18421	09/23/26
20060	SWENSON, BRIE	09/14/26	ASR, Softball, Pizza 09142026	01-5-425211.00 EQUIP.& SUPPLIES	154.25	18421	09/23/26
200062	TOP STITCH EMBROIDERY, IN	05/12/26	Shirt Embroidery 416579	01-5-425244.00 UNIFORMS	648.75	18422	09/23/26
200062	TOP STITCH EMBROIDERY, IN	09/04/26	Shirt Embroidery 417870	01-5-425244.00 UNIFORMS	269.00	18422	09/23/26
210004	UNIFIRST CORPORATION	08/31/26	Uniforms 1070539559	01-5-703311.00 UNIFORMS	504.77	18424	09/23/26
210004	UNIFIRST CORPORATION	08/31/26	Uniforms 1070539559	01-5-704311.00 UNIFORMS	100.00	18424	09/23/26
210004	UNIFIRST CORPORATION	09/07/26	Uniforms 1070541090	01-5-703311.00 UNIFORMS	514.28	18424	09/23/26
210004	UNIFIRST CORPORATION	09/07/26	Uniforms 1070541090	01-5-704311.00 UNIFORMS	100.00	18424	09/23/26
220003	VALLEY NEWS	08/31/26	Development Legal Notice 1344527	01-5-350540.00 ADVERTISING	114.00	18425	09/23/26
220008	VERIZON WIRELESS	09/04/26	Cell Phone 8/5/26-9/26/26 6152673066	01-5-500501.00 ADMINISTRATION	37.45	18426	09/23/26

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220008	VERIZON WIRELESS	09/04/26	Cell Phone 8/5/26-9/26/26 6152673066	01-5-555625.00 TELEPHONE & INTERNET	40.01	18426	09/23/26
220008	VERIZON WIRELESS	09/04/26	Cell Phone 8/5/26-9/26/26 6152673066	01-5-500501.00 ADMINISTRATION	40.01	18426	09/23/26
220008	VERIZON WIRELESS	09/04/26	Cell Phone 8/5/26-9/26/26 6152673066	01-5-500501.00 ADMINISTRATION	37.45	18426	09/23/26
220008	VERIZON WIRELESS	09/04/26	Cell Phone 8/5/26-9/26/26 6152673066	01-5-500501.00 ADMINISTRATION	37.45	18426	09/23/26
220008	VERIZON WIRELESS	09/04/26	Cell Phone 8/5/26-9/26/26 6152673066	01-5-500501.00 ADMINISTRATION	37.45	18426	09/23/26
220008	VERIZON WIRELESS	09/04/26	Cell Phone 8/5/26-9/26/26 6152673066	01-5-555625.00 TELEPHONE & INTERNET	37.45	18426	09/23/26
220008	VERIZON WIRELESS	09/04/26	Cell Phone 8/5/26-9/26/26 6152673066	01-5-425127.00 TELEPHONE	37.45	18426	09/23/26
220008	VERIZON WIRELESS	09/04/26	Cell Phone 8/5/26-9/26/26 6152673066	01-5-500501.00 ADMINISTRATION	40.01	18426	09/23/26
220008	VERIZON WIRELESS	09/04/26	Cell Phone 8/5/26-9/26/26 6152673066	01-5-500501.00 ADMINISTRATION	40.01	18426	09/23/26
220008	VERIZON WIRELESS	09/04/26	Cell Phone 8/5/26-9/26/26 6152673066	01-5-005532.00 T MNGR CELL PHONE	37.45	18426	09/23/26
220008	VERIZON WIRELESS	09/04/26	Cell Phone 8/5/26-9/26/26 6152673066	01-5-200531.00 TELEPHONE	37.45	18426	09/23/26
220008	VERIZON WIRELESS	09/04/26	Cell Phone 8/5/26-9/26/26 6152673066	01-5-500501.00 ADMINISTRATION	40.01	18426	09/23/26
220082	VERMONT BOND BANK	09/15/26	Loan 619 202611-00138	01-5-800235.00 DEBT INTEREST	20484.95	18427	09/23/26
220082	VERMONT BOND BANK	09/15/26	Loan 619 202611-00138	01-5-800207.00 PUBLIC SAFTY FACILITY BON	47000.00	18427	09/23/26
220021	VERMONT DEPARTMENT OF TAX	09/18/26	Payroll Transfer PR-09/18/26	01-2-001109.00 VT W/H TAX PAYABLE	2577.22 E	270028	09/18/26
220033	VERMONT LIFE SAFETY, LC	08/26/26	DPW-Alarm&FExt Test&Insp 58391	01-5-703509.00 ALARM MONITORING	375.00	18428	09/23/26
220033	VERMONT LIFE SAFETY, LC	09/08/26	DPW- Inspect, Repair 58567	01-5-703509.00 ALARM MONITORING	99.70	18428	09/23/26
220033	VERMONT LIFE SAFETY, LC	09/08/26	TH- Inspect, Repair 58572	01-5-706113.00 REPAIRS & MAINTENANCE	65.75	18428	09/23/26
220062	VMERS DB	09/04/26	Payroll Transfer PR-09/04/26	01-2-001111.00 VMERS GRP B PAYABLE	7722.16	18429	09/23/26
220062	VMERS DB	09/04/26	Payroll Transfer PR-09/04/26	01-2-001113.00 VMERS GRP C PAYABLE	4029.79	18429	09/23/26
220062	VMERS DB	09/18/26	Payroll Transfer PR-09/18/26	01-2-001111.00 VMERS GRP B PAYABLE	6859.97	18429	09/23/26
220062	VMERS DB	09/18/26	Payroll Transfer PR-09/18/26	01-2-001113.00 VMERS GRP C PAYABLE	4307.69	18429	09/23/26
230000	W.B. MASON CO., INC.	08/27/26	Binders 264091006	01-5-500501.00 ADMINISTRATION	32.35	18430	09/23/26
230000	W.B. MASON CO., INC.	08/27/26	Label Tape 264104391	01-5-500501.00 ADMINISTRATION	42.47	18430	09/23/26
230000	W.B. MASON CO., INC.	08/28/26	Printer Ink 264118768	01-5-500501.00 ADMINISTRATION	29.98	18430	09/23/26

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
230000	W.B. MASON CO., INC.	08/31/26	Sharpies 264191593	01-5-705403.00 PARTS & SUPPLIES	12.99	18430	09/23/26
230000	W.B. MASON CO., INC.	09/01/26	Tape 264195199	01-5-500501.00 ADMINISTRATION	54.47	18430	09/23/26
230000	W.B. MASON CO., INC.	09/03/26	Monitor 264242235	01-5-500501.00 ADMINISTRATION	199.99	18430	09/23/26
230000	W.B. MASON CO., INC.	09/09/26	Liner, Trash Can 264352772	01-5-485301.00 BUILDING SUPPLIES	65.79	18430	09/23/26
230020	WHITE RIVER CAR WASH	08/31/26	Car Wash 08312026	01-5-500306.00 CRUISER MAINT	46.00	18432	09/23/26
		Report Total			7614760.49		

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 $ *7,614,760.49
Let this be your order for the payments of these amounts.

Finance Director Jonathan DeLaBruere
Jonathan DeLaBruere

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

SELECTBOARD:

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

For Check Acct 03(General) All check #s 09/10/26 To 09/23/26 & Fund 23

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
200111	TWIN PINES HOUSING TRUST	09/11/26	Starlake Village Loan 07212026	23-5-600100.00 TWIN PINES HOUSING TRUST	51000.00	18423	09/23/26
	Report Total				51000.00		

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 $ ****51,000.00
Let this be your order for the payments of these amounts.

Finance Director Jonathan DeLaBruere
Jonathan DeLaBruere

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

SELECTBOARD:

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

For Check Acct 03(General) All check #s 09/10/26 To 09/23/26 & Fund 26

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
20020	BERGERON PROTECTIVE CLOTH	08/24/26	Jackets, Pants 252341	26-5-555322.00 FIRE EQUIPMENT	24656.90	18390	09/23/26
	Report Total				24656.90		

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 $ ****24,656.90
Let this be your order for the payments of these amounts.

Finance Director Jonathan DeLaBruere
Jonathan DeLaBruere

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

SELECTBOARD:

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

Vendor		Invoice Date	Invoice Description / Invoice Number	Account	Amount Paid	Check Number	Check Date
230052	WATERS EXCAVATION, INC.	08/12/26	Rte. 132 Culvert 2	54-5-703322.00 Culvert Expense	22538.00	18431	09/23/26
	Report Total				22538.00		

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 $ ****22,538.00
Let this be your order for the payments of these amounts.

Finance Director Jonathan DeLaBruere
Jonathan DeLaBruere

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

SELECTBOARD:

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

Ground water emanation impacting sidewalk and roadway safety on Main St

Factsheet prepared for the Selectboard | 9.9.2026

Overview

- The property at 448 Main St. contains a seasonal groundwater spring that daylights from ledge abutting Hawk Pine hill, approximately 10 feet from the northeast corner of the dwelling.
- The spring has flowed at a roughly consistent rate of 16 gal/min, from mid-March through early July (2025) and mid-July (2026).
- The water is believed to be meltwater originating beneath Hawk Pine hill, filtered through ledge before surfacing.

Water Quality

- Tested by the NFD Water Department in 2025 and a privately-hired subcontractor in 2026.
- Both tests confirmed the water to be environmentally safe. (less than 2ppm e-coli)

Original Flow Path (March 2025)

- Water entered the dwelling and traveled around both sides of the house, discharging into the owner's basement.
- Surface flow proceeded down the northern driveway onto Main Street and, at the southernmost point of the property, over the sidewalk.
- Owners deployed sandbags to consolidate flow down the driveway, eliminating sidewalk overtopping and basement flooding.

Remaining Issue

- Once discharged from the property, water travels approximately 110 feet along Main Street, from the driveway to the last Town storm drain in front of 442 Main Street.
- Vehicles passing along this stretch displace the water onto the adjacent sidewalk.

Owner Mitigation Attempts to Date

- Installed a French drain system and associated conveyance capable of routing flow to the southernmost point of the property, reducing distance water travels on Main St. from 110 feet to 50 feet from the nearest Town storm drain.
- Total documented private expenditures: $20,289.99.
- Explored arrangements with neighbors at 442 Main Street and 451 Main Street; on review, no such arrangement proved feasible.

Suspected Historical Cause

- Available evidence suggests that a terracotta clay pipe system was installed on the property sometime between the 1930s and the 1960s *(estimate based on the era in which indoor plumbing was introduced while terracotta pipe remained standard).*

- The system might have served two functions: capturing water from the seasonal spring underground, AND carrying untreated septic waste beneath Main Street to the wetland at 451 Main Street.
- Two pre-purchase inspections (in 2022) found the septic system in "probable failure," with the 400-gallon tank suspected of discharging into a drywell.
- The new septic system was design by Todd Hill in 2022 (permitted by state and filed with state and town). Previous system was not in municipal records (nor any indication of clay pipes or Spring). The new septic was installed in the summer of 2024 by Locke Excavation, whose crew reported that clay pipe crumbled upon contact with air.
- A professional scoping in Spring 2026, run from the terminus on 451 Main Street, could not pass beneath Main Street, roughly 90 feet downhill of the 2024 septic work. En route, several other leaks and cracks were observed.
- Locke Excavation and privately hired contractors believe it's "only a matter of time" with 60–90-year-old clay pipes.

Contributing Environmental Factors

- Several neighbors in the vicinity have reported increased seasonal melt around Hawk Pine hill in recent years.

Proposed Path Forward

- The Town is already considering improved water management in this area.
- Best short-term solution is likely an extension of the storm drain system to cover at least the remaining 50ft to avoid situation in March to July 2027.
- If the Town proceeds with the extension and permits a tie-in, the owners will also commit in writing to bear the cost of connecting the property to the extended storm drain underground.

From:	Ari Lattanzi
To:	Town Admin Royalton; Strafford Selectboard; Town Admin Thetford; Select Board; Town Clerk Hartford; Town Clerk Pomfret; Town Admin Barnard
Subject:	Sharon Local Hazard Mitigation Plan Draft for Neighboring Selectboard Review
Date:	Wednesday, September 9, 2026 5:03:13 PM
Attachments:	image001.png image002.png

Good afternoon,

Please share this email and draft with your Selectboard members.

You are receiving this email because Sharon is updating its Local Hazard Mitigation Plan (LHMP) and the LHMP guidance requires that neighboring communities who share a border be presented with an opportunity to provide feedback on the plan.

You are invited to review and comment on the draft of the Sharon Local Hazard Mitigation Plan. Sharon LHMP Draft.docx

The Local Hazard Mitigation Plan is a large document, so if you have limited time for review, I suggest focusing on Element C: Mitigation Strategies for the Town of Sharon's current capabilities with regard to hazard mitigation and the mitigation strategies planned for the next five years. There is an Executive Summary that highlights key points in the plan.

The next step is review by Vermont Emergency Management, then formal adoption by the Sharon Selectboard at a regular meeting, and the FEMA approval.

Thank you,
Ari

Ari Lattanzi
(she/her | AH-ree Lah-TAHN-zee)
Regional Planner | Two Rivers-Ottauquechee Regional Commission
128 King Farm Road | Woodstock, Vermont 05091
O: 802-457-3188 x3012 | C: 802-377-3413
TRORC
trorc.org | TRORC Facebook | TRORC YouTube
Regional Plan Update | TRORC ArcGIS Online Portal

From:	Chris Kaufman
To:	Brennan Duffy; Select Board
Subject:	Re: Norwich Cat Z Documentation Uploaded to Grants Portal
Date:	Monday, September 14, 2026 12:29:40 PM

Also Brennan, to clarify further, the Town actually came out at a net profit because of my overtime and regular hours of performing FEMA administrative work while doing my regular job. Making a profit off a FEMA disaster by not adequately paying staff appears to me to be highly unethical, if not more egregious. I detailed all of this information in an email to you almost a year ago. You agreed to look into this matter, but I received no response from you. Most towns must hire and pay project managers to handle this type of extensive work upwards of millions of dollars, but I did it and did it well saving the Town of Norwich tens of thousands of dollars.

Chris Kaufman
Norwich Public Works Director

Get Outlook for Android

From: Chris Kaufman <ckaufman@norwich.vt.us>
Sent: Monday, 14 September 2026 09:02:04
To: Brennan Duffy <BDuffy@norwich.vt.us>; Select Board <selectboard@norwich.vt.us>
Subject: Re: Norwich Cat Z Documentation Uploaded to Grants Portal

I also am expecting an official response so I may understand next steps in recouping the monies owed to me by the Town.

Chris Kaufman

Get Outlook for Android

From: Chris Kaufman <ckaufman@norwich.vt.us>
Sent: Monday, 14 September 2026 08:54:16
To: Brennan Duffy <BDuffy@norwich.vt.us>; Select Board <selectboard@norwich.vt.us>
Subject: Fw: Norwich Cat Z Documentation Uploaded to Grants Portal

Brennan, Regarding proof of Cat Z administration payment, I was never paid the monies I am owed to perform all the extra work I did essentially free for the Town during this FEMA crisis. I performed tens of thousands of dollars of extra work for the Town over three years which was documented to you in multiple emails. This FEMA work was above and beyond my regular duties and the Town benefited immensely by my unpaid overtime work. Although I am salary, this FEMA work was way above normal duties. I also was instrumental in saving the Town tens of thousands of dollars in engineering and oversight work. If the State is looking proof of payment, then this email is to note that I have not been paid for my extra overtime work to date and it is my understanding and expectation that I should be paid in full for the overtime efforts made. I note this for the record.

Chris Kaufman

Get Outlook for Android

From: Jen Shepherd
To: norwich@lists.vitalcommunities.org; Select Board; Romei, Matthew S
Subject: Re: Speeding on UVR
Date: Wednesday, September 16, 2026 7:10:57 AM

Thank you, Molly!

Neighbors on Church Street have echoed this complaint as well. I have reached out to Chief Romei about the issue, even offering my driveway as a spot where an officer could monitor traffic speeds. I heard back that he would "forward my email to a sergeant." Nothing happened, so I followed up. This time, Chief Romei did not respond.

Nothing has changed here at this end of Church Street. The speed limit is 25 mph, yet traffic regularly travels at 45 mph, and I have personally seen vehicles reach 67 mph.

We feel desperate here, too, and I am begging the Selectboard to do something about this serious and persistent problem. I want to be understanding that the police department has a myriad of issues to deal with every day that may not be visible to the town. But given how long this has been going on and how dangerous the speeds are, I am asking the Selectboard to please figure out how we can address it.

My property taxes have gone up—twice—because my house is now considered in town and part of the village. That village section of Norwich has a 25 mph speed limit, yet I don't feel like we are seeing the level of enforcement necessary to make sure that limit is actually observed.

Thank you for taking this seriously.

Jen Shepherd
164 Church St

From: molly riordan via norwich list <norwich@lists.vitalcommunities.org>
Sent: Tuesday, September 15, 2026 5:49 PM
To: norwich@lists.vitalcommunities.org <norwich@lists.vitalcommunities.org>
Subject: Speeding on UVR

September 15, 2026

Dear Norwich Selectboard,

Along with several of our neighbors, my family and I have been pleading with the town of Norwich to take action to address speeding on Union Village Rd. (UVR.) We sent our most recent appeals via email in September 2022, August 2024, and December 2025. Despite reaching out to the Selectboard and NPD, we have seen no improvement in safety or patrolling on our road. In December 2025, we requested data from the speed reader at the bottom of UVR. Despite multiple follow-up requests, we still have not received this data.

Watching the traffic fly by our house is nothing short of terrifying. Many children live in this vicinity. I fear for their safety every day. It seems obvious to us, at least, that the supposed "traffic calming" speed reader is useless at the bottom of the hill, about 500 yards from where the speed limit drops to 25mph. Please address this dangerous problem by moving the speed reader up the hill, ahead of the speed-limit change, to warn drivers to slow down on this busy biking, running, and walking route.

I am deeply frustrated that the town does not seem to care that cars are flying into the village at 60mph. This, of course, is just an estimate, since we have not been given the data. However, I would not be surprised if said data shows speeds in excess of that. At this point, I am begging you: please do something to address this situation before something terrible happens.

Respectfully, though desperately so,

Molly Riordan
59 Union Village Rd

Anyone can subscribe to this group by sending a blank message to
norwich-subscribe@lists.vitalcommunities.org
To be removed from this list, send a blank message to
norwich-unsubscribe@lists.vitalcommunities.org

For the list homepage with posting guidelines and instructions for changing your subscription options, visit http://lists.vitalcommunities.org/lists/info/norwich The archives with all previous messages posted to this list can be found at http://lists.vitalcommunities.org/lists/arc/norwich

Have questions or concerns about this or other Vital Communities discussion lists? Email discussionlists@vitalcommunities.org.

* Sent to you at: jshepz@hotmail.com
* Quick unsubscribe: https://lists.vitalcommunities.org/lists/auto_signoff/norwich?email=jshepz%40hotmail.com

Outlook

Fwd: Background checks on department heads

From Chris Katucki <ckatucki@outlook.com>
Date Thu 9/17/2026 11:11 AM
To Select Board <selectboard@norwich.vt.us>

Dear Selectboard members,
I'm forwarding this email to you for your consideration.
The Town Manager never replied. The Chair and Treasurer indicated they had no knowledge regarding hiring practices.
Thank you in advance for your consideration of this issue.
Sincerely yours,
Christopher Katucki

> Begin forwarded message:
>
> **From:** Chris Katucki <ckatucki@outlook.com>
> **Subject: Background checks on department heads**
> **Date:** August 17, 2026 at 4:46:42 PM EDT
> **To:** Brennan Duffy <bduffy@norwich.vt.us>, Kimo Griggs <kimogriggsnorwichselect@gmail.com>, Cheryl Lindberg <CLindberg@norwich.vt.us>
> **Cc:** Miranda Bergmeier <MBergmeier@norwich.vt.us>
>
> Dear Chair Griggs, Town Manager Duffy, and Treasurer Lindberg,
>
> What background and reference checks does the Town perform when filling department head positions? Is the Selectboard briefed, and is the practice set out in the personnel rules?
>
> I ask because two episodes in our new Finance Director's public record seem relevant to his finance role: timecard discrepancies during his service as Duxbury's Selectboard Assistant and questions raised about budget overruns during his tenure as Newport's City Manager and interim Fire Chief.
>
> https://www.vtcng.com/waterbury_record/news/local_news/major-changes-possible-in-duxbury-government/article_db90a11c-5977-11ea-adec-2773d414c352.html
>
> https://www.newportvermontdailyexpress.com/news/concerns-raised-on-delabruere-s-handling-of-newport-fire-department-funds-as-questionable-practices-come/article_039b0af0-9d55-11ef-9529-1389f08d9a1e.html

I’m not alleging misconduct or asking about specific personnel information. I'd simply like to know whether the Town was aware of this history and, as noted, what background checks are typical in hiring department heads.

Separately, I think it would be helpful if the Selectboard discussed at an upcoming meeting the checks and balances between the Finance Director's office and the elected Treasurer.

Thank you,

Christopher Katucki
Norwich