



Peter B. Webster  
Town Manager

## MEMORANDUM

**TO:** Board of Selectmen

**FROM:** Peter B. Webster, Town Manager

**DATE:** June 4, 2010

**SUBJECT:** Information for the Selectboard

### RFP for Public Works Site Plan

You have in your packets the details for the RFP. As we move forward with the update of the 2006 NORCAP Report, this analysis of our 27 acre property will be key. I urge you to approve spending a small portion of the funding currently available in the Highway Garage Fund (slightly more than \$70,000 available) for this Master Site Plan.

### NORCAP Update Committee

We had our initial meeting of this group to discuss what needs to be addressed in bringing the 2006 NORCAP Report up to date and back before the public and your Board. As you may remember, there were 17 recommendations from that initial Report, almost half of which have already been implemented. The minutes from that meeting will be posted on our website for your review. All these meetings will be posted, will be public, and timely minutes made available. Our goal is to have an updated Report that will be accepted by the Selectboard in time to be incorporated in the FY12 budget process.

### GUVSWD Update

Brion, your representative, and I, as your alternate, attended the monthly board meeting of our solid waste district this past week. There will be a bond vote

coming before the ten member towns on August 24<sup>th</sup>, a primary date, to retire the final debt to Twin State Sand and Gravel for the completion of the access bridge over I-91. There will be much more information forthcoming on the history of this project and the reasons for the determination to not move forward immediately on developing the landfill at this time. The member towns will now have an investment of approximately \$5 million in this property and an access road, which is an asset valued at almost \$15,000,000. The timing is poor right now for a further investment of some \$6 million to develop the first cell of the proposed landfill, and our Act 250 permit has just been extended three years to July 15, 2013. MSW volumes are down between 20-35%, C & D (Construction and Demolition) is down 40%+, so the threshold levels of tonnage (minimum 35,000 tons/year) needed to run a profitable landfill in Hartland are just not there during this economic downturn.

There will be an "Unwanted Medicine Collection" held on Saturday, July 17<sup>th</sup>, from 9 a.m. to noon at the Lebanon Solid Waste Facility. This will be in conjunction with their hazardous household waste collection, which is open to the New Hampshire towns only. However, this is a great opportunity for the ten GUVSWD towns to dispose of their unwanted medicines. There will be a fall HHW collection at our Public Works Facility Saturday, Sept. 25<sup>th</sup> from 9 a.m. to noon, for those who missed the one last week.

### **Parsonage**

I heard from Chuck Egner that their committee is waiting to see their new assessment prior to placing a sale price on the Parsonage. When he contacts me, I will meet with him and relay details to your Board.

### **FY 2010 Budget**

I am pleased with the way the budget is coming to a close this year. With only a few weeks left, we are showing an estimated under expenditure of \$97,000 (2.4%), even with monies set aside for the resolution of pending litigation and the proposed purchase of a used vehicle for the Public Works Department. Every Department Head showed great restraint and control of their budgets, which should result in using about \$94,000 from the undesignated fund balance as opposed to the \$231,147 used at the time when we set the tax rate in July. Our revenues have been, as we expected, down significantly, but we continue to weather the current economic downturn in good shape.

### **Miscellaneous**

I met with two members of the Selectboard and a Finance Committee member at the Town Garage to go over the current inventory of equipment and a tour of the facility. I think this was time very well spent. Andy Hodgdon and I would be happy to meet with other members of these two bodies at the Highway Garage to help inform them of the operations of Public Works.

I walked the Milton Frye Nature Area and the Ballard property with two representative of the Upper Valley Land Trust to become more familiar with these assets. The UVLT tries to survey each of their conserved properties once a year to ensure there are no incursions or violations. More information on their Norwich properties can be found at [www.uvlt.org/trails](http://www.uvlt.org/trails).

Andy Hodgdon, Doug Robinson, Jill Kearney and I met with members of the Transportation Committee and abutting property owners to walk and review the safety issues from Moore Lane out to the Norwich Pool. There is concern about the limited sight lines, lack of shoulders or sidewalks for the kids that travel this section of Beaver Meadow Road from Huntley Meadows to the pool. We are working on a plan to widen the shoulder and trim some trees for better visibility so all cyclists and pedestrians will have a safer route. We may also put up a speed monitoring device similar to what is working so well on Church Street to remind motorists that the speed limit is 25 MPH through there.

The annual re-striping of our roads has been completed, and the State painting crews finally got the center line down on Union Village Road, after running out of time last fall after that paving project. Andy's final paving project will be Partridge Hill in the next two weeks.