

**CERTIFICATE OF HIGHWAY MILEAGE  
YEAR ENDING FEBRUARY 10, 2016**

Fill out form, make and file copy with the Town Clerk, and mail ORIGINAL, before February 20, 2016 to:  
Vermont Agency of Transportation, Division of Policy, Planning and Intermodal Development, Mapping Section  
One National Life Drive, Montpelier, VT 05633.

We, the members of the legislative body of NORTHFIELD in WASHINGTON County  
on an oath state that the mileage of highways, according to Vermont Statutes Annotated, Title 19, Section 305,  
added 1985, is as follows:

**PART I - CHANGES TOTALS - Please fill in and calculate totals.**

Town Highways	Previous Mileage	Added Mileage	Subtracted Mileage	Total	Scenic Highways
Class 1	2.188			2.188	0.000
Class 2	4.810			4.810	0.000
Class 3	67.55		0.29 <del>31</del>	67.30 <del>67.24</del>	0.000
State Highway	11.097			11.097	0.000
<b>Total</b>	<b>85.645</b>			<b>85.455</b>	<b>0.000</b>
* Class 1 Lane	0.165			0.165	
* Class 4	8.20		0.19 <del>10</del>	7.91 <del>8.20</del>	0.000
* Legal Trail	0.69			0.69	

\* Mileage for Class 1 Lane, Class 4, and Legal Trail classifications are NOT included in total.

**PART II - INFORMATION AND DESCRIPTION OF CHANGES SHOWN ABOVE.**

- NEW HIGHWAYS:** Please attach Selectmen's "Certificate of Completion and Opening".  
Mileage adjustments, totals, + notes by K. Alley as per email to J. Shultz on 4/6/2016.
- DISCONTINUED:** Please attach SIGNED copy of proceedings (minutes of meeting).  
- 0.29 mi CL4 TH-62 (Fox Farm Rd) discontinued  
- 0.19 mi CL3 TH-109 (Robinson Rd) discontinued
- RECLASSIFIED/REMEASURED:** Please attach SIGNED copy of proceedings (minutes of meeting).
- SCENIC HIGHWAYS:** Please attach a copy of order designating/discontinuing Scenic Highways.

IF THERE ARE NO CHANGES IN MILEAGE: Check box and sign below. [ ]

**PART III - SIGNATURES - PLEASE SIGN.**

Selectmen/ Aldermen/ Trustees Signatures:

*[Handwritten signatures]*

T/C/V Clerk Signature:

*[Handwritten signature: Kim Fedley]*

Date Filed:

*2/24/16*

Please sign ORIGINAL and return it for Transportation signature.

**AGENCY OF TRANSPORTATION APPROVAL:**

Signed copy will be returned to T/C/V Clerk.

APPROVED:

*[Handwritten signature]*  
Representative, Agency of Transportation

DATE:

*5/12/2016*

Received

MAR 2 2016

Policy, Planning & Intermodal  
Development Division

Vermont Statutes Annotated

19 V.S.A. § 305. Measurement and inspection

§ 305. Measurement and inspection

(a) After reasonable notice to the selectboard, a representative of the agency may measure and inspect the class 1, 2, and 3 town highways in each town to verify the accuracy of the records on file with the agency. Upon request, the selectboard or their designee shall be permitted to accompany the representative of the agency during the measurement and inspection. The agency shall notify the town when any highway, or portion of a highway, does not meet the standards for its assigned class. If the town fails, within one year, to restore the highway or portion of the highway to the accepted standard, or to reclassify, or to discontinue, or develop an acceptable schedule for restoring to the accepted standards, the agency for purposes of apportionment under section 306 of this title shall deduct the affected mileage from that assigned to the town for the particular class of the road in question.

(b) Annually, on or before February 10, the selectboard shall file with the town clerk a sworn statement of the description and measurements of all class 1, 2, 3, and 4 town highways and trails then in existence, including any special designation, such as a throughway or scenic highway. When class 1, 2, 3, or 4 town highways, trails, or unidentified corridors are accepted, discontinued, or reclassified, a copy of the proceedings shall be filed in the town clerk's office and a copy shall be forwarded to the agency.

(c) All class 1, 2, 3, and 4 town highways and trails shall appear on the town highway maps by July 1, 2015.

(d) At least 45 days prior to first including a town highway or trail that is not clearly observable by physical evidence of its use as a highway or trail and that is legally established prior to February 10, 2006 in the sworn statement required under subsection (b) of this section, the legislative body of the municipality shall provide written notice and an opportunity to be heard at a duly warned meeting of the legislative body to persons owning lands through which a highway or trail passes or abuts.

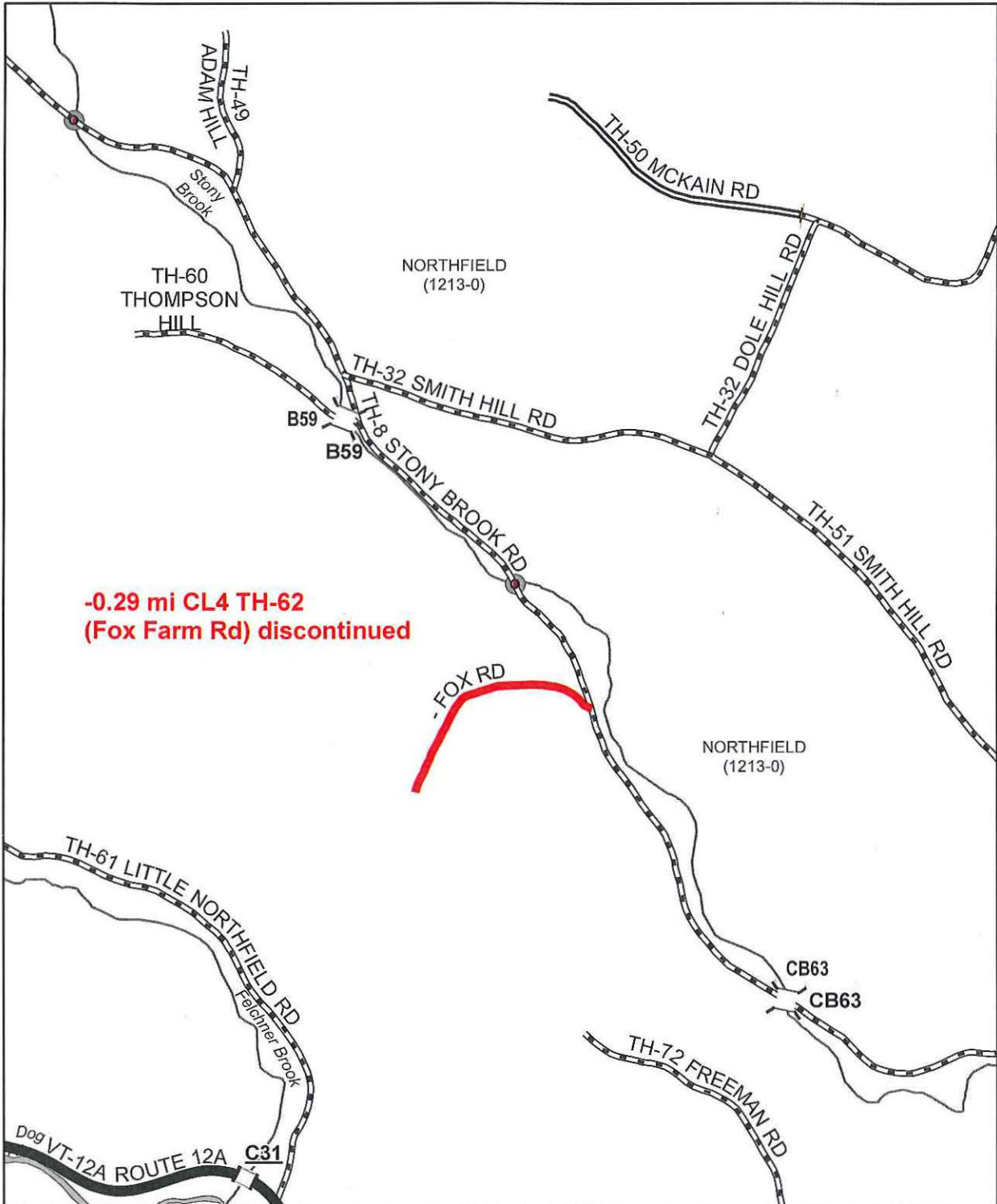
(e) The agency shall not accept any change in mileage until the records required to be filed in the town clerk's office by this section are received by the agency. A request by a municipality to the agency for a change in mileage shall include a description of the affected highway or trail, a copy of any surveys of the affected highway or trail, minutes of meetings at which the legislative body took action with respect to the changes, and a current town highway map with the requested deletions and additions sketched on it. A survey shall not be required for class 4 town highways that are legally established prior to February 10, 2006. All records filed with the agency are subject to verification in accordance with subsection (a) of this section.

(f) The selectboard of any town who are aggrieved by a finding of the agency concerning the measurement, description, or classification of a town highway may appeal to the transportation board by filing a notice of appeal with the executive secretary of the transportation board.

(g) The agency shall provide each town with a map of all of the highways in that town together with the mileage of each class 1, 2, 3, and 4 highway, as well as each trail, and such other information as the agency deems appropriate.

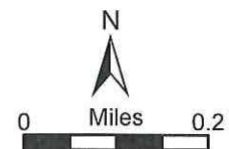
Excerpt of 19 V.S.A. § 305 - *Measurement and inspection* from Vermont Statutes Online located at –  
<http://legislature.vermont.gov/statutes/section/19/003/00305>

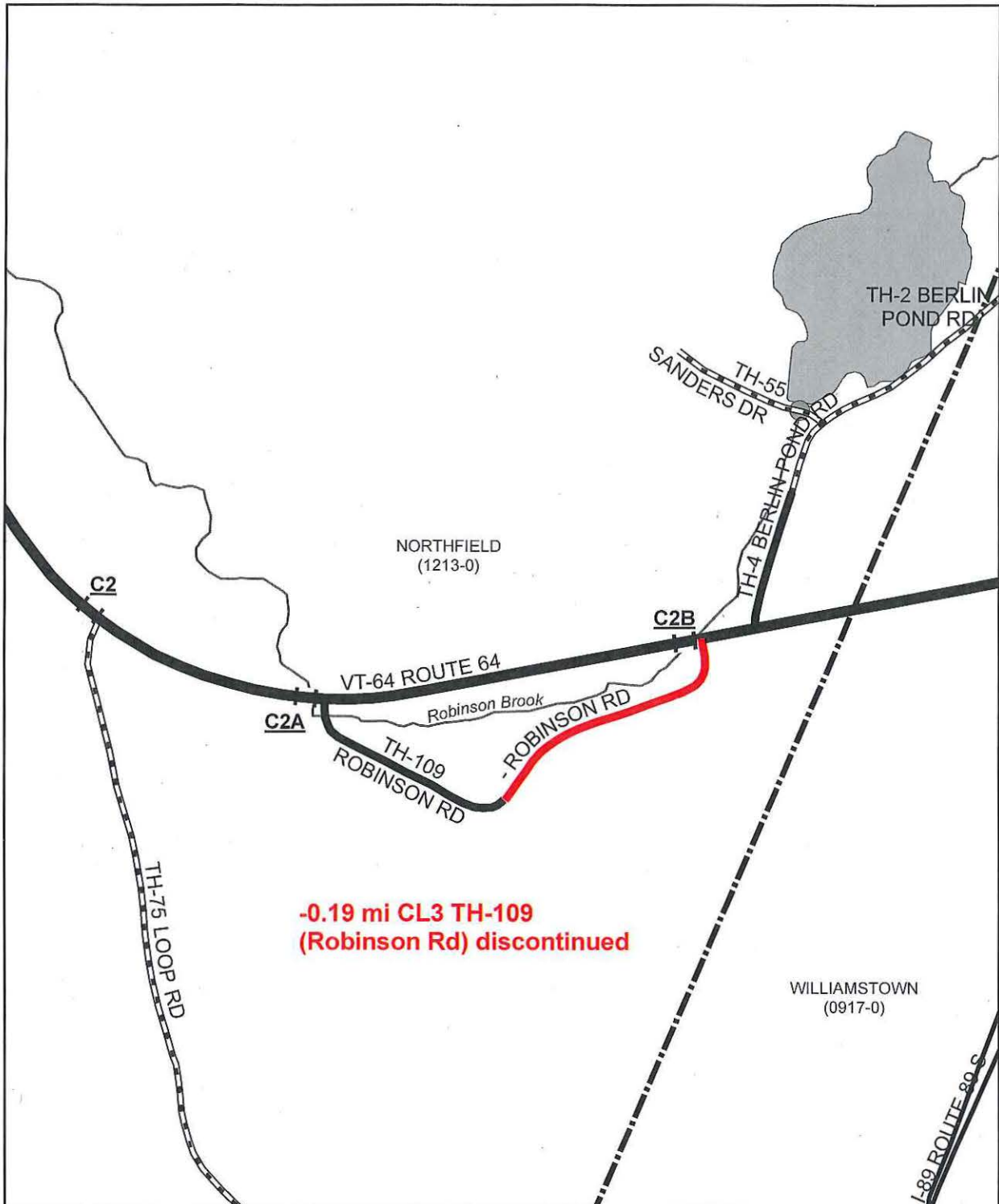
December 2015



**Mileage Certificate Changes 2016  
NORTHFIELD (1213-0)**

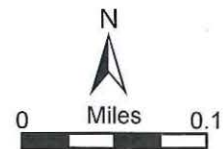
Mapping Section  
Division of Policy and Planning  
Vermont Agency of Transportation -- April 6, 2016



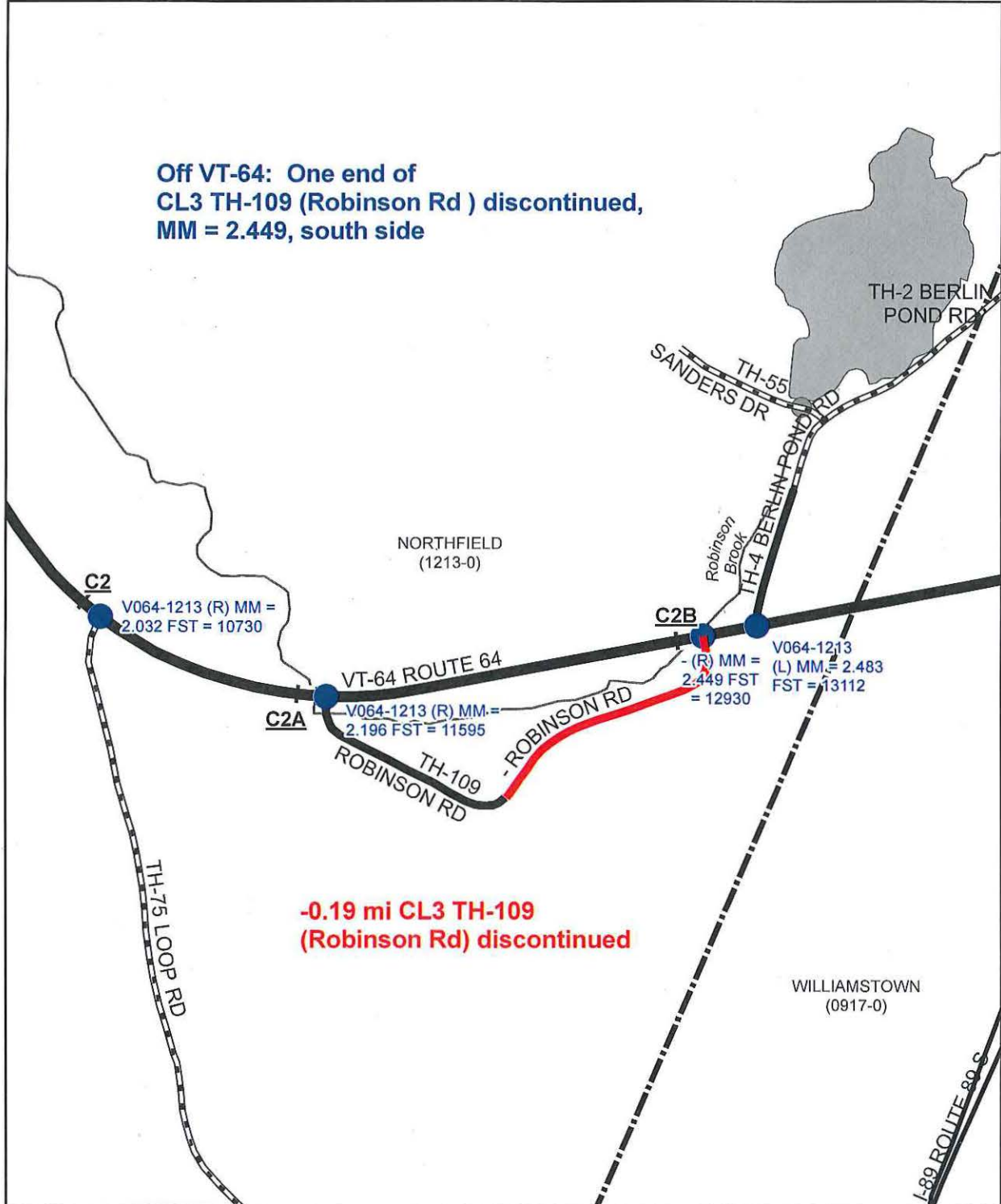


**Mileage Certificate Changes 2016  
NORTHFIELD (1213-0)**

Mapping Section  
 Division of Policy and Planning  
 Vermont Agency of Transportation -- April 6, 2016

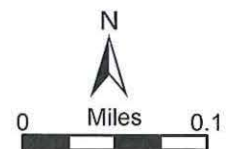


Off VT-64: One end of  
CL3 TH-109 (Robinson Rd ) discontinued,  
MM = 2.449, south side



**Mileage Certificate Changes 2016  
NORTHFIELD (1213-0)**

Mapping Section  
Division of Policy and Planning  
Vermont Agency of Transportation -- April 6, 2016



## Alley, Kerry

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**From:** Alley, Kerry  
**Sent:** Wednesday, April 06, 2016 10:03 AM  
**To:** 'jeff schulz'  
**Subject:** RE: 2016 Certificate of Highway Mileage

Hi Jeff,

I have made two minor adjustments to the Northfield's 2016 Certificate of Highway Mileage along with an explanatory note. Based on the mileage on record (shown on the Town Highway Map) for TH-62, its discontinuance should reduce Northfield's class 4 mileage by 0.29 mi instead of 0.31, regardless of the actual length of TH-62. Additionally, based on the location of the end point of TH-109 (Robinson Rd) indicated on the map you provided, 0.19 mi were discontinued and 0.15 mi of class 3 town highway remain.

You do not need to provide any additional information or documentation, and a copy of the Certificate will be returned to Northfield early this summer.

Please feel free to contact me if you have any questions regarding these adjustments, or about the Town Highway Maps in general.

Kerry

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Kerry Alley  
AOT Mapping & GIS Specialist  
Vermont Agency of Transportation (VTrans)  
[Kerry.Alley@vermont.gov](mailto:Kerry.Alley@vermont.gov) – Please note new email address  
(802) 828-3666

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Original Attachments of message below: <<Robinson Road\_20160401083134.pdf>>

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**From:** jeff schulz [mailto:jschulz@northfield.vt.us]  
**Sent:** Friday, April 01, 2016 9:46 AM  
**To:** Alley, Kerry <Kerry.Alley@vermont.gov>  
**Subject:** RE: 2016 Certificate of Highway Mileage

Hello Kerry,

Thank you for the follow-up and the map – it was very helpful in pinpointing the end point of Robinson Road. Please find attached the map with the end point of the Road as approved by the SB. As you will see, the end point is at the driveway leading to the cemetery and the residence.

Also, Fox Farm Road is Fox Road and it is highway 62.

Thank for your assistance with this effort.

Jeff

Jeff Schulz, Northfield Town Manager  
802-485-6121

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**From:** Alley, Kerry [<mailto:Kerry.Alley@vermont.gov>]  
**Sent:** Wednesday, March 30, 2016 2:05 PM  
**To:** jeff schulz  
**Subject:** RE: 2016 Certificate of Highway Mileage

Hi Jeff,

I just wanted to touch base with you to confirm the town highway number of "Fox Farm Rd" (see below) and to see if you were able to pinpoint the terminus of TH-109 (Robinson Rd). In order for me to process the changes with this year's Mileage Certificate, I would need the information this week. We will start generating the annual mileage reports on Monday. If you have any questions, please don't hesitate to call or email me.

Thanks,

Kerry

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Kerry Alley  
AOT Mapping & GIS Specialist  
Vermont Agency of Transportation (VTrans)  
[Kerry.Alley@vermont.gov](mailto:Kerry.Alley@vermont.gov) – Please note new email address  
(802) 828-3666

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Original Attachments of message below: <<Northfield\_TH-109.pdf>> <<Northfield\_TH-109\_zoom.pdf>>

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**From:** Alley, Kerry  
**Sent:** Monday, March 21, 2016 10:19 AM  
**To:** 'jschulz@northfield.vt.us' <[jschulz@northfield.vt.us](mailto:jschulz@northfield.vt.us)>  
**Subject:** RE: 2016 Certificate of Highway Mileage

Attached: Northfield\_TH-109.pdf; Northfield\_TH-109\_zoom.pdf;

Hi Jeff,

I've attached two maps that might help someone pinpoint where the remaining class 3 portion of Robinson Rd (TH-109) begins and the discontinued portion begins. Also, it would be helpful if you can confirm the town highway number of "Fox Farm Rd." If it is the class 4 road E911 shows as "Fox Rd" off Stony Brook Rd (TH-8), then it is class 4 TH-62).

Thanks again for your help,

Kerry Alley

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Kerry Alley  
AOT Mapping & GIS Specialist  
Vermont Agency of Transportation (VTrans)  
[Kerry.Alley@vermont.gov](mailto:Kerry.Alley@vermont.gov) – Please note new email address  
(802) 828-3666

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Original Attachments of message below: <<Northfield\_TH-109.pdf>> <<Northfield\_TH-109\_zoom.pdf>>

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**From:** Alley, Kerry  
**Sent:** Friday, March 04, 2016 3:04 PM  
**To:** 'Kenneth Mccann' <[kennethmccann@northfield.vt.us](mailto:kennethmccann@northfield.vt.us)>  
**Subject:** RE: 2016 Certificate of Highway Mileage

Attached: Northfield\_TH-109.pdf; Northfield\_TH-109\_zoom.pdf;

Hi Kenneth,

Thank you for sending me Northfield's town highway documents. The remaining "gap" is documentation of the Selectboard's acceptance of the partial discontinuance of Robinson Rd (TH-109) after the hearing on 1/13/2015. I think it would normally be under the "Select Board" section of the minutes, or possibly the "Executive Session," but it isn't obvious in the minutes from 1/13/2015 that you sent me.

Also, is there a survey that would precisely indicate what portion of Robinson Rd is being discontinued, or a more precise description of the new terminus? If not, could someone indicate more precisely where the end of Robinson Rd is now located on one of the attached images?

Thank you very much!

Kerry

Original Attachments of message below: <<Robinson Road Notice.pdf>> <<Robinson Road Ad.pdf>> <<Fox Farm Road Notice.pdf>> <<Fox Farm Road Ad.pdf>> <<Select\_Board\_Minutes\_011315.pdf>> <<Select\_Board\_Minutes\_112514.pdf>>

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**From:** Kenneth Mccann [<mailto:kennethmccann@northfield.vt.us>]  
**Sent:** Friday, March 04, 2016 1:47 PM  
**To:** Alley, Kerry <[Kerry.Alley@vermont.gov](mailto:Kerry.Alley@vermont.gov)>  
**Cc:** jeff schulz <[jschulz@northfield.vt.us](mailto:jschulz@northfield.vt.us)>  
**Subject:** FW: 2016 Certificate of Highway Mileage

**Kerry:**

Attached are the notices for the public hearings as well as scans of how they appeared in the local newspapers (Northfield News).



Copies of the notices also were mailed to abutting landowners in each case. I have attached the lists of recipients in each case.

The decision regarding Robinson Road was made at the November 25, 2014 Select Board regular meeting. The public hearing was held afterwards. I have attached the minutes of both meetings.

Please let me know if you require anything else.

Thank you,  
Kenneth L. McCann  
Administrative Assistant  
Town of Northfield, Vermont  
1-802-485-6121

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**From:** Alley, Kerry [<mailto:Kerry.Alley@vermont.gov>]  
**Sent:** Friday, March 04, 2016 11:12 AM  
**To:** jeff schulz  
**Subject:** 2016 Certificate of Highway Mileage

Hello Jeff,

Thank you for sending in the Northfield 2016 Certificate of Highway Mileage. Could you also provide copies of any documentation of notice for the 1/3/2015 Robinson Rd hearing, and documentation of the Selectboard order/approval associated with the change (presumably later that evening).

Likewise, do you have documentation of notice for the Fox Farm Rd hearing on 11/10/2015? The Selectboard's approval of this change is included in the 11/10/2015 minutes.

Thank you in advance for providing this documentation,

Kerry

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Kerry Alley  
AOT Mapping & GIS Specialist  
Vermont Agency of Transportation (VTrans)  
[Kerry.Alley@vermont.gov](mailto:Kerry.Alley@vermont.gov) – Please note new email address  
(802) 828-3666

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Northfield

Robinson Rd - notice given prior to Jan 3 2015 hearing?

Order of discontinuance? (~~During executive session?~~)

map

didn't happen

Fox Farm Rd - notice of visit/hearing ✓

emailed 3/4/2016

notice not 30 days?

spoke w/ J. Schultz 3/21/2016

Denny, Dennis  
well, and James  
McCann, Sally

and recite the

quest regarding  
d under "Public

dents who vote  
who vote at the  
has the voter's  
envelope that  
ee/early ballots  
omeone voted  
es before they

Ms. Davidson has spoken to the Town Clerk's Office about this before and was told the extra cost of additional envelopes was the main reason this could not be done. Manager Schulz stated he would discuss this possibility with Town Clerk Kim Pedley. Selectman Beal wondered if this question might better be directed to the Vermont Secretary of State's Office since this would impact local, state, and federal elections. Ms. Davidson said she had testified on this matter in Montpelier and was told that whether or not to make this change would be the decision of local election officials. Selectman Wilson asked how many absentee/early ballots were cast in the most recent election (11/04/14). No one knew the exact number but it was estimated at about two hundred (200). Provided that making this change was not cost prohibitive, Selectman Wilson also would like the extra layer of voting privacy. Manager Schulz will make inquiries and afterwards contact Ms. Davidson.

- b. **Joshua Jennings: Robinson Road.** Mr. Jennings and his neighbors on Robinson Road contacted the Select Board a couple months ago with their request to block the road's eastern outlet. Robinson Road currently is a loop road off of Vermont Route 64 about a quarter mile from Interstate 89 Exit 5. The section of the road closest to the freeway is often the locale for such questionable behavior as excessive speed, trash dumping, public urination, etc. Manager Schulz has spoken to Road Foreman Ray Hudson on this matter and their recommendation is to install a guardrail at the eastern outlet as close to Vermont Route 64 as the State will allow. It has been suggested that the whole road could be privatized since there are only two (2) houses located on it. However, there is a cemetery there that requires public access so the entire road cannot be "thrown up." The consensus of the Select Board was to install the guardrail barrier (or perhaps two of them and some road material) and privatize the section of the road from its eastern outlet to the cemetery. Taking this action will require that a public hearing be held and that adjoining property owners be notified. Motion by Selectman Donahue, seconded by Selectman Maxwell, to privatize Robinson Road from its eastern intersection with Vermont Route 64 to the cemetery entrance. Selectman Maxwell asked if the privatized section of road would revert to the adjoining property owner (Mr. Jennings). Manager Schulz confirmed that this was the case. Selectman Denny suggested that there should be some negotiation with the affected Robinson Road property owners to see if they would share some of the expense of this action. **Motion passed 8-0-0.**

V. APPROVAL OF MINUTES

- a. **November 10, 2014 (Regular Meeting).** Motion by Selectman Goslant, seconded by Selectman Denny, to approve the minutes. **Motion passed 7-0-1, with Selectman Donahue abstaining.**

**TOWN OF NORTHFIELD  
BOARD OF SELECTMEN  
Minutes of November 25, 2014**

- I. **ROLL CALL.** Select Board Chair John Quinn III, Selectmen Kevin T. Beal, Brad Denny, Dennis Donahue, Lynn Doney, Matthew Gadbois (absent), Kenneth W. Goslant, K. David Maxwell, and James R. Wilson. Also present were Town Manager Jeffrey Schulz, Acting Clerk Kenneth McCann, Sally Davidson, Joshua Jennings, and Kathleen Lott (*Northfield News*).

Chair Quinn called the meeting to order at 7:00 p.m.

- II. **PLEDGE OF ALLEGIANCE.** The Board members and the public were asked to rise and recite the Pledge of Allegiance.

- III. **SET/ADJUST AGENDA.** Since the resident (Joshua Jennings) who made the request regarding Robinson Road is present tonight, Manager Schulz asked that this item be moved forward under "Public Participation."

IV. **PUBLIC PARTICIPATION (SCHEDULED):**

- a. **Sally Davidson: Absentee Ballots.** Ms. Davidson believes that Northfield residents who vote using absentee/early ballots should have the same level of privacy as those who vote at the polling station on Election Day. Currently, the ballot is placed in an envelope that has the voter's name and signature on it. She would like the ballot put into a separate blank envelope that would then be put into the outer signed envelope. This way, when the absentee/early ballots are counted on Election Day, the poll workers will not be able to see how someone voted provided that the inner blank envelopes are separated from the signed envelopes before they are opened. Ms. Davidson has spoken to the Town Clerk's Office about this before and was told the extra cost of additional envelopes was the main reason this could not be done. Manager Schulz stated he would discuss this possibility with Town Clerk Kim Pedley. Selectman Beal wondered if this question might better be directed to the Vermont Secretary of State's Office since this would impact local, state, and federal elections. Ms. Davidson said she had testified on this matter in Montpelier and was told that whether or not to make this change would be the decision of local election officials. Selectman Wilson asked how many absentee/early ballots were cast in the most recent election (11/04/14). No one knew the exact number but it was estimated at about two hundred (200). Provided that making this change was not cost prohibitive, Selectman Wilson also would like the extra layer of voting privacy. Manager Schulz will make inquiries and afterwards contact Ms. Davidson.

- b. **Joshua Jennings: Robinson Road.** Mr. Jennings and his neighbors on Robinson Road contacted the Select Board a couple months ago with their request to block the road's eastern outlet. Robinson Road currently is a loop road off of Vermont Route 64 about a quarter mile from Interstate 89 Exit 5. The section of the road closest to the freeway is often the locale for such questionable behavior as excessive speed, trash dumping, public urination, etc. Manager Schulz has spoken to Road Foreman Ray Hudson on this matter and their recommendation is to install a guardrail at the eastern outlet as close to Vermont Route 64 as the State will allow. It has been suggested that the whole road could be privatized since there are only two (2) houses located on it. However, there is a cemetery there that requires public access so the entire road cannot be "thrown up." The consensus of the Select Board was to install the guardrail barrier (or perhaps two of them and some road material) and privatize the section of the road from its eastern outlet to the cemetery. Taking this action will require that a public hearing be held and that adjoining property owners be notified. Motion by Selectman Donahue, seconded by Selectman Maxwell, to privatize Robinson Road from its eastern intersection with Vermont Route 64 to the cemetery entrance. Selectman Maxwell asked if the privatized section of road would revert to the adjoining property owner (Mr. Jennings). Manager Schulz confirmed that this was the case. Selectman Denny suggested that there should be some negotiation with the affected Robinson Road property owners to see if they would share some of the expense of this action. **Motion passed 8-0-0.**

V. **APPROVAL OF MINUTES**

- a. **November 10, 2014 (Regular Meeting).** Motion by Selectman Goslant, seconded by Selectman Denny, to approve the minutes. **Motion passed 7-0-1, with Selectman Donahue abstaining.**

VI. APPROVAL OF BILLS

- a. **Warrant #11-15.** Motion by Selectman Denny, seconded by Selectman Donahue, to approve Warrant #11-15 in the amount of \$524,757.42. **Motion passed 8-0-0.**
- b. **Bi-Weekly Payroll through November 9, 2014.** Motion by Selectman Denny, seconded by Selectman Donahue, to approve the Bi-Weekly Payroll in the amount of \$81,632.21. **Motion passed 8-0-0.**

VII. SELECT BOARD

- a. **Bond Anticipation Note (Depot Square Roadway).** Motion by Selectman Maxwell, seconded by Selectman Donahue, to approve and sign the Bond Anticipation Note for the Depot Square Roadway project in the amount of \$330,000 at 1.19% interest; to approve and sign the Bond Anticipation Borrowing Resolution; and to approve and sign the No-Arbitrage and Use of Proceeds Certificate. Selectman Goslant asked for how long the Town will be paying this off. Manager Schulz believes this is a ten (10) year note. **Motion passed 8-0-0.**
- b. **Hazardous Waste Contamination and Cleanup Liability Exemption Form.** Manager Schulz stated that the Town is in the process of foreclosing and putting out to bid the property on 11 Wall Street. As part of this, the attorneys have asked the Select Board to approve this waiver form in order to limit the Town's liability should any hazardous waste contamination eventually be found on site. Motion by Selectman Donahue, seconded by Selectman Wilson, to approve and authorize Manager Schulz to sign the waiver form. Selectman Denny asked if this limited liability would pass on to any buyer for the property. Manager Schulz understands that this waiver would only cover the Town. Selectman Goslant felt that this might discourage buyers and/or lower the sale price. Manager Schulz stated that the Phase I Environmental Site Assessment for this property is a public document so any potential buyer should be aware of the possibility of site contamination. Selectman Goslant asked if the current property owner has access to the site. Manager Schulz believes that there is a court order in place to prevent this. **Motion passed 8-0-0.**
- c. **Appointment of Authorized Representative (Water Projects).** Manager Schulz stated that the Vermont Agency of Natural Resources would like formal confirmation from the Select Board that he is the authorized representative for the upcoming water main replacement projects on Central Street, Washington Street, and King Street. Motion by Selectman Denny, seconded by Selectman Maxwell, to appoint Manager Schulz as the authorized representative for these projects and to sign the confirmation form. **Motion passed 8-0-0.**
- d. **Town Buildings & Energy Committee Report.** Selectman Denny serves on the Committee and will provide a brief overview tonight. (His written report will be in the next Select Board packets.) Selectman Denny stated that the Brown Public Library (BPL) building roof has a number of issues. An engineer inspected it and reported that there are structural problems but no threat of immediate collapse. However, the roof should be repaired as soon as possible to prevent this possibility. In addition, it was discovered that the main problem with the BPL heating system was that a switch on the control panel was stuck in place. This has been resolved so future heating bills should be reduced. The Town Highway Department crew did some repair work on the BPL front steps and in the process found some voids below the granite steps. This was filled in using some road material but this probably is only a temporary solution. The crew also provided a temporary fix to the roof over the basement entrance.

The Committee has reviewed the Paine House where the Northfield Historical Society (NHS) is situated and did not find any serious problems. However, it might be a good idea to install additional insulation. The Committee believes that the cost of improvements to the entire building could be addressed in a single grant application to the Vermont Division for Historic Preservation (Department of Housing & Community Development).

In addition, the Municipal Building's leaky sidewall has been repaired. This was completed at a reduced cost because the Highway crew again provided some manpower. The fire alarm system at the Town Garage has been upgraded to meet state specifications. Selectman Denny said that he and the other Committee members would like to thank Mr. Hudson and his crew for their assistance on these various projects.

Chair Quinn asked if the structural repairs to the BPL roof would still be needed if the slate roof was replaced with a metal standing seam roof. Selectman Denny believed that would be the case since there are problems with weakened beams. He also would favor installing a standing seam roof but would need to check first to see if this would hurt any chance for a historic preservation grant.

Selectman Goslant asked if the labor provided by members of the Town Highway Department was charged to the appropriate department. Manager Schulz stated that it was not; this was just absorbed into the existing Town Highway budget. These are municipal facilities and one of the Highway Department's functions is to assist with their maintenance. Chair Quinn added that this had been done this way in the past and in any case Northfield voters no longer approve a separate Town Highway budget. Selectman Wilson felt that future tracking of such expenses could be discussed during the upcoming budget process. Selectman Denny stated that the Committee's major concern was getting this work completed as quickly as possible to resolve any public safety issues.

**VIII. BOARD MEMBERS' COMMENTS, CONCERNS, QUESTIONS**

- a. **Combined EMS Facility.** Selectman Doney asked if there was any update on the proposal to have the Northfield Fire Department (NFD) and Northfield Ambulance Service (NAS) share a facility on Wall Street. Manager Schulz stated that the cost estimates provided by the project architect were rather high. He would like the Public Safety Committee to meet and perhaps reevaluate the situation in order to determine a more cost-effective solution. Selectman Goslant serves on this committee and believes that funding issues should be discussed during the budget meetings. He had been under the impression that grant monies would be available for this type of project but this did not prove to be the case.
- b. **Fairground Road Bridge Replacement Project.** Selectman Goslant said residents of the nearby Tucker Trailer park are concerned that the school bus will not cross the temporary bridge now in place and that their children will be forced to traverse a construction zone. He felt that the temporary bridge is wide enough to accommodate a school bus. Chair Quinn said that this was an old issue as the bus company contracted by the Northfield School District had similar concerns about the old bridge even though it met all state specifications for a vehicle of that weight and size. Selectman Goslant is concerned that regardless of who is responsible for this situation, it looks like a disaster waiting to happen. Selectman Beal suggested that Manager Schulz could discuss this matter with the Northfield School Superintendent to see if some accommodation could be made. Manager Schulz will look into this. Kathleen Lott asked if the temporary bridge was rated to accommodate a school bus. Manager Schulz said that it was and this fact has been directly communicated to the bus company.
- c. **FY 2015/2016 Town Budget Process.** Chair Quinn noted that the Town will hold budget meetings on Tuesday and Thursday nights for the next three (3) weeks starting on Tuesday, December 2, 2014. The meetings will be held in the Community Room starting at 6:00 p.m. and Trans-Video will be televising them. If needed, budget meetings will resume after the holidays.
- d. **NAVI Annual Tree and Wreath Sale.** Northfield Ambulance Volunteers, Inc. will be selling holiday trees and wreaths in various sizes and prices at the Ambulance Bay starting on Saturday, November 29, 2014 and finishing on Christmas Eve. Free delivery is available.

**IX. TOWN MANAGER'S REPORT.** Manager Schulz had nothing to add to the written report emailed to the Select Board members.

**X. PUBLIC PARTICIPATION (UNSCHEDULED)**

- a. **Kathleen Lott, Tax Stabilization Agreement.** Ms. Lott asked if the Northfield voters had provided authorization for the tax stabilization agreement approved by the Select Board. Chair Quinn stated that such agreements that involve commercial and/or industrial properties require a two-thirds public vote and the special article only received sixty-two percent (62%) support. He suggested that this article could be put on next year's Town Meeting Warning and perhaps the Select Board could do a better job of explaining why the Economic Development Committee felt this was an important resource to encourage local economic development.

**XI. ADJOURNMENT.** Motion by Selectman Beal, seconded by Selectman Donahue, to adjourn. **Motion passed 8-0-0.**

The meeting adjourned at 8:10 p.m.

Respectfully submitted,

*Kenneth L. McCann*

Kenneth L. McCann, Acting Clerk

An audio recording of this meeting is available in the Town Manager's Office.

These minutes were approved at the Select Board meeting of December 9, 2014.

**TOWN OF NORTHFIELD, VERMONT**  
**BOARD OF SELECTMEN**  
**Minutes of January 13, 2015**

- I. **ROLL CALL.** Select Board Chair John Quinn III, Selectmen Kevin T. Beal (absent), Brad Denny, Dennis Donahue, Lynn Doney, Matthew Gadbois, Kenneth W. Goslant, K. David Maxwell, and James R. Wilson. Also present were Town Manager Jeffrey Schulz, Acting Clerk Kenneth McCann, Arlington Supplee (Board of Listers), Tawnya Kristen (GMTA Community Relations Manager), Meredith Birkett (GMTA Director of Planning & Marketing), Brent Blevins (Planning Analyst, Cabot Hosiery Mills), Ric Cabot (President/CEO, Cabot Hosiery Mills), Joshua Jennings, Warren Hagy, and Kathleen Lott (*Northfield News*).

Prior to the regular meeting, the Town Select Board held a Public Hearing beginning at 7:00 p.m. for the purpose of receiving public comment regarding the proposed closure of the eastern loop of Robinson Road from its intersection with Vermont Route 64 westward to the public access for the Robinson Cemetery. The Town Select Board is considering this action in response to numerous complaints from area residents regarding speeding vehicles, trash dumping, etc. The affected road section would be privatized ("thrown up") with the land reverting to the adjacent landowner.

Joshua Jennings is the Robinson Road resident who first made this request to the Select Board last September and he was present tonight to affirm that the problems remain ongoing. He added that six (6) years ago he made a successful request to have the speed limit on Robinson Road set at twenty-five miles per hour (25 MPH). However, this limit has largely been ignored and Mr. Jennings is concerned about the safety of his children with the speeding traffic. He confirmed that the eastern section of the loop that is targeted for closure is where most of the bad behavior is taking place. Mr. Jennings added that Manager Schulz and Road Foreman Ray Hudson had come out to inspect the area and found that there would be no problems with road maintenance (i.e. snowplow turnarounds, etc.) of the remaining section of road. Manager Schulz noted that the Select Board is already on record as endorsing this action and holding this public hearing is part of the formal process of discontinuing the eastern loop of the road.

There being no other questions or comments, the public hearing closed at 7:08 p.m. The regular meeting began immediately.

- II. **PLEDGE OF ALLEGIANCE.** The Board members and the public were asked to rise and recite the Pledge of Allegiance.
- III. **SET/ADJUST AGENDA.** Manager Schulz had no changes to the posted agenda. He also confirmed that an executive session would be held to discuss a legal matter.
- IV. **PUBLIC PARTICIPATION (SCHEDULED):**

- a. **Tawnya Kristen and Meredith Birkett, Green Mountain Transit Agency (GMTA).** Ms. Kristen and Ms. Birkett provided the Select Board members with updates regarding the weekday Northfield-Montpelier Commuter service, the weekly (Wednesdays) shuttle service within Northfield, and the unscheduled transportation to medical and other facilities provided to qualified individuals. Ms. Kristen stated that after contacting Northfield seniors, she learned about their desire for direct bus service to the Berlin Mall (i.e., the newly expanded Wal-Mart, etc.). Therefore, starting in early February 2015, there will be one trip to and from the Berlin Mall each Wednesday. Manager Schulz asked if GMTA's funding request to Northfield residents is the same as last year. Ms. Kristen confirmed that it was.

Ms. Birkett then provided information on the weekday commuter service, which she stated has seen a fifty percent (50%) increase in ridership this past year. Part of this increase can be attributed to a change in the bus schedule last spring that was designed to better fit the working hours of Northfield residents working in Montpelier. In addition, it had been anticipated that ridership would increase each year as more potential users became aware of it. This commuter route is subsidized by a three (3) year federal grant and Ms. Birkett felt that the service's apparent success made it likely that this support will be renewed. In addition, if ridership continues to grow, it is possible that the twenty percent (20%) matching amount paid by the Town of Northfield will decrease. Chair Quinn and the other Board members then thanked Ms. Kristen and Ms. Birkett for the valuable information.

- b. **Brent Blevins and Ric Cabot, Cabot Hosiery Mills: Potential Expansion Plans.** Mr. Blevins and Mr. Cabot had asked to address the Select Board tonight regarding their expansion plans for Cabot Hosiery and what steps they would like the Town Select Board to take in order to facilitate the process. Mr. Cabot stated that his family's business has operated in Northfield for over forty (40) years. The company went through some hard times about a decade ago but thanks to the perseverance of his employees and the development (and great popularity) of their Darn Tough Vermont® line, the situation has turned around so much that the current facility is too small to keep up with demand. Mr. Blevins noted that in recent years, the number of Cabot Hosiery employees has increased from 110 to 160 and the number of knitting machines on site from 77 to 142. The current expansion plans would increase the number of employees to 500 by 2019 with a similar increase in knitting machines. Cabot Hosiery already has agreements in place to purchase adjoining parcels to facilitate the first phase of this proposed expansion. Mr. Blevins stated that Cabot Hosiery does need four (4) actions from the Town of Northfield to further the process. First, Cabot Hosiery would like the Town to discontinue the end of Whetstone Drive where some of the future development is planned. The Town could privatize this section of road and turn the land over to the adjoining property owner (Cabot Hosiery). Secondly, there is a capped water line coming down from a nearby reservoir that would have to be relocated. Third, Cabot Hosiery would like the Town's permission to build a new parking lot on top of the existing sewer line to the site. Finally, Cabot Hosiery would like a zoning waiver from the Town regarding the size of this parking lot. Since the business operates in three (3) shifts, there does not need to be space allotments for all the employees.

Selectman Goslant asked if the aforementioned sewer line would remain in place. Manager Schulz said that it would since it is well built. Only the water line would need to be relocated. Chair Quinn then asked what the Town can do now to facilitate Cabot Hosiery's expansion plans. Manager Schulz said a public hearing would need to be held before the section of Whetstone Drive was privatized. The amount of land to be transferred must be determined before the hearing can be scheduled. Motion by Selectman Donahue, seconded by Selectman Gadbois, to move forward in this process and hold any required public hearing(s) as soon as possible. **Motion passed 8-0-0.**

- c. **Arlington Supplee, Board of Listers: Town-Wide Reappraisal Update.** Mr. Supplee reported that the reappraisal is proceeding on schedule. There are about twenty (20) parcels that will need to be reviewed an additional time. In addition, there are six (6) parcels that are currently under development and will need to be revisited in a couple months. When the reviews are completed, the final data will be input into system and the reappraisal booklet that will be distributed to all property owners should be ready to go to the printer in early April. Since Northfield's CLA (Common Level of Appraisal) is at 84.4%, the average increase in property values should be about fifteen percent (15%). However, this will not be a uniform increase as most properties will go up in value but some will go down.

Chair Quinn asked why the Town did not simply look at the property sales over the past three (3) years or so in order to determine how much property values have increased in recent years. Mr. Supplee said that the State of Vermont requires that all parcels be evaluated during the same time frame. In addition, individual property sales do not provide an accurate measure for overall property values because of all the unique factors that cause sale prices to go up and down. He added that when this reappraisal was conducted, the FEMA floodplain maps were taken into account to determine the actual value of a parcel, recognizing that the sale price of the property would be deflated due to its location. This was not done during the previous reappraisal.

Between the news regarding Cabot Hosiery's planned expansion and the good progress of the town-wide reappraisal, Selectman Denny felt that this has been a very positive meeting. He believed that the last town-wide reappraisal process was a disaster but this time it has been done the right way all the way through.

**V. APPROVAL OF MINUTES**

- a. **December 9, 2014 (Regular Meeting).** Motion by Selectman Donahue, seconded by Selectman Maxwell, to approve the minutes. **Motion passed 6-0-2, with Selectmen Doney and Wilson abstaining.**
- b. **December 9, 2014 (Budget Meeting #3).** Motion by Selectman Gadbois, seconded by Selectman Donahue, to approve the minutes. **Motion passed 6-0-2, with Selectmen Doney and Wilson abstaining.**
- c. **December 11, 2014 (Budget Meeting #4).** Motion by Selectman Gadbois, seconded by Selectman Donahue, to approve the minutes. **Motion passed 8-0-0.**
- d. **December 16, 2014 (Budget Meeting #5).** Motion by Selectman Gadbois, seconded by Selectman Donahue, to approve the minutes. **Motion passed 8-0-0.**

**VI. APPROVAL OF BILLS**

- a. **Validation of Warrant #13-15.** Motion by Selectman Donahue, seconded by Denny, to validate the approval by signature of Warrant #13-15 in the amount of \$501,663.39. **Motion passed 8-0-0.**
- b. **Warrant #14-15.** Motion by Selectman Donahue, seconded by Selectman Maxwell, to approve Warrant #14-15 in the amount of 567,470.69. **Motion passed 8-0-0.**
- c. **Bi-Weekly Payroll through December 7, 2014.** Motion by Selectman Donahue, seconded by Selectman Gadbois, to approve the bi-weekly payroll in the amount of \$95,430.22. Chair Quinn inquired why there were Police Department overtime expenses during this period. Manager Schulz thought that it might be due to the Thanksgiving holiday but will check into this. **Motion passed 8-0-0.**
- d. **Bi-Weekly Payroll through December 21, 2014.** Motion by Selectman Donahue, seconded by Selectman Denny, to approve the bi-weekly payroll in the amount of \$89,000.49. Chair Quinn had the same question as before regarding overtime expenses. **Motion passed 8-0-0.**
- e. **Bi-Weekly Payroll through January 4, 2015.** Motion by Selectman Donahue, seconded by Selectman Maxwell, to approve the bi-weekly payroll expenses in the amount of \$88,587.55. **Motion passed 8-0-0.**

**VII. SELECT BOARD**

- a. **DRAFT 2015 Town Meeting Warning.** Manager Schulz stated that the warning needs to be approved and signed by the Select Board before the end of the month. He highlighted a couple items on the warning. The first was an article that would ask for voter authorization for the Town to withdraw from its membership in the Mad River Resource Management Alliance. The second was a request for voter authorization for the Select Board to enter into tax stabilization agreements. The latter article had been put before the voters at the November 4, 2014 Special Town Meeting. Although the article was supported by 62.6% of voters, it fell just short of the two-thirds (2/3) requirement for tax stabilization agreements "relating to commercial or industrial property" [V.S.A. Title 24, §2741(b)]. Chair Quinn suggested that the language in the article should be revised for clarity so voters will know what they're voting on. Selectman Denny feared that the article wording probably was done that way by a lawyer in order to pass legal muster.

The Select Board members also expressed concern regarding the number of non-profit organizations (20) seeking public funds on the warning. The request from the Montpelier Senior Activity Center was seen as particularly egregious since Northfield has its own thriving Senior Center and there were fears potential funding could be thus diverted out of town. There was a suggestion that the Select Board look into revising the requirements for such groups to be placed on the warning, such as banning petitions that contained more than one organization. Manager Schulz will look into whether or not this is legal.



- b. **Town Clerk Request to Adjust Dog Licensing Fees.** Town Clerk Kim Pedley sent the Select Board a request to adjust the current dog licensing fees, which have not been changed for over sixteen (16) years. The increases would be minimal: from \$11 to \$13 for a neutered/spayed canine; from \$15 to \$19 for an unaltered canine; from \$13 to \$16 for late registration of a neutered/spayed canine; and from \$19 to \$22 for late registration of an unaltered canine. Ms. Pedley noted in her memo that \$4 of each licensing fee is forwarded to the State of Vermont. Motion by Selectman Denny, seconded by Selectman Donahue, to approve the adjustment in dog licensing fees as recommended by Town Clerk Kim Pedley. **Motion passed 8-0-0.**
  - c. **Capital Expense Note (2014 Western Star).** Motion by Selectman Wilson, seconded by Selectman Denny, to approve and sign the Capital Expense Note for the 2014 Western Star in the amount of \$54,553 at 1.22% interest; to approve and sign the Capital Expense Borrowing Resolution; and to approve and sign the No-Arbitrage and Use of Proceeds Certificate. **Motion passed 8-0-0.**
  - d. **Bond Anticipation Note (Fire Pumper Truck).** Motion by Selectman Wilson, seconded by Selectman Donahue, to approve and sign the Bond Anticipation Note for the Fire Pumper truck in the amount of \$30,000 at 1.22% interest; to approve and sign the Bond Anticipation Borrowing Resolution; and to approve and sign the No-Arbitrage and Use of Proceeds Certificate. **Motion passed 8-0-0.**
- VIII. **BOARD MEMBERS' COMMENTS, CONCERNS, QUESTIONS.** The Select Board members had nothing to add at this time. There was an additional legal matter that may be discussed during the executive session.
- IX. **TOWN MANAGER'S REPORT**
- a. **Town Meeting Elected Office Petitions.** Manager Schulz reported that Town Clerk Pedley asked him to remind residents that petitions now are available in her office for anyone wants to be put on the Town Meeting Ballot in order to seek election. The positions to be voted upon by Australian Ballot are: Grand Juror, 1 year; Selectman, 3 year seat; Selectman, 2 year seat; School Director, 3 year seat; School Director, 2 year seat; School Director, 2 years remainder of a 3 year seat; Lister, 3 year seat; Town Clerk, 3 years; Town Agent, 1 year; Trustee of the Brown Public Library, 3 year seat; and Trustee of the Brown Public Library, 3 year seat. Completed petitions must contain the signatures of at least thirty (30) Northfield-registered voters and are due back in the Town Clerk's Office by 5:00 p.m. on Monday, January 26, 2015.
- X. **PUBLIC PARTICIPATION (UNSCHEDULED).** There was none.
- XI. **EXECUTIVE SESSION.** Motion by Selectman Wilson, seconded by Selectman Donahue, to go into executive session, in accordance with 1 VSA 313 (a)(1), in order to discuss one or more legal matters with Manager Schulz present. **Motion passed 8-0-0.**

The Board went into executive session at 8:45 p.m.

Motion by Selectman Denny, seconded by Selectman Gadbois, to come out of executive session.  
**Motion passed 8-0-0.**

The Board came out of executive session at 9:15 p.m. No action was taken.

- XII. **ADJOURNMENT.** Motion by Selectman Goslant, seconded by Selectman Donahue to adjourn.  
**Motion passed 8-0-0.**

The meeting adjourned at 9:16 p.m.

Respectfully submitted,

*Kenneth L. McCann*

Kenneth L. McCann, Acting Clerk

An audio recording of this meeting is available in the Town Manager's Office.

These minutes were approved at the regular Select Board meeting of January 27, 2015.

**TOWN OF NORTHFIELD, VERMONT  
BOARD OF SELECTMEN  
SITE VISIT: FOX FARM ROAD  
Minutes of November 10, 2015**

- I. **ROLL CALL.** Chair John Quinn III, Select Board members Lynn Doney (absent), Matthew Gadbois, Kenneth W. Goslant, and K. David Maxwell (absent). Also present were Town Manager Jeff Schulz, and Northfield resident Randy Chamberlin.

Chair Quinn called the Site Visit to order at 4:15 p.m.

- II. **PUBLIC PARTICIPATION (Scheduled):** None.

III. **DISCUSSION**

- a. **Fox Farm Road Site Visit.** The owners of the only property that this road traverses would like to upgrade Fox Farm Road themselves if the Town of Northfield agrees to privatize it (i.e. "thrown up"). This Class 4 Road is not maintained by the Town Highway Department and it was severely damaged by Tropical Storm Irene four (4) years ago. Those present surveyed the road and discussed with Mr. Chamberlin (care taker for property owners) their plans to upgrade the road.

- IV. **PUBLIC PARTICIPATION (Unscheduled).** There was none.

- V. **ADJOURNMENT.** Without objection, the Site Visit concluded at 4:25 p.m.

Respectfully submitted,

*Jeff Schulz*

Jeff Schulz, Acting Clerk

These minutes were approved at the regular Select Board meeting of November 24, 2015.

**TOWN OF NORTHFIELD  
BOARD OF SELECTMEN  
Minutes of November 10, 2015**

- I. **ROLL CALL.** Chair John Quinn III, Selectmen Lynn Doney, Matthew Gadbois, Kenneth W. Goslant, and K. David Maxwell. Also present were Town Manager Jeffrey Schulz, Acting Clerk Kenneth McCann, Police Chief James Dziobek, Robert Halpert (Zalinger, Cameron & Lambek PC), Robert Appel (Kohn Rath Danon & Appel, LLP), Gordon Bock, Christine Barnes, Gordon Perkinson, Gail Lund-Rowell, Phil Rowell, Charles Morse, John Mott, Eva Ciampaglia, Paul Ciampaglia, Steve Williams, Lonny Wade, Elizabeth Dziobek, Sara Philbrick, Michael Philbrick (Northfield Police Department), Emily Withrow, Nathan Messier (Northfield Police Department), Kurt Snyder (Capitol Police Department), Gyla Dziobek, Michael R. Gero (Northfield Police Department), Paulette Gagne, Christopher Hoar (Northfield Police Department), Christopher Quesnel (Northfield Police Department), Daniel Withrow (Northfield Police Department), Cindy Spaulding, Lindsay Cronin (Northfield Police Department), Linda Shedd (Northfield Police Department), Logan Potskowski, Steven Tiersch, Brandon Gallant, Kelly Driscoll Smith, Chris Bradley, Rosa Benoir, Scott Benoir, Jen Siegal, Laura Ranker, Brian Hoar (Northfield Police Department), Chris Dziobek, James Dziobek III, Rowley Brucken, Mary Ann Grebe, Skip Davidson, and Kathleen Lott (*Northfield News*).

Chair Quinn called the meeting to order at 6:00 p.m.

- II. **PLEDGE OF ALLEGIANCE.** The Board members and the public were asked to rise and recite the Pledge of Allegiance.

III. **PRE-TERMINATION HEARING**

- a. **Police Chief James Dziobek.** Robert Halpert is the attorney acting on behalf of the Town of Northfield for this hearing, which was rescheduled from last week (11/03/15) and is intended to help determine whether or not Police Chief James Dziobek's employment should be terminated. This hearing will focus on issues raised in a letter sent from Manager Schulz to Chief Dziobek on October 13, 2015. These issues include Chief Dziobek's failure to maintain a regular working schedule (as requested by Manager Schulz), his inability to manage his officers' comp time, and his failure to follow the Town's purchasing policy when spending state and federal grant moneys. The letter also states that the lack of a regular working schedule (8:00 a.m. to 4:00 p.m.) meant that on the day that an Amtrak train derailed in Northfield (10/05/15), Chief Dziobek did not arrive in town until 12:30 p.m., which is two (2) hours after the accident occurred. In addition, although he stated on his timesheet for that day that he worked ten (10) hours, when in fact Chief Dziobek left Northfield at 5:00 p.m. This means that he only worked for four and one-half (4½) hours that day. In addition, even though Chief Dziobek did not come at all to Northfield the following day (10/06/15), he claimed nine (9) hours of work for that day. In addition, due to his non-presence in Northfield that day, Chief Dziobek failed to attend morning and afternoon briefings conducted by state, federal, and Amtrak representatives regarding the previous day's accident. Chief Dziobek's attorney (Robert Appel) has requested that all witnesses providing testimony at this hearing be sworn in. There is no objection to this from either Manager Schulz or the Select Board members. Evidence will first be presented to the Select Board by Manager Schulz. Chief Dziobek and Mr. Appel will then have the opportunity to challenge this evidence, provide their own documentation, and call their own witnesses.

Manager Schulz conducted his presentation to the Select Board by providing copies of various forms of documentation that were listed as Exhibits 1 through 11. The first was a copy of an email sent by Manager Schulz to Chief Dziobek in February 2015 that raised concerns regarding the excessive amounts of comp time (in excess of 60 hours) that was being accumulated by some members of the Northfield Police Department (NPD). This is an apparent violation of the current NPD union contract. In his response, Chief Dziobek indicated that he was aware of this problem. Manager Schulz believes that this indicates Chief Dziobek's lack of oversight over his employees. The accumulation of excessive employee comp time could be a potential financial liability to the Town.

Manager Schulz stated that during a March 30, 2015 meeting with Chief Dziobek, Manager Schulz emphasized the need for Chief Dziobek to work a regular work schedule. Manager Schulz understands that this could be difficult sometimes with salaried employees but also felt that the situation regarding Chief Dziobek's work schedule had gotten out of hand. Manager Schulz then presented Exhibit 2, which was a May 20, 2015 letter from him to Chief Dziobek that shared his concerns regarding comp time and NPD overtime expenses. He also reiterated the regular work schedule issue in the letter.

At this time, Mr. Appel asked that since Manager Schulz appears to be providing testimony regarding these interactions between himself and Chief Dziobek, he should be sworn in. Chair Quinn asked if this was a matter for the Select Board to decide. Mr. Appel said that it was. There were no objections from the Select Board members so Manager Schulz was sworn in by Mr. Halpert. In addition, Mr. Appel said that he would defer any questions regarding the evidence provided by Manager Schulz until he had finished his presentation.

Manager Schulz then presented Exhibit 3, which was another letter from him to Chief Dziobek on the same issues raised previously. Exhibit 4 was two (2) separate documents. The first was a June 4, 2015 email from Manager Schulz to Chief Dziobek. The second was a June 9, 2015 letter to Manager Schulz from the Vermont Department of Public Safety that raised concerns that proper bidding procedures were not followed when grant funds provided to the NPD were spent. The main concern was that a single contractor was being used for all the purchases. Manager Schulz stated that after receiving this letter, he feared that future NPD grant opportunities might be lost if proper procedures were not followed.

Exhibit 5 was the minutes from the regular Select Board meeting held on June 9, 2015. Chief Dziobek provided the Select Board with a Department Head Report at that meeting and he was asked about his regular work schedule. He told the Select Board members that he would keep a regular 8:00 a.m. to 4:00 p.m. workday.

Exhibit 6 was in regard to a meeting with Manager Schulz and Chief Dziobek on June 10, 2015 during which they spoke about issues raised at the previous night's Select Board meeting. At this time Manager Schulz emphasized the need for Chief Dziobek to keep to a regular work schedule as he had promised at the meeting. He also stated that improved department oversight was needed. Chief Dziobek asked at this meeting whether or not his position was in jeopardy. After this meeting Manager Schulz observed that Chief Dziobek was not in Northfield until the afternoon on workdays. This indicated to Manager Schulz a lack of compliance on Chief Dziobek's part. In addition, some residents expressed their concerns that Chief Dziobek was not in Northfield for much of the day. Callers to the NPD dispatcher repeatedly were told that Chief Dziobek was not available and the dispatcher did not know when he would be.

Exhibit 7 related to the Amtrak derailment and the fact that Chief Dziobek was not in Northfield until two (2) hours after it happened. His timesheet for that work period stated that Chief Dziobek worked ten (10) hours that day but separate evidence shows that actually he was in Northfield for only four and one-half (4½) hours that day. Exhibits 8 and 9 were related to the day after the Amtrak accident when Chief Dziobek attended an out-of-town conference so he was not present at any of the meetings dealing with the derailment.

Exhibit 10 was the aforementioned October 13, 2015 letter from Manager Schulz that informed Chief Dziobek of the Town's intention to begin the process to terminate his employment. Exhibit 11 was a November 5, 2015 email from Chief Dziobek to Manager Schulz in which Chief Dziobek presented his regular work schedule to him. The email included the proviso that the schedule was subject to change without notice, which troubled Manager Schulz.

Manager Schulz concluded his presentation of written evidence by noting that the issues contained in the October 13, 2015 letter have been discussed in various forums and by various communications since February 2015. He feels that this shows that Chief Dziobek does not exercise proper oversight over his department. Manager Schulz asked Mr. Halpert if he should produce his witnesses at this point. Mr. Halpert felt that it would be better to provide Mr. Appel (Chief Dziobek's attorney) the opportunity to ask questions about the evidence presented so far.

Mr. Appel asked Manager Schulz if he was aware that the Northfield Police Department (NPD) runs three (3) patrol shifts of twelve (12) hours each. Manager Schulz said that he was aware that the NPD has day, transitional, and night shifts of this duration. Mr. Appel stated that according to the Select Board minutes of June 9, 2015, the Select Board seemed insistent that Chief Dziobek work a regular 8:00 a.m. to 4:00 p.m. work day. Manager Schulz said that it was felt that this work schedule would make it easier for Chief Dziobek to interact with members of the public, fellow Northfield municipal employees, etc. on a regular basis. Mr. Appel noted that according to the federal Fair Labor Standards Act (FLSA), as a salaried employee Chief Dziobek is classified as an "exempt employee" and not required to work a set work schedule. He added that Chief Dziobek will testify later tonight that he wanted to work outside of the 8:00 a.m. to 4:00 p.m. schedule in order to better interact with the varying NPD work shifts (and for other reasons). Manager Schulz stated that although he is not an expert on federal labor laws, he does understand the difference between a salaried and hourly employee. Mr. Halpert asked if it was Mr. Appel's contention that Manager Schulz did not have the authority to require Chief Dziobek to work a set schedule. Mr. Appel said that it was. Mr. Appel asked Manager Schulz if he was aware that Chief Dziobek is not eligible for overtime pay. Manager Schulz said that he was aware of this.

Mr. Appel then asked Manager Schulz if he had working knowledge of Title 24 of the Vermont Statutes and in particular the section (Chapter 55) that specifies the amount of control that a Police Chief has over his/her department. Manager Schulz said that he did. Mr. Appel noted that 12 VSA 1931(b) specifically states that the "direction and control of the entire police force, except as otherwise provided, shall be vested in the chief of police." Manager Schulz was aware of this but he also believes that the Town Manager has oversight over the Police Chief.

Mr. Appel, making reference to other sections of this chapter, noted that in his initial correspondence to Chief Dziobek dealing with the matters at issue tonight, Manager Schulz never once informed Chief Dziobek of his right to counsel. Mr. Appel noted that the allegations made against Chief Dziobek tonight, notably the suggestion that he submitted fraudulent timesheets, are very serious. He then asked Manager Schulz if he was familiar with federal labor laws regarding comp time for public safety workers. Manager Schulz said that he focused more upon the provisions in the Town's current contract with the NPD's union. Mr. Appel noted that this contract was drafted and agreed upon before Manager Schulz and Chief Dziobek held their current positions. Manager Schulz repeated his earlier statement that he felt that NPD comp time was accumulating to such an extent to create a financial liability to the Town. In fact, some NPD officers were exceeding fifty (50) hours of comp time. Mr. Appel asked if Chief Dziobek stated in one communication that he was addressing this issue. Manager Schulz said that he did but the amount of comp time actually increased afterwards (as noted in his May 20, 2015 letter to Chief Dziobek).

Mr. Appel then turned to Exhibit 4, which was the letter from the Department of Public Safety that included concerns about how grant money awarded to NPD was being handled. He asked if the Town was ever sanctioned for wrong-doing. Manager Schulz said that it was not. Mr. Appel asked if the audit itself focused on the Town's Accounting Office (and not the NPD). Manager Schulz stated that the audit involved the Accounting Department and the Town in general. Mr. Appel asked if the letter was addressed to the Town's Financial Director (Laurie Baroffio) and not Chief Dziobek. Manager Schulz confirmed that it was. However, he did contact Chief Dziobek to express his concerns over the letter's contents. Mr. Appel asked if Chief Dziobek was ever informed that concerns over his grant management might lead to his termination. Manager Schulz said he was not. Mr. Appel asked if Chief Dziobek's job performance was ever subject to a written evaluation. Manager Schulz said that there never was a written evaluation.

Regarding Exhibit 5, the Select Board minutes of June 9, 2015, Mr. Appel noted that the Select Board discussed establishing a policy regarding unauthorized media communications from municipal employees. Manager Schulz said that he had contacted the Vermont League of Cities & Towns (VLCT) and was informed that the Town was entitled to impose some limits.

Mr. Appel then turned to the day of the Amtrak accident. Manager Schulz stated that he had evidence that Chief Dziobek was in Northfield for only four and one-half (4½) hours that day. However, Mr. Appel will be presenting evidence later in the hearing to show that Chief Dziobek was in town much later than 5:00 p.m. In addition, Mr. Appel noted that Manager Schulz had expressed concern that Chief Dziobek was at a conference the day after the accident and not in Northfield. He asked whether it is true that local law enforcement representatives would take a back seat to state, federal, and other officials in such matters involving inter-state transportation. Manager Schulz still felt that an event of this magnitude required the presence of the local police chief.

Mr. Appel then submitted Exhibit A, which was the certificate that the Vermont Department of Mental Health provided to Chief Dziobek for his participation in the 2015 Adult Mental Health Conference on Promoting Health, Wellness & Recovery on October 6, 2015. Mr. Appel asked Manager Schulz if he was aware that police officers often have to interact with individuals with mental health issues. Manager Schulz was aware of this.

Mr. Halpert asked if any of the Select Board members had any questions regarding the evidence provided so far. Chair Quinn asked if the letter from the Department of Public Safety regarding grant management indicated that Chief Dziobek did not follow the Town's purchasing policy when buying equipment. Manager Schulz said that it did. Chair Quinn then asked Manager Schulz about the many interactions he has had with Chief Dziobek regarding a set work schedule. Manager Schulz said that he spoke to Chief Dziobek frequently about the need for a regular schedule. Chief Dziobek said he felt that the 8:00 a.m. to 4:00 p.m. time period was the optimal work time for him with occasional variations. He felt that this would allow him to better interact with Manager Schulz, other municipal staff, the public, etc. Chair Quinn asked if there was an understanding between the two of them that Manager Schulz had the authority to set Chief Dziobek's schedule. Manager Schulz said there was.

Selectman Goslant asked Manager Schulz if he had been made aware by the previous Town Manager (Robert Lewis) of existing problems with the Northfield Police Department. Manager Schulz said that he did discuss his concerns about Chief Dziobek's work schedule with Mr. Lewis. Chair Quinn asked for some clarification; when NPD officers go on duty, do they radio in? Manager Schulz said that they do call in at the beginning and ends of their shifts. It is his understanding, however, that Chief Dziobek does not.

Chair Quinn asked if any other municipal employees expressed any options regarding Chief Dziobek's work schedule. Mr. Appel objected to this question as it was asking for hearsay. Chair Quinn then asked about comp time. There have been questions raised regarding the amount of hours that could be accumulated; isn't this specified in the current NPD union contract? Manager Schulz said that it was and this amount had been negotiated between the NPD union representatives and Town management. There were no additional questions from the Select Board members.

Mr. Halpert asked if Manager Schulz wanted to call any witnesses at this time. Manager Schulz asked that part-time NPD officer Linda Shedd be called and sworn in. Manager Schulz asked Officer Shedd how long she has worked for the Northfield Police Department. Officer Shedd said that she started in June 2014 but she has known Chief Dziobek for over eight (8) years as they previously worked together at the Hardwick Police Department. Officer Shedd primarily works the NPD swing shift from 2:00 p.m. to 2:00 a.m. Manager Schulz asked if Chief Dziobek was consistently in his office during night hours. Officer Shedd said that he was not. Manager Schulz asked if Officer Shedd felt that Chief Dziobek was available during the night shift. Officer Shedd said that Chief Dziobek always answered the phone when contacted but she did not see him on a regular basis. Manager Schulz asked how was Officer Shedd's working relationship with Chief Dziobek in that other municipality. Mr. Appel objected to that question as it has been established that tonight's hearing will focus only on the issues raised in the October 13, 2015 letter. Manager Schulz asked Officer Shedd if she felt that the amount of oversight that Chief Dziobek provided to NPD officers was sufficient. Officer Shedd stated that she could not definitively answer that question since she was only a part-time officer. She was able to contact Chief Dziobek when needed but their different work schedules meant that they did not interact on a regular basis. Mr. Appel then asked Officer Shedd that when working the swing shift was she usually out of the station on patrol. Officer Shedd confirmed she was. Mr. Appel asked Officer Shedd if she was asked to be present tonight. Officer Shedd said that she was here because NPD Officer Christopher Hoar asked that as many NPD officers as possible be here tonight to show their support for Chief Dziobek. Officer Shedd added that she felt uncomfortable proving evidence in this hearing. Chair Quinn asked Officer Shedd how many times she had reached out to Chief Dziobek during her shifts. She said it was once or twice. She would usually contact the duty officer first.

Since Manager Schulz had concluded providing evidence, Mr. Appel asked that Chief Dziobek be called to provide his testimony (after being sworn in). Chief Dziobek stated that he has served as Northfield's Police Chief since February 2013. He first came to work in Northfield as a NPD patrolman in 2008 and worked briefly as Police Sergeant before becoming first the interim and then the official Police Chief. In addition, Chief Dziobek has been a certified law enforcement officer since 1983. Mr. Appel asked Chief Dziobek if he had ever been written up for malfeasance in all that time. Chief Dziobek believes that he may have received a letter of reprimand or two in all that time but he is not certain. Mr. Appel then asked Chief Dziobek if he had any indication that his job was in jeopardy before receiving the October 13, 2015 letter. Had he been provided with any written or oral warnings beforehand? Chief Dziobek said that he had not. He had discussed various issues with Manager Schulz on many occasions but there never had been any suggestion that his termination was being considered. There had been no letters of reprimand or directives issued regarding these matters. Chief Dziobek had made it clear to Manager Schulz that he never had a set schedule but rather preferred a floating schedule in order to better interact with his officers. He had no idea that his job was being threatened until he received that letter and his immediate response was a combination of shock and anger.

Mr. Appel then provided Chief Dziobek with a copy of Appendix A ("Disciplinary Guidelines") from the Town of Northfield's "Personnel Policies and Procedures." He asked Chief Dziobek if there was any section that seemed especially applicable to the matter at hand. Chief Dziobek did not see any that applied directly. Mr. Appel noted that for most of the offenses listed, warning notices were required prior to discharge. Chief Dziobek said that depended on the severity of the offense but that was the case for most of them.

Regarding the day of the Amtrak accident, Mr. Appel noted that the October 13, 2015 letter stated that Chief Dziobek was not on duty until 12:30 p.m. He asked Chief Dziobek if he was on duty before then. Chief Dziobek confirmed that he was. Due to his daughter being involved in a minor automobile accident, Chief Dziobek was still at home when NPD Officer Chris Quesnel informed him about the train derailment around 10:30 a.m. He was told that an Amtrak worker had been seriously injured and been airlifted. The less seriously injured were being transported to the local hospital and the remaining passengers were being bussed to Norwich University.

Mr. Appel asked when Chief Dziobek reported to Northfield. Chief Dziobek left his residence at 11:00 a.m. and on the way he was in contact with the U.S. Border Patrol to ask for surveillance of the area and for control of the air traffic over the accident site. A helicopter subsequently was dispatched to the scene. Mr. Appel asked which agencies responded to the train derailment. Chief Dziobek said that the local response was mainly fire and rescue. In such instances, the local law enforcement has a limited role as state and federal agencies take precedence. Local law enforcement mainly would assist with jurisdictional issues should there be any fatalities, which (fortunately) was not the case here. Not long after federal, state, and Amtrak representatives began their initial investigation, the Vermont Agency of Public Safety established a command center in Waterbury. Mr. Appel asked which NPD officer arrived first at the accident scene. Chief Dziobek said that Officer Dan Withrow was the on-duty officer and he arrived at 10:31 a.m., which was only minutes after notification. Mr. Appel asked if Chief Dziobek was satisfied with this response. Chief Dziobek said that he was. By the time Chief Dziobek arrived in Northfield, with the other agencies on hand, the site appeared to be a "done deal" except for some concerns about the amount of fuel that had spilled, etc. Mr. Appel asked whether there would have been any added benefit had Chief Dziobek arrived on the scene earlier. Chief Dziobek did not think so, saying that he just would have been another person there. In these instances, it usually is best to stay out of the way of the other agencies.

Mr. Appel noted that in the October 13, 2015 letter, it is stated by Manager Schulz that Chief Dziobek put ten (10) hours of work on his timecard the day of the Amtrak accident even though there is evidence that he left Northfield after four and one-half (4½) hours. Chief Dziobek said that he does not know where Manager Schulz got this information as he did not leave Northfield until after 11:00 p.m. that night. According to Chief Dziobek, he logged off his computer at 10:34 p.m. He then stayed at the Police Station for another hour or so speaking with NPD Sergeant Brain Hoar about how much worse the accident could have been, etc. The next day, Chief Dziobek was at the aforementioned mental health conference while his officers did what needed to be done regarding the accident aftermath, i.e. attending status meetings, etc. Chief Dziobek said that when there was a mid-day break in the conference proceedings he did check in to see if all was going well. Mr. Appel asked how long Chief Dziobek was at the conference. Chief Dziobek said that he left his residence around 7:30 a.m. and did not return home until after 6:00 p.m.

Mr. Appel asked how Manager Schulz got the impression that Chief Dziobek only spent four and one-half (4½) hours in Northfield the day of the accident. Chief Dziobek said that he had no idea. He cannot see how this was determined without a proper investigation and that Manager Schulz never asked him directly about this. This kind of allegation can seriously damage a police officer's reputation and career. A police officer accused of submitting a fraudulent timecard (or other false documentation) sometimes can get no cooperation from state's attorneys or other law enforcement agencies once his/her credibility has been called into question.

Mr. Appel asked Chief Dziobek why it was so important for him to attend the mental health conference the day after the Amtrak accident. Chief Dziobek felt that his officers would be able to handle whatever limited role the NPD had by that point. The municipality's main concerns by then included damage to property, environmental threats, etc. The NPD would have no major role until it was determined how the damaged engine was to be transported away from the site. Chief Dziobek believed that the subject of the conference was so important that he should attend. Among the topics covered include suicide prevention, coordinating non-profit organizations to assist police departments with mental health issues, etc. Mr. Appel noted that the October 13, 2015 letter stated that even though Chief Dziobek was not in Northfield that day (10/06/15), he did claim nine (9) hours of work on his timecard. Chief Dziobek said that the workshops he attended took up most of the day. The conference registration began at 8:30 a.m. and the sessions lasted until 4:30 p.m. Mr. Appel noted that this did not include Chief Dziobek's travel time.

Mr. Appel asked Chief Dziobek if he directed Officer Shedd to be present tonight. He said he did not. Regarding the comp issue, Mr. Appel asked if this is covered in the NPD union contract. Chief Dziobek said it was but there remains some ambiguity regarding when comp hours must be used, etc. There also is vacation comp time that NPD officers were required to use by July 1 of each year. However, this often resulted in staffing problems that meant that the officers could not take this time without increasing NDP part-time and/or overtime costs significantly. Mr. Appel asked if the NPD ever ran a deficit under Chief Dziobek's tenure. Chief Dziobek said that it did not. He added that he was not Police Chief when the current union contract was signed but he has had to deal with its consequences.

Mr. Appel then handed a document to Chief Dziobek. Chief Dziobek said that it was an operational agreement that he had provided to Manager Schulz regarding interactions between NPD officers and members of the Select Board. Mr. Appel asked why Chief Dziobek drafted this document. Chief Dziobek said he believed that the Select Board members directed a lot of hostility at him and his officers at the June 9, 2015 meeting. There had been comments that NPD officers had made postings on social media that the Select Board members felt made them look bad. Chief Dziobek noted that not long before that meeting, he had put a message on the Front Porch Forum about dementia and the possibility of affected individuals wandering off. He had mentioned in his message that tracking dogs were often used to find these people and, seeking some feedback, he asked for suggestions about which breed of dogs might be more successful in this. Chief Dziobek gained the impression that some members of the Select Board took his comments in a bad light, which is not what he had intended. In addition, around this time the part-time NPD detective position was being eliminated. Chief Dziobek said that he did not advocate for an increased NPD budget and neither did his officers.

Mr. Appel stated that when Manager Schulz presented Exhibit 6, which related to a June 10, 2015 meeting he had with Chief Dziobek, he said that Chief Dziobek asked if the lack of a set schedule might lead to his termination. Chief Dziobek said he does not believe he raised the topic of termination at that time. Mr. Appel noted that at the September 22, 2015 Select Board meeting Chair Quinn suggested that perhaps Chief Dziobek, as a salaried employee, could work on some of the more difficult work shifts to fill. Chief Dziobek is aware of that suggestion but he felt that patrol work is not the responsibility of a Police Chief. His/her major responsibility is management and oversight. Chief Dziobek often will work patrol shifts with his officers but not on a regular basis.

Mr. Appel noted in the October 13, 2015 letter Manager Schulz accused Chief Dziobek of not following the Town's purchasing policy and thereby putting under threat future state grant awards. Chief Dziobek said that he was not directly involved in the purchase of items with grant monies as this was done by another NPD officer in conjuncture with Manager Schulz. Chief Dziobek later contacted the person who conducted the grant audit and was told that the Town would not be sanctioned for any misdoing. There was a sole vendor used when some items were purchased but that was at the agreed-upon state government price. Chief Dziobek added that this agreement preceded his tenure as Police Chief.

In the Select Board minutes, Mr. Appel stated that Selectman Goslant spoke of his long-standing frustration with the NPD and that the timeframe that he mentioned preceded Chief Dziobek's tenure. Chief Dziobek believes that this may be that individual's perception. Mr. Appel asked Chief Dziobek if he believed that he had been able to oversee his department without interference by Select Board members (as specified in state law). Chief Dziobek said that he did not believe that some Select Board members have a full understanding of the amount of oversight that a Police Chief has over his department. He believes that there has been some Select Board micromanagement of the NPD over the past few years. Mr. Appel then asked Chief Dziobek if he would like to stay on as Police Chief in Northfield. Chief Dziobek said that he did. He believes that under his tenure, the NPD has become a department comprised of capable officers and Chief Dziobek also believes that he has a vision for local law enforcement that would be a benefit to the Northfield community.

Mr. Halpert then asked Manager Schulz if he or the Select Board members had any questions for Chief Dziobek. Manager Schulz inquired if Chief Dziobek does take patrol shifts on occasion. Chief Dziobek said that he has informed the scheduling officer that he will fill shifts on occasion if there are special problems filling them due to paternity leave, academy training, etc. Manager Schulz noted that he and Chief Dziobek spoke of the need for a regular work schedule on several occasions. At the June 9, 2015 Select Board meeting Chief Dziobek did promise to work an 8:00 a.m. to 4:00 p.m. work shift but failed to keep this commitment in following months. Chief Dziobek said that over time it developed that it would be more useful for him to work the swing shift in order to better interact with the day and night shifts, to better engage in community activities (i.e., National Night Out), etc. His working the 8:00 a.m. to 4:00 p.m. shift was not working well. Chair Quinn asked why Chief Dziobek did not tell his boss (Manager Schulz) this; it seemed to him that better communication might have avoided a lot of future problems. Chief Dziobek believes that there was poor communication in both directions. For example, there was no notice from Manager Schulz that concerns about his work schedule had gotten so serious that his termination was being considered. Selectman Gadbois asked why Chief Dziobek did not ensure that his views were being communicated properly. Chief Dziobek said he was not under the impression that having a set schedule was a mandate. He then admitted that he should have made the effort to let the Select Board know that the 8:00 a.m. to 4:00 p.m. schedule was not working out in practice.



Selectman Gadbois noted that Chief Dziobek stated that the NPD operated in the black during his tenure. Would this have happened had the part-time detective position not been eliminated? Chief Dziobek does not have the records in front of him to give a definitive answer but he believes that the NPD would not have run a deficit even if the position had not been eliminated. Chair Quinn asked Chief Dziobek if he would admit that the Town's purchasing policy was not followed when grant monies were used to purchase new radio equipment. Chief Dziobek said that he couldn't answer that question without having the policy in hand to review. Chair Quinn asked if Chief Dziobek advised his subordinate officers to follow the policy. Chief Dziobek said he did. For example, when bullet-proof vests were recently purchased, he made sure that quotes were sought from three (3) different vendors because the projected purchase price fell into this category.

Chair Quinn noted that Officer Shedd's testimony indicates that she did not see Chief Dziobek on a regular basis. How can this be if they are both working the swing shift at the same time? Chief Dziobek does not feel that one part-time officer should be expected to be an expert regarding his work schedule. Chair Quinn asked Chief Dziobek if he was aware that Grand Juror Richard Wobby was now looking into a number of NPD issues, including when and why Chief Dziobek is not in Northfield, etc. Chief Dziobek was not aware of this.

Chair Quinn asked Chief Dziobek if he submitted a falsified timecard for the day of the Amtrak accident. Chief Dziobek said that he did not. The timecard he submitted for the two (2) weeks that included the day of the accident accurately showed the number of hours (84) worked during that period. Chair Quinn asked if Chief Dziobek logged into the Spillman system like the other NPD officers. Chief Dziobek said that he did not do this every time he came to work because the main purpose for logging in is to inform the dispatch clerks who was available for patrol duty.

Chair Quinn asked how long NPD officers were at the scene of the Amtrak derailment the the day of the accident. Chief Dziobek said that some officers assisted the responding Amtrak representatives with site security and monitoring the traffic along Bull Run. This was considered a "special duty" and the personnel costs would be reimbursed by Amtrak. Chair Quinn asked how this "special duty" would affect the officers' work hours and any overtime generated. Chief Dziobek said that Amtrak would pay a flat hourly rate of \$75 for an officer with a vehicle or \$50 for just an officer. Whether overtime was generated would not come out of the NPD budget. Chair Quinn asked Chief Dziobek what was his position when the current NPD union contract was negotiated. Chief Dziobek said that he was working as the interim Police Chief at that time but he was never a part of the negotiation process.

Selectman Goslant asked if Chief Dziobek was present at Norwich University when Governor Peter Shumlin held his press conference on the day of the Amtrak accident. Chief Dziobek said he was not; he was then at the crash site with Lieutenant Governor Phil Scott.

Mr. Appel asked Chief Dziobek if Grand Juror Wobby had ever contacted him regarding allegations about the NPD. Chief Dziobek said he had not. Mr. Appel asked if any law enforcement agency was conducting an investigation of the NPD. Chief Dziobek was not aware of any investigation. Mr. Appel asked why Chief Dziobek submitted a timesheet even though he was a salaried employee. Chief Dziobek said that he was told he had to submit one in order to document the number of hours that he worked.

Selectman Goslant asked Chief Dziobek to confirm that he believed that the NPD would not have run a deficit had the part-time detective position not been cut. Chief Dziobek confirmed that this was his understanding based upon the NPD financial statements provided to him by the Accounting Office. Selectman Goslant feels that Chief Dziobek has come before the Select Board many times to make commitments that were not kept. He felt that Chief Dziobek will say one thing and do another. Chief Dziobek thinks that this is a statement and not a question. Selectman Goslant believes that he has made his point.

Mr. Appel asked that NPD Officer Christopher Hoar be sworn in as a witness. He then asked Officer Hoar to read the section in the NPD union contract relating to "Open Shifts." Did it not say that bargaining unit members had priority when shifts are filled? Officer Hoar said that it did. Mr. Appel asked if Officer Hoar would have a problem as a union representative if Chief Dziobek began working patrol shifts on a regular basis. Officer Hoar said that he would. Chair Quinn asked if Officer Hoar stated that Chief Dziobek was not in Northfield during the day of the Amtrak accident. Officer Hoar said that he told someone that Chief Dziobek was in Northfield but he did not know exactly where. Officer Hoar said that he was not scheduled to work that day but reported anyway.

Mr. Appel then asked that NPD Sergeant Brian Hoar (Christopher's brother) be sworn in. He asked Sergeant Hoar if he was aware that Chief Dziobek was present at the Police Station past 10:00 p.m. on the day of the accident. Sergeant Hoar confirmed that there had been a briefing that had concluded by 10:00 p.m. that was followed by general conversation.

Mr. Appel asked if Sergeant Hoar could confirm that Chief Dziobek was in Northfield for more than four and one-half (4½) hours that day. Sergeant Hoar said that he could. He first saw him around 1:00 p.m. and last saw him at the Police Station after 10:00 p.m. Mr. Appel asked Sergeant Hoar if he had directed Officer Shedd to be present at this hearing. Sergeant Hoar said that he informed her that a number of NPD officers planned to be present to show their support for Chief Dziobek. Chair Quinn asked Sergeant Hoar if he worked the day shift. Sergeant Hoar said that he was working the 6:00 a.m. to 6:00 p.m. shift the day of the Amtrak accident. He also works the swing and night shifts on occasion. Chair Quinn asked if he saw Chief Dziobek working the night shift on a regular basis. Sergeant Hoar said that he has seen Chief Dziobek working after 6:00 p.m. when both were on the night shift.

As all the evidence has been presented and the witness testimony given, Mr. Halpert said that the Select Board will deliberate this matter in executive session. This can be done tonight or at another time. After some discussion, Chair Quinn agreed to open the floor to public comment at this time.

Gordon Bock is a Northfield resident and taxpayer. He believes that Chair Quinn and Selectman Gadbois made good points regarding the need for better communication. Mr. Bock also believes that the issues raised in the October 13, 2015 letter should have resulted in further discussion and not a rush to terminate Chief Dziobek's employment. He feels that Chief Dziobek and the officers he has recruited have been there to help him and his family on many occasions. He then asked if any Town residents have come forward to request that Chief Dziobek be dismissed. Mr. Bock feels that Manager Schulz's complaints about Chief Dziobek's work performance do not justify his termination under state law. Mr. Bock also does not believe that Chief Dziobek's presence in Northfield on the day of the Amtrak accident or the day after would have made any difference. He felt that Chief Dziobek's attendance at that mental health conference directly helped his family since Chief Dziobek was able to provide Mr. Bock with valuable information and resources when needed. Mr. Bock believes that Chief Dziobek is not a simple "pencil pusher" but an active participant in community policing. Mr. Bock fears that should Chief Dziobek be dismissed, the talented officers he has recruited will leave as well.

Charles Morse was out of state when the rumors of Chief Dziobek's possible dismissal first circulated. He is astounded by what is going on now. The Town's personnel policies specify how many hours NPD officers can work. Mr. Morse is also dismayed that the Town has released the October 13, 2015 letter to members of the public who have requested a copy. This letter contains private personnel information and should not be in the public domain. Chair Quinn stated that Chief Dziobek and his attorney agreed that the letter could be made available on request.

Kelly Driscoll Smith also believes that Chief Dziobek has done a wonderful job. She also can confirm that he does work nights since he has met with her on a number of occasions.

Rowley Brucken believes that none of the issues in the aforementioned letter rise to the level of termination. He believes that there has been a lack of due process and that alleged misconduct without evidence does not justify Chief Dziobek's dismissal. Mr. Brucken also feels that should Chief Dziobek be dismissed, it might be very difficult for the Town to recruit his replacement. The show of support for Chief Dziobek that is indicated by the number of law enforcement officers present is another reason to believe that his dismissal will have dire results for the community. Mr. Brucken has been working with the Community Justice Center to train mediators that can assist residents in resolving issues that might ordinarily require a police presence. Chief Dziobek has been very supportive of these efforts. Mr. Brucken feels that because of his positive work performance and the lack of due process (i.e., written warnings) in this case, the Select Board should not terminate Chief Dziobek's employment.

Cindy Spaulding agrees with all those who have spoken in favor of Chief Dziobek's continued employment. She also feels that any problems with grant management should ultimately be the Town Manager's responsibility. Ms. Spaulding believes that the current Select Board does not represent how the majority of Northfield residents feel about Chief Dziobek and his department. Too much hostility has been expressed towards Chief Dziobek and his officers on a number of occasions. Given the amount of difficulty Ms. Spaulding has had receiving responses in a timely manner from Manager Schulz, she also suggested that it might be time for residents to petition to have the local form of government changed from the Town Manager form to that with a Town Administrator instead.

Chris Dziobek is Chief Dziobek's brother and he stated that Chief Dziobek is a born leader. His is an Eagle Scout who later became the youngest Police Chief in the history of Hardwick, Vermont. He has always known his brother to be a dedicated public servant who always does what's best for the people he serves.

**VIII. APPROVAL OF BILLS**

- a. **Warrant #10-16.** Motion by Selectman Gadbois, seconded by Selectman Goslant, to approve Warrant #10-16 in the amount of \$325,113.74. Selectman Doney asked about repairs to the garage door at the Police Station. Manager Schulz said that these doors had been a problem for some time. Selectman Doney asked about a payment for an "Energy Efficiency Charge." Manager Schulz stated that all utilities are required to pay this charge, which is used to support energy efficiency programs. **Motion passed 5-0-0.**
- b. **Approval of Bi-Weekly Payroll through October 25, 2015.** Motion by Selectman Gadbois, seconded by Selectman Goslant, to approve the bi-weekly payroll in the amount of \$70,431.51. Selectman Doney asked about the levels of NPD part-time and overtime expenses. Manager Schulz said that there have been some ongoing staffing problems. **Motion passed 5-0-0.**

**IX. SELECT BOARD**

- a. **Approval of Fox Farm Road Discontinuance.** Motion by Selectman Gadbois, seconded by Selectman Goslant, to discontinue (i.e. "throw up") Fox Farm Road. Selectman Maxwell was not at this afternoon's site visit so he asked for a brief report. Chair Quinn said that the first one hundred feet (100') of the road is good but the remainder is in very bad condition. The property owners are willing to pay for and have the work done but would like to own the road afterwards. **Motion passed 5-0-0.**
- b. **Elm Street Wall Replacement Bids.** Manager Schulz would like to postpone this discussion until the next meeting. Selectman Gadbois asked if he had found a copy of a previous engineering study. Manager Schulz said he did but the information is incomplete. Selectman Gadbois felt that there was no point to having some of the preliminary work, such as boring, done a second time.

**X. BOARD MEMBERS' COMMENTS, CONCERNS, QUESTIONS**

- a. **Trans-Video Broadcast.** Chair Quinn wanted to thank George Goodrich III and Trans-Video for installing the new audio equipment so that the Select Board meeting can be televised again on the local community channel. Mr. Goodrich said that they were glad to be back on the air.

**XI. TOWN MANAGER'S REPORT.** There were no questions or comments regarding Manager Schulz's written report.

**XII. PUBLIC PARTICIPATION (UNSCHEDULED).** There was none.

**XIII. EXECUTIVE SESSION.** Motion by Selectman Goslant, seconded by Selectman Maxwell, to go into executive session, in accordance with 1 VSA 313 (a)(1), in order to discuss a personnel matter with Manager Schulz and Town Attorney Halpert present. **Motion passed 5-0-0.**

The Board went into executive session at 9:58 p.m.

Motion by Selectman Goslant, seconded by Selectman Gadbois, to come out of executive session. **Motion passed 5-0-0.**

The Board came out of executive session at 11:05 p.m. No action was taken. The Select Board will hold a Special Meeting on Friday, November 13, 2015, at 4:30 p.m. in order to conclude their deliberations.

**XIV. ADJOURNMENT.** Motion by Selectman Gadbois, seconded by Selectman Goslant, to adjourn. **Motion passed 5-0-0.**

The meeting adjourned at 11:06 p.m.

Respectfully submitted,

*Kenneth L. McCann*

Kenneth L. McCann, Acting Clerk

An audio recording of this meeting is available in the Town Manager's Office.

These minutes were approved at the regular Select Board meeting of November 24, 2015.

James Dziobek III is Chief Dziobek's son. He said that his father has been a police officer for the entirety of Mr. Dziobek's life. At many times family matters had to take a back seat when duty called. Mr. Dziobek said that he cannot recognize the image of his father as has been presented tonight as a power-mad leader, etc. He is especially concerned that Chief Dziobek was not provided with any warnings, written or otherwise, before termination proceedings began. Mr. Dziobek added that his father is a good guy who is able to retire at any time but is here tonight to fight to keep his position due to his love for Northfield.

Skip Davidson is a Central Street resident and his experience is that Chief Dziobek has done a good job in providing leadership to his department. He does not know why communication broke down so poorly between Manager Schulz and Chief Dziobek. Mr. Davidson hopes that after considering the evidence, the Select Board will decide to retain Chief Dziobek so that proper communication can restart.

Michael Philbrick is a Montpelier Police Officer who also works as a part-time officer in Northfield. He started working for NPD because of Chief Dziobek as well as the opportunity to work with the other capable NPD officers that Chief Dziobek has recruited and trained. Officer Philbrick believes that this has become an effective department under Chief Dziobek's leadership. He often enjoys conversations with Chief Dziobek both before and after his work shifts. He believes that Chief Dziobek is a treasure who should not be dismissed so easily and that the public support shown for him tonight should be taken into consideration.

Mary Ann Grebe has worked in law enforcement for over thirty-four (34) years and has supervised more than seventy (70) officers at a time. She is very upset that the Select Board has made false allegations against Chief Dziobek without a proper investigation. Ms. Grebe also is dismayed that the proper procedure of issuing written reprimands prior to commencing a termination process was not followed. She felt that an effective Police Chief should be allowed to work a floating schedule in order to interact properly with his/her officers. The turnover in NPD Chiefs in recent years is a good indication that the current problems probably lie with the Select Board and not with Chief Dziobek. Ms. Grebe personally knows Chief Dziobek and feels that he is a good person. It also seems that the many residents who showed up tonight share this opinion. If the Select Board members still believe that they have cause to dismiss him, they first should restart the process and follow proper procedures. Chair Quinn feels that the Select Board has been following the proper procedures as shown by holding this public hearing before making any decision.

Mr. Appel then thanked Chair Quinn for maintaining order during this difficult proceeding. Chair Quinn noted that the Select Board will hold an executive session later tonight and at that time will decide how to proceed. There being no other discussion, the Pre-Termination Hearing closed at 9:35 p.m. The meeting then went into recess for five (5) minutes.

#### IV. PUBLIC HEARING

- a. **Fox Farm Road Discontinuance.** Chair Quinn stated that the owners of the property that Fox Farm Road bisects have asked that the road be privatized so that they can effect repairs to it. A site visit was held this afternoon so that Select Board members and other residents could view the actual condition of the road. There being no questions or comments, Chair Quinn closed the Public Hearing at 9:40 p.m.

#### V. SET/ADJUST AGENDA. Manager Schulz had no changes to the posted agenda.

#### VI. PUBLIC PARTICIPATION (SCHEDULED):

- a. **Arlington Supplee, Board of Listers: 2015 Grand List Errors & Omissions.** Mr. Supplee has three (3) parcels that have incorrect taxable values that he recommends the Select Board should fix. The first is a parcel that has newly enrolled in the Current Use Program so that its taxable value has dropped from \$82,800 to 56,600. The second parcel had a portion of its dwelling reclassified from unfinished to finished, which raises its taxable value from \$375,100 to \$436,700. The third parcel had increased value as a propane tank and outbuilding upgrades were now included, raising the value from \$470,600 to \$526,900. Motion by Selectman Gadbois, seconded by Selectman Goslant, to approve the corrections to the 2015 Grand List as recommended by Lister Supplee. **Motion passed 5-0-0.**

#### VII. APPROVAL OF MINUTES

- a. **October 27, 2015 (Regular Meeting).** Motion by Selectman Maxwell, seconded by Selectman Gadbois, to approve the minutes. **Motion passed 5-0-0.**
- b. **November 3, 2015 (Special Meeting).** Chair Quinn has not had the opportunity to review these minutes so he asked that approval be tabled until the next regular meeting (11/24/15). There was no objection.

## Alley, Kerry

---

**From:** Kenneth Mccann <kennethmccann@northfield.vt.us>  
**Sent:** Friday, March 04, 2016 1:47 PM  
**To:** Alley, Kerry  
**Cc:** jeff schulz  
**Subject:** FW: 2016 Certificate of Highway Mileage  
**Attachments:** Robinson Road Notice.pdf; Robinson Road Ad.pdf; Fox Farm Road Notice.pdf; Fox Farm Road Ad.pdf; Select\_Board\_Minutes\_011315.pdf; Select\_Board\_Minutes\_112514.pdf; Fox Farm Road Abutters.pdf; Robinson Road Abutters.pdf

Kerry:

Attached are the notices for the public hearings as well as scans of how they appeared in the local newspapers (Northfield News).

Copies of the notices also were mailed to abutting landowners in each case. I have attached the lists of recipients in each case.

The decision regarding Robinson Road was made at the November 25, 2014 Select Board regular meeting. The public hearing was held afterwards. I have attached the minutes of both meetings.

Please let me know if you require anything else.

Thank you,  
Kenneth L. McCann  
Administrative Assistant  
Town of Northfield, Vermont  
1-802-485-6121

---

**From:** Alley, Kerry [<mailto:Kerry.Alley@vermont.gov>]  
**Sent:** Friday, March 04, 2016 11:12 AM  
**To:** jeff schulz  
**Subject:** 2016 Certificate of Highway Mileage

Hello Jeff,

Thank you for sending in the Northfield 2016 Certificate of Highway Mileage. Could you also provide copies of any documentation of notice for the 1/3/2015 Robinson Rd hearing, and documentation of the Selectboard order/approval associated with the change (presumably later that evening).

Likewise, do you have documentation of notice for the Fox Farm Rd hearing on 11/10/2015? The Selectboard's approval of this change is included in the 11/10/2015 minutes.

Thank you in advance for providing this documentation,

Kerry

---

Kerry Alley  
AOT Mapping & GIS Specialist  
Vermont Agency of Transportation (VTrans)  
[Kerry.Alley@vermont.gov](mailto:Kerry.Alley@vermont.gov) – Please note new email address  
(802) 828-3666

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## MUNICIPAL OFFICES

Town of Northfield, Vermont  
www.northfield-vt.gov



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Fax 1-802-485-8426

51 SOUTH MAIN STREET  
NORTHFIELD, VERMONT 05663

# **TOWN OF NORTHFIELD, VERMONT NOTICE OF PUBLIC HEARING PARTIAL CLOSURE OF ROBINSON ROAD**

The Northfield Town Select Board will hold a Public Hearing on Tuesday, January 13, 2015, at 7:00 p.m. in the Community Room located in the Brown Public Library (93 South Main Street) for the purpose of receiving public comment regarding the proposed closure of the eastern loop of Robinson Road from its intersection with Vermont Route 64 westward to the public access for the Robinson Cemetery.

The Town Select Board is considering this action in response to numerous complaints from area residents regarding speeding vehicles, trash dumping, etc. The affected road section would be privatized ("thrown up") with the land reverting to the adjacent landowner.

Should you have any questions prior to this Public Hearing, please contact Town Manager Jeffrey Schulz at 485-6121 or at [jschulz@northfield.vt.us](mailto:jschulz@northfield.vt.us)



Photo by Bill Crenay, The Northfield News

## Matey Sings National Anthem

Matey Thygesen, a freshman at Williamstown Middle High School, sings the National Anthem prior to the start of the Williamstown Girl's game against BFA-Fairfax late in December. Matey has sung the anthem at several games this year and does an outstanding job every time out.

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**485-4011**

**TOWN OF NORTHFIELD, VERMONT  
NOTICE OF PUBLIC HEARING  
PARTIAL CLOSURE OF ROBINSON ROAD**

The Northfield Town Select Board will hold a Public Hearing on Tuesday, January 13, 2015, at 7:00 p.m. in the Community Room located in the Brown Public Library (93 South Main Street) for the purpose of receiving public comment regarding the proposed closure of the eastern loop of Robinson Road from its intersection with Vermont Route 64 westward to the public access for the Robinson Cemetery.

The Town Select Board is considering this action in response to numerous complaints from area residents regarding speeding vehicles, trash dumping, etc. The affected road section would be privatized ("thrown up") with the land reverting to the adjacent landowner.

Should you have any questions prior to this Public Hearing, please contact Town Manager Jeffrey Schulz at 485-6121 or at jschulz@northfield.vt.us

**CLA**

**Personals**

Man seeks date for day at Boston Museum of Fine Art know it's rather optimistic to up a blind date to look at paintings, but I've always followed own road. Care to spend a day it? Reply to PO Box 4 Northfield Vt 05603

**Wanted**

Handicapped Man looking for ride Norwich Men's Hockey games season. Call Bob at 485-9211

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TRUCK RACK: T-Rack System (Rad Warehouse), HD, fully adjustable, excellent condition, \$250 OBO, Jer 485-3792.

CARGO EXTENDER, Thule, fits 2-in receiver, adjustable, new, \$50. Jer, 485-3792.

For Sale: 2002 Chevrolet Malibu, 4 Sedan, 6 cylinders, 46,000 miles. Asking \$35,000. Call 485-8353.

Chimney cap stainless steel new 30 x 18 x 11 base 14 x \$100.00. 802-485-8266

1975 VOLKSWAGEN BEETLE. YELLOW FUEL INJECTION, 83,450 MILES, FL RESTORED INTERIOR, STEEL SOUND, \$4,500 OBO, 917-4874.

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# AREA BUSINESS DIRECTORY

**ATTORNEYS**

**Edward A. Miller Jr.**  
Attorney at Law  
38 North Main Street  
Northfield, Vt. 05663  
802-485-8896

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**Cutting Loose**  
BEAUTY STOP  
Sally A. Davidson  
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Civil Law  
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james.lamonda.esq@comcast.net

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**RESTAURANTS**

**J. MORGAN'S STEAKHOUSE** at the Plaza



David J. Defelice  
Tracy A. Defelice  
189 Robinson Road  
Northfield, VT 05663

Joshua H. Jennings  
Anastaja S. Zoecklein  
202 Robinson Road  
Northfield, VT 05663

Nancy Motyka  
Conrad Motyka  
43 Apple Lane  
Northfield, VT 05663

**TOWN OF NORTHFIELD  
BOARD OF SELECTMEN  
Minutes of November 25, 2014**

- I. **ROLL CALL.** Select Board Chair John Quinn III, Selectmen Kevin T. Beal, Brad Denny, Dennis Donahue, Lynn Doney, Matthew Gadbois (absent), Kenneth W. Goslant, K. David Maxwell, and James R. Wilson. Also present were Town Manager Jeffrey Schulz, Acting Clerk Kenneth McCann, Sally Davidson, Joshua Jennings, and Kathleen Lott (*Northfield News*).

Chair Quinn called the meeting to order at 7:00 p.m.

- II. **PLEDGE OF ALLEGIANCE.** The Board members and the public were asked to rise and recite the Pledge of Allegiance.

- III. **SET/ADJUST AGENDA.** Since the resident (Joshua Jennings) who made the request regarding Robinson Road is present tonight, Manager Schulz asked that this item be moved forward under "Public Participation."

IV. **PUBLIC PARTICIPATION (SCHEDULED):**

- a. **Sally Davidson: Absentee Ballots.** Ms. Davidson believes that Northfield residents who vote using absentee/early ballots should have the same level of privacy as those who vote at the polling station on Election Day. Currently, the ballot is placed in an envelope that has the voter's name and signature on it. She would like the ballot put into a separate blank envelope that would then be put into the outer signed envelope. This way, when the absentee/early ballots are counted on Election Day, the poll workers will not be able to see how someone voted provided that the inner blank envelopes are separated from the signed envelopes before they are opened. Ms. Davidson has spoken to the Town Clerk's Office about this before and was told the extra cost of additional envelopes was the main reason this could not be done. Manager Schulz stated he would discuss this possibility with Town Clerk Kim Pedley. Selectman Beal wondered if this question might better be directed to the Vermont Secretary of State's Office since this would impact local, state, and federal elections. Ms. Davidson said she had testified on this matter in Montpelier and was told that whether or not to make this change would be the decision of local election officials. Selectman Wilson asked how many absentee/early ballots were cast in the most recent election (11/04/14). No one knew the exact number but it was estimated at about two hundred (200). Provided that making this change was not cost prohibitive, Selectman Wilson also would like the extra layer of voting privacy. Manager Schulz will make inquiries and afterwards contact Ms. Davidson.
- b. **Joshua Jennings: Robinson Road.** Mr. Jennings and his neighbors on Robinson Road contacted the Select Board a couple months ago with their request to block the road's eastern outlet. Robinson Road currently is a loop road off of Vermont Route 64 about a quarter mile from Interstate 89 Exit 5. The section of the road closest to the freeway is often the locale for such questionable behavior as excessive speed, trash dumping, public urination, etc. Manager Schulz has spoken to Road Foreman Ray Hudson on this matter and their recommendation is to install a guardrail at the eastern outlet as close to Vermont Route 64 as the State will allow. It has been suggested that the whole road could be privatized since there are only two (2) houses located on it. However, there is a cemetery there that requires public access so the entire road cannot be "thrown up." The consensus of the Select Board was to install the guardrail barrier (or perhaps two of them and some road material) and privatize the section of the road from its eastern outlet to the cemetery. Taking this action will require that a public hearing be held and that adjoining property owners be notified. Motion by Selectman Donahue, seconded by Selectman Maxwell, to privatize Robinson Road from its eastern intersection with Vermont Route 64 to the cemetery entrance. Selectman Maxwell asked if the privatized section of road would revert to the adjoining property owner (Mr. Jennings). Manager Schulz confirmed that this was the case. Selectman Denny suggested that there should be some negotiation with the affected Robinson Road property owners to see if they would share some of the expense of this action. **Motion passed 8-0-0.**

V. **APPROVAL OF MINUTES**

- a. **November 10, 2014 (Regular Meeting).** Motion by Selectman Goslant, seconded by Selectman Denny, to approve the minutes. **Motion passed 7-0-1, with Selectman Donahue abstaining.**

**VI. APPROVAL OF BILLS**

- a. **Warrant #11-15.** Motion by Selectman Denny, seconded by Selectman Donahue, to approve Warrant #11-15 in the amount of \$524,757.42. **Motion passed 8-0-0.**
- b. **Bi-Weekly Payroll through November 9, 2014.** Motion by Selectman Denny, seconded by Selectman Donahue, to approve the Bi-Weekly Payroll in the amount of \$81,632.21. **Motion passed 8-0-0.**

**VII. SELECT BOARD**

- a. **Bond Anticipation Note (Depot Square Roadway).** Motion by Selectman Maxwell, seconded by Selectman Donahue, to approve and sign the Bond Anticipation Note for the Depot Square Roadway project in the amount of \$330,000 at 1.19% interest; to approve and sign the Bond Anticipation Borrowing Resolution; and to approve and sign the No-Arbitrage and Use of Proceeds Certificate. Selectman Goslant asked for how long the Town will be paying this off. Manager Schulz believes this is a ten (10) year note. **Motion passed 8-0-0.**
- b. **Hazardous Waste Contamination and Cleanup Liability Exemption Form.** Manager Schulz stated that the Town is in the process of foreclosing and putting out to bid the property on 11 Wall Street. As part of this, the attorneys have asked the Select Board to approve this waiver form in order to limit the Town's liability should any hazardous waste contamination eventually be found on site. Motion by Selectman Donahue, seconded by Selectman Wilson, to approve and authorize Manager Schulz to sign the waiver form. Selectman Denny asked if this limited liability would pass on to any buyer for the property. Manager Schulz understands that this waiver would only cover the Town. Selectman Goslant felt that this might discourage buyers and/or lower the sale price. Manager Schulz stated that the Phase I Environmental Site Assessment for this property is a public document so any potential buyer should be aware of the possibility of site contamination. Selectman Goslant asked if the current property owner has access to the site. Manager Schulz believes that there is a court order in place to prevent this. **Motion passed 8-0-0.**
- c. **Appointment of Authorized Representative (Water Projects).** Manager Schulz stated that the Vermont Agency of Natural Resources would like formal confirmation from the Select Board that he is the authorized representative for the upcoming water main replacement projects on Central Street, Washington Street, and King Street. Motion by Selectman Denny, seconded by Selectman Maxwell, to appoint Manager Schulz as the authorized representative for these projects and to sign the confirmation form. **Motion passed 8-0-0.**

- d. **Town Buildings & Energy Committee Report.** Selectman Denny serves on the Committee and will provide a brief overview tonight. (His written report will be in the next Select Board packets.) Selectman Denny stated that the Brown Public Library (BPL) building roof has a number of issues. An engineer inspected it and reported that there are structural problems but no threat of immediate collapse. However, the roof should be repaired as soon as possible to prevent this possibility. In addition, it was discovered that the main problem with the BPL heating system was that a switch on the control panel was stuck in place. This has been resolved so future heating bills should be reduced. The Town Highway Department crew did some repair work on the BPL front steps and in the process found some voids below the granite steps. This was filled in using some road material but this probably is only a temporary solution. The crew also provided a temporary fix to the roof over the basement entrance.

The Committee has reviewed the Paine House where the Northfield Historical Society (NHS) is situated and did not find any serious problems. However, it might be a good idea to install additional insulation. The Committee believes that the cost of improvements to the entire building could be addressed in a single grant application to the Vermont Division for Historic Preservation (Department of Housing & Community Development).

In addition, the Municipal Building's leaky sidewall has been repaired. This was completed at a reduced cost because the Highway crew again provided some manpower. The fire alarm system at the Town Garage has been upgraded to meet state specifications. Selectman Denny said that he and the other Committee members would like to thank Mr. Hudson and his crew for their assistance on these various projects.

Chair Quinn asked if the structural repairs to the BPL roof would still be needed if the slate roof was replaced with a metal standing seam roof. Selectman Denny believed that would be the case since there are problems with weakened beams. He also would favor installing a standing seam roof but would need to check first to see if this would hurt any chance for a historic preservation grant.

Selectman Goslant asked if the labor provided by members of the Town Highway Department was charged to the appropriate department. Manager Schulz stated that it was not; this was just absorbed into the existing Town Highway budget. These are municipal facilities and one of the Highway Department's functions is to assist with their maintenance. Chair Quinn added that this had been done this way in the past and in any case Northfield voters no longer approve a separate Town Highway budget. Selectman Wilson felt that future tracking of such expenses could be discussed during the upcoming budget process. Selectman Denny stated that the Committee's major concern was getting this work completed as quickly as possible to resolve any public safety issues.

**VIII. BOARD MEMBERS' COMMENTS, CONCERNS, QUESTIONS**

- a. **Combined EMS Facility.** Selectman Doney asked if there was any update on the proposal to have the Northfield Fire Department (NFD) and Northfield Ambulance Service (NAS) share a facility on Wall Street. Manager Schulz stated that the cost estimates provided by the project architect were rather high. He would like the Public Safety Committee to meet and perhaps reevaluate the situation in order to determine a more cost-effective solution. Selectman Goslant serves on this committee and believes that funding issues should be discussed during the budget meetings. He had been under the impression that grant monies would be available for this type of project but this did not prove to be the case.
- b. **Fairground Road Bridge Replacement Project.** Selectman Goslant said residents of the nearby Tucker Trailer park are concerned that the school bus will not cross the temporary bridge now in place and that their children will be forced to traverse a construction zone. He felt that the temporary bridge is wide enough to accommodate a school bus. Chair Quinn said that this was an old issue as the bus company contracted by the Northfield School District had similar concerns about the old bridge even though it met all state specifications for a vehicle of that weight and size. Selectman Goslant is concerned that regardless of who is responsible for this situation, it looks like a disaster waiting to happen. Selectman Beal suggested that Manager Schulz could discuss this matter with the Northfield School Superintendent to see if some accommodation could be made. Manager Schulz will look into this. Kathleen Lott asked if the temporary bridge was rated to accommodate a school bus. Manager Schulz said that it was and this fact has been directly communicated to the bus company.
- c. **FY 2015/2016 Town Budget Process.** Chair Quinn noted that the Town will hold budget meetings on Tuesday and Thursday nights for the next three (3) weeks starting on Tuesday, December 2, 2014. The meetings will be held in the Community Room starting at 6:00 p.m. and Trans-Video will be televising them. If needed, budget meetings will resume after the holidays.
- d. **NAVI Annual Tree and Wreath Sale.** Northfield Ambulance Volunteers, Inc. will be selling holiday trees and wreaths in various sizes and prices at the Ambulance Bay starting on Saturday, November 29, 2014 and finishing on Christmas Eve. Free delivery is available.

**IX. TOWN MANAGER'S REPORT.** Manager Schulz had nothing to add to the written report emailed to the Select Board members.

**X. PUBLIC PARTICIPATION (UNSCHEDULED)**

- a. **Kathleen Lott, Tax Stabilization Agreement.** Ms. Lott asked if the Northfield voters had provided authorization for the tax stabilization agreement approved by the Select Board. Chair Quinn stated that such agreements that involve commercial and/or industrial properties require a two-thirds public vote and the special article only received sixty-two percent (62%) support. He suggested that this article could be put on next year's Town Meeting Warning and perhaps the Select Board could do a better job of explaining why the Economic Development Committee felt this was an important resource to encourage local economic development.

**XI. ADJOURNMENT.** Motion by Selectman Beal, seconded by Selectman Donahue, to adjourn. **Motion passed 8-0-0.**

The meeting adjourned at 8:10 p.m.

Respectfully submitted,

*Kenneth L. McCann*

Kenneth L. McCann, Acting Clerk

An audio recording of this meeting is available in the Town Manager's Office.

These minutes were approved at the Select Board meeting of December 9, 2014.

**TOWN OF NORTHFIELD, VERMONT**  
**BOARD OF SELECTMEN**  
**Minutes of January 13, 2015**

- I. **ROLL CALL.** Select Board Chair John Quinn III, Selectmen Kevin T. Beal (absent), Brad Denny, Dennis Donahue, Lynn Doney, Matthew Gadbois, Kenneth W. Goslant, K. David Maxwell, and James R. Wilson. Also present were Town Manager Jeffrey Schulz, Acting Clerk Kenneth McCann, Arlington Supplee (Board of Listers), Tawnya Kristen (GMTA Community Relations Manager), Meredith Birkett (GMTA Director of Planning & Marketing), Brent Blevins (Planning Analyst, Cabot Hosiery Mills), Ric Cabot (President/CEO, Cabot Hosiery Mills), Joshua Jennings, Warren Hagy, and Kathleen Lott (*Northfield News*).

Prior to the regular meeting, the Town Select Board held a Public Hearing beginning at 7:00 p.m. for the purpose of receiving public comment regarding the proposed closure of the eastern loop of Robinson Road from its intersection with Vermont Route 64 westward to the public access for the Robinson Cemetery. The Town Select Board is considering this action in response to numerous complaints from area residents regarding speeding vehicles, trash dumping, etc. The affected road section would be privatized ("thrown up") with the land reverting to the adjacent landowner.

Joshua Jennings is the Robinson Road resident who first made this request to the Select Board last September and he was present tonight to affirm that the problems remain ongoing. He added that six (6) years ago he made a successful request to have the speed limit on Robinson Road set at twenty-five miles per hour (25 MPH). However, this limit has largely been ignored and Mr. Jennings is concerned about the safety of his children with the speeding traffic. He confirmed that the eastern section of the loop that is targeted for closure is where most of the bad behavior is taking place. Mr. Jennings added that Manager Schulz and Road Foreman Ray Hudson had come out to inspect the area and found that there would be no problems with road maintenance (i.e. snowplow turnarounds, etc.) of the remaining section of road. Manager Schulz noted that the Select Board is already on record as endorsing this action and holding this public hearing is part of the formal process of discontinuing the eastern loop of the road.

There being no other questions or comments, the public hearing closed at 7:08 p.m. The regular meeting began immediately.

- II. **PLEDGE OF ALLEGIANCE.** The Board members and the public were asked to rise and recite the Pledge of Allegiance.
- III. **SET/ADJUST AGENDA.** Manager Schulz had no changes to the posted agenda. He also confirmed that an executive session would be held to discuss a legal matter.
- IV. **PUBLIC PARTICIPATION (SCHEDULED):**

- a. **Tawnya Kristen and Meredith Birkett, Green Mountain Transit Agency (GMTA).** Ms. Kristen and Ms. Birkett provided the Select Board members with updates regarding the weekday Northfield-Montpelier Commuter service, the weekly (Wednesdays) shuttle service within Northfield, and the unscheduled transportation to medical and other facilities provided to qualified individuals. Ms. Kristen stated that after contacting Northfield seniors, she learned about their desire for direct bus service to the Berlin Mall (i.e., the newly expanded Wal-Mart, etc.). Therefore, starting in early February 2015, there will be one trip to and from the Berlin Mall each Wednesday. Manager Schulz asked if GMTA's funding request to Northfield residents is the same as last year. Ms. Kristen confirmed that it was.

Ms. Birkett then provided information on the weekday commuter service, which she stated has seen a fifty percent (50%) increase in ridership this past year. Part of this increase can be attributed to a change in the bus schedule last spring that was designed to better fit the working hours of Northfield residents working in Montpelier. In addition, it had been anticipated that ridership would increase each year as more potential users became aware of it. This commuter route is subsidized by a three (3) year federal grant and Ms. Birkett felt that the service's apparent success made it likely that this support will be renewed. In addition, if ridership continues to grow, it is possible that the twenty percent (20%) matching amount paid by the Town of Northfield will decrease. Chair Quinn and the other Board members then thanked Ms. Kristen and Ms. Birkett for the valuable information.

- b. **Brent Blevins and Ric Cabot, Cabot Hosiery Mills: Potential Expansion Plans.** Mr. Blevins and Mr. Cabot had asked to address the Select Board tonight regarding their expansion plans for Cabot Hosiery and what steps they would like the Town Select Board to take in order to facilitate the process. Mr. Cabot stated that his family's business has operated in Northfield for over forty (40) years. The company went through some hard times about a decade ago but thanks to the perseverance of his employees and the development (and great popularity) of their Darn Tough Vermont® line, the situation has turned around so much that the current facility is too small to keep up with demand. Mr. Blevins noted that in recent years, the number of Cabot Hosiery employees has increased from 110 to 160 and the number of knitting machines on site from 77 to 142. The current expansion plans would increase the number of employees to 500 by 2019 with a similar increase in knitting machines. Cabot Hosiery already has agreements in place to purchase adjoining parcels to facilitate the first phase of this proposed expansion. Mr. Blevins stated that Cabot Hosiery does need four (4) actions from the Town of Northfield to further the process. First, Cabot Hosiery would like the Town to discontinue the end of Whetstone Drive where some of the future development is planned. The Town could privatize this section of road and turn the land over to the adjoining property owner (Cabot Hosiery). Secondly, there is a capped water line coming down from a nearby reservoir that would have to be relocated. Third, Cabot Hosiery would like the Town's permission to build a new parking lot on top of the existing sewer line to the site. Finally, Cabot Hosiery would like a zoning waiver from the Town regarding the size of this parking lot. Since the business operates in three (3) shifts, there does not need to be space allotments for all the employees.

Selectman Goslant asked if the aforementioned sewer line would remain in place. Manager Schulz said that it would since it is well built. Only the water line would need to be relocated. Chair Quinn then asked what the Town can do now to facilitate Cabot Hosiery's expansion plans. Manager Schulz said a public hearing would need to be held before the section of Whetstone Drive was privatized. The amount of land to be transferred must be determined before the hearing can be scheduled. Motion by Selectman Donahue, seconded by Selectman Gadbois, to move forward in this process and hold any required public hearing(s) as soon as possible. **Motion passed 8-0-0.**

- c. **Arlington Supplee, Board of Listers: Town-Wide Reappraisal Update.** Mr. Supplee reported that the reappraisal is proceeding on schedule. There are about twenty (20) parcels that will need to be reviewed an additional time. In addition, there are six (6) parcels that are currently under development and will need to be revisited in a couple months. When the reviews are completed, the final data will be input into system and the reappraisal booklet that will be distributed to all property owners should be ready to go to the printer in early April. Since Northfield's CLA (Common Level of Appraisal) is at 84.4%, the average increase in property values should be about fifteen percent (15%). However, this will not be a uniform increase as most properties will go up in value but some will go down.

Chair Quinn asked why the Town did not simply look at the property sales over the past three (3) years or so in order to determine how much property values have increased in recent years. Mr. Supplee said that the State of Vermont requires that all parcels be evaluated during the same time frame. In addition, individual property sales do not provide an accurate measure for overall property values because of all the unique factors that cause sale prices to go up and down. He added that when this reappraisal was conducted, the FEMA floodplain maps were taken into account to determine the actual value of a parcel, recognizing that the sale price of the property would be deflated due to its location. This was not done during the previous reappraisal.

Between the news regarding Cabot Hosiery's planned expansion and the good progress of the town-wide reappraisal, Selectman Denny felt that this has been a very positive meeting. He believed that the last town-wide reappraisal process was a disaster but this time it has been done the right way all the way through.

## V. APPROVAL OF MINUTES

- a. **December 9, 2014 (Regular Meeting).** Motion by Selectman Donahue, seconded by Selectman Maxwell, to approve the minutes. **Motion passed 6-0-2, with Selectmen Doney and Wilson abstaining.**
- b. **December 9, 2014 (Budget Meeting #3).** Motion by Selectman Gadbois, seconded by Selectman Donahue, to approve the minutes. **Motion passed 6-0-2, with Selectmen Doney and Wilson abstaining.**
- c. **December 11, 2014 (Budget Meeting #4).** Motion by Selectman Gadbois, seconded by Selectman Donahue, to approve the minutes. **Motion passed 8-0-0.**
- d. **December 16, 2014 (Budget Meeting #5).** Motion by Selectman Gadbois, seconded by Selectman Donahue, to approve the minutes. **Motion passed 8-0-0.**

## VI. APPROVAL OF BILLS

- a. **Validation of Warrant #13-15.** Motion by Selectman Donahue, seconded by Denny, to validate the approval by signature of Warrant #13-15 in the amount of \$501,663.39. **Motion passed 8-0-0.**
- b. **Warrant #14-15.** Motion by Selectman Donahue, seconded by Selectman Maxwell, to approve Warrant #14-15 in the amount of 567,470.69. **Motion passed 8-0-0.**
- c. **Bi-Weekly Payroll through December 7, 2014.** Motion by Selectman Donahue, seconded by Selectman Gadbois, to approve the bi-weekly payroll in the amount of \$95,430.22. Chair Quinn inquired why there were Police Department overtime expenses during this period. Manager Schulz thought that it might be due to the Thanksgiving holiday but will check into this. **Motion passed 8-0-0.**
- d. **Bi-Weekly Payroll through December 21, 2014.** Motion by Selectman Donahue, seconded by Selectman Denny, to approve the bi-weekly payroll in the amount of \$89,000.49. Chair Quinn had the same question as before regarding overtime expenses. **Motion passed 8-0-0.**
- e. **Bi-Weekly Payroll through January 4, 2015.** Motion by Selectman Donahue, seconded by Selectman Maxwell, to approve the bi-weekly payroll expenses in the amount of \$88,587.55. **Motion passed 8-0-0.**

## VII. SELECT BOARD

- a. **DRAFT 2015 Town Meeting Warning.** Manager Schulz stated that the warning needs to be approved and signed by the Select Board before the end of the month. He highlighted a couple items on the warning. The first was an article that would ask for voter authorization for the Town to withdraw from its membership in the Mad River Resource Management Alliance. The second was a request for voter authorization for the Select Board to enter into tax stabilization agreements. The latter article had been put before the voters at the November 4, 2014 Special Town Meeting. Although the article was supported by 62.6% of voters, it fell just short of the two-thirds (2/3) requirement for tax stabilization agreements "relating to commercial or industrial property" [V.S.A. Title 24, §2741(b)]. Chair Quinn suggested that the language in the article should be revised for clarity so voters will know what they're voting on. Selectman Denny feared that the article wording probably was done that way by a lawyer in order to pass legal muster.

The Select Board members also expressed concern regarding the number of non-profit organizations (20) seeking public funds on the warning. The request from the Montpelier Senior Activity Center was seen as particularly egregious since Northfield has its own thriving Senior Center and there were fears potential funding could be thus diverted out of town. There was a suggestion that the Select Board look into revising the requirements for such groups to be placed on the warning, such as banning petitions that contained more than one organization. Manager Schulz will look into whether or not this is legal.

- b. **Town Clerk Request to Adjust Dog Licensing Fees.** Town Clerk Kim Pedley sent the Select Board a request to adjust the current dog licensing fees, which have not been changed for over sixteen (16) years. The increases would be minimal: from \$11 to \$13 for a neutered/spayed canine; from \$15 to \$19 for an unaltered canine; from \$13 to \$16 for late registration of a neutered/spayed canine; and from \$19 to \$22 for late registration of an unaltered canine. Ms. Pedley noted in her memo that \$4 of each licensing fee is forwarded to the State of Vermont. Motion by Selectman Denny, seconded by Selectman Donahue, to approve the adjustment in dog licensing fees as recommended by Town Clerk Kim Pedley. **Motion passed 8-0-0.**
- c. **Capital Expense Note (2014 Western Star).** Motion by Selectman Wilson, seconded by Selectman Denny, to approve and sign the Capital Expense Note for the 2014 Western Star in the amount of \$54,553 at 1.22% interest; to approve and sign the Capital Expense Borrowing Resolution; and to approve and sign the No-Arbitrage and Use of Proceeds Certificate. **Motion passed 8-0-0.**
- d. **Bond Anticipation Note (Fire Pumper Truck).** Motion by Selectman Wilson, seconded by Selectman Donahue, to approve and sign the Bond Anticipation Note for the Fire Pumper truck in the amount of \$30,000 at 1.22% interest; to approve and sign the Bond Anticipation Borrowing Resolution; and to approve and sign the No-Arbitrage and Use of Proceeds Certificate. **Motion passed 8-0-0.**

VIII. **BOARD MEMBERS' COMMENTS, CONCERNS, QUESTIONS.** The Select Board members had nothing to add at this time. There was an additional legal matter that may be discussed during the executive session.

IX. **TOWN MANAGER'S REPORT**

- a. **Town Meeting Elected Office Petitions.** Manager Schulz reported that Town Clerk Pedley asked him to remind residents that petitions now are available in her office for anyone wants to be put on the Town Meeting Ballot in order to seek election. The positions to be voted upon by Australian Ballot are: Grand Juror, 1 year; Selectman, 3 year seat; Selectman, 2 year seat; School Director, 3 year seat; School Director, 2 year seat; School Director, 2 years remainder of a 3 year seat; Lister, 3 year seat; Town Clerk, 3 years; Town Agent, 1 year; Trustee of the Brown Public Library, 3 year seat; and Trustee of the Brown Public Library, 3 year seat. Completed petitions must contain the signatures of at least thirty (30) Northfield-registered voters and are due back in the Town Clerk's Office by 5:00 p.m. on Monday, January 26, 2015.

X. **PUBLIC PARTICIPATION (UNSCHEDULED).** There was none.

XI. **EXECUTIVE SESSION.** Motion by Selectman Wilson, seconded by Selectman Donahue, to go into executive session, in accordance with 1 VSA 313 (a)(1), in order to discuss one or more legal matters with Manager Schulz present. **Motion passed 8-0-0.**

The Board went into executive session at 8:45 p.m.

Motion by Selectman Denny, seconded by Selectman Gadbois, to come out of executive session.  
**Motion passed 8-0-0.**

The Board came out of executive session at 9:15 p.m. No action was taken.

XII. **ADJOURNMENT.** Motion by Selectman Goslant, seconded by Selectman Donahue to adjourn.  
**Motion passed 8-0-0.**

The meeting adjourned at 9:16 p.m.

Respectfully submitted,

*Kenneth L. McCann*

Kenneth L. McCann, Acting Clerk

An audio recording of this meeting is available in the Town Manager's Office.

These minutes were approved at the regular Select Board meeting of January 27, 2015.



## MUNICIPAL OFFICES

Town of Northfield, Vermont  
www.northfield-vt.gov



Phone 1-802-485-6121  
Fax 1-802-485-8426

51 SOUTH MAIN STREET  
NORTHFIELD, VERMONT 05663

### **TOWN OF NORTHFIELD, VERMONT NOTICE OF PUBLIC HEARING DISCONTINUANCE OF FOX FARM ROAD**

The Northfield Town Select Board will hold a Public Hearing on Tuesday, November 10, 2015, at 7:00 p.m. in the Community Room located in the Brown Public Library (93 South Main Street) for the purpose of allowing members of the public to provide written or oral views regarding the proposed discontinuance of Fox Farm Road.

This public hearing is in response to the request from the sole Fox Farm Road property owner to privatize ("throw up") this Class 4 Road, which is located off Stony Brook Road, in order to perform road improvements. Interested members of the public are encouraged to attend. A separately warned Site Visit will be held prior to this Public Hearing.

Should you have any questions prior to this Public Hearing, please contact Town Manager Jeff Schulz at 485-6121 or at [jschulz@northfield.vt.us](mailto:jschulz@northfield.vt.us)

Robert P. Ayres  
Lea M. Williams  
1369 Stony Brook Road  
Northfield, VT 05663

Douglas Brukhardt  
Kathleen Brukhardt  
1460 Little Northfield Road  
Northfield, VT 05663

Philip Chamberlin  
Bonnie Chamberlin  
1378 Stony Brook Road  
Northfield, VT 05663

George H. & Bonnie A. Cofrin  
c/o Sharon Lauter  
245 Stony Brook Road  
Northfield, VT 05663

Steven Jeffrey  
Marilyn Jeffrey  
678 Smith Hill Road  
Northfield, VT 05663

John C. Lambert  
Katrina L. Lambert  
1524 Stony Brook Road  
Northfield, VT 05663

Matthew A. Miller  
Nathaniel & Tina Miller  
745 Freeman Road  
Northfield, VT 05663

Charles L. Morse  
232 Thompson Hill Road  
Northfield, VT 05663

Gloria E. & George D. Raiser  
George F. Raiser  
3 Halyard Court  
Cold Spring Harbor, NY 11724

In ancient China doctors were paid when their patients were kept well, not when they were wick. Believing that it was the doctor's job to prevent disease, Chinese doctors often paid the patient if the patient lost his health. Further, if a patient died, a special lantern was hung outside the doctor's house. At each death another lantern was added. Too many of these lanterns were certain to ensure a slow trade.

**For Lease • Northfield**



2,342 square foot commercial space available for lease. Centrally located in downtown Northfield. Ideal for professional office space, various organizations such as church groups, etc. Handicap accessible. Lease includes snow removal and hot water. Space is available October 1st. For further information please contact David Hayden at 802.244.7644, or Wally Deba at 802.485.8548.

**Northfield Senior Center's TAG SALE**

and Kitty Collins' Famous Chicken Pie Take Out Saturday & Sunday, November 14<sup>th</sup> & 15<sup>th</sup> 9:00 am to 3:00 pm

Chicken Pie Served with Coleslaw, Cranberry and your Choice of a Slice of Apple or Pumpkin Pie. \$10.00  
Call to Reserve Takeout or for More Information. 485-8112



**CLASSIFIEDS**

**Wanted**

**COOK** - Short order cook position is available. Previous experience preferred. References required. Approximately 30-40 hours per week, nights and weekends except Sundays with some night closing around midnight. Pay negotiable according to experience. Apply in person and or drop resume off at Rustic Restaurant in Northfield Falls.

**HOME HEALTH CARE WORKER WANTED** - 4 hours per day, 3 - 5 days per week, salary negotiable, 485-7593

**Services**

**WELDING/FABRICATION/REPAIR** of Steel, Aluminum, Stainless Steel. Portable or Shop. 485-8341

**Apartments**

**Apartment for Rent.** One bedroom, first floor. Utilities included (Heat, Electricity, Propane (gas cook stove), Water/Sewer, Trash removal, Security Deposit and References (credit, rental & personal) required. No pets. Convenient location to Downtown Northfield. Photos upon request. \$900/month. 802-485-7427.

**FOR SALE**

- Homemade new Afghans for sale, sizes about 56" x 48", \$25.00. Afghans about 33" x 45", \$20.00. Call 485-3848
- Comforter Wood Stove, Front & Side Load, good condition, \$250 OBO.
- EFM Wood/Coal Furnace, H2O CIL Capabilities, \$350 OBO
- Dearborn propane space heater, 30,000 BTU, \$100
- Residence - Friday - Monday call 603-748-4114

**Open Hours**

**NORTHFIELD FACILITIES**

**BROWN PUBLIC LIBRARY** - Mon. 10 a.m. - 6 p.m.; Tues. 12:00 p.m. - 8:00 p.m.; Wed & Thurs. 10:00 a.m. - 6:00 p.m.; Fri 10:00 a.m. - 5:00 p.m.; Sat. 10:00 a.m. - 2:00 p.m.

**NORTHFIELD POST OFFICE 119 S. Main Street - 802.485.1111**

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Central Vermont's Premier Steakhouse



ORCHARD VALLEY WALDORF SCHOOL'S ANNUAL

**FALL INTO WINTER FAIR**

SATURDAY, NOV. 14, 10AM - 3 PM

SO MUCH FUN FOR ALL AGES!

- Hands-on crafts, wet felting & candle dipping
- Puppet shows, face painting & Musical Cake Game
- Waldorf-inspired store with crafts and books
- Wonderful food, live music & community merriment!

No entry or parking fee; fee for activities. Call 456-7400 or visit [ovws.org](http://ovws.org) for more information.

ORCHARD VALLEY WALDORF SCHOOL  
2290 VERMONT ROUTE 14N, EAST MONTPELIER

New Event!  
**Holiday Market!**  
Saturday, Nov. 7  
2pm - 4:30pm  
Frysh Tracks Vineyard & Winery  
4375 VT Rt. 12, Berlin  
Hosted by Orchard Valley Waldorf School  
Sponsored by Frysh Tracks Farm Vineyard & Winery



## Alley, Kerry

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**From:** Croft, Johnathan  
**Sent:** Wednesday, March 11, 2015 10:00 AM  
**To:** Moulton, Sara; Alley, Kerry  
**Subject:** FW: Town of Northfield eliminating road entrance VT 64

FYI

Johnathan

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**From:** Croft, Johnathan  
**Sent:** Wednesday, March 11, 2015 8:34 AM  
**To:** Redmond, Michelle  
**Cc:** Kepchar, Sarah; Spicer, Mary; Portalupi, Alec; Anderson, Tom; Kelly, Joe  
**Subject:** RE: Town of Northfield eliminating road entrance VT 64

Good morning Michelle,

From a Mapping Section perspective, I am interested on whether the Town will be discontinuing a section of Robinson Road, or simply closing the section to public travel. If they close the section and are not using it to public travel, it will not meet Class 3 standards and we need to pull state aid funding. If the section is discontinued, this will not be an issue.

I am interested in the section that will be closed and what the reduction of mileage is, as it relates to state aid and highway classification.

There would be considerations of access to VT-64, signage and line striping on VT-64 that may need to be addressed if this road becomes a dead end and one of the access points is closed.

Johnathan Croft  
VTrans Mapping Section  
(802) 828-2600

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**From:** Kepchar, Sarah  
**Sent:** Wednesday, March 11, 2015 7:59 AM  
**To:** Redmond, Michelle; Spicer, Mary; Portalupi, Alec  
**Cc:** Croft, Johnathan  
**Subject:** RE: Town of Northfield eliminating road entrance VT 64

Michelle,

Mary is out of the office today, and she is the knowledge authority when it comes to these things, but here's what I can offer for now...

Robinson Road is entirely a Class 3 Town Highway, and is therefore the responsibility of the municipality. Page 13-2 of The Orange Book references the statute (19 VSA 302 (3)(b)), which essentially says a Class 3 TH must be sufficiently

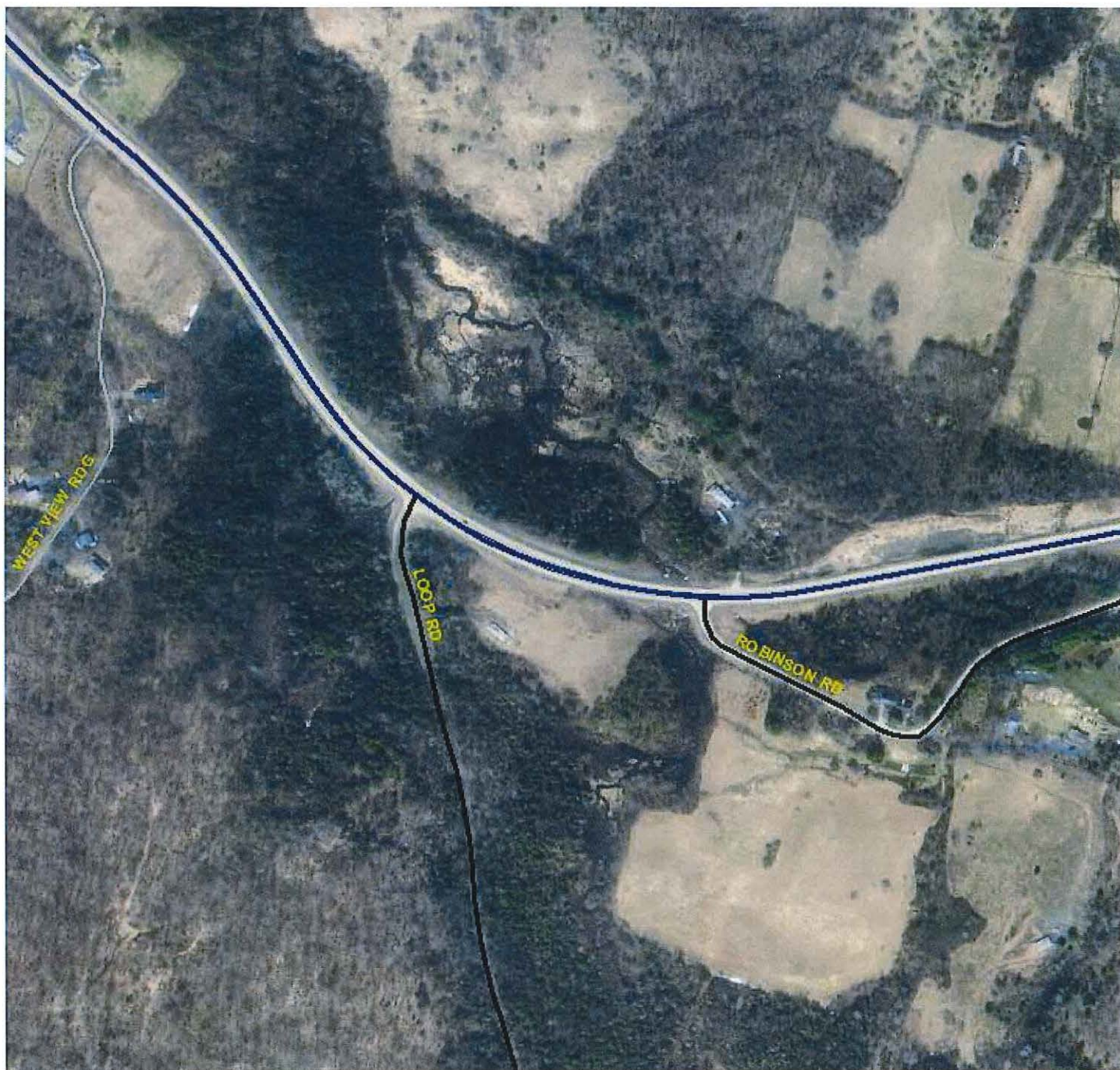
maintained to be passable year round by the average pleasure vehicle. The dead end concern kicks in with Class 2 TH, I believe.

I am cc'ing Johnathan Croft, who can weigh in on this, there will have to be some sort of reporting to VTrans.

I'm sure there are other considerations I'm not aware of but this should get the ball rolling to that discussion...

Thank you,

-Sarah



Sarah Kepchar  
VTrans: Highway Safety Data Unit

Phone: 802-595-9784

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**From:** Redmond, Michelle  
**Sent:** Wednesday, March 11, 2015 07:26  
**To:** Spicer, Mary; Kepchar, Sarah; Portalupi, Alec  
**Subject:** Town of Northfield eliminating road entrance VT 64

Good Morning,

The Town of Northfield wants to turn Robinson Rd into a dead end road –they want to eliminate the entrance onto Robinson Rd from VT 64. The town highway foreman asked me what is required by the state to do this?

Thanks,

**Michelle Redmond**  
VTrans District 4  
District Technician VI  
221 Beswick Drive  
White River Junction, VT 05001  
(802) 291-3938