

**TOWN OF NORWICH**  
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**Minutes of the Selectboard Meeting of Tuesday, March 25, 2003 at 6:00 PM**

Members Present: Liz Blum, Chair; Jack Candon, Linda Cook; Nancy Hoggson; Suzanne Stofflet; Dennis Pavlicek, Town Manager, Secretary Tina Moses.

Also Participating: Phil Dechert, Jeff Goodrich, Dennis Kaufman, Jeff Mathias, Phil Phillips, Steve Soares, Cleta Wheeler, There were approximately 10 members in the audience at this meeting.

Blum opened the meeting at 6:00pm.

- 1) Executive Session (Litigation) – 6:00pm – Hoggson **moved** to enter into Executive Session for litigation purposes whose premature disclosure could prove a disadvantage to the Town and invite the Town Manager and Assistant, Listers and Assessors to join (second Stofflet). **Motion passed.** The board reconvened into public session at 6:30pm.
- 2) Approval of agenda – Hoggson **moved** to approve the agenda with additions (second Stofflet). **Motion passed.**
- 3) Public Comments – Cleta Wheeler asked why payables are not done publicly at Board Meetings any longer. Pavlicek explained that normally they will come before the public at a Selectboard Meeting, but due to the fact that we now process payables every two weeks, we are out of the regular cycle. Anyone interested in reviewing these documents may do so during the regular hours of the Finance Office. Blum mentioned that there will be a public forum on public transportation at the Montshire Museum on April 2, 2003 at 7:00pm.
- 4) VELO – Hoggson **moved** to accept the settlement agreement as presented in Executive Session and authorize the Town Manager to sign and settle (second Stofflet). **Motion passed.**
- 5) Town Manager's Report – Pavlicek reminded that there will be a joint Hartford/Norwich Selectboard Meeting on April 1st at 7:00pm. He explained he has been working with the Bond Bank to refinance the Tracy Hall bonds and saved approximately \$28,000. This money will be saved in FY03' and FY 04'. He said the uncollected taxes now stand at under \$138,000 and considering that the levy is around \$12 million, this is a great effort. He also has sent a memo to Department Heads and committees requesting that they prepare timelines and comments for the Board's goal setting session. He has requested quotes from a couple of firms to paint the tower and upper portion of Tracy Hall. Once the quotes are in he hopes to get a grant from the Women's Club to help with the cost.
- 6) Finance
  - a) Legal bills - \$1,070.98 to Spink and Miller for professional services related to VELCO.
  - b) Orders on the General Fund - None
- 7) Corridor Committee
  - a) Final approval of plans – Pavlicek said he has brought this forth to be sure the Board had no additional questions or concerns about the final plans so we can move into the construction phase. Pavlicek explained the scope of the project. Phil Phillips asked about the issue of merging into one lane. Dechert explained exactly how the lanes are to be drawn up. Chief Soares said "*The Spectator*" was incorrect in what they said about his concern. He said his concern had to do with the creation of additional personnel due to the addition of a crosswalk. He said he also had some concern about what affect the growing of trees would

cause (ie: who would take care of maintenance). Goodrich explained why they used the design they did for the bike lanes and that it was driven by strict state guidelines. Hoggson **moved** to approve the final plans as submitted to the Town Manager for the Corridor Project (second Stofflet). **Motion passed.**

8) DRB Study Committee Recommendation

i) Resolution – Stofflet **moved** to accept the resolution as presented with the revision to delete the last “Thereas” and add that it be noted that the DRB SHALL consist of members and alternates as stated in the DRB Committee Final Report (second Hoggson). Candon said he will vote against the pending motion because of its ambiguity. **Motion withdrawn.** Cook **moved** to adopt the resolution subject to the amendment of changing to 3 year terms and amending the fourth “Be It Resolved” to reflect that two such members and an alternate shall be appointed for a term ending June 30, 2004, three such members and an alternate shall be appointed for a term ending June 30, 2005, and two such members and an alternate shall be appointed for a term ending June 30, 2006. With all such terms continuing until a member successor has been duly appointed and qualified. Thereafter, all appointments shall be for three years and until a successor is appointed and qualified. She also asked that the word “on” before the statement July 14<sup>th</sup> be changed to “by” (second Stofflet). (4-1). Candon-No. **Motion passed.**

ii) Charges – Blum explained there are two sets; one created by Watt and Neil and one created by Stofflet and reviewed by Pavlicek. Stofflet said the ones she created better mirror the actual report. She reviewed the changes in detail. Candon said he is concerned about the fact that we are considering not accepting the charges because they are inconsistent with the report. He believes the Board should be free to make any additions or deletions they feel are necessary. By accepting the charges verbatim they are setting the wrong precedent for other committees Hoggson **moved** to accept the two charges for the committees as refined by Suzanne Stofflet and Dennis Pavlicek dated March 25<sup>th</sup> with the word sub-committee changed to committee (second Cook). (4-1). Candon-No. **Motion passed.**

iii) Appointments – Hoggson **moved** to appoint Chris Katucki, Adele Fulton and Susan Blum to the MAPA committee (second Stofflet). Blum-recused. (4-0). **Motion passed.** Hoggson **moved** to appoint Rob Titus to the Study Committee (second Stofflet). **Motion passed.**

9) Norwich Liquor Control Board – Stofflet **moved** to adjourn to a time certain and convene as the Liquor Control Board (second Hoggson). **Motion passed.** Hoggson **moved** to approve all of the liquor licenses as presented and authorize the Board to sign (second Cook). **Motion passed.**

- a) Norwich Wine and Spirits
- b) La Poule a Dents
- c) Dan and Whits
- d) Alice’s Bakery
- e) The Norwich Inn

The board adjourned as the Liquor Control Board and reconvened into public session.

10) Appointments to open Boards and Committees – Cook **moved** to appoint Jake Blum as Tree Warden, John Lawe as Health Officer, and Nick Krembs and Warren Thayer to the Conservation Commission (second Hoggson). (4-0). **Motion Passed.** Blum recused.

Planning Commission appointments – Hoggson **moved** to invite the four candidates to come in for interviews (second Stofflet). **Motion passed.**

11) Correspondence - none

12) Selectboard

a) Peace Resolution - **REMOVED**

b) Administrative Procedures – The board will discuss this at a later date

c) Work session / retreat to discuss goals and objectives – Pavlicek said that VLCT will act as facilitators for the retreat for \$300. Tentatively set for May 1<sup>st</sup>. 6:30 – 9:30pm. Candon asked where the \$300 would come from. Pavlicek said the dues, meetings line item. Candon said he believes that this type of expenditure for a facilitator is not necessary. He believes strongly that we should have a retreat but not necessarily have a facilitator. This item will be reviewed again at the next board meeting.

d) Minutes of Selectboard Meetings

i) March 11, 2003 – Cook **moved** to approve with changes (second Hoggson). **Motion passed.**

Hoggson **moved** to adjourn at 8:50pm (second Stofflet). **Motion passed.**

**Next Regular Meeting – April 8, 2003 at 6:30 PM**

Approved by the Selectboard on April 8, 2003

By, Kristina Moses  
Selectboard Secretary

Liz Blum  
Selectboard Chair