

**TOWN OF NORWICH**  
**P.O. Box 376**  
**NORWICH, VERMONT 05055-0376**  
**TEL. (802) 649-0127**

**Minutes of the Selectboard Meeting of Wednesday, June 23, 2004 at 6:00 PM**

Members Present: Liz Blum, Chair; Jack Candon; Alison May; Ben Ptashnik; Suzanne Stofflet; Chief Stephen Soares, Acting Town Manager; Tina Moses, Secretary.

Also Participating: Clay and Elizabeth Adams, Jim Alberghini, Terry Boone, George Clark, Rob Gurwitt, Douglas Hoffman, Nelson Kasfir, Dennis Kaufman, Nick Krembs, Cheryl Lindberg, Lynn McGrew, Creigh Moffatt, Frank Olmstead, Henry Scheier.

Blum called the meeting to order at 6:00pm.

- 1) Charge for Town Manager Search Committee – The board approved the charge with the addition of the last sentence, which reads, “The committee shall also participate in the finalist interview process and follow-up discussions with the Selectboard, who will make the final decision.”
- 2) Discussion with candidates for Town Manager Search Committee – Brooke Adler, Rob Gurwitt, Jim Alberghini, Terry Boone, Henry Scheier (Bob Haynes absent). May **moved** to appoint all six candidates to the Search Committee and appoint Terry Boone as the convening chair (second Stofflet). **Motion passed.**
- 3) Approval of Agenda – May **moved** to approve with changes (second Candon). **Motion passed.**
- 4) Public Comments – Kaufman said the Grand List would need to be forwarded with changes (from the reappraisal and appeals) by the 20<sup>th</sup> of July. This could pose a problem with the printing of the tax bills if we have not lodged it by the 20<sup>th</sup>. He will keep the board posted on this issue. Scheier announced that the Norwich Fair would be held from July 9<sup>th</sup> – 11<sup>th</sup>.
- 5) Letter of resignation from 3 Planning Commission members. May **moved** to accept with deep regret the letter of resignation from Ashley, Fulton and Vincent and to set in motion the advertising process (second Candon). Blum and Ptashnik both said they were surprised by the letter. Candon said he was saddened by the letter. Stofflet said she would like more time to review the letter and to see if there is any conciliation possible in this matter. Ptashnik also said he would like to see this put off until further discussions may happen. **Motion passed.** 3-2. (Ptashnik & Stofflet- No). The board decided to set the deadline for applications as the 23<sup>rd</sup> of July at noon. Appointments will be made at the next meeting.
- 6) Finance
  - a) Legal Bills – will be brought forth at the next meeting
  - b) Orders on the General Fund – Processed earlier in the week. Candon said that although he appreciated the hard work Roberta has done to prepare the additional paperwork for the warrant, he would also like to see projections for each department as to whether or not they will be over budget at year-end.
- 7) Public Meeting on the proposed Parking Ordinance – May **moved** that the Selectboard adopt the Parking Ordinance (revised draft 6/2/04) with changes (second Stofflet). **Motion passed.** Cook was recognized for her work on this project.
- 8) Results of Willey Hill Speed Survey – Moffat said she believes most of the speeds in town are too fast. Stofflet **moved** to accept Soares recommendation and lower the speed limit on Willey Hill Road from 35 to 30 per the letter dated May 26<sup>th</sup> subject to obtaining the 85-

percentile information (second Ptashnik). **Motion passed.**

- 9) Conservation update –Blum commended the Conservation Commission and Trails Committee for all the hard work they have done to date. Krembs explained the commission’s current plans for water quality testing and the Open Space Plan. Clay Adams reviewed the plans for the trail on parcel #5 of the district land.
  - a) Melendy Property Management Plan – May **moved** that the Selectboard adopt the management plan for the Melendy lot on River road as presented tonight and authorize the chair to sign (second Stofflet). **Motion passed.** The board agreed to allow Olmstead to pursue the one remaining piece of Melendy property still owned by US Gen.
- 10) Affordable Housing Committee Update – Moffat gave an update of recent activities of the Affordable Housing Committee. She said the committee would like to do a town wide mailing to start a fund for affordable housing. She will prepare draft document for the board to review at a future meeting.
- 11) Class 4 Road Ordinance – Blum said that Olmstead believes the existing policy should be rescinded and a new one instituted. May asked if the board could hire Olmstead to do this work. Olmstead asked the board for general consensus on the draft policy from 2001 before considering hiring anyone. All agreed with the exception of Candon who said he couldn’t support this, as he doesn’t find the current policy too egregious. He said with the legal issues happening with other towns and their troubles with class 4 roads, we shouldn’t make any changes. Ptashnik said he would like to see the policy revisited and clarified. May **moved** to amend the 1989 Class 4 Road policy by removing the paragraph reading “The Town, as required by 19 VSA, section 985, will maintain bridges and major culverts on Class 4 roads” (second Blum). Stofflet asked Olmstead if the policy should be rescinded and then begin fresh with something else. Olmstead preferred not to answer this since he was present as a member of the 2000-2001 committee, but when pressed he said as an individual he does believe it should be rescinded. **Motion withdrawn.** Stofflet **moved** to rescind the 1989 Class 4 Road policy and any preceding policy and ask Olmstead to edit the proposed draft policy to separate the “ordinance language” from the “policy language” and bring it back for consideration (second May). **Motion passed.** 4-1. Candon-No.
- 12) Correspondence – Owens letter, Windsor County Courthouse Diversion letter, Mathias letter to Ashley, Dresden Cash Flow letter, Cooper letter. Stofflet **moved** to receive all letters as correspondence and discuss as necessary (second Ptashnik). **Motion passed.** 4-1. May-No. Candon stressed that he is upset with tone used in the Upper Valley Land Trust letter to the Coopers. He also wondered why they are directing the town in such a manner when the town actually owns the land. Candon suggested that the Town Manager try to arrive at a reasonable solution to this issue. Soares will bring this back to the board.
- 13) Selectboard
  - a) Town Manager Search update - none
  - b) Appointment
    - i) DRB – May **moved** to reappoint Lucy Gibson to the DRB (second Candon). **Motion passed**
  - c) Minutes of Selectboard Meeting
    - i) May 26, 2004 – May **moved** to approve the minutes of 6/26 with changes (second Stofflet). **Motion passed.**
    - ii) June 2, 2004 – May **moved** (second Ptashnik). **Motion passed.**
    - iii) June 16, 2004 – May **moved** to approve (second Candon). **Motion passed.**

- iv) May would like to set up a town wide potluck supper.
- d) Letter for Pavlicek file (executive session) – Candon **moved** to enter Executive Session to discuss personnel issues and invite Soares and Moses to stay (second May). **Motion passed.** Candon **moved** to exit Executive in order to take action (second Stofflet). **Motion passed.** Stofflet **moved** to accept the letter with revisions (second Candon). **Motion passed.**
- e) May **moved** to adjourn (second Ptashnik). **Motion passed.**

**Next Regular Meeting – July 28, 2004**

Approved by the Selectboard on July 28, 2004

By, Kristina Moses  
Selectboard Secretary

Liz Blum  
Selectboard Chair

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