

Minutes of the Selectboard Meeting of Wednesday, April 28, 2010 at 6:30 PM

Members present: Roger Blake, Chair; Ed Childs; Suzanne Lupien; Sharon Racusin; Pete Webster, Town Manager; Nancy Kramer, Assistant to the Town Manager. Absent: Uwe Bagnato.

There were about 17 people in the audience.

Also participating: Watt Alexander, Liz Blum, Linda Cook, Phil Dechert, Steve Flanders, Nelson Kasfir, Dennis Kaufman, Cheryl Lindberg, Stuart Richards, Arline Rotman, Richard Stucker, Stanley Teeter.

Blake opened the meeting at 6:32 pm.

1. Approval of Agenda (Action Item). By consensus, the Selectboard approved the Agenda with one change.
2. Follow Up from Last Meeting (Discussion/Possible Action Item) – Watt Alexander's Request in His 3/24/10 Email. Once again there was some discussion regarding follow up items and how to handle them. Alexander spoke about policy versus procedure and the public's right to discuss all Town business at Town Meeting. Kasfir said the Board should take advantage of the opportunity to affirm the rights of townspeople. After some discussion, Childs **moved** (2nd Racusin) to affirm the right of every Norwich resident to speak at Town Meeting on any issue involving Town business. **Motion passed.**
3. Public Comments (Discussion). On Saturday, May 1st there is a healthcare reform march and rally in Montpelier, the Norwich Public Library's Rubber Ducky Race at Blood Brook in Huntley Meadow and Green Up Day. The Nearly New sale is also running this weekend, Friday night through Sunday afternoon. Cook asked about clear cutting at the highway garage and in the woods near the Welcome Sign and was told nothing is scheduled at either location. Richards reminded people that a Town Plan Workshop was scheduled for Thursday evening. He has four items of concern and urges people to turn out.
5. **7:00 pm** - Town of Norwich Open Positions Interviews/Appointments (Discussion/Action Item). After some discussion, it was determined that reminders to applicants had not gone out. Kramer was asked to make sure these were done going forward. Applicants present at this time: Arline Rotman, Richard Stucker and Stanley Teeter were thanked and asked questions regarding their interest in the position and what they do.

Childs **moved** (2nd Racusin) to appoint Stephen Gaughan and Peter Silberfarb to the Conservation Commission for four-year terms ending in March, 2014. **Motion passed.**

Lupien **moved** (2nd Childs) to reappoint Arline Rotman as an alternate to the Development Review Board for a three-year term ending in April, 2013. **Motion passed.**

Lupien **moved** (2nd Racusin) to reappoint George Loveland and Stanley Teeter to the Development Review Board for three-year terms ending in April, 2013. **Motion passed.**

Racusin **moved** (2nd Childs) to reappoint Richard Stucker to the Planning Commission for a four-year term ending in April, 2014. **Motion passed.**

4. Town Manager's Report (Discussion). Webster also encouraged townspeople to come out to the Town Plan Workshop. A number of interviews of the four companies that responded to our Communications RFB have occurred. Fulton is coordinating these along with Hodgdon, Robinson and Leinoff. The group hopes to have a recommendation for the Selectboard for their May 12th meeting. The FY10 budget remains in good shape. Bragg Hill mediation is still ongoing. The CLA has been appealed. Kaufman gave a brief update stating that the backup presented at the appeal by PV&R was less than accurate. Post memorandums are due May 10th and a decision has not been made. The commercial appraisal of the Parsonage is still ongoing.

6. Conflict of Interest Policy (Discussion/Possible Action Item). Adoption of this Policy is a recommendation of the outside auditors. Flanders encourages adoption and asked that personal and financial interest be defined at some point. After a brief discussion, Racusin **moved** (2nd Lupien) to adopt the Town of Norwich, Vermont Conflict of Interest Policy. **Motion passed.** The Board asked that personal and financial interest be defined at a later date.

7. Norwich Finances for Yankees (Discussion/Action Item). The Selectboard thanked Flanders for his hard work on this project. Flanders said the document is endorsed by the Finance Committee and is a "living document". He also requested a once a year review done through the Town Manager's Office. Hard copies will be available in the Town Clerk's Office. Racusin **moved** (2nd Childs) to post Norwich Finances for Yankees on the Town website. **Motion passed.**

Also discussed was Flanders concept of a "reverse calculator". Flanders will share his spreadsheets with interested parties.

8. Selectboard Policy Regarding Town Email List (Discussion/Possible Action Item). Postponed until a later meeting.

9. Correspondence (Please go to www.norwich.vt.us, click on Town Offices bullet in left panel, scroll down to Norwich Selectboard section and click on Recent Selectboard Correspondence to view resident correspondence):

a) Resident –

1) #9 a). Email from Members of the Police Services Committee Re: Parsonage. Childs **moved** (2nd Lupien) to receive an email from members of the Police Services Committee re: Parsonage. **Motion passed.** Blake reviewed.

b) Nonresident –

1) #9 b) and c). TRORC 3/31/10 Minutes and LEPC #12 4/15/10 and 2/18/10 Minutes. Lupien **moved** (2nd Racusin) to receive TRORC 3/31/10 minutes and LEPC #12 4/15/10 and 2/18/10 minutes. **Motion passed.** Blake reviewed.

10. Selectboard

a) Approval of the Minutes of the 4/14/10 and 4/21/10 Meetings. Childs **moved** (2nd Racusin) to approve the minutes of the April 14, 2010 and April 21, 2010 Selectboard meetings. **Motion passed.**

- b) Management's Discussion and Analysis and Other Findings and Recommendations from the 2009 Outside Audit (Discussion/Possible Action Item). Nothing of note was brought forward by the outside auditors. The auditors recommended adoption of a Code of Ethics Policy, which is being worked on, and a Conflict of Interest Policy, which was accomplished above. The new auditors will meet with the Town Manager and Finance Officer in early June.

Childs **moved** (2nd Racusin) to adjourn. **Motion passed.** Meeting adjourned at 7:38 pm.

Approved by the Selectboard on May 12, 2010.

By Nancy Kramer
Assistant to the Town Manager

Roger Blake
Selectboard Chair

Next Regular Meeting – May 12, 2010 at 6:30 PM

Pending Items:

- 1) Vehicle Acquisition and Replacement Policy/NORCAP Report/Strategic Planning
- 2) Municipal Enforcement of the VT Fire Prevention and Building Code
- 3) Code of Conduct for Town Officials/Employees
- 4) Listening Posts
- 5) Town Boundaries
- 6) Lister Roundtable
- 7) Ownership of Foley Park
- 8) Norwich Volunteer Network
- 9) Appropriation Roundtable

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