

Minutes of the Special Selectboard Meeting of Monday, September 19, 2011 at 6:00 PM

Members present: Ed Childs, Chair; Roger Blake; Christopher Ashley; Steve Flanders; Linda Cook; Nancy Kramer, Assistant to the Town Manager.

There were about 24 people in the audience.

Also participating: Jim Adler, Ernie Ciccotelli, Nancy Dean, Jim, Gold, Linda Gray, Nancy Hoggson, Dennis Kaufman, Bill Pierce, Stuart Richards, Arline Rotman, Richard Stucker, Jonathan Vincent.

Childs opened the meeting at 6:01 pm.

1. Public Comments. Childs passed out a draft message to Norwich residents to the Selectboard for review. It will be an agenda item for the September 27<sup>th</sup> meeting. Pierce asked about the vote on Webster's employment and was told the Board unanimously agreed by consensus based on evaluation results. Richards said it seemed to be a reasonable process and that he supports the Selectboard decision. He also thanked all concerned and especially Fulton. Several residents spoke about the Board getting professional mediation and training. Gold stated that no process is perfect, thanked the Selectboard and told residents they should run for Selectboard in March if they want change. Childs reiterated that every member of the Board believes in the Town Manager form of government and they will work on strengthening their relationship with the Town Manager. Blake spoke about the students who witnessed last meetings conduct saying they had lengthy discussions in their class on behavior.

2. Finance – Board to Sign Warrant Report #12-7 for Town Reappraisal Fund (Action Item). Vincent said the amounts billed had been checked by the Listers. Kaufman spoke about violations of the contract. Ciccotelli said there has been no breach of contract in his opinion and that it is immaterial that sales studies have not been done. There followed a discussion regarding the vehicles being used by the company. They are personal vehicles and they are not displaying signage with the company logo. However, they are checking in with the Police Department so that they know what neighborhoods they are doing and when. Flanders asked that a discussion of contract changes be on the agenda for the next meeting. Cook asked if letters had been sent and was told they had. Cook believes there should be identification on the cars considering the recent break-ins. Flanders **moved** (2<sup>nd</sup> Cook) to approve Check Warrant Report #12-7 for Town Reappraisal Fund for the period from 8/25/11 to 9/14/11 in the amount of \$12,117.06. **Motion passed.**

3. Letter of Thanks to Pete Webster (Discussion/Action Item). Flanders read the letter stating that the language was reviewed by an attorney. Flanders **moved** (2<sup>nd</sup> Blake) to approve the execution of the document. **Motion passed.** Ashley briefly discussed why he is signing the letter.

4. Process for Hiring a New Town Manager (Discussion). Childs read the proposed schedule drafted by Flanders which called for appointment of an Acting Town Manager that evening, appointing an Interim Town Manager October 26<sup>th</sup>, deciding on the recruitment process February 8<sup>th</sup> and hiring a Town Manager by early FY13. Ashley questioned when advertising should start and suggested checking with VLCT.

5. Executive Session (Appointment of Acting or Interim Town Manager). Pursuant to Title 1 VSA § 313(a)(3), Flanders **moved** (2<sup>nd</sup> Blake) to enter into Executive Session for the purpose of discussing the appointment of an Acting or Interim Town Manager and to invite Neil Fulton to join the Session. **Motion passed**. The Selectboard moved into Executive Session at 7:15 pm.

At 8:43 pm the Selectboard moved into public session. Ashley **moved** (2<sup>nd</sup> Flanders) to appoint Neil Fulton as Interim Town Manager, effective immediately, with the same compensation and benefits as provided to the previous town manager in the Fiscal Year 2012 budget and as provided in the previous town manager's contract except: a) compensation and benefits will be prorated as of September 20, 2011, b) to provide for 5 weeks of vacation per year, and c) for the same health insurance cost to be a cash benefit based on a two person plan and to provide a health savings account the same as other employees. **Motion passed**.

Ashley said this is not a contract but an appointment by the Selectboard. He is surprised and gratified that Fulton is available to serve. If Fulton remains as Town Manager through June he will be reviewed. Dean questioned the length of the appointment and vacation days.

Cook **moved** (2<sup>nd</sup> Flanders) to adjourn. **Motion passed**. Meeting adjourned at 8:47 pm.

Approved by the Selectboard on September 27, 2011.

By Nancy Kramer  
Assistant to the Town Manager

Edwin Childs  
Selectboard Chair

Next Regular Meeting – September 27, 2011 at 6:30 PM

Pending Items:

- 1) Review Policy for Response to Appeals of DRB Decisions
- 2) Review Appropriation Request Policy
- 3) Update Finance Committee Statement of Purpose
- 4) Review of Town Plan Document
- 5) Budget Development
- 6) Strategic Planning
- 7) Develop Email Policy
- 8) Tour of Fire/Police Facilities
- 9) Tour of DPW Facilities
- 10) Review Recommendations for Facilities Improvements at the Fire/Police Facility
- 11) Evaluate Report from Capital Facilities Planning and Budgeting Committee
- 12) Evaluate Report from Committee to Evaluate Public Works Department (10/12/11)
- 13) State of Vermont PACE Initiative
- 14) Town Boundaries
- 15) Pool Replacement

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