

Minutes of the Selectboard Meeting of Wednesday, May 14, 2014 at 6:30 PM

Members present: Christopher Ashley, Chair; Linda Cook; Steve Flanders; Dan Goulet; Keith Moran; Phil Dechert, Acting Town Manager; Nancy Kramer, Assistant to the Town Manager.  
Absent: Neil Fulton.

There were about 9 people in the audience.

Also participating: Ed Childs, Ernie Ciccotelli, Chris Clapp, Jillian Collins, Laura Duncan, Jill Kearney, Everett Logan, Demo Sofronas, Kris Strohhenn.

Ashley opened the meeting at 6:30 pm.

1. Approval of Agenda (Action Item). The Selectboard, by consensus, approved the Agenda.
2. Public Comments. Sofronas spoke on behalf of the American Legion and invited the Selectboard to the Memorial Day Parade which will take place Sunday, May 25<sup>th</sup> at noon starting at the American Legion hall and ending with a ceremony at the Town Hall monuments. The Legion is trying to expand the parade this year and has invited the Norwich Lions Club to participate. Sofronas also spoke about a Veterans Monument Committee the Legion has established looking to identify members of the military with ties to Norwich. The Town Manager has been notified and has asked to be updated. A request for help in identifying those who served went out on the Norwich Listserv February 11<sup>th</sup>. Cook reminded townspeople that there will be a public forum on capital facilities hosted by the Capital Facilities Committee June 4<sup>th</sup> at 7:00 pm. Dechert said there will be a public forum on the Main Street paving project May 27<sup>th</sup> at 7:00 pm. The paving project is scheduled to start in July and end before school starts in the fall. There is a concept sketch of the project on the wall in the Tracy Hall multipurpose room.
3. Finance – Board to Sign Accounts Payable/Warrants (Action Item). Flanders **moved** (2<sup>nd</sup> Ashley) to approve Check Warrant Report #14-25 for General Fund in the amount of \$96,194.01, for Highway Garage Fund in the amount of \$605.11, for Police Station Fund in the amount of \$605.11, for Fire Station Fund in the amount of \$605.11, for Long Term Facility Study Fund in the amount of \$506.67 and for General Administration Fund in the amount of \$923 for the period from 4/24/14 to 5/14/14. **Motion passed.** Dechert said an additional warrant is before the Selectboard for the school payment. After one question, Cook **moved** (2<sup>nd</sup> Flanders) to approve Check Warrant Report #14-27 for General Fund in the amount of \$1,500,000 for the period from 5/15/14 to 5/15/14. **Motion passed.**
4. Town of Norwich Open Positions Interviews/Appointments (Action Item). Collins and Duncan were present and interviewed for the Recreation Council. Afterwards, Flanders **moved** (2<sup>nd</sup> Cook) to appoint Jillian Collins to the Recreation Council for a three-year term ending in March, 2017 and to reappoint Laura Duncan to the Recreation Council for a three-year term ending in March, 2017. **Motion passed.** There followed some discussion regarding the Grand Juror position. Ashley read the general duties from an excerpt from a VLCT handbook. It was agreed that at present it is mostly a ceremonial position. Afterwards, Goulet **moved** (2<sup>nd</sup> Flanders) to appoint Janine Scheiner as Grand Juror for a term ending in March, 2015. **Motion passed.**

5. Meeting with Recreation Council (Discussion). Ashley invited Recreation Council members present, including Kearney, to come to the table in front and thanked them for coming. Clapp initiated a discussion about the lack of parking at Huntley Meadow. Council members spoke about the parking lot doing double duty as a commuter lot and the safety problems during high use of the fields. Kearney reviewed what has been done in the past saying that the Council could choose to not rent out the fields but that would be a loss of revenue. Cook suggested they would need to have a plan if they were looking for Town funding. Ashley said he would talk this matter over with the Town Manager and suggested it might be a future agenda item. Duncan said that the public facilities at Huntley are not adequate either. Clapp agreed that other towns have better facilities. Moran asked what the Council provides for adults. Kearney responded: yoga, senior fitness, Chi Kung, fencing, free evening athletics such as badminton, basketball, volleyball and soccer and of course the ice rink in the winter. The Council is always open to new ideas and wants to support the whole community. Next steps on pursuing upgrades to public facilities at Huntley were then discussed with Ashley summarizing that Kearney would need to have a dialog with the Town Manager. The Norwich Pool process was touched upon with the conclusion that it is a very slow process.

6. Candidates for Capital Facilities Committee Interviews/Appointments (Action Item). Ashley asked that the two candidates present come to the table in front. Childs and Ciccotelli were asked questions about the Committee charge and their reasons for applying. Both candidates indicated they had not made up their minds about the facilities yet and that they would work with the Selectboard. After discussion, it was agreed that Ciccotelli's being a member of the DRB would not be a conflict. Dechert briefly reviewed the DRB process for Town facilities approval saying they cannot deny or put conditions on the project that would impede function. The Selectboard then discussed whether or not to move forward with the appointment of the two candidates not present. Ashley indicated he would prefer to interview people before appointing personally. After discussion regarding posting of Committee minutes and Committee members needing to be Norwich residents, it was agreed that the Committee charge would be reviewed at the next Selectboard meeting.

Cook **moved** (2<sup>nd</sup> Goulet) to appoint Childs, Ciccotelli, Durst and Roberts to the Capital Facilities Planning & Budgeting Committee. Ashley asked that the motion be divided and that Childs and Ciccotelli be voted separately from Durst and Roberts. **Motion** on Childs and Ciccotelli **passed 4 to 1** (yes – Ashley, Cook, Flanders and Goulet; no – Moran. **Motion** on Durst and Roberts **passed 4 to 1** (yes – Cook, Flanders, Goulet and Moran; no – Ashley).

7. Develop List of Questions on Preliminary Cost Estimates and Options for Fire, Police and Public Works Facilities (Discussion/Possible Action Item). Ashley included in the Selectboard packet an email from Steve Flanders regarding sprinkler system requirements for new municipal building projects. Cook said that a lot of questions have not been answered, in particular the cost of moving the current Fire Station including reassembling it at Public Works. Moran stated that he was shocked at the order of magnitude estimates provided by Bread Loaf and feels the process has been undirected by the Selectboard. Moran wants a discussion of the parameters of the project. Flanders reviewed what has been done so far stating that community values are involved and that the architect is the Town's ally. After discussion, Ashley's compiled list of questions for Fulton include: investigating creative financing, more detail on cost of water, more detail on costs associated with affordable housing, pursuing Police Station first, cost of moving the Fire Station and rebuilding, list of all alternative sites considered, parameters of the project, fixing code deficiencies including things we do not have to do but would do with a new facility and what improvements have already been done.

8. Draft Framework for Assessing Capital Facilities Options (Discussion). Flanders provided information in the Selectboard packet using chart format showing the status quo option, new public safety facility at the village location and DPW, public safety facility at 198 Church Street and a split option. Moran thanked him for the information saying it was wonderful and succinct. Cook said she could not match the numbers with anything the Board has received so far. Flanders said he used stand in numbers which are an approximation not final. Questions were asked about the costs on Page 2 and assumptions on Page 3. Cook stated that she does not agree with some of the statements contained in the charts.

9. Long-Range Strategic Planning - Next Topic/Goal to Add to Strategic Plan (Discussion/Possible Action Item). Ashley stated that, although an updated strategic plan had been provided in the packet, the Selectboard was just looking at the first four pages tonight. Moran suggested choosing a topic that an already established committee would help with. Flanders suggested work force housing. Another topic suggested was transportation. The Board discussed, with input from Dechert, grants available, the use of Dresden land and the now defunct Transportation Committee. Moran **moved** (2<sup>nd</sup> Flanders) to select quality of community as the next area of study for the strategic plan. **Motion passed.**

10. Town Wide Survey (Discussion/Possible Action Item). Ashley asked the Selectboard if there was general agreement to put out a survey. Flanders said he is looking to find out community values and reviewed the survey briefly. Cook stated that she feels the survey is too long and she would like it put off. Moran said that it is basically a good survey but would like some things simplified. Goulet said he supports the survey in theory but believes 80% of townspeople will not know what they are looking at. Ashley believes the survey is a little long, that choices should not be leading and would like his survey questions added. Cook asked for a discussion regarding process and the Selectboard did discuss. Cook asked questions about the level of service, Page 2, Page 3, Page 5, Page 7 and Page 8. After some discussion of taxes, assumptions and costs stated in the survey, Ashley said Board members should get their questions in ahead of time and the Selectboard would approve the survey at their next meeting. Ashley also said it was clear a majority of the Board supports doing the survey.

11. Selectboard Goals (Discussion/Possible Action Item). Ashley said the main change was to make the listed items on the right say "Possible Agenda Items". The Selectboard agreed to accept Flanders goals and objectives as presented.

12. Correspondence (Please go to [www.norwich.vt.us](http://www.norwich.vt.us), click on Boards & Committees from the blue banner, click on Selectboard and click on Recent Selectboard Correspondence in the middle section to view resident correspondence):

a) Resident –

1) #12 a). Email from Christopher Ashley Re: Conversation with Ralph Hybels. Flanders **moved** (2<sup>nd</sup> Moran) to receive an email from Christopher Ashley re: conversation with Ralph Hybels. **Motion passed.** Ashley abstained. Ashley asked for this email to be put in as correspondence.

13. Selectboard

a) Approval of the Minutes of the 4/9/14 Meeting. After a brief discussion, approval of these minutes was postponed until the May 28<sup>th</sup> meeting.

- b) Review of Next Agendas (Discussion/Possible Action Item). Review Capital Facilities charge, discuss next strategic planning item, the Town-wide survey, visits by the Cemetery Commission and Land Management Council, a report from Flanders and Moran on energy strategic planning and an update on the Appropriation Policy will be on the agenda for May 28<sup>th</sup>. Answers to Selectboard questions and parking at Huntley Meadow will be future agenda items.

Goulet **moved** (2<sup>nd</sup> Moran) to adjourn. **Motion passed.** Meeting adjourned at 9:37 pm.

Approved by the Selectboard on June 25, 2014. Revised and reapproved September 10, 2014.

By Nancy Kramer  
Assistant to the Town Manager

Christopher Ashley  
Selectboard Chair

Next Regular Meeting – May 28, 2014 at 6:30 PM

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