

Minutes of the Selectboard Meeting of Tuesday, September 23, 2014 at 6:30 PM

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

There were about 7 people in the audience.

Also participating: Linda Gray, Jim Harlow, Norman Levy, Cheryl Lindberg, Sarah Reeves, Doug Robinson.

Ashley opened the meeting at 6:30 pm.

1. Approval of Agenda (Action Item). The Selectboard, by consensus, approved the Agenda.
2. Public Comments. Harlow thanked the Town of Norwich and all those who participated in the September 11th Memorial Tree Planting and Tribute to Veterans, U.S. Military and First Responders.
3. Energy Goal Strategic Planning (Discussion/Possible Action Item). Flanders said that one of the modules for the Selectboard's strategic plan is energy. Flanders and Moran worked with the Norwich Energy Committee (NEC) to draft the plan before the Selectboard. Flanders **moved** (2nd Ashley) to adopt sections of the Draft Strategic Plan on Greenhouse Gas Emissions, Energy Efficiency and Sustainability as interim planning guidance until the adoption of a strategic plan. **Motion passed 3 to 1** (yes – Ashley, Goulet and Flanders; no – Cook). Before the vote, Cook asked why this interim step instead of waiting for the final plan. Flanders responded that it would give helpful guidance to the Town Manager. Ashley agreed saying it is important that the Town affirm the goals of the Town Plan. Gray said that the NEC was pleased to be asked to help with this plan by the Selectboard and that the NEC is happy with the document and urges the Board to support. Fulton said the municipal buildings and the Norwich Public Library are on track to reach the goal of 90% of Norwich's electricity coming from solar. Cook asked if the Selectboard survey results supported this plan. Ashley said that 53.65% of respondents to the survey supported either a 10% or 20% increase in energy costs to reduce global warming. He concluded from that there is public support.
4. Town Manager's Report (Discussion). The additions to parking at Huntley Meadow are finished. The United Way would like to put a thermometer in front of Tracy Hall to show progress on their pledges. Fulton asked for the Selectboard's guidance. After discussion, the majority of the Selectboard did not support. Fulton then announced that Chief Robinson has applied for the Police Chief open position in Thetford. There followed some discussion.
5. Replacement Pool Dam Update (Discussion/Possible Action Item). Fulton and Dechert met with key people from the ANR on September 16th for two hours. The ANR has serious reservations on whether Norwich can meet the requirements needed for a permit for the dam for the Town Pool. Fulton said that more fieldwork is needed. It was pointed out that the Pool would only be dammed for approximately 10 weeks of the year. Fulton believes the Town is facing an uphill battle with the ANR on this and may end up in litigation. There followed some Selectboard discussion in which Ashley said he was willing to go to litigation if that is what it took.
6. Codification of Ordinances (Discussion/Action Item). Fulton said he brought the RFP before the Selectboard for discussion at their June 11th meeting. The Town received three proposals. General Code has the lowest cost and they have extensive experience. Fulton pointed out that there would be a number of opportunities for Selectboard review and guidance with the end result being a unified Town code available online. Questions were asked about keeping the code updated once done and the yearly cost for hosting. Goulet felt it was a lot of money considering in-house expertise. Cook

expressed concerns with the RFP and the Town Manager making decisions. Flanders **moved** (2nd Ashley) to concur in the Town Manager's decision to retain General Code at an estimated cost of \$8,800 to codify the Town's ordinances and \$695 per year for online access to the Town Code with the Selectboard approving language on revisions and the final draft. After discussion, the motion was withdrawn and the item tabled until the October 8th meeting.

7. a) Quality of Community Committee Interviews/Appointments (Discussion/Action Item). After discussion regarding none of the candidates being able to attend the meeting and Cook wanting more general public involved, Goulet **moved** (2nd Flanders) to appoint Susan Brink, Jeff Goodrich, Lee Michaelides and Jennifer Wallace to the Committee to Develop Strategic Plans Addressing Quality of Community. **Motion passed 3 to 1** (yes – Ashley, Goulet and Flanders; no – Cook). After some discussion, Ashley **moved** (2nd Goulet) to appoint Cook and Flanders as the Selectboard liaisons to the Committee. **Motion passed.** Ashley said he would contact the Chairs of the Recreation Council and Conservation Commission again asking them for volunteers from their membership.

b) Next Steps (Discussion/Possible Action Item). After discussion, it was agreed the Selectboard would pick items at the next meeting.

8. Treasurer's Quarterly Investment Report (Discussion/Possible Action Item). Lindberg said that a lot has changed since this report was done. The report shows the interest rates, location of funds and how they are protected. Cook asked Lindberg to explain her note on the bottom of the report. Lindberg responded that she is investing funds based on the draft Investment Policy. Lindberg briefly reviewed the CDARS Program. In response to Lindberg's email, Ashley told Lindberg in the future to submit the report to Selectboard@norwich.vt.us and it would be on the next agenda. Cook **moved** (2nd Goulet) to receive the Treasurer's Quarterly Investment Report. **Motion passed.**

9. FY14 Year-End Financials (Discussion). Cook asked what caused some wage line items to go above 100%. Fulton responded that sometimes payrolls overlap causing the slight difference. Fulton also stated that, at the present time, no contracts exist for wage line items. The Selectboard agreed by consensus that the FY14 June 30th expenditure report would go up on the Town website.

10. Facilities Studies (Discussion/Possible Action Item). Fulton has provided the information from the last Selectboard meeting to Bread Loaf and they are working on. Cook said she is looking for a final report from the Capital Facilities Committee and wondered why they are not working on completing the mandates of their charge. Goulet said there have been no recent meetings of the Committee and he is waiting to hear from Tom Gray when the next meeting will be. After discussion, Goulet, as the Selectboard representative to the Capital Facilities Committee, was asked to contact Gray to inquire when the next meeting of the Committee would take place.

11. Correspondence (Please go to 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) #11 a), b), c) and d). Email from Cheryl Lindberg Re: Getting Correspondence to the Selectboard, Email from Sarah Reeves Re: Bob White's Post – Facilities Planning and Street Planning, Email from Linda Gray Re: Facilities and Street Planning and Email from Liz Russell Re: Reconsideration of the Facilities Plan. Cook **moved** (2nd Flanders) to receive emails from Cheryl Lindberg re: getting correspondence to the Selectboard, Sarah Reeves re: Bob White's post – facilities planning and street planning, Linda Gray re: facilities and street planning and Liz Russell re: reconsideration of the facilities plan.

Motion passed.

12. Selectboard

- a) Review of Next Agendas (Discussion/Possible Action Item). The strategic plan – next steps, Codification of Ordinances, the Investment Policy, the Animal Control Ordinance and a discussion of support documents/items in Selectboard packet will be on the agenda for October 8th.
- b) Litigation (Executive Session May be Required) (Action Anticipated). Flanders **moved** (2nd Ashley) to authorize the Town Manager to sign the settlement agreement with Rosemary and Timothy Rieser regarding the valuation of property located at 815 Bragg Hill Road. Motion was withdrawn after some discussion. Pursuant to Title 1 VSA § 313(a)(1)(E), Flanders **moved** (2nd Cook) to enter into Executive Session for the purpose of discussing the litigation having found that premature general public knowledge would clearly place the municipality at a substantial disadvantage and to invite Neil Fulton to join the Session. **Motion passed.**
- c) Bargaining Unit Contract (Executive Session may be Required) (Action Anticipated). Pursuant to Title 1 VSA § 313(a)(1)(B), Flanders **moved** (2nd Cook) to enter into Executive Session for the purpose of discussing the bargaining unit contract having found that premature general public knowledge would clearly place the municipality at a substantial disadvantage and to invite Neil Fulton to join the Session. **Motion passed.** The Selectboard moved into Executive Session at 8:08 pm. At 8:20 pm, Flanders **moved** (2nd Goulet) to move into public session. Flanders **moved** (2nd Goulet) to authorize the Town Manager to sign the settlement agreement with Rosemary and Timothy Rieser regarding the valuation of property located at 815 Bragg Hill Road. **Motion passed.** Flanders **moved** (2nd Cook) to authorize the Town Manager to sign the bargaining unit agreement with the New England Police Benevolent Association for the period from July 1, 2014 through June 30, 2018. **Motion passed.**
- d) Personnel – Town Manager Review (Executive Session may be Required). After discussion, the Selectboard deferred the Town Manager review until October.

Cook **moved** (2nd Flanders) to adjourn. **Motion passed.** Meeting adjourned at 8:30 pm.

Approved by the Selectboard on November 12, 2014.

By Nancy Kramer
Assistant to the Town Manager

Christopher Ashley
Selectboard Chair

Next Regular Meeting – October 8, 2014 at 6:30 PM

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