

Minutes of the Selectboard Meeting of Tuesday, November 10, 2015 at 6:30 PM

Members present: Linda Cook, Chair; Christopher Ashley; Steve Flanders; Dan Goulet; Mary Layton, Vice-Chair; Neil Fulton, Town Manager; Nancy Kramer, Assistant to the Town Manager.

There were about 15 people in the audience.

Also participating: Kris Clement, Laura Duncan, Jill Kearney Niles, Marlene McDonald, Terry McDonnell, Nate Stearns, Judy Strohbehn, Kate White.

Cook opened the meeting at 6:30 pm.

1. Approval of Agenda (Action Item). Flanders **moved** (2nd Ashley) to move item #2 to item #10 subsection a). **Motion failed 2 to 3** (yes – Ashley and Flanders; no – Cook, Goulet and Layton). Afterwards, the Selectboard, by consensus, approved the Agenda as is.

2. Town Manager Contract (Executive Session May be Required) (Discussion/Possible Action Item). Flanders objected that the questions that appeared on the table for discussion at the meeting had not been included in the Selectboard package, contrary to the rules and practice of the Board. He asked why his memo in the package ("Town Manager Current Terms of Employment") could not be included as part of the information passed to an attorney and received the answer from Cook and Layton, who had developed the questions on the table, that the memo was not in question form and therefore would not be considered. After discussion regarding how the questions were developed, Layton **moved** (2nd Goulet) to authorize the Selectboard Chair to hire Attorney John Klesch to give his legal opinion of Selectboard questions regarding the Norwich Town Manager's current employment status. **Motion passed 3 to 2** (yes – Cook, Goulet and Layton; no – Ashley and Flanders). Ashley offered an amendment to limit the expense to \$3,000 that received no second.

3. Public Comments. There were no public comments.

4. Town Manager's Report (Discussion). Written report in packet and on the Town website. No actions taken.

5. Finance – Board to Sign Accounts Payable/Warrants (Action Item). After several questions, Ashley **moved** (2nd Goulet) to approve Check Warrant Report #16-12 for General Fund in the amount of \$77,651.83 and for Recreation Scholarships Fund in the amount of \$200 for the period from 10/30/15 to 11/10/15. **Motion passed.**

6. Norwich Pool Permit Denial Appeal (Executive Session May be Required) (Discussion/Action Item). After discussion and public input, Flanders **moved** (2nd Ashley) to authorize the Town Manager to spend up to \$2,000 to pursue an appeal with ANR on the Pool. **Motion failed 2 to 3** (yes – Ashley and Flanders; no – Cook, Goulet and Layton).

7. Alternative Projects for the FEMA Funds from the Dam Project (Discussion/Possible Action Item). After discussion, there was consensus from the Selectboard to have the Town Manager find out cleanup costs for the site and clarify what percentage FEMA and the State will pay. The Selectboard also agreed to ask the Recreation Council for input and come up with a list of alternative projects to discuss at their November 24th meeting.

8. Budget Overview (Discussion/Possible Action Item). Fulton had prepared a PowerPoint presentation that covered: budget goals; overall expenditure increases; property tax impact; key changes; key issues; the status of major projects; health insurance; expenditures; debt service; reserve funds; and revenues. The proposed FY17 expenditure budget, not including other monetary articles, is \$42,330 or 1.00% more than the FY16 adopted expenditure budget. The projected Town tax rate would be \$0.5285, an increase of 0.51% above the FY16 tax rate of \$0.5258. Health insurance expenditures represent 7% of the FY17 budget. Wages, salaries and benefits represent 47%. A summary sheet was provided as a preview for next week and future budget meetings were reviewed.

9. Capital Facilities – Review Questions for Firms Responding to RFP (Discussion/Possible Action Item). After a short break, the Selectboard discussed the questions submitted by Selectboard members Layton, Flanders and Ashley. Afterwards, Ashley **moved** (2nd Flanders) to direct the Town Manager to take the identified 13 questions, reworded as necessary, to the 4 firms agreed on at the November 4th meeting and ask them to respond in writing by December 15th and to have a special meeting January 6th to discuss the responses from the firms. **Motion passed 4 to 1** (yes - Ashley, Flanders, Goulet and Layton; no - Cook).

10. Town Manager Authority under 24 VSA § 1236 (4) Opinion from Attorney John Klesch (Discussion/Possible Action Item). After discussion, the Selectboard agreed by consensus that members would work on developing ideas for suggestions for paragraph 4 in Attorney Klesch's email and submit them in writing to the Town Manager's Office by November 19th for inclusion in the packet for the November 24th meeting.

11. Selectboard

- a) Approval of the Minutes of the 10/14/15 and 10/28/15 Selectboard Meetings (Action Item). After some discussion, Flanders **moved** (2nd Ashley) to approve the minutes of the October 14, 2015, with amendments proposed, and October 28, 2015 Selectboard meetings. **Motion passed 4 to 1** (yes - Ashley, Flanders, Goulet and Layton; no - Cook).
- b) Review of Next Agendas (Discussion/Possible Action Item). All Departments budget presentations will be the main item on the agenda for November 18th. Alternative projects for the Pool will be on the agenda for November 24th. Both meetings will start at 6:30 pm.
- c) Town Manager Evaluation (Executive Session may be Required). After discussion, this item was put off until the November 24th meeting.

Ashley **moved** (2nd Flanders) to adjourn. **Motion passed**. Meeting adjourned at 9:36 pm.

Approved by the Selectboard on November 24, 2015.

By Nancy Kramer
Assistant to the Town Manager

Linda Cook
Selectboard Chair

Special Selectboard Meeting – November 18, 2015 at 6:30 PM

Next Regular Meeting – November 24, 2015 at 6:30 PM

PLEASE NOTE THAT CATV RECORDS ALL REGULAR MEETINGS OF THE NORWICH
SELECTBOARD.