

Minutes of the Selectboard Meeting of Wednesday, January 13, 2016 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: Roger Blake, Linda Danilek, Phil Dechert, Andy Hodgdon, Beth Krusi, Suzanne Lupien, Bonnie Munday, Sue Pitiger, Jennifer Roby, Cheryl Rostad, Liz Russell, John Severinghaus, Demo Sofronas, Elaine Waterman.

Cook opened the meeting at 6:30 pm.

1. Approval of Agenda (Action Item). The Selectboard, by consensus, approved the Agenda as is.
2. Public Comments. No actions taken.
3. Town Manager's Report (Discussion). Written report in packet and on the Town website. No actions taken.
4. Finance – Board to Sign Accounts Payable/Warrants (Action Item). After one question, Flanders **moved** (2nd Ashley) to approve Check Warrant Report #16-16 for General Fund in the amount of \$1,563,420.08 for the period from 12/29/15 to 1/13/16. **Motion passed.**
5. Waiver under Section 6 of the Alcohol Ordinance for the Spring Gala from the Norwich Women's Club (Discussion/Action Item). Pitiger spoke for the Norwich Women's Club. Afterwards, Flanders **moved** (2nd Ashley) to approve a waiver in accordance with Section 6 of "An Ordinance to Regulate the Possession and Consumption of Alcohol on Town of Norwich Property" (Ordinance) to allow the possession and consumption of alcohol in accordance with the Ordinance at the Spring Gala sponsored by the Norwich Women's Club to be held on March 11, 2016 in Tracy Hall. **Motion passed.**
6. Interview/Appoint Sue Pitiger to the Development Review Board (Action Item). Pitiger was present and interviewed. Afterwards, Flanders **moved** (2nd Ashley) to appoint Sue Pitiger as an alternate to the Development Review Board for an unexpired term ending April 30, 2017. **Motion passed.**
7. Petition to Change the Boundaries of the Fire District (Discussion/Possible Action Item). After discussion regarding protocol, Flanders **moved** (2nd Ashley) to set a public hearing for February 10, 2016 at 6:00 pm in the multipurpose room. **Motion passed.**
8. Request for Extension from Division of Property Valuation & Review to File Form 411 (Discussion/Action Item). Fulton explained why the extension is needed. Afterwards, Ashley **moved** (2nd Goulet) to request a 30 day extension for filing of the 2015 411 due to the special circumstances described in the 12/30/15 memo from Douglas Farnham, Director of PV&R. **Motion passed.**

9. Favreau/Greene Request (Discussion/Possible Action Item). Per the request of the Selectboard, Fulton contacted the abutters to Parcel # 15-045.000. A response was received today from Judith Currier who suggested dividing the property between the two abutters. After discussion, Flanders **moved** (2nd Ashley) to authorize the Town Manager to contact the abutters and ask them how the property could be divided and if they were willing to pay for quick claim deeds, transfer, recording and other fees. **Motion passed.**

10. FY17 Budget (Discussion/Action Item). After some discussion, Flanders **moved** to recommend that Town Meeting approve a gross spending General Town Budget of \$4,331,293. Motion was dropped for lack of a second. After discussion of a request received from the Town Treasurer, Ashley **moved** (2nd Flanders) to add \$100 to the Dues/Meetings/Education line item in the Town Administration budget. **Motion passed.**

11. FEMA Alternate Projects (Discussion/Action Item). After review and considerable discussion, Ashley **moved** (2nd Goulet) to authorize the Town Manager to submit the following applications to FEMA for Alternative Projects: Restoration of the Norwich Pool Dam Area, Addition to Existing Public Works Building and Culvert Replacement with amendments to cover letter. **Motion passed.** After some discussion, Layton **moved** (2nd Goulet) to authorize the Town Manager to prepare a letter indicating Selectboard support for the projects and to authorize the Chair to sign. **Motion passed.**

14. Review of Banner Policy (Discussion/Possible Action Item). Several representatives from Norwich organizations and townspeople spoke. No actions were taken.

12. Capital Facilities (Discussion/Possible Action Item). Fulton has set up appointments with the three selected architects for the January 20th meeting.

13. Review of Draft Town Meeting Warning (Discussion/Action Item). Fulton reviewed and discussed changes. No actions were taken.

15. 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) #15 a), b), c), d), e), f), g) and h). Letter from Richard Kenney Re: Petition to Reclassify Illsley Road, Memo from William Malo Re: Steep Hill and School Buses on Beaver Meadow Road, Email from Claudette Brochu Re: Budget for 2017, Letter from David and Patricia Derrick Re: Illsley Road, Email from Mary Andes Re: Alternate Project for Town Pond Dam, Email from Robert Cramer Re: Charlie Brown Brook Dam Removal Projects, Letter from Christopher Ashley Re: Response to Mary Layton's Memo of November 23, 2015 and Email from Stephen Flanders Re: Attorney Opinion and Correspondence Disclosed to the Valley News. Flanders **moved** (2nd Ashley) to receive a letter from Richard Kenney re: petition to reclassify Illsley Road, a memo from William Malo re: steep hill and school buses on Beaver Meadow Road, an email from Claudette Brochu re: budget for 2017, a letter from David and Patricia Derrick re: Illsley Road, an email from Mary Andes re: alternate project for Town Pond Dam, an email from Robert Cramer re: Charlie Brown Brook Dam removal projects, a letter from Christopher Ashley re: response to Mary Layton's memo of November 23, 2015 and an email from Stephen Flanders re: Attorney opinion and correspondence disclosed to the Valley News.

Motion passed.

16. Selectboard

- a) Bill from Stitzel, Page & Fletcher for Legal Services (Discussion/Action Item). After very little discussion, Ashley **moved** (2nd Goulet) to authorize the Town Manager to pay the bill from the Professional Services line item. **Motion passed.**
- b) Approval of the Minutes of the 12/2/15, 12/9/15, 12/14/15, 12/16/15 and 12/17/15 Selectboard Meetings (Action Item). After some discussion, Flanders **moved** (2nd Ashley) to approve the minutes of the December 2, 2015, December 9, 2015, including amendments presented by Cook, December 14, 2015, December 16, 2015 and December 17, 2015 Selectboard meetings. **Motion passed.**
- c) Selectboard Town Report Submission (Discussion/Action Item). Layton will work on draft for the January 20th Selectboard meeting.
- d) Review of Next Agendas (Discussion/Possible Action Item). Items on the agenda for January 20th will include: interviewing architects, Town Warning, FY17 budget, Selectboard Town Report submission and Town Manager evaluation. Church Street Sidewalks SRTS Project and the Banner Policy will be added to the January 27th agenda.
- e) Town Manager Evaluation (Executive Session may be Required). Dropped.

Ashley **moved** (2nd Goulet) to adjourn. **Motion passed.** Meeting adjourned at 10:05 pm.

Approved by the Selectboard on February 10, 2016.

By Nancy Kramer
Assistant to the Town Manager

Linda Cook
Selectboard Chair

Special Selectboard Meeting – January 20, 2016 at 6:30 PM

Next Regular Meeting – January 27, 2016 at 6:15 PM

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