

Minutes of the Selectboard Meeting of Wednesday, January 27, 2016 at 6:15 PM

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

There were about 20 people in the audience.

Also participating: April Andrews, Linda Danilek, Phil Dechert, Oscar Guerra, Andy Hodgdon, Dana Ireland, Sue Kaufman, Richard Kenney, Peg Merrens, Bonnie Munday, Bill Pierce, Roberta Robinson, Jennifer Roby, Demo Sofronas, Brett Vuyovich, Elaine Waterman, Richard Wright.

Cook opened the meeting at 6:15 pm.

1. Litigation (Executive Session May be Required) (Action Anticipated). Flanders **moved** (2nd Ashley) to find that premature general public knowledge of the pending or probable civil litigation or a prosecution, to which the public body is or may be a party would clearly place the municipality at a substantial disadvantage, because the Selectboard risks disclosing its negotiation strategy if it discusses the litigation in public. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton). Pursuant to Title 1 VSA § 313(a)(1)(E), Flanders **moved** (2nd Ashley) to enter into Executive Session for the purpose of discussing the possible litigation having found that premature general public knowledge would clearly place the Selectboard at a substantial disadvantage and to invite Neil Fulton and Attorney Frank Olmstead to join the Session. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton). The Selectboard moved into Executive Session at 6:17 pm. At 6:34 pm Flanders **moved** (2nd Ashley) to move into public session. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton). Cook **moved** (2nd Flanders) to authorize the Town Manager to enter into a settlement agreement with Christopher and Margaret Katucki. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton).

2. Approval of Agenda (Action Item). The Selectboard, by consensus, approved the Agenda as is.

3. Public Comments. No actions taken.

4. Town Manager's Report (Discussion). No actions taken.

5. Finance – Board to Sign Accounts Payable/Warrants (Action Item). Ashley **moved** (2nd Flanders) to approve Check Warrant Report #16-17 for General Fund in the amount of \$85,590.09 for the period from 1/20/16 to 1/27/16. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton).

6. SRTS – Church Street Sidewalk Project (Discussion/Possible Action Item). Dechert reviewed the history of the project. Several Church Street residents spoke about their concerns with the project. After discussion, Fulton said he would continue meeting with the property owners and would let the Selectboard weigh in before proceeding with the project.

7. Norwich Conservation Commission Request to Spend \$3,635 from the Conservation Commission Reserve Fund to Pay an Invoice from Excavations Unlimited for Materials to be Used for Gile Mountain Trail (Discussion/Possible Action Item). Pierce, for the Trails Committee, spoke to the project. Afterwards, Ashley **moved** (2nd Flanders) to approve the Conservation Commissions' request to spend \$3,635 from the Conservation Commission Reserve Fund to pay an invoice from Excavations Unlimited for materials to be used for Gile Mountain Trail. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton).

8. Norwich Conservation Commission Request to Spend \$30,000 from the Conservation Commission Reserve Fund to assist in the Proposed Conservation Easement on the Sullivan Farmland (Discussion/Possible Action Item). Merrens read a letter of support from Nancy LaRowe. After very little discussion, Flanders **moved** (2nd Ashley) to approve the Conservation Commission's request to spend \$30,000 from the Conservation Commission Reserve Fund to assist in the proposed Conservation Easement on the Sullivan Farmland. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton).

9. Illsley Road Bridge (Discussion). Fulton distributed pictures of the temporary bridge. VAST will assume liability for the permanent bridge. Fulton said the Town is not required to maintain culverts and bridges on class four roads. The temporary bridge has a weight limit of 8,000 pounds and the permanent bridge will have a weight limit of 12,000 pounds. Fulton has given written approval for the temporary bridge. No actions taken.

10. Town Clerk's Compensation (Discussion/Possible Action Item). Fulton reviewed the compensation process stating that COLA raises are given to all employees as of July 1 and the step is given after an employee's satisfactory evaluation on their anniversary. After discussion, Cook **moved** (2nd Ashley) that the Town Clerk be given a retroactive step increase effective March 3, 2015 (Town Meeting Day) and that in the future a step increase on Town Meeting day and a COLA increase the same as other employees on July 1 of each year. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton).

11. FY17 Budget (Discussion/Action Item). Fulton reviewed his Tax Rate Calculation and Alternate Projects sheets. Cook said she is not supporting the budget due to its not being level funded. After some further discussion, Ashley **moved** (2nd Flanders) to recommend that Town Meeting approve a gross spending General Town Budget of \$4,327,993. **Motion passed 3 to 2** (yes – Ashley, Flanders and Layton; no – Cook and Goulet).

12. Town Meeting Warning (Discussion/Action Item). Fulton reviewed the articles that had changed. Cook said she hopes the public will support Articles 5, 6 and 7 so that the Town can move forward with the capital facilities projects. Afterwards, Flanders **moved** (2nd Ashley) to approve the Town portion of the 2016 Town Meeting Warning. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton).

13. Capital Facilities (Discussion/Possible Action Item). After Selectboard discussion, Cook **moved** (2nd Flanders) that the Town retain Jay White, Architect for public safety facility architectural/engineering services contingent upon passage of Article 5 at Town Meeting. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton).

14. Review of Banner Policy (Discussion/Possible Action Item). After Selectboard discussion and public input, Flanders **moved** (2nd Ashley) to remove items # 1. and 9. and change 12 to 6 banners in item # 13. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton).

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). Memo from Nate Stearns Re: Norwich Pool Dam, Stream Alteration Permit Application Post Mortem. Ashley **moved** (2nd Flanders) to receive a memo from Nate Stearns re: Norwich Pool Dam, Stream Alteration Permit Application post mortem. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton).

16. Selectboard

- a) Approval of the Minutes of the 1/6/16 Selectboard Meeting (Action Item). After some discussion, approval of the minutes was postponed until the February 10th meeting.
- b) Review of Next Agendas (Discussion/Possible Action Item). Items on the agenda for February 10th will include: public hearing on Fire District boundaries, FY15 audit report, outside auditor engagement letter, capital facilities and Selectboard Town Meeting presentation. Layton is traveling February 24th.

Goulet **moved** (2nd Flanders) to adjourn. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton). Meeting adjourned at 9:21 pm.

Approved by the Selectboard on March 9, 2016.

By Nancy Kramer
Assistant to the Town Manager

Linda Cook
Selectboard Chair

Next Regular Meeting – February 10, 2016 at 6:00 PM

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