

Minutes of the Selectboard Meeting of Wednesday, February 10, 2016 at 6:00 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 7 people in the audience.

Also participating: Dennis Kaufman, Bonnie Munday, Demo Sofronas, Jonathan Vincent, Elaine Waterman.

Cook opened the meeting at 6:00 pm.

1. Public Hearing on Changing the Boundaries of the Fire District by Removal of the Property Located at 74 Four Wheel Drive from the Norwich Fire District. Flanders **moved** (2nd Ashley) to open the public hearing on changing the boundaries of the Fire District by removal of the property located at 74 Four Wheel Drive from the Norwich Fire District. **Motion passed.** Exhibits from Cheryl and Hugh Rostad: (1) February 10, 2016 Email, (2) January 29, 2016 Letter and (3) December 15, 2015 Letter with Petition; exhibit from Prudential Committee, Norwich Fire District: (1) January 20, 2015 Letter with Map; and exhibits from Town of Norwich: (1) Tax Map printed January 2014, (2) Title 20, Chapter 171, Subchapter 1, § 2481 Statute and (3) Excerpt from How to Form a Fire District were submitted. Flanders **moved** (2nd Goulet) to receive the exhibits as described above. **Motion passed.** Flanders **moved** (2nd Ashley) to continue the Public Hearing to September 14, 2016. **Motion passed.**

Cook reconvened the meeting at 6:30 pm.

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). Written report in packet and on the Town website. No actions taken.

5. Finance – Board to Sign Accounts Payable/Warrants (Action Item). After one question, Ashley **moved** (2nd Flanders) to approve Check Warrant Report #16-18 for General Fund in the amount of \$74,388.34 and for Conservation Commission Fund in the amount of \$3,635 for the period from 2/3/16 to 2/10/16. **Motion passed.**

6. Outside Auditor Engagement Letter (Discussion/Action Item). After one question, Flanders **moved** (2nd Ashley) to authorize the Chair to sign the engagement letter with Ron L. Beaulieu & Company. **Motion passed 4 to 1** (yes - Ashley, Cook, Flanders and Goulet; no - Layton).

7. FY15 Audit Report (Discussion/Action Item). After some discussion, Ashley **moved** (2nd Flanders) to receive the Management Letter and Audits conducted by A.M. Peisch & Company for Fiscal Year 2015. **Motion passed.**

8. Contract for Assessing Services (Discussion/Action Item). After discussion regarding the CLA, COD and equalized education property value and public input, Ashley **moved** (2nd Flanders) to authorize the Town Manager to execute an agreement with New England Municipal Consultants to provide Contract Assessing services for the Town of Norwich from July 1, 2016 through and including June 30, 2019 in the approximate amount of \$234,900. **Motion passed 3 to 2** (yes – Ashley, Flanders and Layton; no – Cook and Goulet).

9. Bridge #42 Reconstruction - Use of Reserve Funds (Discussion/Action Item). After a couple of questions, Flanders **moved** (2nd Ashley) to authorize the Town Manager to spend approximately \$10,098 from the Bridge Reserve Fund to pay the Norwich cost of rehabilitating Bridge #42. **Motion passed.**

10. Discussion of Selectboard Presentation on Budget at Town Meeting (Discussion/Possible Action Item). Flanders will work on a PowerPoint presentation in conjunction with Cook. A draft will be prepared for the February 24th Selectboard packet.

11. Capital Facilities (Discussion/Possible Action Item). Layton read her proposal for a start at a Selectboard Capital Improvements Policy. No actions were taken.

12. Town Clerk's Compensation (Discussion/Possible Action Item). Ashley said the Selectboard discussed that the raises were going to be implemented over two years during the budget sessions. Cook said there was no motion to do this. Flanders recalled discussion but no motion was made. After considerable discussion, it was agreed that more information would be given to all Selectboard members and the matter would be taken up again at the February 24th Selectboard meeting.

13. 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) #13 a), b), c), d), e), f), g) and h). Email from Amy Downard Re: Recreation Council, Email from Christine Lang Re: Rutland Town Resolution, Letter from Richard Kenney Re: Clarification on the Removal of the Bridge on Illsley Road, Letter from Irv Thomae Re: An ECFiber Update, Email from Mary Layton Re: Nate Stearns Correspondence, Email from Mary Layton Re: Christopher Ashley Correspondence, December 30, 2015, Email from Mary Layton Re: Reply to Stephen Flanders Correspondence 1/7/2016 and Email from Dennis McCullough Re: Church Street Sidewalk Project. Flanders **moved** (2nd Goulet) to receive an email from Amy Downard re: Recreation Council, an email from Christine Lang re: Rutland Town Resolution, a letter from Richard Kenney re: clarification on the removal of the bridge on Illsley Road, a letter from Irv Thomae re: an ECFiber update, an email from Mary Layton re: Nate Stearns correspondence, an email from Mary Layton re: Christopher Ashley correspondence, December 30, 2015, an email from Mary Layton re: reply to Stephen Flanders correspondence 1/7/2016 and an email from Dennis McCullough re: Church Street Sidewalk Project. **Motion passed.**

14. Selectboard

a) Bill from Stitzel, Page & Fletcher for Legal Services (Discussion/Action Item). After discussion of the itemized charges on the bill, Flanders **moved** (2nd Goulet) to authorize the Town Manager to pay the bill from the Professional Services line item. **Motion passed.** Ashley abstained from voting.

- b) Approval of the Minutes of the 1/6/16 and 1/13/16 Selectboard Meetings (Action Item). After very little discussion, Flanders **moved** (2nd Ashley) to approve the minutes of the January 6, 2016 and January 13, 2016 Selectboard meetings. **Motion passed.**
- c) Review of Next Agendas (Discussion/Possible Action Item). Items on the agenda for February 24th will include: SRTS (Church Street Sidewalks Project), Rutland Town Resolution, Town Clerk's compensation, Town Meeting Selectboard presentation, Liquor Licenses, Codification Project, clarification of 27 specific criteria from #13 e) correspondence and Town Manager evaluation (Executive Session and action).
- d) Town Manager Evaluation (Executive Session may be Required). Pursuant to Title 1 VSA § 313(a)(3), Layton **moved** (2nd Cook) to enter into Executive Session for the purpose of discussing the Town Manager evaluation. **Motion passed.** The Selectboard moved into Executive Session at 9:20 pm.

At 10:05 pm, Goulet **moved** (2nd Flanders) to move into public session. No action was taken as a result of the Executive Session.

Goulet **moved** (2nd Flanders) to adjourn. **Motion passed.** Meeting adjourned at 10:06 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 24, 2016 at 6:30 PM

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